

**AGENDA  
TOWN OF TWO HILLS  
July 16, 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 June 25, 2019
- 4. DELEGATION**
- 5. 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) Capital Projects
- 9. NEW BUSINESS**
  - a) National drowning prevention week proclamation
  - b) Disaster Services Director
  - c) Appeal – Trailer Parked Over 72 Hours
  - d) Sidewalks
  - e) Property Offer
- 10. NEXT MEETINGS**
  - a) Regular Council Meeting Tuesday August 13, 2019 7:00 p.m.
- 11. ADJOURNMENT**

# 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) Grade and pack problems roads (51 ave – 49 st, 52 ave – 49 st, 53 ave – 50 st)
- b) Grade and pack dust control roads (45 ave – 54 st, 52 ave)
- c) Clean out ditches along northside of 55 ave and 57 ave
- d) Repair water line excavations
- e) Fill pot holes
- f) Repair entrance to Bumper to Bumper
- g) Grade Geleta Park

## 2. Water/Wastewater

- a) Continue to monitor southside pressure
- b) VAC PRV Vault & flush hall & 50 st south
- c) Lagoon inspection
- d) Check ditches for manhole infiltration during rain
- e) Sewer auger residential line as per request
- f) Add high test degreaser to sanitary lines at library, taco house, 46 st east & 49 st south

## 3. Other

- a) Cut grass on all Town property and parks
- b) Clean out catch basins and gutters
- c) Complete first calls for catch basin install at 49 st and 53 ave, 48 st north of 50 ave east side
- d) Cut up and remove trees at property owners fence 5204 47 st
- e) Pick chamomile weeds along 55 ave
- f) Repair sweeper, new brushes, control for air suspension, air springs. Air regulator tires
- g) Sweep parking lot at Mennonite School
- h) Repair wiring on F-350 unit #91
- i) Service all mowing and road equipment
- j) Complete all service requests
- k) Repair library roof
- l) Plant trees along highway 45 northside & fish pond west side
- m) Gateway rebuilt compressor in arena and will start install of all safety items
- n) Green Hills to start work on compressor room
- o) Hall door east ordered, price for other three from Green Hills
- p) Shop doors quote received \$4726.00
- q) Measure sidewalk replacement
- r) Quotes for fence at playground material only \$1381.00
- s) Finish moving equipment and other items for county auction
- t) Received quotes for new and used public works trucks
- u) Mark garbage bins in good condition for landfill monitoring

**Town of Two Hills****Cheque Register****26465 - 29528**

29465	June 24, 2019	Office Cleaning June 23, 2019	64.00
29466	June 24, 2019	Contractor Fees	1,000.00
29467	June 24, 2019	Interim CAO Contract Fees	2,084.07
29468	June 24, 2019	Mower Valve Stem Repair	15.75
29469	June 24, 2019	Gopher Control	756.00
		Gravel	1,050.00
			1,806.00
29470	June 24, 2019	Reservoir Internet	36.75
29471	June 24, 2019	Freight for Cold Mix	477.75
29472	June 24, 2019	Election for Councillor Remuneration	260.00
29473	June 24, 2019	Election for Councillor Remuneration	260.00
29474	June 24, 2019	June 2019 Fire Chief Honorarium	150.00
29475	June 24, 2019	Postage Meter Payment	111.67
29476	June 24, 2019	Freight	246.51
29477	June 24, 2019	Election Fday Advertisements	289.80
29478	June 24, 2019	Centennial Hall Management Fee June 2019	2,500.00
29479	July 2, 2019	CAO Advance	1,500.00
29480	July 3, 2019	Credit from Property Tax Incentive Program	10.86
29481	July 3, 2019	Credit from Water/Sewer account	154.53
29482	July 4, 2019	June 2019 Water Consumption	48,435.26
29483	July 4, 2019	July 2019 Benefits	5,487.07
29484	July 4, 2019	Mileage/Subsistence Council	226.90
29485	July 4, 2019	Mileage/Subsistence Staff	270.69
29486	July 4, 2019	Contractor Fees	1,000.00
29487	July 4, 2019	Grader Repairs	2,103.85
29488	July 4, 2019	Office Cleaning July 1, 2019	64.00
29489	July 4, 2019	4 Flat Repairs	228.99
29490	July 4, 2019	Equipment from County/Gravel for Dust Debatement	4,835.28
29491	July 4, 2019	Sewer Supplies	189.00
29492	July 4, 2019	Mileage/Subsistence Council	95.95
29493	July 4, 2019	Cold Mix	2,881.31
29494	July 4, 2019	Street Sweeper/Packer/Truck Repairs	630.00
29495	July 4, 2019	Mileage/Subsistence Staff	1,280.00
29496	July 4, 2019	Installation of Change Tables in Hall	192.05
29497	July 4, 2019	Contractor Fees	5,730.40
29498	July 4, 2019	Lift Station Engine Service	252.00
29499	July 4, 2019	Service Signs	1,390.46
		Office Supplies	69.17
		Office Supplies	64.01
		Office Supplies	54.27
		Office Supplies	57.72

			<b>1,635.63</b>
29500	July 4, 2019	Mileage/Subsistence Council	<b>106.55</b>
29501	July 4, 2019	Mileage/Subsistence Council	<b>181.80</b>
29502	July 4, 2019	Rec Centre Security	<b>252.00</b>
29503	July 4, 2019	Phone Lines	<b>1,170.05</b>
29504	July 4, 2019	Public Works Phone Lines	<b>300.00</b>
29505	July 4, 2019	Land Titles June 2019	<b>45.00</b>
29506	July 4, 2019	Council/Office/Public Works Supplies	<b>261.82</b>
29507	July 4, 2019	Canada Day Donation	<b>2,500.00</b>
29508	July 4, 2019	Equipment Repair	32.50
		Shop Supplies	73.75
		Equipment Repairs	1.80
		Shop Supplies	3.62
			<b>111.67</b>
29509	July 4, 2019	THIC Annual Contributions	<b>2,500.00</b>
29510	July 4, 2019	Fuel June 1 - 15, 2019	1,525.29
		Fuel June 16 - 30	859.57
		Grease	51.35
		Shop Supplies	6.29
		Shop Supplies	117.85
		Shop Supplies	36.19
		Light Bulbs	30.14
		Paint for Barricades	52.49
		Shop Supplies	23.58
		Shop Supplies	25.96
		PPE	38.56
			<b>2,767.27</b>
29511	July 4, 2019	Election Day Ad	192.62
		Public Meeting Ad	192.62
			<b>385.24</b>
29512	July 4, 2019	Monthly Contract Assessment Fee July 2019	<b>1,434.30</b>
29513	July 4, 2019	Hall Light Switches/Library Light Repairs	<b>303.45</b>
29514	July 4, 2019	Refund for 2 Picnic Table Rental	<b>10.00</b>
29515	July 5, 2019	Credit from Property Tax Incentive Program	<b>18.52</b>
29516	July 10, 2019	Credit from Property Tax Incentive Program	<b>9.91</b>
29517	July 11, 2019	Plaques & Name Plates	<b>163.80</b>
29518	July 11, 2019	June 2019 Notifications	<b>44.10</b>
29519	July 11, 2019	Power and Gas June 2019	<b>14,298.46</b>
29520	July 11, 2019	2019 Municipal Leaders Caucus	210.00
		Change Tables for Hall	702.54
		Gift Cards for Task Force	75.00
		Gift Cards for Task Force	75.00

		Gift Cards for Task Force	75.00
		CAO and Councillor	30.41
		CAO Welcome Dinner	169.02
		6 Month Service Agreement	<u>1,061.55</u>
			<b>3,580.86</b>
29521	July 11, 2019	Office Cleaning July 6, 2019	<b>64.00</b>
29522	July 11, 2019	Contractor Fees	<b>837.50</b>
29523	July 11, 2019	Mower Parts	<b>226.54</b>
29524	July 11, 2019	F-350 Repairs	<b>367.50</b>
29525	July 11, 2019	Drive Shaft	155.15
		Shop Supplies and Starter	300.85
		Clutch Disks	<u>37.80</u>
			<b>493.80</b>
29526	July 11, 2019	Managed IT Services	2,247.00
		Technical Support & Labour	<u>2,218.97</u>
			<b>4,465.97</b>
29527	July 11, 2019	3rd Quarter Payment	<b>14,585.00</b>
29528	July 11, 2019	2019 Contribution	<b>3,000.00</b>
		<b>TOTAL</b>	<b>140,991.18</b>

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

**AS PER ATB BANK STATEMENT**

<b>Net Balance at End May 2019</b>	<b>\$884,322.05</b>
Plus Deposits	\$130,468.19
<b>Sub Total</b>	<b>\$1,014,790.24</b>
Minus Disbursements (including transfers)	\$267,367.92
<b>Closing Balance</b>	<b>\$747,422.32</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)	\$747,422.32
Bus Custom Plan CB #27	(Electronic Bill Payments)	\$119,231.57 *
Notice Account 90 Day	(Auction Holding)	\$97,909.93
<b>TOTAL ATB</b>		<b>\$964,563.82</b>

<b>Revolving Loan - out of \$993,400.00</b>	
<b>Business Term Loan (dump truck)</b>	\$ 1,080.26

<b>OTHER ACCOUNTS:</b>	<b><u>Vision Credit Union</u></b>	
	Two Hills Improvement Committee	\$ 1,890.00
	Canada Day	\$ 3,427.11
	Pay Roll	\$ 126,951.18

**Comments:**

\* Bus Custom Plan CB #27      Debit and Electronic Bill Payment Transfer Account-Transfers 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	1,571,553.31	206,427.69	88.39
1010	General Administration				
	Department Totals:	223,767.00	25,637.05	198,129.95	11.46
1020	Fire Fighting				
	Department Totals:	16,000.00	4,889.50	11,110.50	30.56
1030	Bylaw Services				
	Department Totals:	1,650.00	1,565.00	85.00	94.85
1040	Roads/Streets/Walks/Lighting				
	Department Totals:	65,481.00	9,218.49	56,262.51	14.08
1050	Water Supply & Distribution				
	Department Totals:	602,720.00	322,027.77	280,692.23	53.43
1060	Sanitary Sewage Service/Treat				
	Department Totals:	136,500.00	70,782.00	65,718.00	51.85
1070	Garbage Collection & Disposal				
	Department Totals:	143,958.00	96,752.04	47,205.96	67.21
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	300.00	700.00	30.00
1080	Community Services				
	Department Totals:	2,500.00	2,500.00	0.00	100.00
1101	Hall				
	Department Totals:	12,000.00	8,707.37	3,292.63	72.56
1103	Curling Rink				
	Department Totals:	315.00	103.79	211.21	32.95
1106	Other Parks				
	Department Totals:	0.00	80.00	(80.00)	0.00
2010	Council & Other Legislative				
	Department Totals:	134,065.00	51,400.29	82,664.71	38.34
2020	General Administration				
	Department Totals:	616,913.00	326,200.59	290,712.41	52.88



**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
2035	Other General Gov't Services				
	Department Totals:	0.00	520.00	(520.00)	0.00
2050	Fire Fighting				
	Department Totals:	41,642.00	12,304.63	29,337.37	29.55
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	286,415.14	734,481.86	28.06
2081	Sidewalks				
	Department Totals:	0.00	1,282.01	(1,282.01)	0.00
2082	Shop,Equipment Repairs				
	Department Totals:	0.00	6,176.86	(6,176.86)	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	344,712.67	334,890.33	50.72
2100	Sewer Service & Treatment				
	Department Totals:	72,494.00	40,015.42	32,478.58	55.20
2110	Garbage Collection				
	Department Totals:	131,505.00	19,464.77	112,040.23	14.80
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	15,485.35	79,514.65	16.30
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

**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
2161	Hall				
	Department Totals:	69,185.00	23,781.88	45,403.12	34.37
2162	Arena				
	Department Totals:	73,675.00	32,659.36	41,015.64	44.33
2163	Curling Rink				
	Department Totals:	159,578.00	36,279.04	123,298.96	22.73
2166	Parks				
	Department Totals:	11,068.00	14,259.64	(3,191.64)	128.84
2200	Library				
	Department Totals:	38,562.00	18,488.43	20,073.57	47.94
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:	<u><u>\$ (551,998.00)</u></u>	<u><u>\$ 838,251.45</u></u>	<u><u>\$ (1,390,249.45)</u></u>	<u><u>-151.86</u></u>

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

# CAO REPORT

July 16, 2019

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1. See attached Action Tracker for up-to-date information on directives from Council.

**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. Will be done in Fall 2019		CAO & CFO will complete for fall intake
Strategic Planning	2019 Budget Approval	As soon as possible	low	No progress since last Council meeting.		Deferred to 2020
Bylaw Services	2019 Budget Approval	Spring 2019	low	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. Deferred for budget purposes to 2020.		Currently Public Works Foreman is Managing Bylaw Services
Paint exterior and replace water lines at Town Office	2019 Budget Approval	By end of fall	high	Still seeking quotes for replacing water lines.		Painting moved to 2020. Focus is on looking at interior plumbing & privacy renovations.
Purchase trailer for PW Office	2019 Budget Approval	By end of year	low	Deferred.		Deferred to 2020.
Purchase bypass sewer pump	2019 Budget Approval	By spring	low	Deferred.		Deferred to 2020.
2019 Capital Construction	2019 Budget Approval	By end of construction season	high	Arranging contractors and obtaining price quotes.		Seeking final pricing for project.
Ice Compressor Rebuild	2019 Budget Approval	By start of ice season.	high	In progress.		Project underway: quotes obtained, funding arranged, work to start shortly.
Natural Gas Distribution System	23/10/2018 and 2019 Budget Approval		low	No change from the last meeting.		
Intermunicipal Development Plan	Project initiated 2016	2019	high	Awaiting response from County.		Project is nearing completion.
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.		Awaiting for date to present to County Council.
Priority Rating for spreadsheet			low med high			

**Correspondence Listing**  
**Council Meeting of July 16, 2019**

1. **Alberta Health Services:** Cannabis Municipal Regulations and Legalization letter asking the Municipality to update AHS on our current cannabis Bylaws. Administration has updated AHS to inform them we are following Provincial regulations.
2. **Alberta HUB:** Invitation to Council to a meeting on July 23<sup>rd</sup> 2019. The main topic will be the state of “broadband” in the Alberta HUB region and how it relates to (Quality of Life) liveability, business attraction and expansion, education, Health care and emergency services. Required infrastructure, capacity, affordability, reliability and choice, along with projects that are being planned/executed by communities.
3. **Alberta Development Officers Association:** Registration package for the Alberta Development Officers Association Annual Conference September 24-27 in Drayton Valley.
4. **County of Two Hills:** Invitation to emergency management exercise, CAO and Executive Secretary to attend.
5. **Town of Smoky Lake:** Invitation to participate in the annual Heritage Day Parade.
6. **Recycling Council of Alberta:** Invitation to 2019 Waste Reduction Conference.

\* Previously provided to the Mayor.

\*\* Previously provided to Council.

**Attachment 1****Instructions for completing the Municipal Cannabis By-Laws Table****RETURN BY JULY 31, 2019****EMAIL TO: [cannabis@ahs.ca](mailto:cannabis@ahs.ca)****Step 1:**

Please find your municipality on the list.

**Step 2:**

Complete the columns B-M adding, updating and/or verifying information on the current status of your cannabis-related bylaw(s). Please provide as much detail as possible.

If there is already information in your row, please ensure it is correct and up-to-date. Please add more information and/or make revisions as necessary.

Note: if you have adopted the provincial cannabis regulations and have not developed local municipal bylaws, please input "Provincial Regulations."

**Step 3:**

If you have any cannabis-related bylaws that you anticipate will be coming up for decision by council in the future please indicate in the Notes column with an expected completion date for follow-up purposes.

**Step 4:**

Please ensure you provide/update your contact information in columns K-M.

**Step 5:**

Return this excel file as an attachment with the subject line of your email indicating following:

**Zone, Name of Municipality, Community By-Laws Table**

i.e. Edmonton Zone, City of Beaumont, Municipal Cannabis Bylaws Table

**Please return this file by July 31, 2019 and send any questions by email to [cannabis@ahs.ca](mailto:cannabis@ahs.ca)**

Thank you for taking the time to complete this table. Once the information is collected and collated it will be shared.

**Ava Clark**

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**From:** Bob Bezpalko <bobbezpalko@albertahub.com>  
**Sent:** July 3, 2019 9:41 AM  
**To:** Bob Bezpalko  
**Subject:** Alberta HUB SAVE THE DATE Alberta HUB meeting with CRTC Commissioner

At the Alberta HUB board meeting following the AGM on June 27<sup>th</sup>, the board was advised the CRTC has requested a meeting with our members  
On July 23<sup>rd</sup>. The purpose of the meeting is to have a conversation about opportunities and challenges relevant to the work of CRTC

Specifically to broadband and cell service. Please review the excerpt from their email below.

The main topic will be the state of "broadband" in the Alberta HUB region and how it relates to (Quality of Life) liveability, business attraction and expansion, education, Health care and emergency services. Required infrastructure, capacity, affordability, reliability and choice..... along with projects that are being planned/executed by communities.

**Please plan to attend Tuesday July 23<sup>rd</sup> , 10am. Hampton Inn St. Paul, Alberta .**

**A board/membership meeting will follow this meeting with the CRTC. An agenda will follow shortly. (end time approx. 1pm – 1:30pm)**

Please let me know if you have any questions or comments.

Sincerely

Bob Bezpalko

Executive Director

Northeast Alberta Information HUB

1-780-614-3715 cell

[www.albertahub.com](http://www.albertahub.com)

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The following is more information to outline the general purpose of Dr. Vennard's trip and visit.

As the CRTC Regional Commissioner for Alberta and the Northwest Territories, Commissioner Dr. Vennard has visited with stakeholders in Southern Alberta and the Northwest Territories and had conversations about opportunities and challenges relevant to the work of CRTC. The purpose of this trip is to also do so with the Northern Alberta stakeholders. We are reaching out to all Northern stakeholders through their REDAs, as we believe these organizations are the most knowledgeable about what stakeholders would be interested in meeting with Commissioner Dr. Vennard.

The purpose of the meeting is simply to have a conversation about opportunities and challenges relevant to the work of CRTC. The conversations will be shaped by the topics most relevant to the people in it, and it is an excellent idea to provide questions and topics ahead of time. She will be glad to bring information on recent work of the CRTC, but is unable to discuss open CRTC files where decisions are yet to be made or are under review. Having said that, I would draw to your attention that the CRTC Broadband fund is one of these files, and she would be able to speak of it only in general terms. There are many topics of interest to Canadians and communities, and we know everyone's time and resources are valuable so we would like to be sure attendees can get the most out of the meeting by focusing on the topics most relevant to each REDA.



**Alberta HUB**  
Where opportunity comes to life

## **Northeast Alberta Information HUB Board/Membership Meeting**

**Date:** Tuesday, July 23, 2019

**Time:** 10:00 am

**Place:** Hampton Inn, St. Paul, Alberta

### **AGENDA**

**10:00am**

**Call to Order – Steve Upham**

**Introductions Welcome**

**Dr. Linda Vennard CRTC Commissioner Alberta, Northwest Territories**

Dr. Linda Vennard opening remarks

Roundtable discussion Broadband / cell service

**Closing remarks**

**11:30am**

**Break / Lunch**

**12:30pm**

**Call to order – Steve Upham**

**1.0 Adoption of Agenda –**

**2.0 Motion:**

**Approval of June 27, 2019 Board meeting minutes**

**3.0 Motion:**

**Financial report – Jennifer Leroux**

**4.0 Motion:**

**Alberta HUB CARES Application RABC funding/activities – Bob**

**5.0 Eastern Alberta Trade Corridor – update - Bob**

**5.0a Agriculture Strategy update - Bob**

**6.0 Letter of Support – CHTA request Hemp CBD regulations Bob**

**7.0 Update on REDA funding – Steve Upham**

**Other:**

**1:30pm**

**Adjourn:**





# **Together, Brazeau County and the Town of Drayton Valley heartily invite you to attend the 2019 ADOA CONFERENCE in Drayton Valley!**

## **Conference Dates:**

**Tuesday, September 24, 2019 at 7:00 pm to  
Friday, September 27, 2019 at noon**

## **Early Bird Registration Deadline**

**August 1, 2019**

## **Registration Deadline**

**September 3, 2019**

**\*all fees are doubled after September 3, 2019**

**\*\*no registrations will be accepted at the door**

## **Important Notes:**

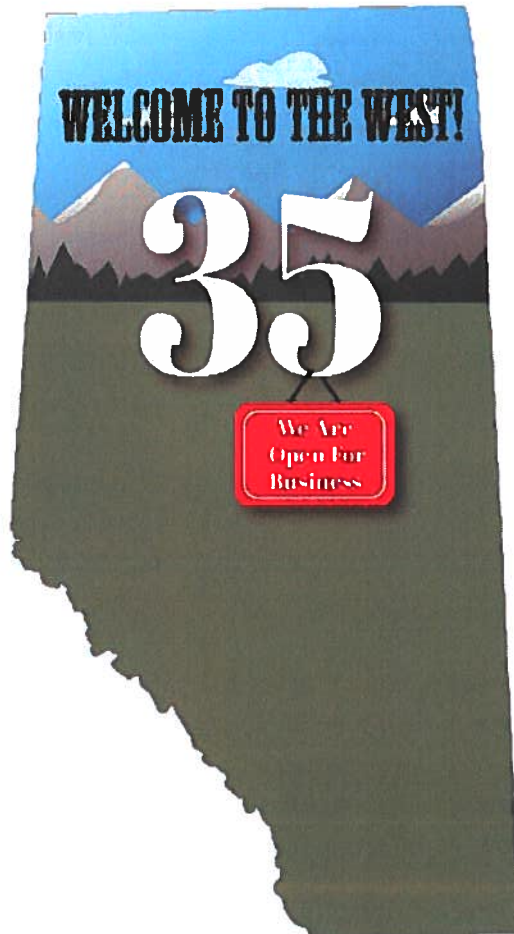
- ♣ Members are encouraged to donate an item to the silent auction. All proceeds raised will go to **Cause for Critters Animal Rescue Society** in Drayton Valley.
- ♣ We welcome the donation of items for door prizes. Items can be provided at the time of registration.
- ♣ Meals and snacks will be provided by a variety of talented local caterers. In order to ensure that everyone is accommodated, we ask that you advise us in advance of any food allergies or special dietary requirements so that we can best meet your needs. Failure to do so may result in caterers being unable to accommodate last-minute requests.
- ♣ The Drayton Valley Omniplex, adjoining the Mackenzie Conference Centre, does have an ATM, however access may be limited. The Clean Energy Technology Centre does not have an ATM on site. Please be aware of these limitations and prepare to have cash on hand for the silent auction and the Thursday evening Whoop-it-up. Vendors will also be set up as part of the trade show.

## **2019 Conference Organizing Committee**



# **2019 Conference**

## **Drayton Valley, Alberta**



# County of Two Hills and Area Regional Emergency Management Training Exercise

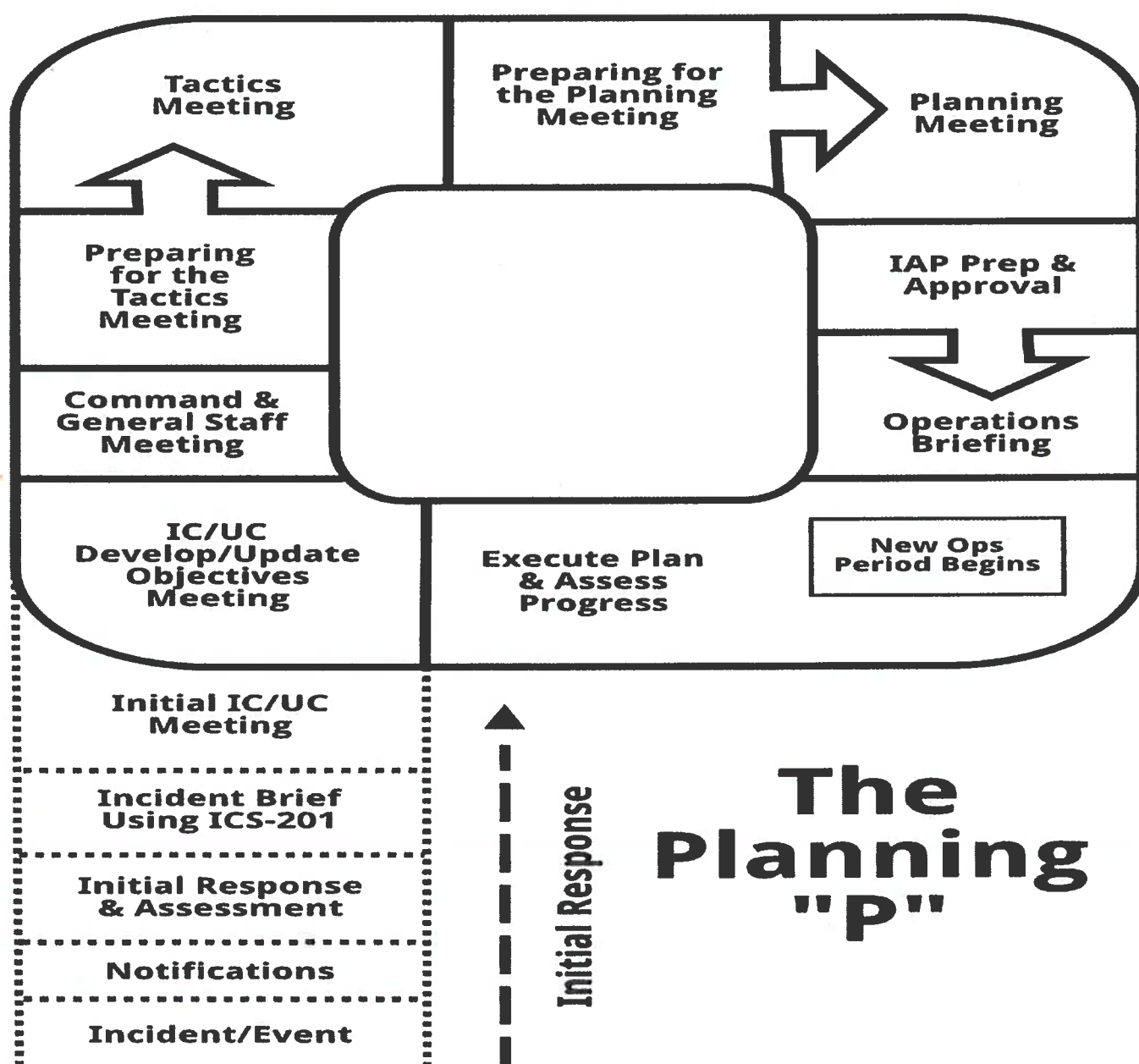
When: July 24th, 9 a.m.— 4 p.m.  
July 25th, 10 a.m.— 4 p.m.

Where: Two Hills Seniors Centre, 4903 47 Avenue

This two day training exercise will both introduce the Incident Command System to new employees and for others a review.

RSVP to Cheryl McRae at [cmcrae@thcounty.ab.ca](mailto:cmcrae@thcounty.ab.ca) or 780-657-3358 by July 15th.

Lunch will be served both days. Come learn and enjoy!



# "HONOURING OUR VETERANS"



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



June 25, 2019

Dear Friend,

On behalf of the Town of Smoky Lake, I would like to formally invite you to participate in our annual Heritage Day Parade. This year the Annual Smoky Lake Heritage Day Parade will be held on Saturday, August 3, 2019. The theme this year is **"Honouring Our Veterans"**, in commemoration of the 75<sup>th</sup> anniversary of D-Day and the Battle of Normandy. Your participation in this Parade would be very much appreciated and an entry form is enclosed with this letter.

The parade will start at the Smoky Lake Agricultural Complex with registration and assembly starting at 9:30a.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 to The Town of Smoky Lake, Box 460, Smoky Lake, AB T0A 3C0 or fax to 780-656-3675 or email [accountingclerk@smokylake.ca](mailto:accountingclerk@smokylake.ca) before July 31, 2017.

For any questions or further information please contact us at the Town Office, 780-656-3674.

Sincerely,

Tamara Flondra  
Accounting Clerk  
Town of Smoky Lake  
780-656-3674



## **Only 4 weeks remain for early registration discounts!**

The Recycling Council of Alberta (RCA) 2019 Waste Reduction Conference **"Sea Change"** will be held October 2-4, 2019 at The Fairmont Jasper Park Lodge in Jasper, Alberta. Confirmed speakers include Dianne Saxe, former Environmental Commissioner of Ontario, Chloe Dubois of Ocean Legacy, and Joel Baziuk from Global Ghost Gear Initiative, in addition to keynote speaker Anthony Rossi, VP, Global Business Development for Loop (TerraCycle company).

Session topics include recycling in rural and remote regions, Alberta research updates, media influence on waste issues, and ocean plastics. We are also excited to offer an innovations panel that will be a lightning format of entrepreneurs delivering disruptive approaches.

This strong content gives you a great reason to join us in Jasper this year. Program updates, registration information, and other details are now available on the conference web site. Be sure to come back to this site often - the program will continue to be updated as speakers, sessions, and other feature events are confirmed.

The RCA promotes and facilitates waste reduction, recycling and resource conservation in the Province of Alberta.

[Click here to go to the "Sea Change" website](#)

See you at the conference!

**Recycling Council of Alberta** Box 23, Bluffton, AB T0C 0M0  
p: 403.843.6563 e: [info@recycle.ab.ca](mailto:info@recycle.ab.ca) <https://recycle.ab.ca>

Find RCA on Facebook <http://www.facebook.com/RecyclingCouncilOfAlberta>  
and follow us on Twitter <http://twitter.com/3RsAB> - conference hashtag: #2019RCA



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

<b>Meeting Date:</b> July 16, 2019	<b>Confidential:</b>	Yes	<input type="checkbox"/>	No	<input checked="" type="checkbox"/> X
<b>Topic:</b> Capital Projects					
<b>Originated By:</b> Robert Moretti			<b>Title:</b> C.A.O.		
<b>BACKGROUND:</b>					
<p>With recent changes the Capital projects for 2019-2020 will need to be approved</p>					
<b>DOCUMENTATION ATTACHED:</b>					
<p>None</p>					
<b>DISCUSSION:</b>					
<p>None</p>					
<b>COMMUNICATION PLAN/COMMUNITY INVOLVEMENT:</b>					
<p>None</p>					
<b>RECOMMENDED ACTION(S):</b>					
<p>To approve amended capital projects plan 2019-2020</p>					
<b>CAO – Robert Moretti</b>					
<b>DISTRIBUTION:</b>		<b>Council:</b> X		<b>DISTRIBUTION:</b>	
				<b>Council:</b> X	

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

<b>Meeting Date:</b> July 16, 2019	<b>Confidential:</b>	Yes	<input type="checkbox"/>	No	X
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**Topic:** National Drowning Prevention Week Proclamation

**Originated By:** Robert Moretti

**Title:** C.A.O.

**BACKGROUND:**

The Lifesaving Society is a national, charitable organization working to prevent drowning and reduce water-related injury through our training programs, Water Smart® public education, drowning research and aquatic safety standards. The Lifesaving Society certifies Canada's National Lifeguards.

National Drowning Prevention Week is one of the Society's leading public education initiatives, with events taking place across the country to focus media and community attention on the drowning problem and drowning prevention. During this week, the Society urges individuals to:

- Supervise children in and around the water.
- Refrain from drinking alcoholic beverages while participating in aquatic activities.
- Wear a lifejacket when boating.

If every Canadian followed these steps, we could greatly reduce Canada's drowning rate.

**DOCUMENTATION ATTACHED:**

none

**DISCUSSION:**

none

**COMMUNICATION PLAN/COMMUNITY INVOLVEMENT:**

Will be posted on Town webpage

**RECOMMENDED ACTION(S):**

Proclaim July 21-27, 2019 as NATIONAL DROWNING PREVENTION WEEK in Two Hills.

**CAO – Robert Moretti**

**DISTRIBUTION:**

**Council:** X

**DISTRIBUTION:**

**Council:** X

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

<b>Meeting Date:</b> July 16, 2019	<b>Confidential:</b>	Yes	No	X
<b>Topic:</b> Disaster Services Director				
<b>Originated By:</b> Robert Moretti	<b>Title:</b>	C.A.O.		
<b>BACKGROUND:</b>				
As the previous CAO was appointed as Disaster Services Director Council will need to appoint Robert Moretti as Disaster Services Director				
<b>DOCUMENTATION ATTACHED:</b>				
None				
<b>DISCUSSION:</b>				
None				
<b>COMMUNICATION PLAN/COMMUNITY INVOLVEMENT:</b>				
None				
<b>RECOMMENDED ACTION(S):</b>				
To appoint Robert Moretti Disaster Services Director for the Town of Two Hills.				
<b>CAO – Robert Moretti</b>				
<b>DISTRIBUTION:</b>	Council: X	<b>DISTRIBUTION:</b>	Council: X	



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

<b>Meeting Date:</b> July 16, 2019	<b>Confidential:</b>	Yes		No	X
<b>Topic:</b> Appeal – Trailer Parked Over					
<b>Originated By:</b> Robert Moretti			<b>Title:</b> C.A.O.		
<b>BACKGROUND:</b>					
<p>Property owner at PLAN 4349MC, BLOCK 14, LOT 7 is appealing the fine for parking a trailer over 72 hours.</p> <p>The Town noted a trailer parked out front of the property on June 21<sup>st</sup> and issued an Enforcement Order on June 24<sup>th</sup> to move the trailer no later than July 3, 2019.</p> <p>On July 4<sup>th</sup> 2019 the Enforcement Officer noted the trailer had not been moved as requested and Administration issued a fine of \$200 \$200.00 with an administration fee of \$50.00 as per "Schedule B" of Bylaw No. 2019-998.</p>					
<b>DOCUMENTATION ATTACHED:</b>					
Appeal Notice					
<b>DISCUSSION:</b>					
Landowner was given more than 7 days to move trailer					
<b>COMMUNICATION PLAN/COMMUNITY INVOLVEMENT:</b>					
None					
<b>RECOMMENDED ACTION(S):</b>					
For Council to deny request of the appeal					
<b>CAO – Robert Moretti</b>					
<b>DISTRIBUTION:</b>	<b>Council:</b> X	<b>DISTRIBUTION:</b>	<b>Council:</b> X		



# Town of Two Hills

4712 - 50 Street  
P.O. Box 630  
Two Hills, AB, T0B 4K0

Tel: (780) 657-3395  
Fax: (780) 657-2158  
email: info@townoftwohills.com

## APPEAL NOTICE

(If you want to appeal a Direction you must serve this Appeal Notice by delivering it to the Town of Two Hills Administration Office within 14 days after the Direction was served)

Bylaw to be Appealed \_\_\_\_\_ Date July 8 2019

TO: TOWN OF TWO HILLS  
4712 - 50 STREET  
P.O. Box 630  
Two Hills, AB T0B 4K0

# COPY

I am appealing the Direction (08 04 2019), regarding Plan H39MC Block 14, Lot 7  
(Date on Directive) (Property Address)

You must give reasons for your appeal: The trailer that was parked in front of my property wasn't even my trailer. The person who owned trailer was from Cold Lake & it took him a few extra days to move said trailer. I'd like to know why we are being punished for someone else property.  
(Use a separate sheet if necessary)

Signature \_\_\_\_\_

Name Printed \_\_\_\_\_

Street Address \_\_\_\_\_

Mailing address \_\_\_\_\_

**NOTE: ONLY appeals filed WITHIN THE 14 DAY PERIOD will be heard by Council. You will be notified by mail of the hearing date.**

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

<b>Meeting Date:</b> July 16, 2019		<b>Confidential:</b>		Yes		No	X
<b>Topic:</b> Sidewalks							
<b>Originated By:</b> Terry Stefiuk				<b>Title:</b> Public Works Foreman			
<b>BACKGROUND:</b>							
With construction season well underway priority sidewalks need to be chosen							
<b>DOCUMENTATION ATTACHED:</b>							
Photos of sidewalks suggested by Public Works Foreman							
<b>DISCUSSION:</b>							
<b>COMMUNICATION PLAN/COMMUNITY INVOLVEMENT:</b>							
None							
<b>RECOMMENDED ACTION(S):</b>							
For Council to choose which sidewalks are priority.							
<b>CAO – Robert Moretti</b>							
<b>DISTRIBUTION:</b>		<b>Council:</b> X		<b>DISTRIBUTION:</b>		<b>Council:</b> X	



45<sup>th</sup> between 52+53 st North side 317 feet

02/07/2019











02/07/2019

49 st west side 50<sup>th</sup> Ave - 51<sup>st</sup> Ave 329 feet





02/07/2019



50<sup>th</sup> Ave 48st - 49st Southside 600 feet

02/07/2019





Corner of 48<sup>th</sup> + 50 Ave

02/07/2019





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

<b>Meeting Date:</b> July 16, 2019	<b>Confidential:</b>	Yes		No	X
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**Topic:** Property Offer

<b>Originated By:</b> Robert Moretti	<b>Title:</b> C.A.O.
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**BACKGROUND:**

Mortgage Outreach Corporation would like to dispose of a property here in town, they would like to first offer it to the Town for purchase.

**DOCUMENTATION ATTACHED:**

Offer letter, Property information sheet

**DISCUSSION:**

The property is valued at \$170,860 and is being offered to the Town for an initial payment \$22,500 and three annual payments of \$22,500 interest free.

**COMMUNICATION PLAN/COMMUNITY INVOLVEMENT:**

None

**RECOMMENDED ACTION(S):**

Depends on Discussion

**CAO – Robert Moretti**

<b>DISTRIBUTION:</b>	Council: X	<b>DISTRIBUTION:</b>	Council: X
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June 24, 2019

Town of Two Hills  
4712 50 Street  
P.O. Box 630  
Two Hills, AB  
T0B 4K0

Attention Mr. Gary Buchanan:

Re: 5011 50 Street, Two Hills, Alberta

I represent MOC Mortgage Outreach Corporation (MOC), the owner of the above captioned property. (title attached) MOC acquired this property through foreclosure on a mortgage several years ago.

They would like to dispose of this property and have asked me to offer it to the Town of Two Hills.

MOC has authorized me to offer this property to the town for \$90,000, a price significantly reduced from the assessed value. They are prepared to accept an initial payment of \$22,500 on closing and three annual payments of \$22,500 interest free. We have attached an offer to sell reflecting these terms. The current assessment for 2019 is \$170,860. (see attached)

The owner understands that this proposal would need to be presented to town council for approval and they are prepared to give the town whatever time that is reasonably required.

Please feel free to call to discuss.

Yours truly,  
Houston Realty

A handwritten signature in blue ink, appearing to read "CR", followed by a long horizontal flourish.

Charles Russell

CR/

# TWO HILLS PROPERTY - 5011 50 Street



<b>Address:</b>	<b>5011 50 Street Two Hills, Alberta</b>
<b>Legal Description:</b>	<b>Lot A, Block 9, Plan 3809HW</b>
<b>Improvement:</b>	<b>2099 sq.ft. 1.5 storey five bedroom home built in 1932</b>
<b>Lot Size:</b>	<b>151' x 250' (less corner cut) - 36,000 sq.ft.</b>
<b>2019 Assessment:</b>	<b>\$170,860</b>
<b>2019 Property Taxes:</b>	<b>\$2,728.23</b>
<b>Price:</b>	<b>\$90,000</b>
<b>Terms:</b>	<b>\$22,500 on closing, \$22,500 per year for 3 years, no interest</b>

**HOUSTON** REALTY



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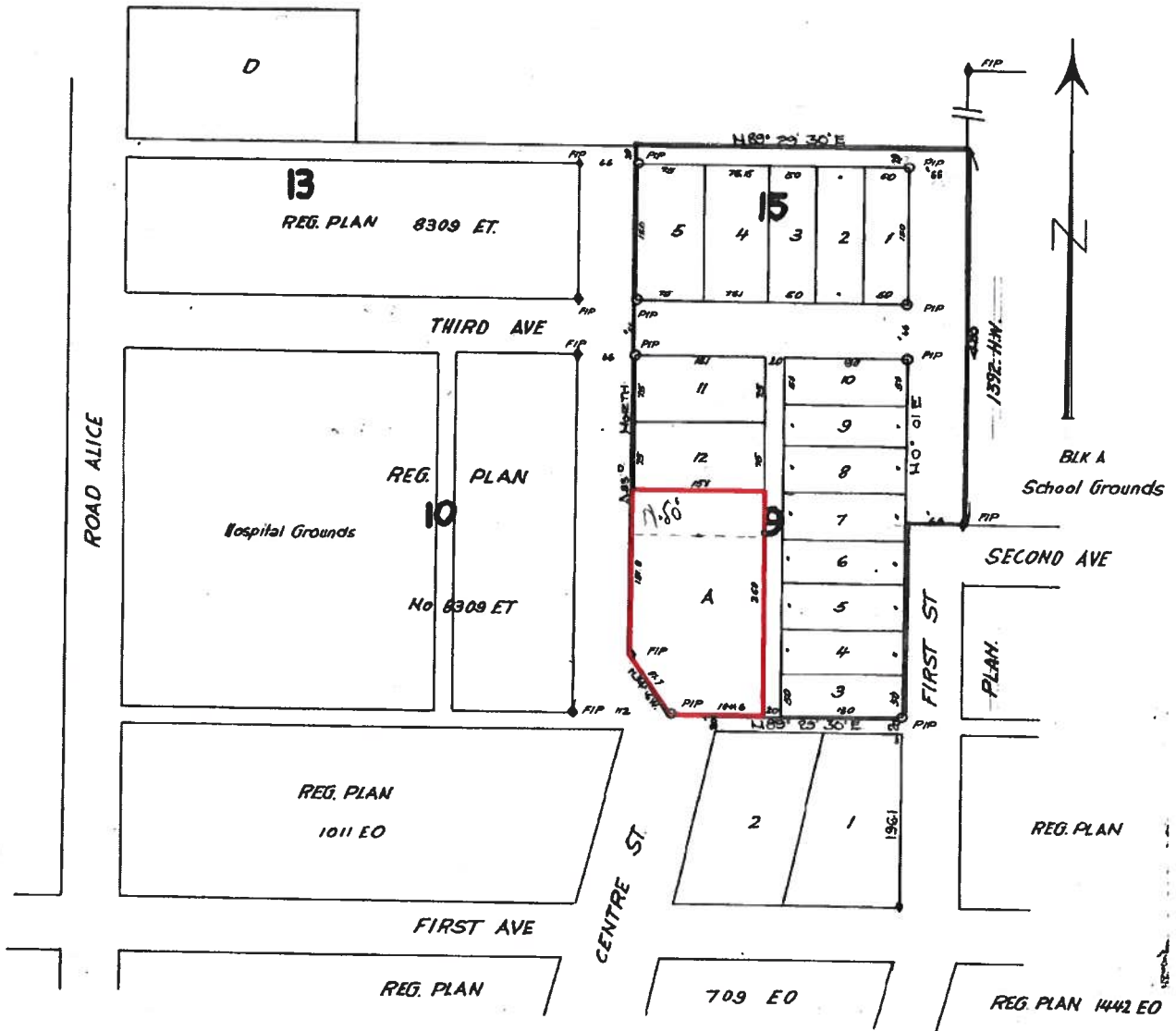
## TWO HILLS PROPERTY - 5011 50 Street



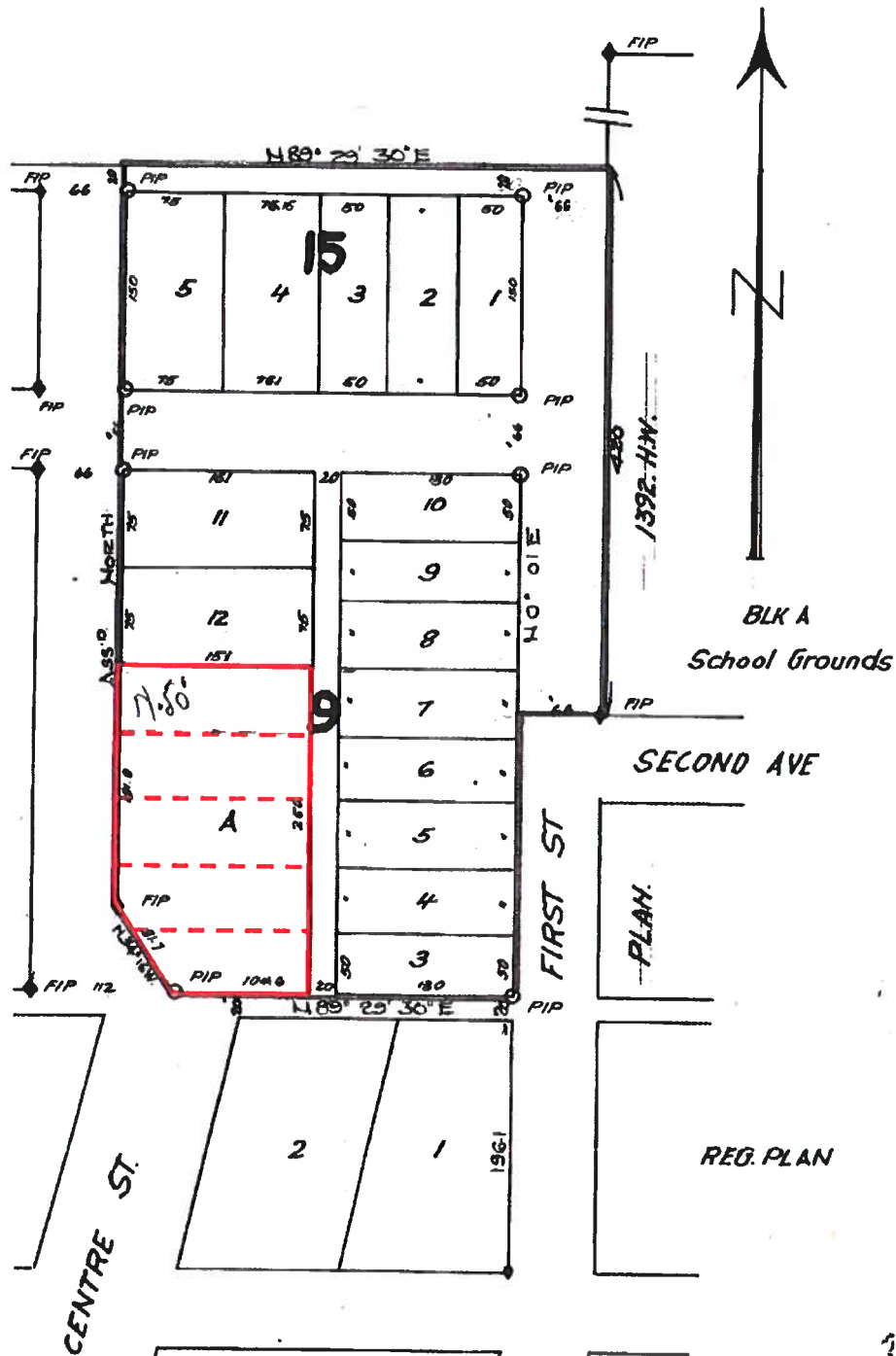
**HOUSTON** REALTY

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# TWO HILLS PROPERTY - 5011 50 Street



# TWO HILLS PROPERTY - 5011 50 Street



# **TWO HILLS PROPERTY - 5011 50 Street**



## **Contact:**

**Charles Russell**

**Houston Realty**

**403-650-2002**

**[russell.houston@shaw.ca](mailto:russell.houston@shaw.ca)**

**HOUSTON** REALTY



14023-1716

2

# PLAN showing subdivision

PART of NW.1/4 SEC 32. TP54. R12. W4.

## TWO HILLS.

SCALE: 1 INCH = 100 FT. J.W. DOZE. A.L.S.

1952.

NOTE: AREA TO BE REGISTERED OUTLINED RED = 4.99 AC.

NOTE: Iron posts found shown thus ♦

Iron posts planted shown thus ○

APPROVED: JUN 10 1952  
PROVINCIAL PLANNING ADVISORY BOARD  
*[Signature]*  
Director of Town and Rural Planning

APPROVED subject to registration  
on or before July 30, 1952  
*[Signature]*  
Commissioner of Lands  
Edmonton June 13, 1952

I certify that the within instrument has been duly entered and filed in the Land Titles Office for the North Alberta Land Registration District of 1011 E.O. A.M. on the 27th day of May A.D. 1952. *[Signature]*  
Book 444 Page 144

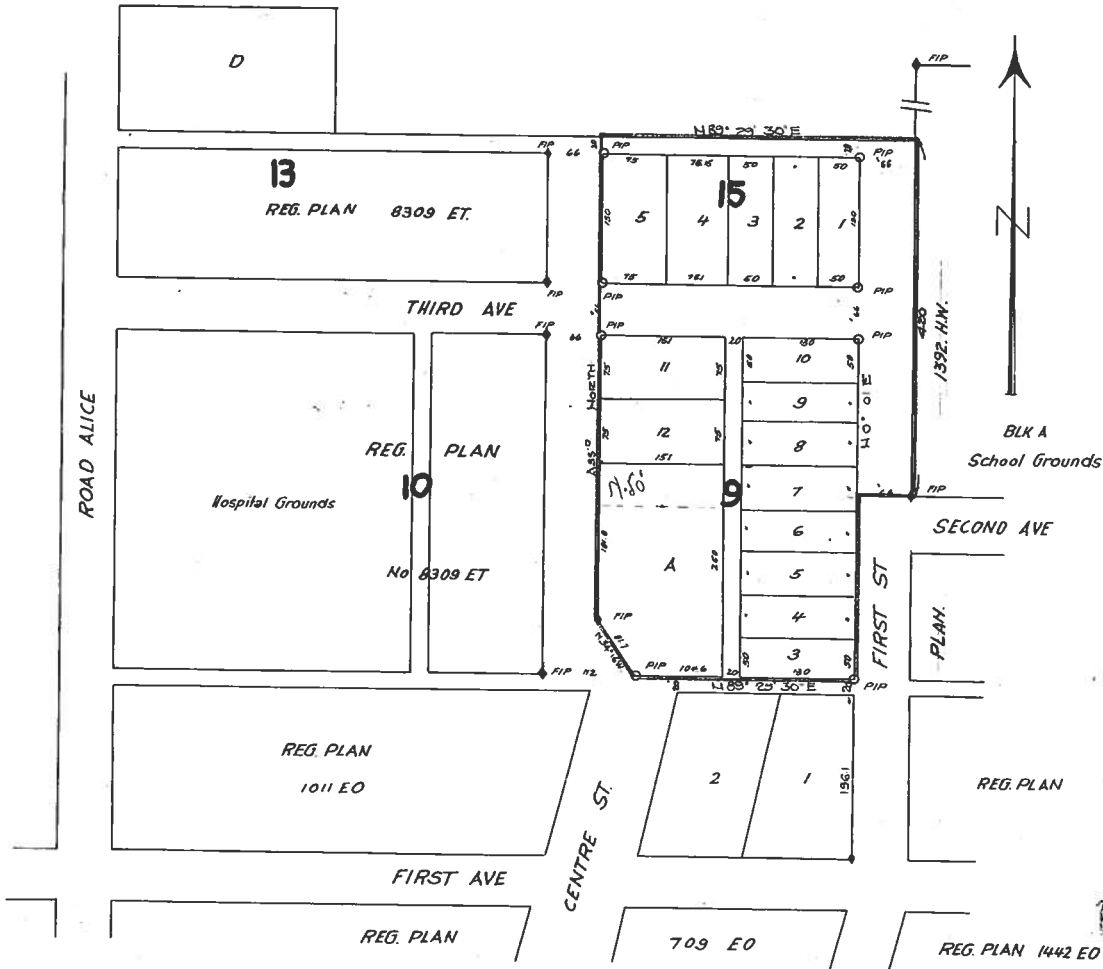
I certify that the within instrument has been duly entered and filed in the Land Titles Office for the North Alberta Land Registration District of 1011 E.O. A.M. on the 27th day of May A.D. 1952. *[Signature]*  
Book 444 Page 144

I, Metro Istody, of Two Hills, in the Province of Alberta make oath and say: That I was personally present and did see, *Nikolai Doushanuk*, who is personally known to me, to be the person named herein duly sign and execute same for the purposes named herein. That the same was executed at *Two Hills, Alberta*, and that I am the subscribing witness thereto. That I know the said *N. Doushanuk* and he is in my belief of the full age of twenty-one years.  
Sworn before me at *Two Hills* in the Province of Alberta this *29th* day of *May*, 1952.  
*[Signature]*  
A Commissioner for oaths

I, Joseph W. Doze of the City of Edmonton, Alberta Land Surveyor make oath and say: That the survey represented by this plan has been made by me in accordance with the provisions of the Alberta Surveys Act, 1904. That this survey was performed between the dates of *May 20, 1952* and that this plan is correct and true and is prepared in accordance with the provisions of the Land Titles Act.  
Sworn before me at the City of Edmonton in the Province of Alberta this *29th* day of *May*, 1952.  
*[Signature]*  
A Commissioner for oaths

SIGNATURE OF OWNER

*Nikolai Doushanuk*





**Town of Two Hills Councillor Report**

**Date: July 10, 2019**

**ACE Water Corporation**

--

**Airport Commission**

**Lights for runway all LED**

- a) Project cost 300-500 thousand
- b) Quotes to be obtained
- c) Town's share potentially 50,000 not 32 500 as previously projected
- d) Grant is still 25-75% share

Town's funding portion should be sent to Airport Authority.

Runway pavement cracks will begin this year and continue yearly until complete.

Looking for ideas to get more use from airport (suggestions).

**Economic Development Committee - Alternate**

--

**Emergency Management**

--

**Joint Community Policing Committee**

--

**Extra Notes**

--



**Town of Two Hills Councillor Report**

**Date: July 16, 2019**

**Tourism**

--

**Family Community Services (FCSS)**

Next meeting will be held in September.
---

**HUB - Regional Economic Development - Alternate**

--

**Eagle Hill Foundation - Alternate**

--

**Vermillion River Watershed Management**

July 8, 2019 – Meeting held in Two Hills
Site for a community base project was picked in Geleta Park along the Vermillion River in Two Hills. Site prep will be done this fall and planting will be done next spring.
A site study will be done to decide what types of trees will be most suitable for the area. The three schools in the county will be asked to participate.

**Interagency Committee**

--

**Two Hills Improvement Committee**

Next meeting is scheduled for July 25, 2019.
--

**Other**

June 27, 2019 – OH&S Training at County Office
July 9, 2019 – Committee as a whole meeting was held, reviewed the Town of Two Hills Capital Budget.