



AGENDA
TOWN OF TWO HILLS
February 8, 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 January 18, 2022
4. DELEGATION - 100th Meridian Immigration Presentation
5. OPEN FORUM
6. ADMINISTRATIVE REPORTS
 - a) Public Works Report
 - b) Chief Administrative Officer Report
7. CORRESPONDENCE
8. COUNCIL MEMBER REPORTS
9. NEXT MEETINGS
 - a) Regular Council Meeting Tuesday February 22, 2022 7:00 p.m.
10. CLOSED SESSION
 - a) FOIPP Act, Sections 17 and 29
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:



Roads / Sidewalks

- a) Grade all roads and back alleys
- b) Grade now off parking area in the cemetery
- c) Grade snow off south side of the old rail bed for snow dumping
- d) Apply beet juice to all icy roads and intersections

Water/Wastewater

- a) The Town experienced no power disruptions since last report – all systems good
- b) Furnace failure at lift station – gas valve ordered and replaced by Nordic
- c) Pumphouse and lift station housekeeping
- d) Continue to monitor pressure and flow rates
- e) Check well house furnace
- f) Check reservoir furnaces
- g) Lift station generator test
- h) Annual AB ENV reporting completed and submitted
 - a. water works
 - b. waste water
 - c. well water
 - d. lead management
- i) Internet disruption at Reservoir pumphouse – still no service
- j) 2 residential services shut off at CC, after water breaks due to freezing
- k) APEX gas valve at reservoir failed – preventing Natural Gas from entering pumphouse to run furnaces and emergency stand by pump, repaired by APEX & furnaces relit.
- l) Natural gas standby engine started and tested
- m) Installed new air relief valve on lag pump #3 at reservoir
- n) Contacted Aqua Clear to quote on anerobic cell dewatering and dredging at lagoon system
- o) Water break at Cenotaph – circular break repaired under positive pressure 4 x 16 stainless repair clamp. Water restored in 24 hours
- p) Flushing, testing and reporting completed ad per code of practice

Other

- a) Install new 17 HP engine on sand box
- b) Install snow blower on New Holland tractor to remove snow drifts off sidewalks
- c) Service all snow removal equipment
- d) Complete 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 during the performance of water/ wastewater duties



1. **MCSNet Tower in Two Hills:** screw piles installed and braces have been welded on. Construction of the tower is to be started on Tuesday February 8th and should be done in a week.
2. **PW Equipment Replacement Program:** idea to bill each property \$12 monthly (*\$144 yearly*) to cover costs for public works equipment replacement needed for road maintenance & construction, street sweeping, sidewalk cleaning, snow clearing & removal. *See attached.*
3. **New Public Works Shop:** have 4 quotes for a new PW Shop 40 x 120 feet (*4800 sq. ft*), building with in-floor heating, 5 bays, office, wash bay & lift. I am looking over the quotes and they will be presented at the next budget meeting. A debenture over 20 years would cost approximately [*\$35,000 yearly @ \$60/lot/year. estimated interest \$144K*].
4. **Industrial Plan for Development:** I have been working on some draft plans for the 36.8 acres of land in the NW Corner of the Industrial subdivision. *I have attached one preliminary plan for discussion.*
5. **Year End Audit & Reconciliation:** John Beale is almost finished (8 days so far), will probably be 2 more days to complete.
6. **Snow Removal Cost for PW:** the daily cost for equipment & manpower for snow cleaning & removal is **\$7400**. Cost for a regular snowfall all the streets can be cleaned & hauled away in 3-5 days [*cost is \$22-37K*]. For bigger snow falls this will take 7-10 days [*cost is \$52-74K*].
7. **Dental Office Update:** I have discussed with the business manager that Council has agreed to 6 months @ reduced rent (50%) then double rent for the remainder of the year to make up the difference. *They are happy with this & are up to date on rent!!!*
8. **\$49K CARES Grant Repurpose:** working with AB Government reps to see if we can use the money on LED Message Signs (for HWY 36 on south end coming into town and at the intersection of HWY 45 & 36 and also a Lit up Sign on the Centennial Arena. [*these signs will help to keep residents, tourists and traffic updated and can be used to generate revenue*]

Please see attached CAO Action Tracker for council requests!



Correspondence Listing
Council Meeting of February 8, 2022



1. County of Two Hills: Response to Council's letter regarding regional governance.

