



AGENDA
TOWN OF TWO HILLS
Tuesday May 26th, 2026
6:30 P.M.

Regular Council Meeting

- 1) CALL TO ORDER
- 2) ADOPTION OF AGENDA
- 3) ADOPTION OF MINUTES
 - a) Minutes from May 12th, 2026 - Regular Council Meeting
 - b) Minutes from May 19th, 2026 - Special Council Meeting
- 4) DELEGATION - Two Hills and District Ag Society - Trout Pond Revitalization
- 5) OPEN FORUM
- 6) ADMINISTRATIVE REPORTS
- 7) CORRESPONDENCE
- 8) OLD BUSINESS
 - a) ATCO - Vermilion Power Plant Tour
- 9) BYLAWS & POLICIES
- 10) NEW BUSINESS
 - a) Proclamation - Seniors Week
 - b) Proclamation - Albera Rural Health Week
 - c) North Saskatchewan Watershed Alliance - Annual General Meeting
 - d) Hairy Hill 4-H Club - Annual Achievement Day Show and Sale
 - e) Intermunicipal Collaborative Framework - 5 Year Review
- 11) COUNCIL MEMBER REPORTS
 - a) A. Hiebert
- 12) NEXT MEETINGS - Tuesday June 9th, 2026, at 6:30 pm
- 13) CLOSED SESSION
- 14) ADJOURNMENT

TOWN OF TWO HILLS
Minutes of the Regular Meeting of Council for the Town of Two Hills
held on May 12th, 2026, at 6:30 PM in Council Chambers



Regular Council Meeting

PRESENT Mayor M. Tarkowski; Deputy Mayor C. Dyck; Councillor M. Patel (via Zoom)
Councillor A. Hiebert; Councillor H. Wall; CAO A. Kozakiewicz; CFO S. Lupul; EDO
B. Ross; FC D. Williams; MC C. Boyd

CALL TO ORDER Mayor M. Tarkowski called the Regular Town Council Meeting to order at 6:30 PM.

ADOPTION OF AGENDA

2026-192 MOVED by Councillor H. Wall to accept the agenda as presented. CARRIED

ADOPTION OF MEETING MINUTES

2026-193 MOVED by Councillor A. Hiebert to accept the minutes of the REGULAR Council
Meeting Minutes held on May 12th, 2026. CARRIED

DELEGATION - None

OPEN FORUM - None

ADMISITRATIVE REPORTS

The Administrative Reports were provided to Council in advance for their review.

2026-194 MOVED by Councillor M. Patel that the PW/WWW Report be acknowledged and
incorporated into the minutes. CARRIED

2026-195 MOVED by Councillor H. Wall that the EDO Report be acknowledged and
incorporated into the minutes. CARRIED

C. Dyck arrived to Council Chambers

2026-196 MOVED by Deputy Mayor C. Dyck that the CFO Report be acknowledged and
incorporated into the minutes. CARRIED

2026-197 MOVED by Councillor M. Patel that the CAO Report be acknowledged and
incorporated into the minutes. CARRIED

CORRESPONDENCE

2026-198 MOVED by Councillor A. Hiebert that Correspondence be acknowledged and
incorporated into the minutes. CARRIED

OLD BUSINESS - None

BYLAWS & POLICIES - None

NEW BUSINESS

Terms of Reference

Two Hills Space Education Centre Committee submitted their Terms of Reference for Council review.

2026-199

MOVED by Councilor H. Wall to approve and accept the Two Hills Space Education Centre Committee Terms of Reference as provided with recommended changes.
CARRIED

Library Board Appointment

Town of Two Hills Library Board appointments must appear before Council

2026-200

MOVED by Councillor M. Patel to appoint the following individuals to the Town of Two Hills Library Board for the specified terms:

- o Suzanne Musgrave - term expiry date February 11, 2028
- o Sharla Morrison - term expiry date October 13, 2028
- o Haiden Morrison - term expiry date October 13, 2028
- o Amy Boettcher - term expiry date May 22, 2029

CARRIED

Proclamation

2026 marks the 66TH Annual National Public Works week sponsored by the American Public Works Association.

Mayor M. Tarkowski hereby proclaims the week of May 17th - May 23rd to be designated as Public Works Week in the Town of Two Hills.

Centennial Committee

2027 marks the 100 Year Anniversary of the community of Two Hills. Before becoming a town, The Town of Two Hills grew from a hamlet established in 1927.

2026-201

MOVED by Mayor M. Tarkowski to establish the "Town of Two Hills Centennial Celebration Committee" which consists of Members of Council and the public at large with Administration support provided by the Town of Two Hills, until its dissolution on December 31st, 2027.
CARRIED

2026-202

MOVED by Councillor M. Patel to apply for the Legacy Fund and Community Anniversaries - Building Communities through Arts and Heritage Grants to obtain funding for the Celebration activities.
CARRIED

Two Hills Mennonite School Graduation

Invitation from Two Hills Mennonite School to attend and speak at their Graduation Ceremony on Friday June 5th, 2026.

2026-203

MOVED by Deputy Mayor C. Dyck to send Councillor H. Wall to speak at the Two Hills Mennonite School 2026 Graduation Ceremony at 4:00pm on Friday June 5th, 2026.
CARRIED

Clearpath Services Inc.

Providing a Letter of Support for Clearpath Services Inc. to encourage the development of a mobile MRI Service to assist with the health care needs of our community.

2026-204 MOVED by Councillor H. Wall to provide Clearpath Services Inc. with a Letter of Support to provide mobile MRI services to the community of Two Hills to reduce waiting times and assist with our health care needs. CARRIED

MADD (Mother's Against Drunk Driving) Sponsorship Request

Attached is the Letter of Request to Sponsor the MADD (Mother's Against Drunk Driving) annual Messages Yearbook.

2026-205 MOVED by Deputy Mayor C. Dyck to accept the MADD Materials as information. CARRIED

COUNCIL REPORTS - Next Meeting

NEXT MEETINGS Regular Council Meeting - Tuesday May 26th, 2026, at 6:30 PM.

CLOSED SESSION - ATIA Section 29

2026-206 MOVED by Mayor M. Tarkowski to go into closed session Re: ATIA Section 29 at 7:21 PM. CARRIED

S. Lupul left Council Chambers at 8:33 PM.
C. Boyd left Council Chambers at 8:33 PM.
D. Williams left Council Chambers at 8:33 PM.

2026-207 MOVED by Mayor M. Tarkowski to return to open session at 7:40 PM. CARRIED

2026-208 MOVED by Mayor M. Tarkowski to appoint S. Lupul as acting CAO in the CAO's absence. CARRIED

ADJOURNMENT Mayor M. Tarkowski called to adjourn the meeting at 7:42 PM.

Mayor M. Tarkowski

CAO A. Kozakiewicz



TOWN OF TWO HILLS

Minutes of the Special Meeting of Council for the Town of Two Hills held on
Monday May 19th, 2026, at 6:30 PM in Council Chambers

Special Council Meeting

PRESENT: Mayor M. Tarkowski; Deputy Mayor C. Dyck (via Telephone); Councillor A. Hiebert;
Councillor H. Wall; CAO A. Kozakiewicz

CALL TO ORDER: Mayor M. Tarkowski called to order the Special Town Council Meeting at 6:30 PM.

ADOPTION OF AGENDA:

CLOSED SESSION:

2026-209 MOVED by Mayor M. Tarkowski to go into closed session Re: ATIA Section
23 at 6:31 PM.

CARRIED

2026-210 MOVED by Mayor M. Tarkowski to come out of closed session at 7:40 PM.

CARRIED

2026-211 MOVED by Mayor M. Tarkowski to conclude the employment of the Chief Administrative
Officer Adam Kozakiewicz and revoke their appointment as Chief Administrative Officer
effective May 19, 2026.

CARRIED

ADJOURNMENT: Mayor M. Tarkowski called to adjourn the meeting at 7:45 PM.

Mayor M. Tarkowski

Councillor H. Wall



April 23, 2025

Two Hills Agricultural Society
Box 117
5303 - 45 Avenue
Two Hills, AB, T0B 4R0

Permission to Research Alternative Methods to Restore Trout Pond Water Levels

Two Hills Agricultural Society,

The Town of Two Hills appreciates the ongoing interest and commitment of the Two Hills Agricultural Society in the care and stewardship of the Two Hills Trout Pond. This valued community asset plays an important role in both recreation and environmental health for the area.

In support of your efforts, Town Council hereby grants permission for the Two Hills Agricultural Society to research and explore alternative methods to help restore and maintain water levels at the Trout Pond.

We ask that the Society keep Town Council informed of your research, progress, and any proposed actions throughout the process. Regular updates will help ensure alignment with municipal plans and regulatory considerations and allow us to support your efforts as needed.

We appreciate your initiative in addressing this matter and look forward to working together to find sustainable solutions that benefit the community.

Sincerely,

Adam Kozakiewicz
Chief Administration Officer
Town of Two Hills
780-657-3395

AK/ twg

cc: Town of Two Hills Councillors

Proposal and Request for Decision

Two Hills & District Agricultural Society

To: Town of Two Hills Council

Subject: Trout Pond Well Project – Request for Approval to Proceed

The Two Hills & District Agricultural Society respectfully submits this proposal seeking approval from the Town of Two Hills to proceed with the development of a water well at the Trout Pond site.

The Agricultural Society has successfully raised \$15,000 to support the installation of a well, with the primary objective of maintaining consistent water levels in the Trout Pond during periods of drought and low precipitation. In previous years, fluctuating and insufficient water levels have resulted in the inability to sustain fish populations, limiting the pond's use and long-term viability.

The Trout Pond is a valued community asset that provides recreational, educational, and social benefits to residents of all ages, including youth and seniors. It also holds potential as a modest tourism attraction, aligning with broader efforts to enhance outdoor and community-based experiences in the region. The addition of a well will significantly improve the sustainability and reliability of the pond, ensuring it can be enjoyed by future generations while preserving its ecological and recreational value.

Request for Decision: The Two Hills & District Agricultural Society respectfully requests formal approval from the Town of Two Hills to proceed with the Trout Pond Well Project, including any necessary permissions related to land use, development, and utility integration.

We appreciate your consideration and welcome the opportunity to discuss this project further or provide additional details as required.

Submitted by: Two Hills & District Agricultural Society

President

Lorna Tupechka



Correspondence Listing

May 26th, 2026

- a) **Federation of Canadian Municipalities** - Green Municipal Fund (GMF) - Grant Approval
- b) **Hryciw's Plumbing** - 31st Annual Texas Scramble Golf Tournament
- c) **Alice Melnyk Public Library** - April 2026 Report
- d) **Canadian Association of Security Professionals** - Municipal Security Agent Training
- e) **Fair Electricity Distribution Alliance** - Update from Northeast Alberta Alliance for Growth and Opportunity (NAAGO)
- f) **Wainwright Assessment** - Assessment Comparison Reports
- g) **Coalition of Alberta Public Libraries** - Library Bill 28 Zoom Meeting



May 13, 2026

President / Présidente
Rebecca Bligh

Councillor
City of Vancouver, BC
Conseillère municipale
Ville de Vancouver (C.-B.)

First Vice-President / Premier vice-président
Tim Tierney

Councillor
City of Ottawa, ON
Conseiller municipal
Ville d'Ottawa (Ont.)

Second Vice-President / Deuxième vice-présidente
Kathy Valentino

Deputy Mayor
City of Thompson, MB
Mairesse suppléante
Ville de Thompson (Man.)

Third Vice-President / Troisième vice-présidente
Amy Coady
Councillor
City of Grand Falls-Windsor, NL

Conseillère municipale
Ville de Grand Falls-Windsor (T.-N.-L.)

Past President / Président sortant
Scott Pearce

Mayor
Township of Gore, QC
Maire
Municipalité du Canton de Gore (Qc)

Chief Executive Officer / Cheffe de la direction
Carole Saab
Ottawa, ON

24, rue Clarence Street
Ottawa, Ontario, K1N 5P3

T. 613-241-5221

fcm.ca

His Worship Mayor Michael Tarkowski
and Members of Council
Town of Two Hills
4712 50th Street
Two Hills, AB
T0B 4K0

Project Title: Studying Energy-Saving Technologies for a 32-Unit, Net-Zero Ready Affordable Housing Project in the Town of Two Hills, AB

Application Number: SAH-25-1092

Dear Mayor Michael Tarkowski and Members of Council:

On behalf of the Green Municipal Fund (GMF) Council and FCM's Executive Committee, I would like to congratulate Town of Two Hills on its successful funding application for the above-noted initiative.

It is my pleasure to confirm that Town of Two Hills has been approved for a grant in the amount of up to \$250,000.00

In the near future, Alex Claro will contact Town of Two Hills to finalize the agreement for this funding. FCM's obligation to fund the above-noted initiative will only become binding once the agreement is signed.

FCM, in partnership with the Government of Canada, oversees public announcements regarding GMF-supported initiatives. Until our media relations team (media@fcm.ca) contacts the lead applicant or municipality to facilitate a media announcement, discussion of the application or the funding must remain private, except if reporting to municipal council. We kindly ask you to refrain from statements or any public form of communication related to the status of the application or funding until a media announcement led by FCM and the Government of Canada is complete.



Thank you for your interest in GMF. We look forward to working with you to improve the quality of life in your community, and to sharing the results of your initiative with communities across Canada.

Sincerely,

A handwritten signature in black ink, appearing to read "Berry Vrbanovic". The signature is written in a cursive style with a large, stylized initial "B".

Berry Vrbanovic
Chair, Green Municipal Fund Council

VB/AC:jp

cc: Adam Kozakiewicz, Chief Administrative Officer, Town of two Hills, AB

HRYCIW'S PLUMBING 31ST ANNUAL TEXAS SCRAMBLE

GOLF TOURNAMENT AND BARBEQUE

FRIDAY, JUNE 5TH, 2026

REGISTRATION: 9:00 A.M. TEE TIME START: 10:00 A.M. BBQ SUPPER: 4:30 P.M.

COST: \$100 PER PERSON OR \$400 PER TEAM

GOLF PRIZES & MEAL INCLUDED

NON-GOLFERS BBQ: \$25.00

EXTRA POWER CARTS AVAILABLE FOR RENT AT CLUBHOUSE

COST: \$44.00 PER CART

CARTS ARE FIRST COME, FIRST SERVE BASIS

PRIZE DONATIONS AND OR IF YOU WISH TO SPONSOR A HOLE PRIZE WOULD BE GREATLY APPRECIATED

CONTACT NESTOR OR THE GOLF COURSE

HOPE TO SEE YOU FOR A GREAT DAY OF GOLF AND FUN!

PLEASE REGISTER NO LATER THAN MAY 22, 2026

HRYCIW'S PLUMBING
4718 - 51ST ST. BOX 25
TWO HILLS, AB TOB 4K0
BUSINESS: 780-632-8747
HOME: 780-657-2856

TWO HILLS GOLF & COUNTRY CLUB
BOX 456, TWO HILLS, AB TOB 4K0
780-657-3451

NAME: _____

ADDRESS: _____

PHONE: _____

AMOUNT ENCLOSED _____





Alice Melnyk Public Library

Council Report

Here are the numbers for April 2026. Last year's numbers are included for comparison where available. Please distribute to council members. Any questions, please ask. If there is something else you would like me to report, please let me know. E-Resource Users include hoopla & OverDrive, and CloudLibrary. E-resource Circulations include e-books, e-audiobooks, magazines, comics, movies, music and TV.

April patron counts shown are as of May 13 for both years.

Month	Visitors (Door Count)	Curbside Pick Up (Users)	Items out in van run	eResource Users	eResource Circulation	Website Users	Website Sessions	Web pages visited	Public Wireless Users	Public Wireless Sessions	Public Computer Users	Public Computer Sessions	Town Patrons	County Patrons
Apr '26	568	20	454	36	143	185	187	203	34	377	18	19	292	298
Apr '25	641	27	379	40	178	338	257	2813	48	905	45	55	265	262

Outreach/Community Awareness Activities: Homeschool connection monthly, Board Game afternoon (Game On) with FRN, reading visits at Colony schools

Events: Poetry Month display

Programming: Storytime every other week, 'Round 2 It craft & quilting group twice monthly, Third Thursday Book Club

Municipal Security Agent (MSA) training

Municipalities across Canada face growing security challenges.

Law enforcement agencies are increasingly stretched thin, resulting in summary offences, bylaw infractions, and public disorder (minor crimes) often not attended by police, and not being investigated or prosecuted.

While law enforcement might label a crime minor, the person whose belongings were stolen, window broken, car vandalized, etc., is traumatized and left feeling unsupported by law enforcement.

Even for major crimes, law enforcement response times are greater than the desired five to seven minutes. In Toronto, police response times to major crimes average around 20 minutes! Many crimes are completed in seconds to minutes: assault, sexual assault, robbery, murder, etc. All can be completed long before the police arrive.

Also gone are the days of community engagement by the police. Police no longer conduct foot patrols, engage casually with local businesses, or attend community meetings.

This is not meant to disparage police! Growing communities, increasing costs, increasing documentation requirements, stagnant budgets, and an over-burdened court system means police must prioritize their time to the more serious situations and get the most serious offenders off the streets. However, the lack of a police presence has emboldened criminals.

Enforcement vacuum

There exists an ENFORCEMENT VACUUM for minor crimes. This enforcement vacuum is harming the relationship between police and the community. Criminals are aware of the vacuum, and are taking advantage of it. A solution to the enforcement vacuum and long response time is the use of private security.

Across Canada, cities and towns are hiring security professionals to take on roles that were previously the purview of the police: patrolling high-risk areas, walking beats, enforcing bylaws, issuing parking and transit tickets, trespassing individuals, responding to alarms, etc.



Municipal Security Agents

Municipalities are hiring private security professionals to address the enforcement vacuum. These Municipal Security Agents (MSAs) patrol public spaces, engage with people in the community, and deter crime. In their day-to-day duties, they could be responding to noise and disturbance complaints, issuing bylaw and transit citations, conducting welfare checks, investigating bylaw concerns, and taking lost property reports.

Municipal Security Agents are often first on scene. They assess situations, handle minor situations themselves, and request the appropriate emergency services for more serious situations. They are the first link in the emergency response chain, and a key liaison between the community and law enforcement.

Training deficit

An investigation into the training of security professionals working as Municipal Security Agents found no standard. Some municipalities only require the provincially-mandated basic security training. Other communities offer a few weeks of specialized training.

Police recruits train for 8 to 12 months, require specialized training for specific posts, and are regularly required to recertify their qualifications.

Security candidates train for between *zero* and *one* week (40 hours). There are no additional training or recertification requirements.

Taking on roles historically done by police has inherent risk. Training is critical to ensure that security professionals can safely and effectively conduct their assigned roles and responsibilities. Insufficient training opens the security professional to injury and charges, and the security professional, security company, and municipality to liability.

CA*SP is primarily concerned for the physical and psychological safety of security professionals, and the liability that is created because of inadequate training.

To address the training deficit, CA*SP consulted with security professionals and security employers currently engaged in municipal security. These consultations have led to the development of the MSA program — a cost-effective, community-focused, public safety solution to the enforcement vacuum.

Benefits of the MSA program

Alleviate pressure on the police: MSAs handle non-criminal and minor-criminal matters, allowing police to focus on major crimes.

Enhance bylaw enforcement: MSAs are empowered to issue citations and ensure compliance with municipal bylaws. For example: trespassing, crowd control, traffic management, transit, parking, event security, scene security, encampments, etc.

Enhance law enforcement: MSAs are empowered to detain and arrest for indictable Criminal Code offences.

Improve response time: MSAs are authorized to respond to alarms and patrol properties, which speeds up response time. They decide if additional police, fire, or ambulance responses are needed.

Security detail: when fire or ambulance crews are called to questionable areas, or on request, MSAs are dispatched to form a perimeter security detail.

Cost-effectiveness: a dedicated municipal security force reduces long-term costs associated with crime, property damage, and law enforcement interventions.

Increase public safety: MSAs provide foot, bicycle, and vehicle patrols; community engagement in parks, play grounds, transportation hubs, business districts, special events, etc.; after hours alarm response; and proactive security measures to deter crime and disorder.

Increase community engagement: MSAs work with businesses and community leaders to identify and report community issues to the appropriate authorities, resulting in a faster response and safer neighborhoods.

Increase well-being: the MSA program is an investment in community safety and well-being, which builds recognition and respect for government and law enforcement.

Better integration with social services: MSAs work with other organizations to identify and help persons who may be homeless, trafficked, abused, mentally or physically ill, or otherwise in need of social services.

Better integration with emergency services: MSAs provide a coordinated approach to public safety, and support emergency services during situations.

Training

These training requirements were based on consultations with the security industry and municipalities. Assessment and possible revision of these training requirements will be conducted during implementation and regularly thereafter.

MSA training requires security professionals complete six weeks of training beyond the provincially-mandated basic security training program. This training develops the knowledge and skills to safely and effectively perform in the field, and includes

- ≈ 64 hours of online or in-person training
 - human physiology and psychology, tactical communication, trauma-informed care, situational awareness, situation management, uniformed patrol, crowd & event security, legislation and legal procedures, radio communications, report writing, court procedures
- ≈ 94 hours of in-person cohort training
 - physical control tactics, first aid & CPR, mental health first aid, arrest and search procedure, enforcement procedures
- optional modules: operations room, municipality-specific training, etc.
- field training
 - four weeks supervised field training

Physical control tactics requires annual recertification; other courses recertify every three years.

Adding 1 \$/hr more to an employment contract would pay for approximately 30 hours of training.

MSAs should wear body cameras and be able to communicate directly with emergency services.

Training time: 6 weeks of courses, plus field training

Conclusion

The Municipal Security Agent program provides municipalities with a structured, professional, and accountable security solution that enhances public safety, improves bylaw enforcement, deters crime, supports communities, supports other emergency services, and reduces the strain on police resources.

Contact CA[★]SP for details: www.CASP.ca

From: CA 🍁 SP Admin <Admin@CASP.ca>
Sent: Wednesday, May 13, 2026 1:21 PM
To: Two Hills Administration <info@townoftwohills.com>
Subject: CA 🍁 SP: improving the effectiveness of private security

<Please forward to the Safety and Enforcement department, or equivalent.>

Safety and Enforcement Staff

I represent the *Canadian Association of Security Professionals (CA🍁SP)*, and am reaching out to discuss the training of security professionals by municipalities. If your municipality hires security professionals, please note that

Provincial Basic Security Training does not prepare security professionals to be safe and effective in their roles and responsibilities. This puts considerable liability on their employer and municipality.

CA🍁SP recommends municipal security agents receive at least six weeks of pre-employment training, plus annual continuing education. (see attached)

- This training ensures that security professionals are safe, capable, and competent in their roles and responsibilities.
- The continuing cost is minimal: an additional 1 \$/hr on a security contract pays for over 30 hours of annual training. This investment can significantly reduce risk, improve outcomes, and enhance service quality.

Visit us at [www.CASP.ca]www.CASP.ca to learn more about the training available for your security professionals. Beyond security training, several courses are valuable for your employees: [Self-defense](#) (free), [Civilian Strategic De-escalation](#), and [in-service courses](#).

Thank you,
Roy Jensen

CA🍁SP Canadian Association of
Security Professionals

NAAGO Update

FROM: Bob Bezpalko <bobbezpalko@albertahub.com>

Sent: Thursday, May 14, 2026 10:36:27 AM

To: Bob Bezpalko <bobbezpalko@albertahub.com>

Subject: Alberta HUB NAAGO Re: Electricity rates ACTION REQUIRED

Mayor Macphee sent out the following email this morning to NAAGO members that I wanted to share.

Good morning, everyone,

I just got off a teams meeting with Minister Neudorf regarding distribution rates in northern Alberta.

Starting January 1, 2027, residential customers that are serviced by Atco we'll see a \$50 per month reduction in distribution cost. The methodology to this was explaining to us that we would be the same as Fortis customers.

As far as commercial customers, they are working on a plan to be put in place in the next three years not sure what that will look like but will stay engaged with the ministry to help bring that forward as fast as we can.

As far as large industry, the Minister said there on a different level, and they will work it out with their own provider. I know that we want commercial and industry included in the relief for the northeast but at least we are making some headway on this file. We will continue to work with the government to find solutions that work here in the northeast

I hope everybody has a safe and fun long weekend. Talk to you soon.

Mayor Tim MacPhee Vegreville Chair NAAGO

Alberta HUB Board member

I also wanted to remind everyone about the request(s) I sent out (see email below).....

Action: All NAAGO members discuss with economic development department and forward information to subcommittee – How many businesses come to Town looking for power and are deterred by rates?

Action: Letters to Minister Neudorf (cc: MLAs) focusing on distribution rates negative impact on economic development. Industry cannot choose rural municipalities because of the disparity in rates between rural and urban.

If you have any questions please let me know.

Take care

Bob Bezpalko

Executive Director

Cell 780 614 3715

www.albertahub.com

From: Bob Bezpalko <bobbezpalko@albertahub.com>

Sent: April 13, 2026 8:12 PM

To: Bob Bezpalko <bobbezpalko@albertahub.com>

Subject: Alberta HUB NAAGO meeting minutes

At the recent NAAGO meeting in Vegreville the following subject was discussed.

Please review the first action item and email me the information pertaining

To this request. If you have any questions, let me know.

There is no deadline however send any examples as soon as possible.

Electricity Distribution Rates

Minister Neudorf, Affordability and Utilities, has been exploring new approaches to distribution charges which have been shut down by Cabinet. Minister Neudorf previously proposed a 'postage stamp' approach (rejected); now proposing a bridge approach, allowing 4-5 years to get to 'fairness.' Hon. MLA Cyr noted that transmission is pooled, both transmission and distribution should be pooled.

Members discussed that the Fair Electricity Distribution Alliance (FEDA) campaign focuses on the problem, where we need to be bringing forward solutions. Mayor MacPhee, Vegreville, noted that FEDA is in conversations with Minister Neudorf. Mayor MacPhee will connect with Mayor Clayton, Grand Prairie, to discuss FEDA's progress and will provide an update to the NAAGO members.

Action: All NAAGO members discuss with economic development department and forward information to subcommittee – How many businesses come to Town looking for power and are deterred by rates?

Action: Letters to Minister Neudorf (cc: MLAs) focusing on distribution rates negative impact on economic development. Industry cannot choose rural municipalities because of the disparity in rates between rural and urban.

Take care

Bob Bezpalko

Executive Director

Cell 780 614 3715

From: Larry James <larry@wainwrightassessment.ca>
Sent: Thursday, May 7, 2026 4:48:08 PM
To: Adam Kozakiewicz <cao@townoftwohills.com>
Subject: Assessment Comparison/Assessment Growth

Hi Adam,

Attached is the Assessment Comparison Report that compares last year's assessment totals to this year's assessment totals. Also attached are last year's and this year's assessment summary reports that were used in the assessment comparison report.

Overall the total assessment (excluding exempt assessments and assessments provided by the gov) increased \$3,124,820 or 4.02%.

Total residential assessment (incl derelict and excl GIL) increased \$2,987,740 or 4.59%.

Total nonresidential assessment (excl GIL) increased \$110,200 or 0.97%.

Assessment change is due to two factors, growth and inflation.

Growth is the change in assessment due to new construction or demolition/deterioration.

Inflation is the change in assessment due to change in market.

Assessment change due to growth is estimated as follows:

Residential: +\$1,365,000

NonResidential: +\$15,000

Regards,

[Larry James AMAA, P.App, CRA](#)

Wainwright Assessment Group Ltd.

780-842-5002

www.wainwrightassessment.ca

larry@wainwrightassessment.ca

Municipal Assessment

Code	Description	Records	Status	Land	ImL	Other	Total
01	RESIDENTIAL/SCH. RED. (TAXABLE)	485	T	5,925,820	58,719,560	0	64,645,380
02	FARMLAND/SCH. RED. (TAXABLE)	1	T	7,160	0	0	7,160
03	COMMERCIAL/FULL RATE/TAXABLE	76	T	1,135,790	9,076,830	0	10,212,620
04	INDUSTRIAL/FULL RATE/TAXABLE	11	T	224,180	920,610	0	1,144,790
08	TELUS/FULL RATE/TAXABLE	1	T	1,620	37,990	0	39,610
11	Machinery & Equipment	1	T	0	29,310	0	29,310
14	VACANT-RES. SCH. RED. (TAXABLE)	29	T	445,440	0	0	445,440
15	DERELICT-RES/FULL RATE/TAXABLE	7	T	0	44,600	0	44,600
Taxable Total:		611		7,740,010	68,828,900	0	76,568,910
05	GIL FEDERAL/FULL RATE/TAXABLE	3	G	23,050	242,390	0	265,440
06	GIL FEDERAL RES./SCH. RED. (TAX.)	3	G	34,130	499,060	0	533,190
Grant-In-Lieu Total:		6		57,180	741,450	0	798,630
07	GIL PROVINCIAL/FULL RATE/TAX.	7	X	135,580	198,040	0	333,620
Mun. Only Total:		7		135,580	198,040	0	333,620
Sub Total:		624		7,932,770	69,768,390	0	77,701,160
16	EXEMPT MUNICIPAL	120	E	1,186,920	9,755,870	0	10,942,790
17	EXEMPT SCHOOL	4	E	163,720	15,051,470	0	15,215,190
18	EXEMPT HOSPITAL	1	E	62,370	14,931,320	0	14,993,690
21	EXEMPT CHURCHES	7	E	84,140	387,340	0	471,480
22	EXEMPT SENIOR HOUSING	4	E	94,530	2,578,250	0	2,672,780
23	EXEMPT LIBRARY	1	E	1,430	46,050	0	47,480
24	EXEMPT NON-PROFITS	5	E	95,410	401,650	0	497,060
25	EXEMPT MUSEUM	1	E	33,200	89,720	0	122,920
Exempt Total:		143		1,721,720	43,241,670	0	44,963,390
For Municipal Assessment:		767		9,654,490	113,010,060	0	122,664,550
Grand Totals							
Taxable Total:		611		7,740,010	68,828,900	0	76,568,910
Grant-In-Lieu Total:		6		57,180	741,450	0	798,630
Mun. Only Total:		7		135,580	198,040	0	333,620
Taxable & Grant-in-Lieu & Mun. Only Total:		624		7,932,770	69,768,390	0	77,701,160
Exempt Total:		143		1,721,720	43,241,670	0	44,963,390
Parcels: 755		767		9,654,490	113,010,060	0	122,664,550

Municipal Assessment

<u>Code Description</u>	<u>Records</u>	<u>Status</u>	<u>Land</u>	<u>Imm.</u>	<u>Other</u>	<u>Total</u>
01 RESIDENTIAL/SCH.RED./TAXABLE	482	T	5,899,590	61,767,860	0	67,667,450
02 FARMLAND/SCH. RED./TAXABLE	1	T	7,160	0	0	7,160
03 COMMERCIAL/FULL RATE/TAXABLE	75	T	1,135,060	9,201,480	0	10,336,540
04 INDUSTRIAL/FULL RATE/TAXABLE	11	T	224,180	905,710	0	1,129,890
08 TELUS/FULL RATE/TAXABLE	1	T	1,620	39,170	0	40,790
11 Machinery & Equipment	1	T	0	30,280	0	30,280
14 VACANT-RES.SCH.RED./TAXABLE	29	T	409,570	0	0	409,570
15 DERELICT-RES/FULL RATE/TAXABLE	7	T	0	46,140	0	46,140
Taxable Total:	607		7,677,180	71,990,640	0	79,667,820
<u>Code Description</u>	<u>Records</u>	<u>Status</u>	<u>Land</u>	<u>Imm.</u>	<u>Other</u>	<u>Total</u>
05 GIL FEDERAL/FULL RATE/TAXABLE	3	G	23,050	247,960	0	271,010
06 GIL FEDERAL RES./SCH. RED./TAX.	3	G	34,130	516,540	0	550,670
Grant-In-Lieu Total:	6		57,180	764,500	0	821,680
<u>Code Description</u>	<u>Records</u>	<u>Status</u>	<u>Land</u>	<u>Imm.</u>	<u>Other</u>	<u>Total</u>
07 GIL PROVINCIAL/FULL RATE/TAX.	7	X	135,580	200,900	0	336,480
Mun. Only Total:	7		135,580	200,900	0	336,480
Sub Total:	620		7,699,940	72,956,040	0	80,655,980
<u>Code Description</u>	<u>Records</u>	<u>Status</u>	<u>Land</u>	<u>Imm.</u>	<u>Other</u>	<u>Total</u>
16 EXEMPT MUNICIPAL	122	E	1,213,740	10,318,090	0	11,531,830
17 EXEMPT SCHOOL	4	E	163,720	15,301,910	0	15,465,630
18 EXEMPT HOSPITAL	1	E	62,370	15,148,810	0	15,211,180
21 EXEMPT CHURCHES	7	E	84,140	414,480	0	498,620
22 EXEMPT SENIOR HOUSING	4	E	94,530	2,654,200	0	2,748,730
23 EXEMPT LIBRARY	1	E	1,430	47,220	0	48,650
24 EXEMPT NON-PROFITS	5	E	95,410	406,470	0	501,880
25 EXEMPT MUSEUM	1	E	33,200	91,750	0	124,950
Exempt Total:	145		1,748,540	44,382,930	0	46,131,470
For Municipal Assessment:	765		9,618,480	117,338,970	0	126,957,450
Grand Totals						
Taxable Total:	607		7,677,180	71,990,640	0	79,667,820
Grant-in-Lieu Total:	6		57,180	764,500	0	821,680
Mun. Only Total:	7		135,580	200,900	0	336,480
Taxable & Grant-in-Lieu & Mun. Only Total:	620		7,869,940	72,956,040	0	80,825,980
Exempt Total:	145		1,748,540	44,382,930	0	46,131,470
Parcels; 753	765		9,618,480	117,338,970	0	126,957,450

ASSESSMENT COMPARISONS - RE: ANNUAL ASSESSMENT

2024 (2025 Tax Year) vs 2025 (2026 Tax Year)

Municipality: Two Hills

Date: May 7, 2026

ASSESSMENT TYPES:		PREVIOUS ASSESSMENT DOLLARS	CURRENT ASSESSMENT DOLLARS	Difference	INCREASE DECREASE
FL & M&E		Roll Total 2024	Roll Total 2025	Difference	%
TAXABLE	FARMLAND	\$7,160	\$7,160	\$0	0.00%
	N/A			\$0	0.00%
	N/A			\$0	0.00%
	N/A			\$0	0.00%
	SUBTOTAL	\$7,160	\$7,160	\$0	0.00%
TAXABLE	M&E	\$29,310	\$30,280	\$970	3.31%
	N/A			\$0	0.00%
	OTHER			\$0	0.00%
	SUB TOTAL	\$29,310	\$30,280	\$970	3.31%
TOTAL FL & M&E		\$36,470	\$37,440	\$970	2.66%
LAND & IMPROVEMENTS		Roll Total 2024	Roll Total 2025	Difference	%
TAXABLE	COMMERCIAL	\$10,252,230	\$10,377,330	\$125,100	1.22%
	INDUSTRIAL	\$1,144,790	\$1,129,890	(\$14,900)	-1.30%
	RESIDENTIAL	\$65,135,420	\$68,123,160	\$2,987,740	4.59%
				\$0	0.00%
	SUBTOTAL	\$76,532,440	\$79,630,380	\$3,097,940	4.05%
GIL (PROV)	NONRES	\$333,620	\$336,480	\$2,860	0.86%
GIL (FED)	RESIDENTIAL	\$533,190	\$550,670	\$17,480	3.28%
GIL (FED)	OTHER	\$265,440	\$271,010	\$5,570	2.10%
	SUBTOTAL	\$1,132,250	\$1,158,160	\$25,910	2.29%
TOTAL LAND & IMPROVEMENTS		\$77,664,690	\$80,788,540	\$3,123,850	4.02%
CHIEF PROV. ASSESSOR		Roll Total 2024	Roll Total 2025	Difference	%
TAXABLE	FARMLAND DIP			\$0	0.00%
	M & E DIP			\$0	0.00%
	A G T. - TELUS			\$0	0.00%
	TELECOM			\$0	0.00%
	PIPELINE			\$0	0.00%
	WELLS			\$0	0.00%
	RAILWAYR/W			\$0	0.00%
	SUBTOTAL	\$0	\$0	\$0	0.00%
TOTAL CHIEF PROV. ASSESSOR		\$0	\$0	\$0	0.00%
TOTAL LAND, IMPROVEMENTS, & CHIEF PROV. ASSESSOR		\$77,701,160	\$8,825,98()	\$1,124,82()	4.02%
NOTE: ALL THE ABOVE TOTALS EXCLUDE EXEMPT PROPERTIES & CHIEF PROV. ASSESSOR (LINEAR/DIP)					

Hi Two Hills Council,

Thank you for registering for **Bill 28 & Alberta's Public Libraries** presented by the **Coalition of Alberta Public Libraries**. You can find information about this webinar below.

Please submit any questions to: keith.gardner@newwestpublicaffairs.ca

You can cancel your registration at any time.

Thank you!

Bill 28 & Alberta's Public Libraries presented by the Coalition of Alberta Public Libraries

Date & Time

May 29, 2026 12:00 PM Edmonton

Webinar ID


863 0712 3115

Passcode


502267

Description

Alberta's public libraries are inviting municipal elected officials and administrators to a webinar and virtual town hall on May 29 to walk through recent legislative changes affecting libraries, as well as to hear your questions and perspectives. We value your insight and hope to see you there.

TOWN OF TWO HILLS COUNCIL MEETING AGENDA ITEM					
Meeting Date: May 26th, 2026	Confidential:	Yes	<input type="checkbox"/>	No	<input checked="" type="checkbox"/>
Topic: Tour Dates and Times for Tour of Vermilion ATCO Power Facility					
Originated By: S. Lupul			Title: Acting CAO		
BACKGROUND:					
Two Hills Power Grid is fed from the Vermilion and Vegreville areas, two directions in case of a power failure from one direction. At the March 24 th Council Meeting, during ATCO's Delegation, interest was presented in visiting the Vermilion Power Station. A Tour can be arranged.					
DOCUMENTATION ATTACHED:					
DISCUSSION:					
The following dates and times are available; June 3 rd , 2026 June 10 th , 2026 June 17 th , 2026 9:00 am - 10:00am or 1:30pm - 2:30pm					
COMMUNICATION PLAN/COMMUNITY INVOLVEMENT:					
RECOMMENDED ACTION(S):					
_____ Moved to have Council Members _____ tour the Vermilion Power Plant with ATCO on June _____, 2026 at _____.					
DISTRIBUTION:		Council: X			

AGENDA ITEM NO.: 10 (a)

TOWN OF TWO HILLS COUNCIL MEETING AGENDA ITEM					
Meeting Date: May 26th, 2026	Confidential:	Yes	<input type="checkbox"/>	No	<input checked="" type="checkbox"/>
Topic: PROCLAMATION - Alberta Rural Health Week in Two Hills, AB.					
Originated By: S. Lupul			Title:	CFO	
BACKGROUND:					
DOCUMENTATION ATTACHED:					
Proclamation - May 25 th to 29 th , 2026 to be proclaimed as Alberta Rural Health Week RHPAP Poster - Alberta Rural Health Week					
DISCUSSION:					
Town of Two Hills hereby proclaims May 25 th to 29 th , 2026, as Alberta Rural Health Week in Two Hills. Residents are encouraged to recognize and celebrate the individuals and teams who bring care closer to home and contribute to a strong future for rural healthcare.					
COMMUNICATION PLAN/COMMUNITY INVOLVEMENT:					
Post the PROCLAMATION and Poster on our Website and Social Media encouraging residents to recognize May 25 th to 29 th , 2026 as Rural Health Week in the Town of Two Hills.					
RECOMMENDED ACTION(S):					
Mayor M. Tarkowski moves to hereby proclaim the week of May 25 th to 29 th to be designated as Alberta Rural Health Week in the Town of Two Hills.					
DISTRIBUTION:		Council: X			



PROCLAMATION

May 25th to 29th 2026 to be Alberta Rural Health Week in the Town of Two Hills.

WHEREAS, rural healthcare providers are essential to the strength, wellness, and vitality of our communities, bringing care closer to home for residents of rural Alberta; and

WHEREAS, these dedicated professionals support patients and families across distances, build meaningful relationships, and ensure access to healthcare services where people live, work, and raise their families; and

WHEREAS, rural healthcare professionals contribute far beyond clinical care as neighbours, mentors, volunteers, and community leaders, helping to create healthy, connected, and resilient communities for present and future generations; and

WHEREAS, community volunteers, including local health professional attraction and retention committees, play an important role in sustaining rural healthcare through their commitment, innovation, and support of healthcare recruitment and retention efforts; and

WHEREAS, Alberta Rural Health Week provides an opportunity to recognize and celebrate the individuals and teams who work tirelessly to strengthen healthcare services and improve quality of life in rural communities;

NOW THEREFORE, I, Michael Tarkowski, Mayor of the Town of Two Hills, hereby proclaims **May 25th to 29th, 2026, as Alberta Rural Health Week** in the Town of Two Hills, and encourages all residents to recognize and celebrate the valuable contributions of rural healthcare providers, volunteers, and community leaders who bring care closer to home.

His Worship Michael Tarkowski, Mayor of Two Hills

ALBERTA RURAL HEALTH WEEK

MAY 25 - 29, 2026




RHPAP.CA



RHPAP
CHAMPIONING RURAL HEALTHCARE

AGENDA ITEM NO.: 10 (b)

TOWN OF TWO HILLS COUNCIL MEETING AGENDA ITEM					
Meeting Date: May 26th, 2026	Confidential:	Yes	<input type="checkbox"/>	No	<input checked="" type="checkbox"/>
Topic: PROCLAMATION - Seniors Week					
Originated By: S. Lupul			Title:	CFO	
BACKGROUND:					
<p>The Town of Two Hills is committed to fostering an age-friendly community that supports the independence, dignity, and well-being of all older adults. Our Seniors inspire us all with their dedication, volunteerism and leadership.</p>					
DOCUMENTATION ATTACHED:					
<p>Proclamation - June 1st to 7th as Seniors Week Government of Alberta - Seniors Week Poster</p>					
DISCUSSION:					
<p>"In 2026, Alberta proudly celebrates the 40th anniversary of Seniors' Week. Inspired by the vision of the late Alice Modin, Seniors' Week has been recognized since 1986 to celebrate the contributions seniors make to enhance the quality of life in Alberta. Forty years ago, Modin began a campaign to start a seniors' day in Strathcona County that helped pave the way for this annual event."</p>					
COMMUNICATION PLAN/COMMUNITY INVOLVEMENT:					
<p>Post the PROCLAMATION & Poster on our Website and social media encouraging residents to recognize June 1st to 7th as Seniors Week in the Town of Two Hills.</p>					
RECOMMENDED ACTION(S):					
<p>Mayor M. Tarkowski moves to hereby proclaim the week of June 1st to 7th to be designated as Seniors Week in the Town of Two Hills.</p>					
DISTRIBUTION:					
			Council: X		



PROCLAMATION

June 1st to 7th, 2026 to be Seniors' Week in the Town of Two Hills.

WHEREAS, Seniors Week is a time to recognize and celebrate the valuable contributions older adults have made—and continue to make—to our families, communities, and province; and

WHEREAS, the Town of Two Hills is proud to honour the wisdom, resilience, and experience of our senior citizens, who have laid the foundation for the strong and vibrant community we enjoy today; and

WHEREAS, our seniors continue to inspire us with their dedication, volunteerism, and leadership across all areas of life; and

WHEREAS, we are committed to fostering an age-friendly community that supports the independence, dignity, and well-being of all older adults;

NOW, THEREFORE, I, Michael Tarkowski, Mayor of the Town of Two Hills, do hereby proclaim **June 1 to 7, 2026 as Seniors Week** in Two Hills, Alberta, and encourage all residents to join in celebrating and supporting the seniors in our lives and community.

His Worship Michael Tarkowski, Mayor of Two Hills




Seniors' Week

June 1–7, 2026

The 40th anniversary of Seniors' Week in Alberta
Celebrating connections across generations

For more information about Seniors' Week, visit: alberta.ca/seniors-week
Share your stories and photos using #ABSeniors

Alberta 

<p>TOWN OF TWO HILLS COUNCIL MEETING AGENDA ITEM</p>							
Meeting Date: May 26th, 2026		Confidential:		Yes		No	x
Topic: North Saskatchewan Water Shed - Annual General Meeting							
Originated By: S. Lupul				Title:		Acting CAO	
BACKGROUND:							
<p>The Annual General Meeting brings together a broad range of participants from municipalities, Indigenous communities, industry, and other partners who care about the North Saskatchewan River’s watershed, gather to share and connect.</p>							
DOCUMENTATION ATTACHED:							
<p>Email Invitation to the North Saskatchewan Water Shed Annual General Meeting on June 24, 2026 at the Strathcona County Community Centre.</p>							
DISCUSSION:							
<p>Who will attend so we can RSVP, as requested for the Annual General Meeting.</p>							
COMMUNICATION PLAN/COMMUNITY INVOLVEMENT:							
<p> </p>							
RECOMMENDED ACTION(S):							
<p>_____ Moves to have _____ attend the North Saskatchewan River Watershed Alliance Annual General Meeting on June 24th, 2026 at the Strathcona Community Centre from 9am to 3 pm.</p>							
<p> </p>							
DISTRIBUTION:		Council: X					

From: Scott Millar <scott.millar@nswa.ab.ca>
Sent: Tuesday, May 12, 2026 12:20:16 PM
To: Scott Millar <scott.millar@nswa.ab.ca>
Subject: Invitation: North Saskatchewan Watershed Alliance AGM – June 24

Happy Tuesday!

On behalf of the [North Saskatchewan Watershed Alliance](#) (NSWA), I'm pleased to invite you to our **Annual General Meeting** on **June 24** at the **Strathcona County Community Centre**.

Click on this link to register for our AGM.

As a member of the NSWA Society, your participation is an important part of our governance and reporting on our ongoing work. The AGM brings together a broad range of participants from municipalities, Indigenous communities, industry, and other partners, spanning both urban and rural areas, to reflect on progress, share priorities, and look ahead. And of course, it's great to see so many people who care about the North Saskatchewan River's watershed coming together to share and connect.

The event offers an opportunity to connect with partners from across the watershed, hear updates on NSWA initiatives, and contribute to discussions on current watershed conditions and priorities.

Event Details:

Date: June 24

Location: Strathcona County Community Centre (401 Festival Ln, Sherwood Park, AB T8A 3W7; [click this link for a map](#))

Time: 9:00 am to 3:00 pm.


Cost: Free. BBQ burger lunch included

Materials: To be circulated in early June.

Be sure to register soon as space is limited.

Thank you for your continued engagement and support of the NSWA.

Cheers,
Scott

TOWN OF TWO HILLS COUNCIL MEETING AGENDA ITEM					
Meeting Date: May 26th, 2026	Confidential:	Yes	<input type="checkbox"/>	No	<input checked="" type="checkbox"/>
Topic: Hairy Hill 4-H Annual Achievement Day Show & Sale					
Originated By: S. Lupul			Title: Acting CAO		
BACKGROUND:					
Hairy Hill 4-H Club's Annual Achievement Day Show and Sale is on June 8th, 2026 this year. They are asking for Sponsorships. Various levels are available.					
DOCUMENTATION ATTACHED:					
Letter from 4-H Club with various levels of support are outlined.					
DISCUSSION:					

COMMUNICATION PLAN/COMMUNITY INVOLVEMENT:					

RECOMMENDED ACTION(S):					
_____ Moves to provide a sponsorship level _____ to the Hairy Hill Annual Achievement Day Show and Sale on June 8th, 2026.					
_____ Moves to acknowledge this request from the Hairy Hill Annual Achievement Day and Sale as Correspondence.					

DISTRIBUTION:		Council: X			



To Potential Sponsor,

The Hairy Hill 4-H Club is pleased to announce our Annual Achievement Day Show and Sale, which will be held on **June 8, 2026**, at the **Hairy Hill Rodeo Grounds**. This year, **26 members** have dedicated significant time and effort to the care and training of their projects.

The event will feature **17 market steers, 2 swine, 2 ewe lambs, 6 heifers, 2 cow-calf pairs, entries from the Foods project, and 7 cleavers**. The show and sale provide members with the opportunity to showcase their hard work while developing responsibility, confidence, and leadership skills.

We are currently seeking sponsorship support from local businesses. 4-H plays an important role in helping youth develop public speaking, leadership, and life skills beyond their project work. Community support is essential to the success of our program, and we offer several sponsorship levels for your consideration.

Sponsorship Levels

(Tax receipts will be provided)

Gold – \$500 and over

Your company will receive a banner displaying your business name, which will be hung around the show ring, as well as recognition on our sponsorship board and in our program.

Silver – \$250 to \$499

Your company name will be displayed on our sponsorship board and listed in our program.

Bronze – Up to \$249

Your company name will be displayed on our sponsorship board.


All sponsors will receive a thank-you card and a group photo for display at their business. In appreciation of your support, you are also invited to attend our show, sale, and dinner, where your contribution will be recognized.

If you are interested in supporting our club, please contact one of our leaders: **Katryna Sawchuk at 780-554-8516** or **Kirby Lopaschuk at 587-280-0094**.

Thank you very much for considering a sponsorship of the Hairy Hill 4-H Club. Your support has a positive impact on our members and our community.

Sincerely,

Hairy Hill 4-H Club Member

TOWN OF TWO HILLS COUNCIL MEETING AGENDA ITEM					
Meeting Date: May 26th, 2026	Confidential:	Yes	<input type="checkbox"/>	No	<input checked="" type="checkbox"/>
Topic: Intermunicipal Collaborative Frameworks					
Originated By: S. Lupul			Title: Acting CAO		
BACKGROUND:					
<p>The Intermunicipal Collaborative Framework agreement is due for review. The deadline is March 31, 2027 to submit the completed review with updates with signatures to the Minister of Municipal Affairs.</p> <p>There are many legislative updates since the ICF was completed in 2020.</p>					
DOCUMENTATION ATTACHED:					
<p>Existing ICF Agreement with the County of Two Hills.</p> <p>Link to the ICF Workbook Version 4 (March 2026) is https://open.alberta.ca/publications/intermunicipal-collaboration-framework-workbook-version-4</p> <p>The Workbook is saved on Shared Drive and can emailed - it is 42 pages in length.</p>					
DISCUSSION:					
<p>The County of Two Hills has committed to be available to meet during the week of October 26 to 30th to complete the 5-year Review of the ICF.</p>					
COMMUNICATION PLAN/COMMUNITY INVOLVEMENT:					
RECOMMENDED ACTION(S):					
<p>_____ MOVES that the Council of the Town of Two Hills, meets with the County of Two Hills on _____ (date and time) to review and update the existing Intermunicipal Collaborative Framework to ensure the Agreement is compliant to the recent legislative updates.</p>					
DISTRIBUTION:		Council: X			

March 18, 2020

Council of the Town of Two Hills
C/O Gerren Saskiw, CAO
P.O. Box 630
Two Hills, Alberta, T0B 4K0

Dear Council and CAO:

Re: Intermunicipal Collaboration Framework with the Town of Two Hills

This will advise that the Two Hills County Council resolved, at their meeting on March 11, 2020, that the County of Two Hills approve the Intermunicipal Collaboration Framework with the Town of Two Hills as presented this 11th day of March, 2020.

With Bill 25: the *Red Tape Reduction Implementation Act, 2019* enacted November 28, 2019, the County of Two Hills adopted the Intermunicipal Collaboration Framework by resolution.

Also, enclosed in this letter is the completed Intermunicipal Collaboration Framework for your records. The County of Two Hills appreciates the spirit of collaboration with our neighbouring municipalities in pursuit of this legislative achievement.

Should you have any questions or concerns, you may contact the undersigned.

Sincerely,



Sally Dary, CLGM
Chief Administration Officer

Intermunicipal Collaboration Framework

Between

County of Two Hills No. 21

And

Town of Two Hills

WHEREAS, Town of Two Hills and the County of Two Hills No. 21 share a common border; and

WHEREAS, Town of Two Hills and the County of Two Hills No. 21 share common interests and are desirous of working together to provide services to their ratepayers; and

WHEREAS, the Municipal Government Act stipulates that municipalities that have a common boundary must create an Intermunicipal Collaboration Framework which identifies services provided on an intermunicipal basis and how services to be provided on an intermunicipal basis will be delivered and funded.

NOW THEREFORE, by mutual covenant of the Municipalities hereto it is agreed as follows:

A. DEFINITIONS

- 1) In this Agreement
 - a. “Town” means the Town of Two Hills.
 - b. “County” means County of Two Hills No. 21.
 - c. “lead municipality” means the municipality responsible for administering the agreement.

B. TERM AND REVIEW

- 1) In accordance with the *Municipal Government Act*, this Intermunicipal Collaboration Framework shall come into force on final passing of resolutions by both municipalities authorizing the signing officers of the Municipality to sign the Agreement.
- 2) This Framework may be amended by mutual consent of both Municipalities unless specified otherwise in this Framework.
- 3) It is agreed by the Municipalities that the Councils shall review at least once every five years, commencing no later than 2025 to review the terms and conditions of the agreement.

C. INTERMUNICIPAL COOPERATION

- 1) The existing Two Hills Intermunicipal Committee made up of two Councillors and the Chief Administrative Officers from the Town, County and the Village of Myrnam will be the forum for regional discussions.

D. GENERAL TERMS

- 1) Both Municipalities agree that in consideration of the service agreements outlined in Section E(1) that residents of the Municipalities will be afforded the same services at

the same costs, including user fees, as the County of Two Hills No. 21 residents for services provided by the Town of Two Hills and the Town of Two Hills residents for services provided by the County of Two Hills No. 21.

E. MUNICIPAL SERVICES

1) The Municipalities have a history of working together to provide municipal services to the residents on an intermunicipal basis, with the following services being provided directly or indirectly to their residents:

a. Water and Wastewater

- i. The Town and County along with several additional municipal partners signed an agreement to create the Alberta Central East Water Corporation to provide potable water to the municipal members. As a corporation there is no lead municipality. The fees for water and the allocation of water are established in accordance with the unanimous shareholders agreement.
- ii. The Town owns and operates their own distribution system and wastewater collection and treatment system and operates the systems to provide services to the Town residences and businesses, plus water to some adjoining properties in the County. There is no formal agreement, with the rates being set by the Town as the service provider.
- iii. The Town has a truck fill which is available for County residents and a fee per cubic metre. There is no formal agreement, with the users covering the full cost of the water utilized.

b. Solid Waste:

- i. The Town and the County, together with the Village of Myrnam are members of the Two Hills Regional Waste Management Commission. The Commission owns and operates a regional landfill and provides waste collection and disposal services for their members. The Commission operates as an independent body with representatives from partner municipalities. As such there is no lead municipal partner and the fees for the disposal of waste are set annually by the Commission.

c. Emergency Services:

- i. The Town and the County together with the Village of Myrnam, have a 2014 Mutual Aid Fire Agreement for the Town and Village to provide fire protection services in the County. There is no lead municipality and the cost sharing and costs for responding to fire calls in the County are in accordance with the agreement.

- d. Recreation and Culture:
 - i. The Town and the County, jointly with several other municipalities in the region are members of the Northern Lights Library System to provide Library services. The Library System operates as an independent board with an annual requisition established by the board. The local Two Hills Library Board operates the Alice Melnyk Library independently.
 - ii. The Town of Two Hills owns the recreation and community facilities within the Town, which include the Centennial Hall, Two Hills Recreation Complex (arena and curling rink), the sports fields, playground and campground. The Sports Activity Council operates the Recreation complex and Centennial Hall and receives an annual grant from County of Two Hills and the Town provides financial assistance to help offset operational and maintenance costs of the hall, insurance for the buildings and operational shortfalls.
 - iii. The Two Hills Swimming Pool is operated by an independent board, with some funding being provided by the Town and County.
 - iv. The County has adopted a Policy to provide assistance to local community groups to help offset maintenance and utility costs of operating public facilities, including, but not limited to the following groups: Two Hills Centennial Hall, Two Hills Agricultural Society, Two Hills Curling Club, Two Hills Lions Club, Two Hills Rider Friendly Committee, Two Hills Senior Drop Inn Centre, Two Sports Activity Council, and Two Hills Swimming Pool.
The amount of funding provided is based on a formula that includes utilities, fuel, phone and maintenance costs.

- e. Senior Housing
 - i. The Town and County, along with the Village of Myrnam, are members of the Eagle Hill Foundation. The Eagle Hill Foundation provides housing for seniors within the region and is funded by the member municipalities based on equalized assessment. The Eagle Hill Foundation operates as an independent body with representatives from partner municipalities. As such there is no lead municipality.

- f. Two Hills Family and Community Social Services
 - i. The Town and the County are partners in an agreement with the Village of Myrnam and the Province of Alberta to create and operate the Two Hills Family and Community Social Services. FCSS operates under the Alberta Family and Community Support Services Act and funding is regulated by the Province, with participating municipalities contributing funding in accordance with the agreement with the Province. There is no Lead municipality.

- g. Unconditional Funding
 - i. The County provides an unconditional grant of up to \$150,000 to the Town to be utilized by the Town for the delivery of services in the Town.
 - ii. The Town and County agree to meet in the coming year to consider the development of a long term funding agreement.
 - h. Intermunicipal Development Plan
 - i. The Town and the County entered into an Intermunicipal Development Plan in 2020, in accordance with the Municipal Government Act. The Intermunicipal Development Plan will be reviewed in conjunction with the Intermunicipal Collaborative Framework. As an Intermunicipal Development Plan there is no lead municipality and no associated cost sharing agreements.
- 2) The Municipalities acknowledge that in addition to the shared service agreements in place between the Municipalities, they each have independent agreements with other regional partners.
 - 3) The Municipalities have reviewed the aforementioned existing agreements and have determined that these are the most appropriate municipal services to be conducted in a shared manner.

F. FUTURE PROJECTS & AGREEMENTS

- 1) In the event that either Municipality initiates the development of a new project and/or service that may require a new cost-sharing agreement, the initiating Municipality's Chief Administrative Officer will notify the other Municipality's Chief Administrative Officer in writing.
- 2) The initial notification will include a general description of the project, estimated costs and timing of expenditures. The other party will advise if they have objections in principle to provide funding to the project and provide reasons. An opportunity will be provided to discuss the project at the Intermunicipal Committee.
- 3) The following criteria will be used when assessing the desirability of funding of new projects:
 - a. Relationship of the proposed capital project to Intermunicipal Development Plan or any other regional long term planning document prepared by the municipalities;
 - b. The level of community support;
 - c. The nature of the project;
 - d. The demonstrated effort by volunteers to raise funds and obtain grants (if applicable);
 - e. The projected operating costs for new capital projects;
 - f. Municipal debt limit; and,

- g. Projected utilization by residents of both Municipalities.
- 4) Once either Municipality has received written notice of new project, an Intermunicipal Committee meeting must be held within thirty (30) calendar days of the date the written notice was received, unless both Chief Administrative Officers agree otherwise.
- 5) The Intermunicipal Committee will be the forum used to discuss and review future mutual aid agreements and/or cost sharing agreements. In the event the Intermunicipal Committee is unable to reach an agreement, the dispute shall be dealt with through the procedure outlined within Section G of this document.
- 6) Both Municipalities recognize that the decision to participate in or not participate in a project ultimately lies with the respective municipal councils, who in turn must rely on the support of their electorate to support the project and any borrowing that could be required.

G. DISPUTE RESOLUTION

- 1) The Parties commit to resolving any disputes under the Intermunicipal Collaboration Framework in a non-adversarial, informal and cost-efficient manner.
- 2) The Parties agree to make all reasonable efforts to resolve any disputes by negotiation and agree to provide open and timely disclosure of relevant facts, information and documents to facilitate negotiations.
- 3) When a Party believes there is a dispute under the Intermunicipal Collaboration Framework and wishes to engage in dispute resolution, the Party must give written notice of the matters under dispute to the Chief Administrative Officer of the other Party to attempt to negotiate a resolution to the dispute.
- 4) If a dispute cannot be resolved to the satisfaction of the Parties within thirty (30) calendar days of the dispute being referred to the Chief Administrative Officers, the dispute will be referred to the Council to attempt to negotiate a resolution to the dispute.
- 5) If a dispute cannot be resolved to the satisfaction of the Parties within sixty (60) calendar days of the dispute being referred to the Councils of the Parties, the dispute may be referred to a mediator acceptable to both parties, unless the Parties mutually agree not to mediate the dispute. The costs of mediation shall be shared equally between the parties.
- 6) Mediation of a dispute shall be completed in a timely and efficient manner. If the dispute has not been resolved to the satisfaction of the Parties within three (3) months after the appointment of a mediator, and the Parties have not mutually agreed to

extend the term of mediation, the mediation is deemed unsuccessful and shall be terminated.

- 7) If a dispute is not resolved through the above noted process or if the both Parties agree to skip mediation, the Parties shall refer the matter to an arbitrator acceptable to both parties and the arbitration process described in Part 17.2 of the *Municipal Government Act* shall apply whether or not one year has passed after the Parties started the dispute resolution process in this Framework.
- 8) The *Arbitration Act* (Alberta) as amended from time to time shall apply to arbitration proceedings commenced pursuant to this Framework.

H. CORRESPONDENCE

1) Written notice under this Agreement shall be addressed as follows:

a. In the case of County of Two Hills to:

**County of Two Hills
c/o Chief Administrative Officer
P.O. Box 490
Two Hills, AB T0B 4K0**

b. In the case of the Town of Two Hills to:

**Town of Two Hills
c/o Chief Administrative Officer
P.O. Box 630
Two Hills, AB T0B 4K0**

2) In addition to H(1), notices may be sent by electronic mail to the Chief Administrative Officer.

IN WITNESS WHEREOF the parties have affixed their corporate seals as attested by the duly authorized signing officers of the parties as of the first day above written.

COUNTY OF TWO HILLS No. 21

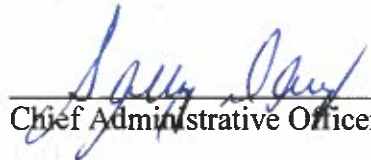
TOWN OF TWO HILLS




Reeve



Mayor



Chief Administrative Officer



Chief Administrative Officer



Town of Two Hills Councillor Report

SAC – Sports Activity Council

Attended May 21
Discussed Run to the Hills Rally outstanding payment
They received one resume for the caretaker’s contract, and they are waiting on a few more

Regional Landfill Committee

Budget/Bylaw/Policy

Emergency Management

VMHA – Veterans Memorial Highway Committee

Extra Notes/Alternate
