

**AGENDA
TOWN OF TWO HILLS
October 8, 2019
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 October 8, 2019
- 4. DELEGATION**
- 5. OPEN FORUM**
- 6. ADMINISTRATIVE REPORTS**
 - a) Chief Financial Officer Report
 - b) Public Works Report
 - c) Chief Administrative Officer Report
- 7. CORRESPONDENCE**
- 8. OLD BUSINESS**
 - a) Sea Can Appeal
- 9. NEW BUSINESS**
 - a) GO East
 - b) Halloween Hours
 - c) Farm Safety Centre
- 10. COUNCIL MEMBER REPORTS**
- 11. NEXT MEETINGS**
 - a) Regular Council Meeting Tuesday November 12, 2019 7:00 p.m.
- 12. CLOSED SESSION**
 - a) FOIPP Act, Sections 17 and 29
- 13. ADJOURNMENT**

TOWN OF TWO HILLS

Minutes of the Regular Meeting of Council for the Town of Two Hills held October 8, 2019 at 7:00 P.M. in the Two Hills Town Council Chambers

PRESENT: Mayor L. L. Ewanishan, Deputy Mayor E. Sorochan, Councillor W. Babiuk, C.A.O G. Saskiw, C.F.O. S. Lupul, Executive Secretary A. Clark, Finance Clerk D. Boutin, Public Works Foreman T. Stefiuk, and 5 members in the public gallery including a reporter.

MISSING: Councillor M. Tarkowski

CALL TO ORDER: Mayor L. L. Ewanishan called the Regular Town Council Meeting to order at 7:01 P.M.

ADOPTION OF AGENDA:

2019-317 **MOVED** by Councillor W. Babiuk to accept the Agenda as presented.

CARRIED

ADOPTION OF MEETING MINUTES:

2019-318 **MOVED** by Deputy Mayor E. Sorochan to accept the Regular Council Meeting Minutes of September 10, 2019 as presented.

CARRIED

2019-319 **MOVED** by Councillor W. Babiuk to accept the Special Council Meeting Minutes of September 17, 2019 as presented.

CARRIED

2019-320 **MOVED** by Deputy Mayor E. Sorochan to accept the Special Council Meeting Minutes of September 25, 2019 as presented.

CARRIED

DELEGATION:

RCMP

Sargent Daisley of the Royal Canadian Mounted Police came to update Council on the crime rate and progress over the summer. Property crime is up almost double in the last five years. The detachment encourages all residents to phone in any suspicious incidents however small they may seem as those calls are prudent in assisting the members in policing our community.

OPEN FORUM:

A resident came forward with his concerns on recent bylaw notices regarding trees and asked why only notices were issued regarding back alley trees. Council informed he resident the process on cutting trees and that many notices have been issued for both front and back trees needing to be trimmed.

ADMINISTRATIVE REPORTS:

Public Works Report

The Public Works Foreman's Report was provided to Council in advance for their review and presented by Public Works Foreman T. Stefiuk. Council had concern over the main break at the Mennonite school and how the billing process would work, Public Works Foreman informed Council that the School Board has been billed for the labour and equipment.

2019-321 **MOVED** by Councillor W. Babiuk that the Public Works report be acknowledged as presented and incorporated into the minutes.

CARRIED

Chief Administrative Officer Report

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

2019-322 **MOVED** by Deputy Mayor E. Sorochan that the Chief Administrative Officer report be acknowledged as presented and incorporated into the minutes.

CARRIED

CORRESPONDENCE:

2019-323 **MOVED** by Deputy Mayor E. Sorochan to fund the North Saskatchewan Watershed Alliance the request per capita for a total of \$721.50.

CARRIED

2019-324 **MOVED** by Councillor W. Babiuk that the Correspondence be acknowledged as presented and filed.

CARRIED

NEW BUSINESS:

Sea-Can Appeal

On September 11, 2019 the Town issued a letter revoking the Development permit for the sea-can as it does not fall within the regulations for a sea-can in the Town of Two Hills. The resident had previously received verbal and written approval from the former CAO pending beautification of the sea-can. The resident completed the requested work to comply with the former CAOs requests.

2019-325 **MOVED** by Mayor L. L. Ewanishan to table for administration to gather more information.

CARRIED

Arena Pump

In March the ice plant pump for the ARENA was destroyed when the brine lines outside between the Arena and curling rink cracked. The trench filled up with water from melting snow and then froze. The pump did not shut off, drained of fluid, overheated and burnt out and was damaged beyond repair. Council approved the purchase of a replacement pump after this happened in March.

2019-326

MOVED by Deputy Mayor E. Sorochan to rent a pump for the arena at a cost of \$4000 per month (or \$1500) per week to make ice at the arena starting next week.

CARRIED

Paving 46 St South of HWY 45

PW Foreman Terry Stefiuk and CAO Gerren Saskiw met with George Devlin, of Central Civil Solutions for the paving in the Town of Two Hills on 46 St south of the Intersection with HWY 45. On October 2nd we met to discuss paving a longer stretch off the highway on 46 St while they are paving the intersection due to the road widening for the CO-OP Cardlock development. Paving is to take place on the weekend of October 5th & 6th! CO-OP is not paving a longer stretch than the intersection.

2019-327

MOVED by Mayor L. L. Ewanishan to transfer money in the 2019 capital budget from the postponed 47 Ave (Railway Ave) road construction project to paving south of the intersection of 46 St with HWY 45.

CARRIED

ICF Project

The Town of Two Hills received a grant to have a consulting company come to facilitate / mediate an Intermunicipal Collaboration Framework with the County of Two Hills and Village of Myrnam. The ICF is due by March 31st 2020 for Municipal Affairs. Time is running out to get this project done and town council would like every effort be done to get this project completed. Council does not want to have to go to arbitration after the deadline passes. This will result in large costs that the municipalities will have to cover on their own. The Town of Two Hills does not want to have to use this final option and can't afford to.

2019-328

MOVED by Mayor L. L. Ewanishan Approve CAO Saskiw to meet with the County of Two Hills CAO and Village of Myrnam CAO to have open discussions and answer any questions.

CARRIED

Riparian Revitalization Project Geleta Park

North Saskatchewan Watershed Alliance (NSWA) Watershed Riparian Revitalization Project (WRRP) grant.

NEXT MEETING: Regular Council Meeting October 22, 2019 at 7:00 p.m.

CLOSED SESSION:

2019-329 **MOVED** by Mayor L. L. Ewanishan to go into closed session at 8:57 PM.
CARRIED

2019-330 **MOVED** by Mayor L. L. Ewanishan to come out of closed session at 9:27 PM.
CARRIED

ADJOURNMENT:

With all items on the agenda having been addressed Mayor L. L. Ewanishan adjourned the Regular Council Meeting at 9:27 PM.

MAYOR L. L. EWANISHAN, MAYOR



GERREN SASKIW, C.A.O.

OPEN FORUM

(Council Procedural Bylaw, Amendment Bylaw 2014-949)

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

Division 3 – Open Forums

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

Notes:

Update of what is happening in Finance.

- Finance Clerk is keeping up to date with Accounts Payable and Utility Billings;
- John Beale with assistance from the Finance Clerk and myself is almost done Journal Entries for 2018. The Finance Clerk and I have entered most of 2019 bank transactions;
- Offices have been changed around so CAO is closer proximity to council chambers;
- Attended AUMA – September 23 to 27;
- Finished PILT (Payment In Lieu of Taxes) forms and submitted them to Municipal Affairs;
- Finished reconciling LAPP and worked out credit position and submitted 2019 invoices for payment;
- Participated in a 2-part Ethics Webinar with CAO;
- Met with Council Candidates and assisted them with their paperwork;
- Orientating new CAO – on going process;
- Created Organizational Meeting Council Package;
- Created October 22 Council Package;
- Received notification that **Loan #4000762 for Waterline on 3 Streets/Lift Station** received from ACFA in **2009 for \$330,000.00 has been Paid in Full.**
- Timelines for borrowing from ACFA (Alberta Capital Finance Authority) require a 14-day advertising period followed by a 15-day petition period (in case anyone petitions against borrowing) therefore we will not meet the intake deadline of November 15. CAO and I will act on this as soon as possible to ensure the next intake deadline is achieved.
- Budget figures in software have not been updated yet.

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				
1-00-00-140	Special Levy - Recreation	46,705.00	0.00	46,705.00	0.00
1-43-00-510	Recycling Service Fees, Charges	24,120.00	0.00	24,120.00	0.00
Department Totals:		70,825.00	0.00	70,825.00	0.00
1005	Revenues				
1-00-00-000	Revenues	0.00	23,307.87	(23,307.87)	0.00
1-00-00-110	Real Property Taxes	1,408,137.00	1,339,375.16	68,761.84	95.12
1-00-00-120	Special Assess. and Local Imp.	89,000.00	111,129.91	(22,129.91)	124.87 **
1-00-00-130	Medical Incentive Tax Levi	26,166.00	25,830.68	335.32	98.72
1-00-00-510	Penalties and Costs on Taxes	40,000.00	15,575.73	24,424.27	38.94
1-00-00-540	Rev. from Concessions & Franch	147,000.00	96,540.08	50,459.92	65.67
1-00-00-550	Return on Investments	500.00	0.00	500.00	0.00
1-00-00-551	Dividends U.F.A. & A.A.M.D.	1,500.00	69.32	1,430.68	4.62
1-00-00-552	BANK INTEREST	0.00	(2.36)	2.36	0.00
1-00-00-590	Other Revenue from Own Sources	0.00	200.00	(200.00)	0.00
1-00-00-741	Municipal Assistant Grant	50,000.00	150,000.00	(100,000.00)	300.00 **
1-00-00-990	Fines - Policing	1,000.00	0.00	1,000.00	0.00
1-58-00-300	Revenue from Dr. Incentives	14,678.00	0.00	14,678.00	0.00
Department Totals:		1,777,981.00	1,762,026.39	15,954.61	99.10
1010	General Administration				
1-12-00-131	ACE Benefits	0.00	151.92	(151.92)	0.00
1-12-00-400	Admin Fee W/S/G	13,700.00	11,131.13	2,568.87	81.25
1-12-00-410	General Serv & Supplies Revenu	500.00	0.00	500.00	0.00
1-12-00-411	Tax Cert, LTO & Legal	1,000.00	760.00	240.00	76.00
1-12-00-522	Business Licenses	5,500.00	5,500.00	0.00	100.00
1-12-00-560	Rentals and Lease Revenue	34,264.00	25,818.47	8,445.53	75.35
1-12-00-590	Other Revenue from Own Source	10,000.00	12,644.00	(2,644.00)	126.44 **
1-12-00-830	FEDERAL CONDITIONAL GRANT	8,850.00	0.00	8,850.00	0.00
1-12-00-840	Prov. Conditional Grants	149,453.00	0.00	149,453.00	0.00
1-12-00-842	Volunteer Grants	500.00	700.00	(200.00)	140.00 **
Department Totals:		223,767.00	56,705.52	167,061.48	25.34
1020	Fire Fighting				
1-23-00-410	Fire Fighting Fees Charged	16,000.00	20,104.50	(4,104.50)	125.65 **
Department Totals:		16,000.00	20,104.50	(4,104.50)	125.65
1030	Bylaw Services				
1-26-00-410	Sales & Services	0.00	1,000.00	(1,000.00)	0.00
1-26-00-512	OTHER FINES	1,000.00	3,650.00	(2,650.00)	365.00 **
1-26-00-525	Animal Licenses	650.00	740.00	(90.00)	113.85 **
1-26-00-530	GRASS CUTING FEES	0.00	1,282.50	(1,282.50)	0.00
Department Totals:		1,650.00	6,672.50	(5,022.50)	404.39
1040	Roads/Streets/Walks/Lighting				
1-32-00-410	Sales of Goods & Services	30,000.00	32,924.19	(2,924.19)	109.75 **
1-32-00-762	From Capital	35,481.00	0.00	35,481.00	0.00
Department Totals:		65,481.00	32,924.19	32,556.81	50.28
1050	Water Supply & Distribution				
1-41-00-125	Infrastr Sustain-Water	220,920.00	181,315.37	39,604.63	82.07
1-41-00-410	Sale of Water	354,900.00	272,744.00	82,156.00	76.85

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
1-41-00-411	SALE OF BULK WATER	12,000.00	14,565.36	(2,565.36)	121.38 **
1-41-00-569	Hydrant Rentals	0.00	(0.68)	0.68	0.00
1-41-00-590	Penalties	18,000.00	973.59	17,026.41	5.41
2-41-00-217	Phone, Fax & Internet	3,100.00	2,096.32	1,003.68	67.62
Department Totals:		602,720.00	467,501.32	135,218.68	77.57
1060	Sanitary Sewage Service/Treat				
1-42-00-410	Sewage Serv Fees & Charges	136,500.00	102,625.75	33,874.25	75.18
Department Totals:		136,500.00	102,625.75	33,874.25	75.18
1070	Garbage Collection & Disposal				
1-43-00-410	Garbage Coll & Disp & Oth Chgs	166,100.00	138,340.63	27,759.37	83.29
1-43-00-470	Contract Rev for Garb Coll/Dis	0.00	(25.00)	25.00	0.00
2-43-00-450	Recycling Contract	22,142.00	0.00	22,142.00	0.00
Department Totals:		143,958.00	138,315.63	5,642.37	96.08
1071	Family & Community Support				
1-51-00-840	Prov. Conditional Grants	64,149.00	14,585.00	49,564.00	22.74
1-51-00-850	Cond Grants from Oth Loc Govts	2,631.00	2,631.50	(0.50)	100.02 **
Department Totals:		66,780.00	17,216.50	49,563.50	25.78
1076	Municipal Planning & Zoning				
1-61-00-410	Planning,Zoning & Devel Chgs	1,000.00	1,021.80	(21.80)	102.18 **
Department Totals:		1,000.00	1,021.80	(21.80)	102.18
1080	Community Services				
2-62-00-880	Centennial Hall Committee	2,500.00	2,500.00	0.00	100.00
Department Totals:		2,500.00	2,500.00	0.00	100.00
1101	Hall				
1-72-01-841	Grants/Donations Centennial Ha	12,000.00	8,707.37	3,292.63	72.56
Department Totals:		12,000.00	8,707.37	3,292.63	72.56
1103	Curling Rink				
2-72-03-217	Phone	315.00	181.54	133.46	57.63
Department Totals:		315.00	181.54	133.46	57.63
1106	Other Parks				
1-72-06-590	OTHER PARKS	0.00	80.00	(80.00)	0.00
Department Totals:		0.00	80.00	(80.00)	0.00
2010	Council & Other Legislative				
2-11-00-110	WAGES & SALARIES	33,600.00	22,884.37	10,715.63	68.11
2-11-00-130	EMPLOYER CONTRIBUTIONS	31,443.00	15,364.12	16,078.88	48.86
2-11-00-151	Fees & Benefits Mayor / Counci	26,000.00	31,200.00	(5,200.00)	120.00 **
2-11-00-152	Conventions/Seminars	10,000.00	2,021.73	7,978.27	20.22
2-11-00-211	Milage & Subsis. Mayr / Coun	12,000.00	5,700.89	6,299.11	47.51
2-11-00-230	CONSULTING SERVICES	20,000.00	0.00	20,000.00	0.00
2-11-00-510	Council Goods & Supplies	1,022.00	951.86	70.14	93.14
Department Totals:		134,065.00	78,122.97	55,942.03	58.27
2020	General Administration				
2-12-00-000	General Admin. & Other	0.00	1,500.00	(1,500.00)	0.00

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
2-12-00-110	Salaries - Office Staff	251,781.00	204,055.36	47,725.64	81.04
2-12-00-130	Employer Contributions	76,640.00	42,982.21	33,657.79	56.08
2-12-00-211	Travel & Subsistence	11,698.00	8,101.67	3,596.33	69.26
2-12-00-215	Freight & Postage	12,813.00	9,141.12	3,671.88	71.34
2-12-00-217	Phone, Fax & Internet	5,583.00	4,030.25	1,552.75	72.19
2-12-00-220	Advert,Print,Subs,Munic Member	6,950.00	4,520.15	2,429.85	65.04
2-12-00-230	Professional & Consult Service	63,804.00	99,123.31	(35,319.31)	155.36 **
2-12-00-235	PUBLIC RELATIONS	10,198.00	9,339.82	858.18	91.58
2-12-00-240	Training Fees	10,110.00	3,910.88	6,199.12	38.68
2-12-00-250	Purchased Repairs & Maint.	6,132.00	4,422.03	1,709.97	72.11
2-12-00-274	Insurance & Bond Premiums	34,854.00	34,499.15	354.85	98.98
2-12-00-275	BANK CHARGES & FEES	3,168.00	414.62	2,753.38	13.09
2-12-00-510	General Office Purchased Supp.	27,594.00	16,988.91	10,605.09	61.57
2-12-00-520	Membership Fees	5,825.00	4,899.84	925.16	84.12
2-12-00-540	Utilities	11,242.00	6,910.94	4,331.06	61.47
2-12-00-541	Utilities - Gas	5,717.00	3,127.70	2,589.30	54.71
2-12-00-762	Transfer to Capital Functions	5,000.00	41,384.75	(36,384.75)	827.70 **
2-12-00-770	Grants to Indiv.& Organization	8,200.00	900.00	7,300.00	10.98
2-12-00-810	Short Term Borrowing Paymnts	8,176.00	0.00	8,176.00	0.00
2-12-00-831	Debenture Interest Payments	8,760.00	0.00	8,760.00	0.00
2-12-00-832	Debenture Princip. Payments	25,168.00	0.00	25,168.00	0.00
2-12-00-850	Amortization	17,500.00	0.00	17,500.00	0.00
Department Totals:		616,913.00	500,252.71	116,660.29	81.09
2035	Other General Gov't Services				
2-19-00-110	Salaries	0.00	520.00	(520.00)	0.00
Department Totals:		0.00	520.00	(520.00)	0.00
2050	Fire Fighting				
2-23-00-110	Salaries	1,800.00	1,500.00	300.00	83.33
2-23-00-148	Ins-Serv Training & Develop	4,000.00	600.00	3,400.00	15.00
2-23-00-159	Fire Fighter's Fees	15,000.00	0.00	15,000.00	0.00
2-23-00-200	General Services Purchased	3,066.00	3,198.00	(132.00)	104.31 **
2-23-00-215	Phone	1,635.00	1,186.44	448.56	72.57
2-23-00-250	EQUIPMENT REPAIR & MAINTENANCE	3,066.00	121.80	2,944.20	3.97
2-23-00-274	Insurance & Bond Premiums	4,231.00	2,749.00	1,482.00	64.97
2-23-00-510	General Goods & Supplies	1,533.00	72.00	1,461.00	4.70
2-23-00-520	Membership Fees	150.00	180.00	(30.00)	120.00 **
2-23-00-540	Utilities	2,044.00	1,674.29	369.71	81.91
2-23-00-541	Utilities - Gas	3,727.00	2,964.62	762.38	79.54
2-23-00-850	Amortization	1,390.00	0.00	1,390.00	0.00
Department Totals:		41,642.00	14,246.15	27,395.85	34.21
2055	Disaster Services & Emergency				
2-24-00-150	Fees	200.00	200.00	0.00	100.00
2-24-00-200	General Serv Purchased	3,982.00	4,021.10	(39.10)	100.98 **
2-24-00-210	Emergency Contribution to Regional Agency	3,000.00	0.00	3,000.00	0.00
2-24-00-240	TRAINING	1,000.00	0.00	1,000.00	0.00
Department Totals:		8,182.00	4,221.10	3,960.90	51.59
2070	Bylaw Services				
2-26-00-230	Dog Control Fees	511.00	0.00	511.00	0.00
2-26-00-250	Bylaw Services	7,078.00	5,727.86	1,350.14	80.92
2-26-00-510	GENERAL SERVICES	2,044.00	90.00	1,954.00	4.40

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
Department Totals:		9,633.00	5,817.86	3,815.14	60.40
2080	Roads,Streets,Walks,Lighting				
2-32-00-110	Salaries & Wages	295,484.00	127,962.51	167,521.49	43.31
2-32-00-130	Employer Contributions	74,652.00	41,867.68	32,784.32	56.08
2-32-00-211	Travel & Subsistence	1,500.00	0.00	1,500.00	0.00
2-32-00-215	Freight & Postage	3,018.00	5,157.46	(2,139.46)	170.89 **
2-32-00-217	Phone, Fax & Internet	5,500.00	3,753.46	1,746.54	68.24
2-32-00-240	Training Fees	6,022.00	1,005.00	5,017.00	16.69
2-32-00-265	PURCHASE OF FIXED ASSETS	0.00	861.39	(861.39)	0.00
2-32-00-274	Insurance & Bond Premiums	15,068.00	10,183.36	4,884.64	67.58
2-32-00-510	General Goods & Services	125,151.00	76,514.69	48,636.31	61.14
2-32-00-520	Equip, Machines,Parts & Supp.	35,770.00	37,377.57	(1,607.57)	104.49 **
2-32-00-530	Const & Maint. Supplies-Street	40,880.00	58,850.73	(17,970.73)	143.96 **
2-32-00-531	Roads-Gas & Diesel & Etc.	51,315.00	41,549.88	9,765.12	80.97
2-32-00-540	Utilities	126,728.00	62,594.07	64,133.93	49.39
2-32-00-541	Utilities - Gas	6,328.00	6,270.76	57.24	99.10
2-32-00-762	Transfers to Capital Functions	0.00	342,683.45	(342,683.45)	0.00
2-32-00-831	Debenture Interest Payments	4,214.00	0.00	4,214.00	0.00
2-32-00-832	Debenture Principal Payments	31,267.00	0.00	31,267.00	0.00
2-32-00-850	Amortization	198,000.00	0.00	198,000.00	0.00
Department Totals:		1,020,897.00	816,632.01	204,264.99	79.99
2081	Sidewalks				
2-32-01-110	Salaries & Wages	0.00	1,665.55	(1,665.55)	0.00
2-32-01-130	Employer Contributions	0.00	17.41	(17.41)	0.00
Department Totals:		0.00	1,682.96	(1,682.96)	0.00
2082	Shop,Equipment Repairs				
2-32-02-110	Salaries & Wages	0.00	8,136.09	(8,136.09)	0.00
2-32-02-130	Employer Contributions	0.00	678.20	(678.20)	0.00
Department Totals:		0.00	8,814.29	(8,814.29)	0.00
2089	Storm Sewer & Drainage				
2-37-00-850	Amortization	19,654.00	0.00	19,654.00	0.00
Department Totals:		19,654.00	0.00	19,654.00	0.00
2090	Water Supply & Distribution				
2-41-00-110	Salaries & Wages	0.00	29,245.18	(29,245.18)	0.00
2-41-00-130	Employer Contributions	0.00	189.71	(189.71)	0.00
2-41-00-200	Purchase of Water	297,676.00	191,854.06	105,821.94	64.45
2-41-00-211	Travel & Subsistence	1,022.00	0.00	1,022.00	0.00
2-41-00-215	Freight & Postage	1,000.00	762.08	237.92	76.21
2-41-00-230	Professional & Consult Service	10,220.00	9,450.55	769.45	92.47
2-41-00-250	Purchased Repairs & Maintenanane	3,577.00	10,754.98	(7,177.98)	300.67 **
2-41-00-274	Insurance & Bond Premiums	11,110.00	16,627.36	(5,517.36)	149.66 **
2-41-00-510	General Goods & Supplies	22,484.00	2,296.78	20,187.22	10.22
2-41-00-531	Chemicals & Salts Etc.	1,533.00	0.00	1,533.00	0.00
2-41-00-540	Utilities	13,286.00	10,336.25	2,949.75	77.80
2-41-00-541	Utilities - Gas	13,586.00	8,544.32	5,041.68	62.89
2-41-00-762	Transfers to Capital Functions	0.00	107,624.34	(107,624.34)	0.00
2-41-00-831	Debenture Interest Payments	85,493.00	0.00	85,493.00	0.00
2-41-00-832	Debenture Principal Payments	116,616.00	0.00	116,616.00	0.00
2-41-00-850	Amortization	102,000.00	0.00	102,000.00	0.00

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
Department Totals:		679,603.00	387,685.61	291,917.39	57.05
2100	Sewer Service & Treatment				
2-42-00-110	Salaries & Wages	0.00	14,355.90	(14,355.90)	0.00
2-42-00-130	Employer Contributions	0.00	78.88	(78.88)	0.00
2-42-00-215	Freight & Postage	500.00	103.48	396.52	20.70
2-42-00-217	Phone, Fax & Internet	300.00	199.12	100.88	66.37
2-42-00-230	PROFESSIONAL & CONSULT SERVICES	2,044.00	1,050.00	994.00	51.37
2-42-00-250	Purchased Repair & Maintenance	3,577.00	9,253.82	(5,676.82)	258.70 **
2-42-00-260	Rental of Fixed Assets	1,022.00	0.00	1,022.00	0.00
2-42-00-274	Insurance & Bond Premiums	863.00	1,403.81	(540.81)	162.67 **
2-42-00-510	General Goods & Supplies	6,132.00	489.27	5,642.73	7.98
2-42-00-531	Chemicals & Salts, Etc.	6,643.00	1,747.73	4,895.27	26.31
2-42-00-540	Utilities	5,314.00	4,193.96	1,120.04	78.92
2-42-00-541	Utilities - Gas	4,599.00	4,025.80	573.20	87.54
2-42-00-762	Transfers to Capital Functions	0.00	19,566.00	(19,566.00)	0.00
2-42-00-850	Amortization	41,500.00	0.00	41,500.00	0.00
Department Totals:		72,494.00	56,467.77	16,026.23	77.89
2110	Garbage Collection				
2-43-00-250	Purchased Repairs & Maint.	511.00	289.77	221.23	56.71
2-43-00-350	Contract Serv with Oth Loc Gov	120,000.00	115,674.00	4,326.00	96.40
2-43-00-511	TIPPAGE FEES	102.00	0.00	102.00	0.00
2-43-00-850	Amortization	10,892.00	0.00	10,892.00	0.00
Department Totals:		131,505.00	115,963.77	15,541.23	88.18
2120	Family & Community Support Ser				
2-51-00-274	Insurance & Bond Premiums	1,407.00	1,303.92	103.08	92.67
2-51-00-510	General Goods & Supp Purchase	0.00	1,000.00	(1,000.00)	0.00
2-51-00-750	Contrib to Joint F.C.S.S. Prog	80,186.00	70,463.25	9,722.75	87.87
Department Totals:		81,593.00	72,767.17	8,825.83	89.18
2130	Cemetary				
2-56-00-200	General Services	41.00	0.00	41.00	0.00
2-56-00-274	Insurance & Bond Premiums	84.00	40.34	43.66	48.02
Department Totals:		125.00	40.34	84.66	32.27
2140	Community Services				
2-62-00-830	Economic Development	5,000.00	485.35	4,514.65	9.71
2-62-00-890	SAC	80,000.00	33,287.53	46,712.47	41.61
2-62-00-895	Swimming Pool	10,000.00	0.00	10,000.00	0.00
Department Totals:		95,000.00	33,772.88	61,227.12	35.55
2145	Regional Services				
2-58-00-300	DR. Incentive Program	20,000.00	15,425.86	4,574.14	77.13
2-58-00-410	Airport Commission	3,000.00	3,000.00	0.00	100.00
Department Totals:		23,000.00	18,425.86	4,574.14	80.11
2148	Municipal Building				
2-63-00-831	Debenture Interest Payment	9,887.00	0.00	9,887.00	0.00
2-63-00-832	Debenture Principal Payment	16,442.00	0.00	16,442.00	0.00
Department Totals:		26,329.00	0.00	26,329.00	0.00

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
2160	Recreation/Parks Fac & Prog.				
2-72-00-215	Frighht, Postage, Phone	0.00	25.99	(25.99)	0.00
2-72-00-274	Insurance & Bond Premiums	1,226.00	0.00	1,226.00	0.00
2-72-00-510	General Goods & Supplies Purch	920.00	0.00	920.00	0.00
2-72-00-850	Amortization	25,000.00	0.00	25,000.00	0.00
Department Totals:		27,146.00	25.99	27,120.01	0.10
2161	Hall				
2-72-01-110	Salaries & Wages	0.00	45.78	(45.78)	0.00
2-72-01-215	Freight & Postage	0.00	140.80	(140.80)	0.00
2-72-01-217	Phone & Internet	900.00	(381.97)	1,281.97	(42.44)
2-72-01-250	Purchased Services	20,440.00	185.07	20,254.93	0.91
2-72-01-251	Purchased Maintenance & Repairs	10,220.00	14,905.02	(4,685.02)	145.84 **
2-72-01-274	Insurance & Bond Premium Hall	6,230.00	8,586.22	(2,356.22)	137.82 **
2-72-01-510	General Goods & Supplies Purch	0.00	669.08	(669.08)	0.00
2-72-01-540	Utilities	9,709.00	6,379.74	3,329.26	65.71
2-72-01-541	Utilities - Gas	13,686.00	7,482.78	6,203.22	54.67
2-72-01-850	Amortization	8,000.00	0.00	8,000.00	0.00
Department Totals:		69,185.00	38,012.52	31,172.48	54.94
2162	Arena				
2-72-02-110	Salaries & Wages	0.00	25.46	(25.46)	0.00
2-72-02-251	PURCHASED MAINTENANCE & REPAIR	12,264.00	18,038.66	(5,774.66)	147.09 **
2-72-02-274	Insurance & Bond Premiums Arena	25,095.00	14,595.24	10,499.76	58.16
2-72-02-510	General Goods & Supplies Purch	256.00	0.00	256.00	0.00
2-72-02-762	Transfers to Capital Functions	0.00	32,864.68	(32,864.68)	0.00
2-72-02-831	Debenture Interest	8,671.00	0.00	8,671.00	0.00
2-72-02-832	Debenture Principal	4,831.00	0.00	4,831.00	0.00
2-72-02-850	AMORTIZATION	22,558.00	0.00	22,558.00	0.00
Department Totals:		73,675.00	65,524.04	8,150.96	88.94
2163	Curling Rink				
2-72-03-215	Freight & Postage	0.00	51.93	(51.93)	0.00
2-72-03-250	Purchased Services	3,066.00	2,141.30	924.70	69.84
2-72-03-251	PURCHASED MAINTENANCE & REPAIR	0.00	17,547.48	(17,547.48)	0.00
2-72-03-274	Insurance & Bond Premiums C/R	28,470.00	16,538.33	11,931.67	58.09
2-72-03-831	Debenture Interest Payment	8,653.00	0.00	8,653.00	0.00
2-72-03-832	DEBENTURE PRINCIPAL PAYMENT	14,389.00	0.00	14,389.00	0.00
2-72-03-850	Amortization	105,000.00	0.00	105,000.00	0.00
Department Totals:		159,578.00	36,279.04	123,298.96	22.73
2166	Parks				
2-72-06-110	Salaries & Wages	0.00	28,409.36	(28,409.36)	0.00
2-72-06-130	Employer Contributions	0.00	1,054.17	(1,054.17)	0.00
2-72-06-250	Purchased Services	1,533.00	11,757.50	(10,224.50)	766.96 **
2-72-06-274	Insurance & Bond Premium Parks	2,381.00	1,757.02	623.98	73.79
2-72-06-510	General Goods & Supplies Purch	3,577.00	6,585.92	(3,008.92)	184.12 **
2-72-06-540	Utilities	3,577.00	3,252.25	324.75	90.92
Department Totals:		11,068.00	52,816.22	(41,748.22)	477.20
2200	Library				
2-74-00-250	Purchased Repairs & Maint.	3,066.00	150.00	2,916.00	4.89
2-74-00-274	Insurance & Bond Premiums Library	6,218.00	8,283.16	(2,065.16)	133.21 **
2-74-00-540	Utilities	2,657.00	2,180.67	476.33	82.07

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
2-74-00-541	Utilities - Gas	1,942.00	1,595.47	346.53	82.16
2-74-00-580	Library - Other	7,431.00	7,431.45	(0.45)	100.01 **
2-74-00-762	Transfers to Capital Functions	0.00	1,400.00	(1,400.00)	0.00
2-74-00-770	Grants to Non-Govt Org.	17,248.00	17,248.00	0.00	100.00
Department Totals:		38,562.00	38,288.75	273.25	99.29
2210	Requisitions				
2-81-00-741	School Foundation Requisition	242,811.00	0.00	242,811.00	0.00
2-81-00-750	Seniors Found. Requisition	50,447.00	55,849.00	(5,402.00)	110.71 **
Department Totals:		293,258.00	55,849.00	237,409.00	19.04
2220	Contingency				
2-74-00-850	Amortization	502.00	0.00	502.00	0.00
2-97-00-764	Transfers to Operating Reserve	34,236.00	0.00	34,236.00	0.00
Department Totals:		34,738.00	0.00	34,738.00	0.00
Grand Totals:		\$ (551,998.00)	\$ 208,990.92	\$ (760,988.92)	-37.86

Note: The items marked with ** are over budget

**Town of Two Hills
Cheque Register
29587 - 29709**

29587	August 14, 2019	July 2019 Notifications	50.40
29588	August 14, 2019	RMRF Legal Session	357.00
29589	August 14, 2019	Power and Gas July 2019	15,561.39
29590	August 14, 2019	Library Requisition	17,248.00
29591	August 14, 2019	Contractor Fees	1,685.36
29592	August 14, 2019	Office Cleaning Aug 13, 2019	64.00
29593	August 14, 2019	Garbage Collection July 2019	3,725.00
29594	August 14, 2019	Contractor Fees	5,873.20
29595	August 14, 2019	Fuel Pump	55.01
		Battery for Mower	142.37
		Belt for Mower	33.46
		Filters for Loader	249.59
			<hr/> 480.43
29596	August 14, 2019	Inserting Machine Lease Payment	394.41
29597	August 14, 2019	Plastic Pipe for Roads	1,117.87
		Office Supplies	123.22
		Office Supplies	172.13
			<hr/> 1,413.22
29598	August 14, 2019	Tree Removal	315.00
29599	August 14, 2019	2019 Designated Industrial Property Tax Requisition	180.39
29600	August 14, 2019	Water Department Servicing July 2019	707.47
29601	August 14, 2019	Rock for Front of Office	840.00
29602	August 14, 2019	Centennial Hall Management Fee August 2019	2,500.00
29603	August 14, 2019	Window	551.25
29604	August 19, 2019	Office Cleaning August 18, 2019	64.00
29605	August 19, 2019	Freight	610.69
29606	August 19, 2019	Mileage/Subsistence CAO	231.45
29607	August 19, 2019	Tree Removal	1,600.00
29608	August 19, 2019	Shop and Office Supplies	312.80
29609	August 19, 2019	Grass Cutting Fees	472.50
29610	August 19, 2019	Two Hills Fair Platinum Sponsor	500.00
29611	August 19, 2019	Staff Appreciation BBQ	100.00
29612	August 19, 2019	Lexan for Coalition Signs	1,050.00
29613	August 19, 2019	Public Works Internet	45.82
29614	September 4, 2019	Centennial Hall Damage Deposit	183.75
29615	September 10, 2019	Water Consumption August 2019	21,661.12
29616	September 10, 2019	SDAB Workshop CAO	187.25

		Mileage/Subsistence CAO	147.88
		Meter Postage	1,075.00
		Sod	808.50
		Sod	640.50
			3,133.43
29617	September 10, 2019	Contractor Fees	212.50
29618	September 10, 2019	Shop Supplies	2,474.97
29619	September 10, 2019	Office Cleaning Aug 23 and Sept 10, 2019	128.00
29620	September 10, 2019	Reservoir Internet	36.75
29621	September 10, 2019	Freight	477.75
29622	September 10, 2019	Cold Mix	2,680.02
29623	September 10, 2019	Sweeper Parts	457.94
29624	September 10, 2019	Repair Cement Wall at Centennial Hall	1,298.85
29625	September 10, 2019	Contractor Fees	6,123.60
29626	September 10, 2019	Fire Chief Honorarium August 2019	150.00
29627	September 10, 2019	Burial Payment	2,763.00
29628	September 10, 2019	Tree removal Triangle Park	1,800.00
29629	September 10, 2019	Town Flags	614.25
		Office Supplies	61.77
		Office Supplies	92.38
		50th Ave Sidewalk Project	3,099.54
			3,867.94
29630	September 10, 2019	SB-90	15,661.44
29631	September 10, 2019	IT Services	3,585.75
29632	September 10, 2019	Phone Lines	1,128.66
		Rec Centre Alarm Call Out	27.14
			1,155.80
29633	September 10, 2019	Public Works Phone Lines	300.00
29634	September 10, 2019	Council/Office/Public Works Supplies	174.65
29635	September 10, 2019	Registration & Transfer of Public Works Trucks	191.35
29636	September 10, 2019	Tow Bar	86.47
		Mower Parts	4.87
		Sweeper Parts	20.33
		Spark Plugs	3.64
		Fuel Line	11.04
			126.35
29637	September 10, 2019	Fuel August 1 - 15, 2019	1,757.06
		Fuel August 16 - 31, 2019	1,570.37
		Lift Station Supplies	17.31
		Shop Supplies	34.59
		Office Light Bulbs	5.87
		Park Supplies	11.75

		Batteries	8.65
			3,405.60
29638	September 10, 2019	Monthly Contract Assessment Fees September 2018	1,434.30
29639	September 10, 2019	WCB Installment	1,592.60
29640	September 10, 2019	Screenings	2,189.59
29641	September 10, 2019	Copier Impression Charges	328.13
29642	September 10, 2019	Repair Lights at Lift Station	409.50
29643	September 11, 2019	Sidewalk Replacement	50,731.80
		Sidewalk Replacement School	21,588.00
			72,319.80
29644	September 17, 2019	August 2019 Notifications	100.80
29645	September 17, 2019	CAO Job Posting	315.00
29646	September 17, 2019	Power and Gas August 2019	15,119.90
29647	September 17, 2019	Office Cleaning August 15, 2019	64.00
29648	September 17, 2019	Lift Station Supplies	262.50
29649	September 17, 2019	Garbage Collection August 2019	3,000.00
29650	September 17, 2019	Office Schredding	833.37
29651	September 17, 2019	Freight	175.52
29652	September 17, 2019	Fire Chief Honorarium September 2019	150.00
29653	September 17, 2019	Mower Belt	45.50
		Gloves	60.25
		Shop Supplies	143.19
		Gloves	63.00
		New Truck Accessories	1,525.65
		Alternator	677.25
		Battery	216.68
		Water Pump	232.56
			2,964.08
29654	September 17, 2019	Meter Postage	63.37
29655	September 17, 2019	Tree Removal 50A St	2,000.00
29656	September 17, 2019	Public Works Internet	45.82
29657	September 17, 2019	Water Department Servicing August 2019	586.72
29658	September 17, 2019	2019 Deficit on Operations	10,787.53
		Centennial Hall Management Fee September 2019	2,500.00
			13,287.53
29659	September 17, 2019	WCB Installment	1,612.94
29660	September 17, 2019	Copier Impression Charges	311.63
29661	October 8, 2019	Water Consumption July 2019	4,569.46
29662	October 8, 2019	45 Ave Sidewalk	38,304.31
		49 St Sidewlk	43,561.77
		Crosswalk Wheelchair Corner Ramp	16,301.25
		Taco House Sidewalk	4,272.18

Church Curb/Gutter/Sidewalk	14,270.23
NW Cut Corner Curb Hwy 36	<u>1,190.70</u>
	117,900.44

29663	October 8, 2019	September 2019 Notifications	88.20
29664	October 8, 2019	Mayors Donation to Alice Melnyk Library	500.00
29665	October 8, 2019	September 2019 Benefits	5,487.07
29666	October 8, 2019	Lunch Meeting with MLA	76.24
		Subsistence Old CAO	151.89
		LGAA CAO Job Posting	105.00
		Sod	320.25
		Council/Administration Name Tags and Name Plates	171.72
		Repair Driveshaft for Lift Station	640.31
		Meter Postage	1,668.10
		Subsistence AUMA Convention	<u>54.34</u>
			3,187.85

29667	October 8, 2019	Office Cleaning Sept 29, 2019	64.00
		Petty Cash	<u>30.00</u>
			94.00

29668	October 8, 2019	Professional Fees for Confidential HR Matter	2,674.88
29669	October 8, 2019	Grader Supplies	12.84
		Vac Truck Supplies	19.30
		Sewer Supplies	5.54
		Shop Supplies	<u>32.24</u>
			69.92

29670	October 8, 2019	Office Cleaning Sept 21 & Oct 4, 2019	128.00
29671	October 8, 2019	Reservoir Internet	36.75
29672	October 8, 2019	Computer Technology Scholarship 2019	200.00
29673	October 8, 2019	Mileage/Subsistence Council	40.40
29674	October 8, 2019	Rebuild Compressor Arena	8,484.00
		Furnace Repair Centennial Hall	6,408.33
		Install Leak Detection Arena	<u>10,220.70</u>
			25,113.03

29675	October 8, 2019	Arena Plant Room	15,803.21
		Public Works Metal Roof	<u>2,321.20</u>
			18,124.41

29676	October 8, 2019	LAPP September 2018	5,292.34
		LAPP October 2018	5,688.15
		LAPP November 2018	5,596.87
		LAPP December 2018	<u>5,468.93</u>
			22,046.29

29677	October 8, 2019	Tree Removal/Trimming/Pruning	3,084.38
29678	October 8, 2019	Triangle & Lions Park Tree Trimming	1,800.00
29679	October 8, 2019	Lift Station Generator Maintenance	84.00
29680	October 8, 2019	Office Supplies	58.17
		Footbrake Valve Repair	<u>5,103.10</u>
			5,161.27
29681	October 8, 2019	Mileage/Subsistence Council	146.45
29682	October 8, 2019	Managed IT Services October 2019	2,247.00
29683	October 8, 2019	Computer Technology Scholarship 2019	200.00
29684	October 8, 2019	Phone Lines	1,085.03
		Rec Centre Alarm Call Out	<u>27.21</u>
			1,112.24
29685	October 8, 2019	Public Works Phones	300.00
29686	October 8, 2019	Parital 4th Quarter Payment	4,862.00
		Town & Village of Myrnam Annual Contributions	<u>16,037.25</u>
			20,899.25
29687	October 8, 2019	Fuel September 1 - 15, 2019	1,629.91
		Fuel September 16 - 30, 2019	1,293.67
		Shop Supplies	50.38
		Sewer Supplies	10.42
		Grass Seed for Sidewalk Replacement	55.44
		Water Supplies	9.91
		Rope	<u>3.14</u>
			3,052.87
29688	October 8, 2019	Golf Card Advertisement	315.00
29689	October 8, 2019	Monthly Contract Assessment Fees Oct 2019	1,434.30
29690	October 8, 2019	Gravel for Roads & Sidewalks	14,101.92
29691	October 8, 2019	Motor Hook Up Lift Station	262.50
29692	October 16, 2019	Power and Gas September 2019	15,953.88
29693	October 16, 2019	Mileage/Subsistence Council	310.46
29694	October 16, 2019	Office Cleaning October 14, 2019	64.00
29695	October 16, 2019	Garbage Collection September 2019	3,000.00
29696	October 16, 2019	Mileage/Subsistence Council	148.15
29697	October 16, 2019	Reconciliation of Bank Accounts	2,441.25
29698	October 16, 2019	Contractor Fees September 2019	6,076.35
29699	October 16, 2019	Fire Chief Honorarium October 2019	150.00
29700	October 16, 2019	Ignition Switch & Wiper Blades	68.26
		Shop Supplies	29.80
		Battery	346.31
		Shop Supplies	687.44
		Shop Supplies	<u>572.09</u>

			1,703.90
29701	October 16, 2019	Residential Tree Trimming	3,360.00
29702	October 16, 2019	Public Works Internet	45.82
29703	October 16, 2019	Water Department Servicing September 2019	985.35
29704	October 16, 2019	Ethernet Cable	68.24
29705	October 16, 2019	Council/Office/Public Works Supplies	112.36
29706	October 16, 2019	Centennial Hall Management Fee October 2019	2,500.00
29707	October 16, 2019	Flushing Sewer Lines October 3 & 4, 2019	6,615.00
29708	October 16, 2019	Copier Impression Charges	310.19
29709	October 16, 2019	Mayors Donation to 90th Anniversary Fire & Rescue	500.00
TOTAL			\$546,958.27

1. Roads / Sidewalks

- a) Extend south end culvert at Pawliuk's back alley
- b) Central Paving completed paving on 46th St. south from highway 45
- c) Back fill along new sidewalk on 50th Ave in front of Reflexology
- d) Repair drainage ditch on west side of 46th St at 4602 – 54 Ave
- e) Grade industrial road

2. Water/Wastewater

- a) Calibrate CL2 analyzers at reservoir pump house and get standard test hand held units
- b) Generator tests at pump house and lift station
- c) PH and ammonia tests taken in preparation for annual lagoon release
- d) Found and exposed hydrant valve #44 at Mennonite School
- e) Sewer auger residence as per request
- f) Check lagoons
- g) Monitor south side water pressure
- h) Grade 5 science class (Mennonite School) tour of sanitary lift station
- i) Begin fire hydrant winterizing
- j) Hydro jet - Sanitary Lines
 - a. Hwy 36 – 50 Ave east and west
 - b. 48 St south to 53 Ave
 - c. 48 St south from 53 Ave
 - d. 54 Ave east from HWY 36 to 50 St
 - e. 52 Ave to 51 Ave
 - f. 46 Ave east from trailer court
 - g. 46 St south to 48 Ave
 - h. 50 St – 54 Ave to 53 Ave

3. Other

- a) Haul millings from highway 45 and 46 St intersection
- b) Install new piping between arena and curling rink for brine circulation from trench to overhead
- c) Back fill and pack old trench with gravel
- d) Gateway installed rental pump and is filling system with brine at arena and curling rink
- e) Completing tree trimming list
- f) Atco has completed their tree removal list for this year
- g) Repair leaking copper line in office water system
- h) Check leaking roof on town office
- i) Move pump shack from Rudyks park to Geletta park
- j) Three hall doors replaced (exit doors).
- k) Complete all service requests

1. **EOEP Course: Municipal Corporate Planning & Finance** – attended the one day elected officials education program course October 16th. This course covered municipal planning and finance. It was very educational and I got a lot of good information and ideas. **The facilitator stressed that it is almost impossible to do a good yearly budget without an up to date good strategic plan!** The Strategic Plan is also essential for long term planning and budgeting. It is very valuable to use and reference for budget decisions and spending. The strategic plan is a fluid document that should be updated yearly. I will be looking at taking some more of the courses offered by EOEP in the future. I attended the one day Strategic Planning Course at the AUMA convention which was also very good. The two courses tied together very nicely. It was also beneficial to work with and get feedback from the 19 other participants that were councillors from different municipalities including villages, summer villages, towns and counties.
2. **ICF Meeting with County CAO** – earlier in the week. We discussed the IDP future map and the 13 quarter sections that County Council would like removed. Also discussed moving forward with the Intermunicipal Collaboration Framework. They have some different ideas and outcomes than the Town is looking at so hopefully we can work out a plan moving forward that will work for the County, Town and Village. **The Mayor and I are going to attend the County meeting on Wednesday October 23rd as a delegation to discuss the ICF and answer any questions.** Municipalities are required to have collaboration frameworks that specify what and how services are funded and delivered by **March 31, 2020**.
3. **Community and Regional Economic Support Program (CARES)** – Councillor Tarkowski found out that the intake of applications is closed now. We think no more applications are being taken because of the provincial government budget to be presented on October 24th! **We will keep checking the website and will apply for a grant to do a strategic plan for the Town as soon as they are accepting applications again.** Get financial support for Alberta's communities, regions and municipalities for initiatives that promote long-term economic growth. CARES program funding for economic development initiatives begins at \$10,000. Municipalities and not-for-profit organizations must be able to match the funding requested at a 1:1 matching ratio, or 50% of the total project cost.
4. **Arena Rental Pump** – brought out by Gateway on Wednesday October 16th and hooked up. It was wired by Terry Zayak later that day. Gateway came out on Thursday and filled the Arena lines with brine and continued on Friday. **They should be firing the plant up on Friday.** I will have an update for the council meeting.
5. **Tree Trimming Requests** – two residents checked with the town about trimming their trees. One to let us know that the trees outside the fence are not their trees, so the town can trim or cut down. The second landowner asked for an extension to cut their trees and was granted. **Call the town or come to the office and discuss any issue and we will work with you to figure out a solution!!!**
6. **Swimming Pool Request for Old Boiler** – at the Water Tower Pumphouse. One of the 3 boilers at the pool no longer works and they need to replace it. They heard that the town has a boiler that is not being used. I confirmed this with Terry. **Can the pool have this boiler to use if it will fit into their system?**

See next page for the last item...

7. **Municipal Demonstration Grant (MDG)** – Municipalities, Indigenous communities, schools, and registered non-profit organizations can apply for the grant to purchase recycled tire products for community projects such as playgrounds, arenas, and walking trails. Councillor Tarkowski found out that the Lions Club used this grant to replace their garbage receptacles at each hole on the golf course. They are nice looking solid plastic containers that are divided into two sections, one for bottles & cans and the other for garbage. They also have the Two Hills Lions Golf Course logo on them. I will be looking into this grant. It would be nice if we could get a bunch of these containers for Geleta Park, Arena, Rec Center, Hall and other areas around town.

Correspondence Listing
Council Meeting of October 8, 2019

1. **Alberta Municipal Affairs:** Letter updating Council on the Municipal Indicators for 2018

* Previously provided to the Mayor.
** Previously provided to Council.

AR98655

September 30, 2019

Ms. Sheila Lupul
Interim Chief Administrative Officer, Town of Two Hills
PO Box 630
Two Hills AB T0B 4K0

Municipal Indicators for Town of Two Hills

Dear Ms. Lupul:

In March 2018, the Deputy Minister indicated that Municipal Affairs would be implementing a new performance measure for the ministry. Beginning with the 2019-22 business plan, the ministry will report the percentage of municipalities deemed to be "not at risk" based on 13 defined financial, governance, and community indicators. Each indicator has a defined benchmark, and a municipality is deemed to be "not at risk" as long as it does not trigger on a defined number of indicators. As part of the same correspondence, then Deputy Minister Pickering indicated that the ministry was committed to supporting accountable, responsible, and transparent local governments.

The ministry has now compiled and verified the data collected from Alberta's municipalities for the 2018 financial year. According to our records, the following indicator(s) were triggered for your municipality:

I4-TAX COLLECTION RATE

We are pleased to inform you that while Town of Two Hills triggered 1 of the 13 indicators, this is below the established benchmark, and as such your municipality will not appear in the 2018 Municipal Indicator Report (<https://open.alberta.ca/publications/municipal-indicator-results>) expected to be released in January 2020.

Town of Two Hills
OCT 07 2019
RECEIVED

- 2 -

If you would like to discuss your results, or the possible future release of these results, please contact the Municipal Services and Legislation Division at toll-free 310-0000, then 780-427-2225, or via email at lgsmail@gov.ab.ca.

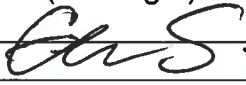
Yours truly,



Gary Sandberg
Assistant Deputy Minister

RECEIVED
MAY 10 2006
MAY 10 2006

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

Meeting Date: October 22, 2019	Confidential:	Yes		No	X
Topic: Sea-Can Appeal					
Originated By: Gerren Saskiw			Title: C.A.O		
BACKGROUND:					
<p>Tabled from previous meeting</p> <p>On September 11, 2019 the Town issued a letter revoking the Development permit for the sea-can as it does not fall within the regulations for a sea-can in the Town of Two Hills. The resident had previously received verbal and written approval from the former CAO pending beautification of the sea-can. The resident completed the requested work to comply with the former CAOs requests. The resident is not to blame for the Sea-Can because it was approved and he followed all the conditions in the development permit. He should not have to remove the sea-can but work with the town to have the shipping container screened from view or landscaped to make it aesthetically pleasing.</p>					
DOCUMENTATION ATTACHED:					
Appeal Notice and excerpt from land use bylaw					
DISCUSSION:					
<p>Resident be allowed to keep the Sea-Can approved in the development permit with the following conditions: (what conditions?)</p> <ul style="list-style-type: none"> • Fence the back of the property and up the sides (how many feet?) • Fence height at back and on sides, 5 or 6 feet? • Put a false roof on the sea can? • Other? 					
COMMUNICATION PLAN/COMMUNITY INVOLVEMENT:					
CAO has discussed with some complainants about acceptable options and received feedback.					
RECOMMENDED ACTION(S):					
To allow the previously approved development permit for a Sea-Can to remain in force with the conditions that a false roof be put on the sea-can and the yard be fenced at the back (6ft height) and up the side (5ft height).					
CAO- Gerren Saskiw 					
DISTRIBUTION:		Council: X	DISTRIBUTION:		Council: X



4712 50 St, Box 630
Two Hills Alberta T0B 4K0
Ph: 780-657-3395
Fax: 780-657-2158

DEVELOPMENT PERMIT - APPLICATION

322322-19-D0005
Application No. 2019-647 Building permit or Business license fee 50.00 Receipt# 2019159507

☐ Permitted Use ☒ Discretionary Use

- ☐ New Buildings ☐ Addition to Buildings ☐ Renovation / Minor Development ☐ Demolition ☐ Fence/Gate
☐ Signage ☐ Change of Use / Additional Use ☐ Resident Business License (Commercial or Home Occupation)

I/we hereby make application under the provisions of the Town of Two Hills Land Use Bylaw 97-757 for a Development Permit in accordance with the plans and supporting information submitted herewith and which form part of this application.

Applicant: Corneillo & Klassen Telephone: 780 603 0651

Mailing Address: Box 329 Facsimile: _____

Civic Address of Property to be Developed: 5207 53st

Lot 31 Block 22 Plan 132 3210 Tax Roll # 10190

Registered Owner(s) Corneillo Klassen Interest of Applicant if Not Owner _____

Existing Use of Land Residential Land Use District R1

Description of Development Sea Can

Description of Property: ☒ Corner Lot OR ☐ Interior Lot Length 102.6; Width 114.895; Area 116.00

Yard Setbacks: Front _____; Side A _____; Side B _____; Rear _____; % of Lot Occupied _____

Accessory Building: ☒ Detached OR ☐ Attached Accessory Building Height _____

Accessory Bldg Setbacks: Front _____; Side A _____; Side B _____; Rear _____; % of Lot Occupied _____

Off-Street Parking Spaces: Qty _____; Size _____; ☐ N/A Off-Street Loading Spaces: Qty _____ Size ☐ N/A

Estimated Cost of the Project or Contract Price (all construction costs including labour) \$3000.00

Estimated Start Date Aug 6, 2019 Estimated Completion Date Aug 31, 2019

New Construction: A provision for an external meter reader must be wired near the power meter location during construction. The owner/occupant **MUST** notify the Town prior to occupancy or completion to arrange the installation of a water meter.

I hereby give my consent to allow all authorized persons the right to enter the above land and or building with respect to this application.

Application Date July 16/19 Applicant Signature Corneillo Klassen



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 2018-980 Date Sept 16, 2019

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

I am appealing the Direction (Sept 11, 2019), regarding 5207 - 53 St
(Date on Directive) (Property Address)

You must give reasons for your appeal: We need The container for
winter storage, yard clean up, Tool shed, and I see
There is more containers in town and I dont
see the reason To move ours out!! CAO instructed
That approval was contingent on making the seacan esthetic
pleasing which we have painted and added a man door.
(Use a separate sheet if necessary)

Cornelio Klassen
Signature

53 Street
Street Address

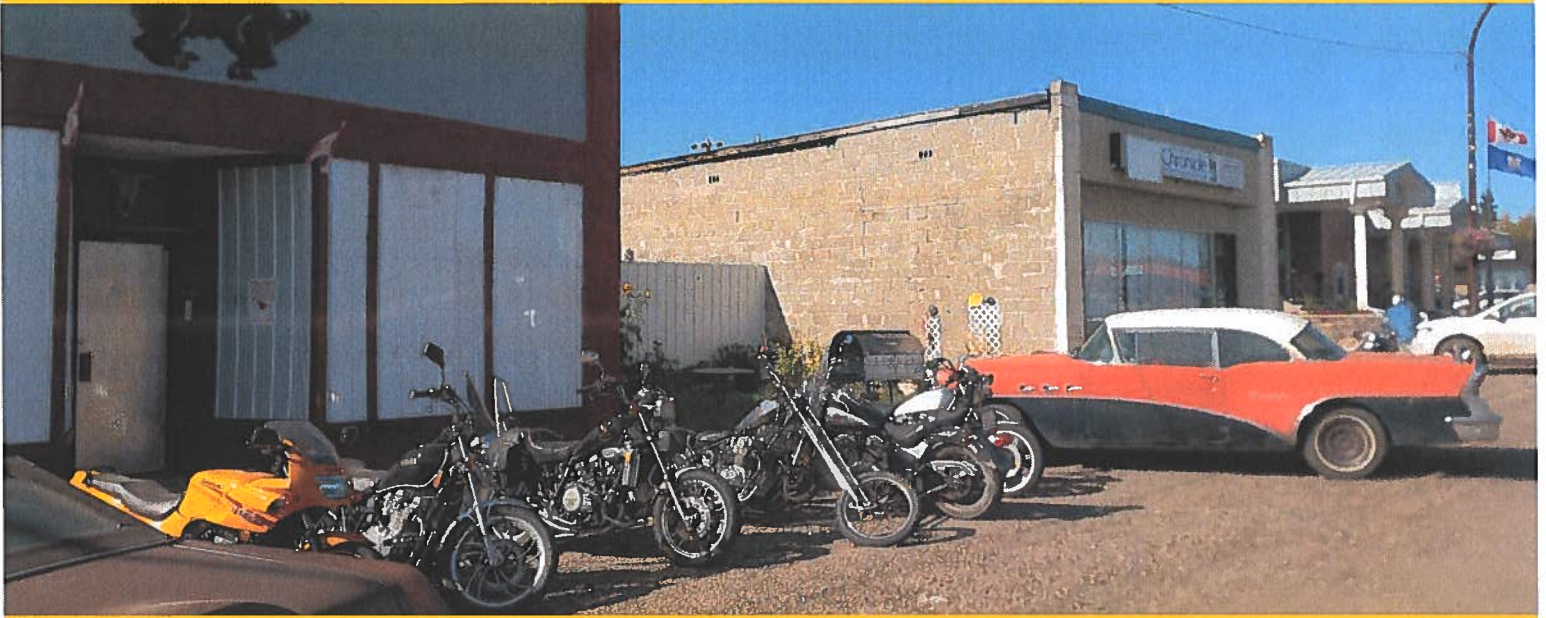
Cornelio Klassen
Name Printed

Box 329
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.

780 603-0651

8 General Development Regulations



8

General Development Regulations

8.1 Accessory Building

8.1.1 Where a structure is attached to the principal building on a site by a roof, open, or closed structure, a floor or foundation, it is considered a part of the principal building and not an accessory building.

8.1.2 An accessory building shall not:

- a. Be used as a dwelling except where it contains a garden suite in accordance with Section 9.1;
- b. Exceed one storey or 4.5m (14.8ft) in height excluding a garden suite that shall not exceed two storeys 7.0m (23.0ft) in height;
- c. Cover more than twelve percent (12%) of the subject property lot coverage.

8.1.3 An accessory building shall be located:

- a. A minimum of 2.0m (6.6ft) from any dwelling;
- b. No closer to the front property line than the front line of the dwelling;
- c. No closer than 1.0m (3.3ft) to any side or rear property line if the accessory building height is 4.0m (13.1ft) or less in height;
- d. No closer than 1.5m (4.9ft) to any side or rear property line if the accessory building is greater than 4.0m (13.1ft) in height;

8 General Development Regulations

8.2 Corner Lots

- 8.2.1 On corner lots in a Residential District, no fence, wall, tree, bush, structure or thing more than 0.9m (3.0ft) in height shall be erected, placed or maintained within the triangular area formed by the intersecting road or highway lines and a straight line joining points on the road or highway lines 6.1m (20.0ft) from their intersection.
- 8.2.2 On corner lots in all Districts other than Residential Districts, no fence, wall, tree, bush, structure or thing more than 0.9m (3.0ft) in height shall be erected, placed or maintained within the triangular area formed by the intersecting road or highway lines and a straight line joining points of the road or highway 4.6m (15.0ft) from their intersection.

8.3 Dwelling Units on a Parcel

- 8.3.1 Except as otherwise provided under this Section, there shall only be one (1) dwelling unit per lot.
- 8.3.2 Section 8.3.1 does not apply to:
- Buildings designed for, or divided into, two or more dwelling units and located in a land use district which permits such multiple family dwellings;
 - Dwellings containing secondary suites and garden suites;
 - Dwellings that are located within an approved manufactured home park; or
 - A building as defined in the Condominium Property Act that is the subject of a condominium plan to be registered in a Land Titles Office under the Act, and has been approved by the Town.

8.4 Fences and Walls

- 8.4.1 Notwithstanding any regulation respecting required yard to the contrary in this Bylaw, a fence or hedge may be constructed along a boundary line of a parcel of land.
- 8.4.2 No fence, wall or hedge in any Residential District shall be:
- Higher than 1.8m (6.0ft) in side yards and rear yards, such height to be measured as the average elevation from the ground at the fence or wall unless otherwise provided in this Bylaw;
 - Higher than 0.9m (3.0ft) in front yards, except in the case of a corner lot, the side yard adjacent to the road or highway shall be deemed to be a front yard for the purpose of this subsection;
 - Higher than 1.8m (6.0ft) within a side yard along a building; or
 - Higher than 0.9m (3.0ft) within 6.1m (20.0ft) of the intersection of lanes, roads, highways, or any combination of them.
- 8.4.3 All apartment or row housing developments shall provide, to the satisfaction of the Development Authority, a wall, hedge or wooden fence of not less than 1.2m (4.0ft) and not more than 1.8m (6.0ft) in height, along any side lines adjacent to any Residential District.
- 8.4.4 All non-residential developments adjacent to residential uses shall be buffered in accordance with the following:

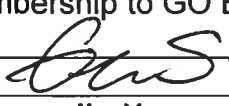
9 Specific Development Regulations

- 9.10.9 Shipping containers must be maintained in a clean, painted, rust-free condition for the life of the development.
- 9.10.10 The Development Authority may require, as a condition of approval, that a shipping container be screened from view or landscaped to make it aesthetically pleasing.
- 9.10.11 The Development Authority, upon passing of this Bylaw, shall take inventory of all current shipping containers. All current landowners who have shipping containers on their property are to be notified of the amendment to this Land Use Bylaw, and may be required to paint the shipping containers to match the colour(s) of the primary building or a neutral colour such as beige to the satisfaction of the Development Authority within six (6) months of notification.
- 9.10.12 Shipping containers shall not be used as a dwelling.
- 9.10.13 Shipping containers shall only be located in the rear or side yard only. Where it is not possible to place the shipping container in the rear or side yard, authorization may be granted by the Development Officer to place the shipping container in the front yard, for a maximum of seven (7) days.
- 9.10.14 Shipping containers shall have the same setbacks and site coverage regulations as indicated for accessory building.

9.11 Signs

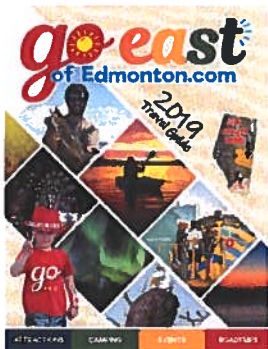
- 9.11.1 No signs or advertising structures of a commercial, directional or informative nature shall be erected on land or affixed to any exterior surface of any building or structure unless a development permit has been issued for the sign or structure.
- 9.11.2 No signs or advertising structures shall be erected on or affixed to private property without the prior consent of the property owner or tenant.
- 9.11.3 No signs, billboards, advertising structures or signboards shall be erected on or affixed to public property without the prior consent of the appropriate public body.
- 9.11.4 Notwithstanding the generality of subsection 9.11.1, nor the provisions of subsections 9.11.2 and 9.11.3, the following signs may be erected on land or affixed to the exterior surface of a building or structure without application for a development permit provided that no such signs shall be illuminated and provided further that any necessary permits have been obtained in accordance with the applicable Highway Development Authority:
- a. Signs for the purpose of identification, direction and warning or relating to a person, partnership or company carrying on a profession, business or trade, or relating to an institution of a religious, educational, cultural, recreational or similar character, or to a hotel, motel, club or similar institution, provided that such signs shall not exceed 1.2m² (12.9ft²) and be limited to one sign per parcel of land;
 - b. Temporary advertisement relating to the sale or leasing of land, the sale of goods, the carrying out of construction or similar work, announcement of any local event of a religious, educational, cultural, political, or similar character provided that such advertisement shall not exceed 2.0m² (21.5ft²), and provided further that all such temporary advertisements shall be removed by the advertiser within fifteen (15) days of the completion of the event or works to which such advertisements relate; and

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

Meeting Date: October 22, 2019	Confidential:	Yes		No	X
Topic: GO EAST Membership					
Originated By: Gerren Saskiw			Title: C.A.O		
BACKGROUND:					
<p>Go East RTO would like to advise communities of upcoming membership fees in 2020 to help you with your budget planning in the coming year. We are pleased to advise members that there will be no change in your membership fees for the coming year.</p>					
DOCUMENTATION ATTACHED:					
GO East Membership Package					
DISCUSSION:					
Council approved Go East in 2018.					
COMMUNICATION PLAN/COMMUNITY INVOLVEMENT:					
RECOMMENDED ACTION(S):					
To approve the membership to GO East for 2020 at a cost of \$400.00.					
CAO- Gerren Saskiw 					
DISTRIBUTION:	Council: X	DISTRIBUTION:	Council: X		



#1 Travel Guide in Print & Online



It's the **#1 most popular** travel guide in the region and at Visitor Centres!



Includes **live links!**

#1 Regional Tourism Website



The **#1 highest traffic** and **most comprehensive** tourism website in the region.

Awesome NEW content launching in 2020!

www.GoEastofEdmonton.com

#1 Regional Tourism Social Media



We have the region's **BEST** Tourism Audience **Engagement!**



Monthly
E-News

#1 Summer Ad Campaigns

Low cost in partnership with Travel Alberta promoting businesses and communities with **Google** and **Facebook** ads.



We have the Numbers to get you the **BEST** results!

Annual Reach

Call Centre: 1000+ direct referrals - leads to partners from phone calls, emails and messaging

70,000+ copies printed
130+ pages
250,000+ readership
2 Million+ pageviews Print Guide
150,000+ pageviews Online Guide

100,000+ users
150,000+ sessions/visits
250,000+ pageviews
20,000+ leads to partners (click thrus from website)
60% organic website growth
15-20% +/- Referral rate for leads
1000+ events promoted annually
500+ webpages

5,000 new followers
24,000+ combined followers as of 09/2019
1 Million+ post reach annually
200,000+ engagements annually

1.2 Million impressions on Google Ads
510,000+ impressions on FB/Inst Ads
50,000 clicks on ad content
20,000 visits to the website partners

Questions?: kevin.goeast@gmail.com
1-877-632-8755

Tradeshows & Displays



Digital Campaigns



Weekly Radio



Summer TV & Media



Summer Parades & Events



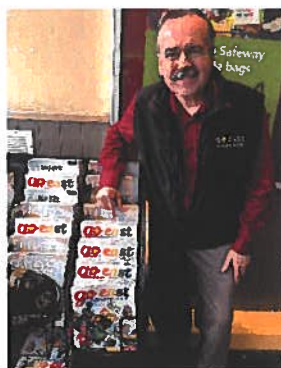
Monthly E-News



Prize Giveaways



Alberta-wide Distribution

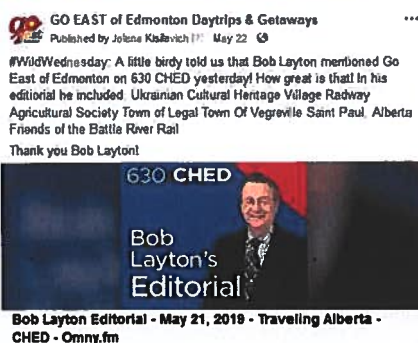


Print Ads



Your #1 Team for Tourism!

We are the
#1 Most Experienced
Tourism Marketing
Professionals
East of Edmonton!



ANNUAL PROMOTIONS & BENEFITS

MEMBER BENEFITS	Standard Business Benefits	Large Business/Non- Profit Benefits	Communities
Tourism Marketing			
Provide collaborative marketing benefits to its members/communities through website upgrades, continued social media growth, numerous tradeshow, displays, events, presentations, websites, digital advertising, weekly radio, TV/Video and more!	✓	✓	✓
Social media promotion about its members/communities, attractions, events, reciprocal links, likes, and sharing.	✓	✓	✓
Full color profile, attraction and event listing , special section box ad, & photos on the Go East of Edmonton website www.goeastofedmonton.com .	✓		
Full color profile, attraction and event listing , (including museums, farmers markets, community events, golf courses, campgrounds etc.) special section box ad, & photos on the Go East of Edmonton website www.goeastofedmonton.com .		✓	✓
Tourism Development			
Apply for grants and invest funds to develop projects such as Eat East of Edmonton Culinary Trails, Edmonton tourism daytrip itinerary development and Alberta cultural tourism tours to promote its members/communities.	✓	✓	✓
Recognition and opportunities in regional marketing grants, projects, and other programs.	✓	✓	✓
Tourism Support (Communications)			
Communication to members through email updates & newsletters.	✓	✓	✓
Tourism management and consulting opportunities for members.	✓	✓	✓
Communication through monthly E-News.	✓	✓	✓

Our website is the one and only comprehensive regional tourism website with over 1000 things to see & do, complete tourism and travel information for all areas northeast of Edmonton, east of Edmonton, and southeast of Edmonton covering over 50 communities across east central Alberta. Updated weekly, over 500 webpages, over 200,000 pageviews annually, and over 1000% increase in summer pageviews over the past 5 years.

FOR MORE INFORMATION CONTACT:
Go East RTO
Donna Jensen, Office Administrator
Phone: (780) 632-7699 Fax: (780) 632-7699
50230 Range Road 200, Beaver County, Alberta, T0B 4J2
Email: donna.goeast@gmail.com Website: www.goeastofedmonton.com

MUNICIPAL MEMBERSHIP AGREEMENT 2020

Check off which population applies to your community. All municipalities receive the standard membership benefits.

- | | |
|---|--------|
| <input type="checkbox"/> Population up to 249 | \$200 |
| <input type="checkbox"/> Population 250-499 | \$300 |
| <input checked="" type="checkbox"/> Population 500-2499 | \$400 |
| <input type="checkbox"/> Population 2500 – 4999 | \$750 |
| <input type="checkbox"/> Population 5000+ | \$1500 |

(GST not applicable)

Optional Premium Membership Buy-In (in addition to the above membership fee):

- ☐ Spring Summer Fall Digital Media Advertising Campaign

Promoting your community through Facebook & other digital advertising *Contact us for rates*

Total Membership: \$ _____

- ☐ Yes, I/we _____ wish to be a partner of Go East RTO.

(Name of City/Town/Village/County)

- ☐ Yes, we will submit the appropriate content for the above packages (photos, events, activities for posts etc.).

Name of City/Town/Village/County: _____

Address: _____

Postal Code: _____

Phone: _____

Fax: _____

Email: _____

Website: _____ Facebook: _____

Twitter: _____ Instagram: _____

Town Council rep & email address: _____

Economic Development/Tourism rep & email address: _____

Social Media/Communications rep contact & email address: _____

Approved by: _____ Signature: _____

Date: _____

FOR MORE INFORMATION CONTACT:

Go East RTO

Donna Jenson, Office Administrator


50230 Range Rd 200, Beaver County, AB T0B 4J2

Phone/Fax: (780) 632-7699 Email: donna.goeast@gmail.com

Website: www.goeastofedmonton.com

Please make cheques payable to Go East RTO.

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

Meeting Date: October 22, 2019	Confidential:	Yes	No	X
Topic: Halloween Hours				
Originated By: Gerren Saskiw		Title: C.A.O.		
BACKGROUND:				
<p>November 2015, Council rescinded Policy 2011-02 referring to setting Trick or Treating hours to the Friday preceding October 31 if that day falls on a weekend therefore reinstating the official Trick or Treating hours to 4:00 to 6:00 pm on Halloween night regardless of what day of the week it falls on.</p> <p>The Administration Office has been receiving calls and residents coming in requesting the hours for Trick or Treating to be extended past 6:00 pm. The demographics of the families participating in Trick or Treating has changed significantly over the past years. Parents work, sometimes out of town, and parents do not feel safe allowing their children to go out alone are to name a few concerns.</p>				
DOCUMENTATION ATTACHED:				
Copy of the Rescinded Policy 2011-02 and copy of Motion 2015-267				
DISCUSSION:				
COMMUNICATION PLAN/COMMUNITY INVOLVEMENT:				
Ava will put a survey on the Town Website and on the Community Board on facebook to get feedback on the 4 options below.				
RECOMMENDED ACTION(S):				
<ol style="list-style-type: none"> 1. To keep Trick or Treating hours of 4:00 to 6:00 pm October 31. 2. To extend Trick or Treating hours to (4:00 to 7:00) (5:00 to 7:00) (5:00 to 8:00) pm on October 31. 				
CAO- Gerren Saskiw 				
DISTRIBUTION:	Council: X	DISTRIBUTION:	Council: X	

TOWN OF TWO HILLS



Policy Number: 2011-02
Date of Issue: October 11, 2011
Policy Subject: Halloween Hours

POLICY STATEMENT:

To set standard Trick or Treating Hours in the Town of Two Hills.

STANDARDS:

1. Official hours for Trick or Treating in the Town of Two Hills is between the hours of 4:00 to 6:00 P.M. on Halloween night, being October 31, of each year, unless October 31 is on a weekend.
2. If October 31, in any year, is on a Saturday or Sunday, Trick or Treating Hours will then be set on the last Friday of October between the hours of 4:00 and 6:00 p.m.

MAYOR

CHIEF ADMINISTRATIVE OFFICER



BYLAWS/POLICIES:

Halloween Hours Policy 2011-02

Official hours for Trick or Treating in the Town of Two Hills is between the hours of 4:00 to 6:00 P.M. on Halloween night, being October 31, of each year, unless October 31 is on a weekend. Further, if October 31, in any year, is on a Saturday or Sunday, Trick or Treating Hours will then be set on the last Friday of October between the hours of 4:00 and 6:00 p.m.

2015-267 **MOVED** by Councillor W. Babiuk to rescind Policy 2011-02 and re-instate the original hours for Trick or Treating, Official hours for Trick or Treating in the Town of Two Hills to be between the hours of 4:00 to 6:00 P.M. on Halloween night, being October 31, regardless of which day Halloween is on.

CARRIED

NEW BUSINESS:

Geleta Park Entrance Gates

Councillor W. Babiuk brought this item to the table due to concerns from persons who were upset that everyone is being punished for the vandalism and noises made from a few people.

2015-268 **MOVED** by Councillor W. Babiuk to table until further information is gathered by Administration regarding any bylaws and policies of park hours, and further, that the gates be open at 8:00am and closed at 5:00pm unless there are functions at the hall.

CARRIED

Permission to install sign on Municipal Property (Fish Pond)

Owners of the Two Hills Inn would like to install a 6' X 8' advertising sign for their business on the west side of the Fish Pond. CAO is seeking approval or consent from Council, and is waiting for feedback from the Two Hills Fish & Game Association.

2015-269 **MOVED** by Deputy Mayor Sonny Rajoo to, at the discretion of the Development Officer, consent to the Two Hills Inn's request to erect an advertising sign on the west side of the Fish Pond.

CARRIED

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

Meeting Date: October 22, 2019	Confidential:	Yes	No	X
Topic: Farm Safety Centre				
Originated By: Gerren Saskiw		Title:	C.A.O.	
BACKGROUND:				
Farm Safety Centre in Raymond AB is looking for donations to fund a farm safety program in schools across Alberta. This is the 22 nd year and hopes to target 4,000 children.				
DOCUMENTATION ATTACHED:				
Copy of the letter.				
DISCUSSION:				
COMMUNICATION PLAN/COMMUNITY INVOLVEMENT:				
RECOMMENDED ACTION(S):				
1) To approve a donation of \$_____. 2) To accept the letter as information.				
CAO- Gerren Saskiw				
DISTRIBUTION:	Council: X	DISTRIBUTION:	Council: X	



265 East 400 South – Box 291 – Raymond – Alberta – T0K 2S0 – Tel: 403 752-4585 – Fax: 403 752-3643
Email: safetyctr@abfarmsafety.com Website: abfarmsafety.com

October 7, 2019

Town of Two Hills
PO Box 630
Two Hills, Alberta T0B 4K0

The Farm Safety Centre is a community based organization led by farmers and ranchers with an interest in helping things go right for all individuals in rural Alberta. The centre began a farm safety educational effort called Safety Smarts in 1998.

The program has been delivered continuously since then and is now offered province wide by a team of regional instructors. Rural children across the province receive farm safety presentations in their individual school classrooms each school year. Since 1998 Safety Smarts learning and engagement has involved 732,914 elementary school aged children.

A recent program evaluation indicated that more than 85% of the rural children reached by Safety Smarts are remembering farm safety messages year to year. The evaluation also found that review materials sent home with these rural children are an important bridge to their parents.

The 2019-2020 school year is the 22nd consecutive year of Safety Smarts delivery. The generosity of many continues to make this unique farm safety extension effort possible. We are grateful for each and every dollar donated in support of the important outreach of our charitable organization. A complete 2018-2019 Safety Smarts report is enclosed with this letter, if you have donated to support the program. The complete report can also be found on our website: abfarmsafety.com

With the start of this 2019-2020 school year, we are again inviting Towns & Villages to help out. An annual contribution of \$100 from 200 + Towns/Villages would allow delivery to 4,000 + students this school year. This amount is just 1/5 of what dozens of Hutterite Colonies provide each year to support continued on-colony program delivery to their children.

If this request just will not fit within your budget, we ask you to consider other rural champions in your community who may be interested in lending a hand and donating a modest amount. In our current regulatory focused environment, it seems that family farms and the individuals on them are being somewhat forgotten. Let's look after our own and together sustain this successful farm safety initiative for another 20+ years!

As a charity registered with Canada Revenue Agency, we are able to issue charitable tax receipts for all donations.

We express heartfelt thanks to Town and Villages who are consistent and generous contributors. Their consistency is essential to the sustainability of Safety Smarts. In 2018 more than 290 entities of all types helped fund Safety Smarts.

We would be pleased to provide additional information, upon request. Thank you for your time.

Sincerely,

Laura Nelson
Executive Director
Farm Safety Centre

Town of Two Hills

OCT 08 2019

RECEIVED



Town of Two Hills Councillor Report

Date: October 17/2019

Economic Development Committee (EDC)

September 30
Lisa from the Rural Alberta Business Center made a presentation to the group. Discussion took place as to the needs in the area for business and how they can help.
Debbie from adult learning informed the group as to a business directory that will be on the new comer site. This will have businesses from across the county. Debbie be working with Lisa from RABC as well. Courses were also discussed through Business Link as well.
EDC Breakfast is scheduled for Thursday November 28 at the Rec Center.
Lindsay brought up the Mennonite School and it/s issues, worried about people moving out and losing a work force.

Family Community Services (FCSS) - Alternate

HUB - Regional Economic Development

Regional Landfill Committee

September 5
South Ridge Construction is doing the add on to the north of the existing building.
Ordering new garbage truck consisting of a Mac Truck with a Kann body the cost will be around \$350,000.00. Truck is bought here and then shipped to Iowa to put the garbage box

on thus the cost of the USA dollar. The last truck that was bought the dollar was par at the time.

Five extra three cubic bins on order as extra.

Next meeting call of the chair

Tourism (Alberta Lakeland and Kalyna Country) - Alternate

Vermilion River Watershed Management - Alternate

Veterans Memorial Highway Committee

Extra Notes
