

TOWN OF TWO HILLS



Minutes of the Regular Meeting of Council for the Town of Two Hills held on December 9, 2025, at 6:30 PM in Council Chambers

Regular Council Meeting

PRESENT: Mayor M. Tarkowski; Deputy Mayor C. Dyck; Councillor M. Patel; Councillor A. Hiebert; Councillor H. Wall; CAO A. Kozakiewicz; CFO S. Lupul; PW T. Stefiuk, 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:

2025-364 MOVED by Deputy Mayor C. Dyck to accept the agenda as presented.

CARRIED

6:33 pm Councillor M. Patel arrived in Council Chambers

ADOPTION OF MEETING MINUTES:

2025-365 MOVED by Deputy Mayor C. Dyck to accept the minutes of the Committee of the Whole Meeting minutes held on November 24, 2025, with corrections.

CARRIED

2025-366 MOVED by Councillor H. Wall to accept the minutes of the Regular Council minutes held on November 25, 2025.

CARRIED

2025-367 MOVED by Councillor A, Hiebert to accept the minutes of the Special Council minutes held on December 2, 2025, with corrections.

CARRIED

6:35 pm T. Stefiuk arrived in Council Chambers

DELEGATION: Scheduled later in closed session

OPEN FORUM: None

ADMISITRATIVE REPORTS:

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

2025-368 MOVED by Councillor A. Hiebert that the Public Works Report be acknowledged and incorporated into the minutes.

CARRIED

6:46 T. Stefiuk left Council Chambers

- 2025-369 MOVED by Councillor C. Dyck that the CFO Report be acknowledged and incorporated into the minutes. CARRIED
- 2025-370 MOVED by Councillor H. Wall that the EDO Report be acknowledged and incorporated into the minutes. CARRIED
- 2025-371 MOVED by Councillor M. Patel that the CAO Report be acknowledged and incorporated into the minutes. CARRIED

CORRESPONDENCE:

- 2025-372 MOVED by Councillor H. Wall that the Correspondence be acknowledged and incorporated into the minutes. CARRIED

OLD BUSINESS: None

BYLAWS & POLICIES: None

NEW BUSINESS:

STARS – Letter of Support – 4 Year Pledge

STARS – Provides rapid helicopter response and virtual critical care consultations to the Two Hills area with about 10 missions completed last year alone. This service is integral to our community and enhances our emergency response, especially in critical care cases.

- 2025-373 MOVED by Councillor M. Patel to continue to Support STARS by the Town of Two Hills and provide funding as outlined above and pledge to continue annual support with STARS fees included in the Town of Two Hills annual budget for a 4 (four) year term at \$1.00 per capita. CARRIED

FMC Green Management Fund Feasibility Study

The CAO submitted a pre-application for qualification for FCM's (Federation of Canadian Municipalities) study to identify buildings in our town that may or may not align with a Green House Gas reduction plan. Two Hills pre-application has met GMF (Green Municipal Fund) criteria, and we can proceed to the full GMF Application.

- 2025-374 MOVED by Councillor M. Patel to go forward with the Green Municipal Fund (GMF) Green House Gas (GHG) Reduction Pathway Feasibility Study on 8 municipally owned facilities, including the Arena, Centennial Hall, Library, Lift Station, Recreation Centre, Town Office/FCSS, Water Treatment Plant and Firehall. Council agrees to commit to 20% of the contribution of total eligible expenses up to \$23,369.00. CARRIED

2026 Interim Operating Budget

The town must pass an interim operating budget in order to function financially in 2026. This preliminary budget is a snapshot of typical operating costs that are due during the first part of the new year. After the year end work is completed for the town and we have firm grant numbers and assessment values, Council can set the final operating and capital budget for 2026.

2025-375

MOVED by Deputy Mayor C. Dyck to adopt the 2026 Interim Operating Budget as presented.

CARRIED

Strategic Plan

A strategic plan helps the municipality set clear priorities, use resources wisely, and stay accountable to residents. It builds trust through community involvement and shows long-term vision, making the municipality stronger and more attractive for growth.

2025-376

MOVED by Deputy Mayor C. Dyck that council schedule a Strategic Planning session with Alberta Counsel to review the 2024 Strategic Plan and guide council with any amendments that are required on January 8, 9, & 10, 2026 at the Alberta Counsel Office in Edmonton with Council, CAO & CFO to attend.

CARRIED

Christmas Vouchers

It has become customary for council to gift staff members a voucher (of the staff members' choice) from a business in town as a show of appreciation for the year's accomplishments.

2025-377

MOVED by Councillor H. Wall to approve a \$150.00 Gift Certificate from a local business in town, excluding liquor or cannabis stores, as a gift for staff members for Christmas.

CARRIED

Delegate Arrived To Council Chambers at 8:15pm

2025-378

MOVED by Mayor M. Tarkowski to go into closed session with Delegate Re: ATIA Section 19 and 29 at 8:12pm.

CARRIED

2025-379

MOVED by Mayor M. Tarkowski to end closed session at 9:01 pm.

CARRIED

2025-380

MOVED by Mayor M. Tarkowski to extend the Meeting by 1 hour.

CARRIED

2025-381

MOVED by Mayor M. Tarkowski to go back into closed session at 9:01pm to continue with discussion with Delegate.

CARRIED

2025-382

MOVED by Mayor M. Tarkowski to end closed session at 9:15pm.

CARRIED

Delegate left Council Chambers at 9:17 pm

Golf Course Development

Mayor Michael Tarkowski asked that the Golf Course Development be brought back for discussion.

No motion was made. Mayor Michael Tarkowski and CAO A. Kozakiewicz updated New Council on the status of the Golf Course Development.

COUNCIL REPORTS:

2025-383 MOVED by Deputy Mayor C. Dyck to acknowledge and incorporate the Council Reports into the minutes.

NEXT MEETINGS: Regular Council Meeting January 13, 2026 at 6:30pm

CLOSED SESSION:

MC C. Boyd left Council Chambers at 9:15 pm
FC D. Williams left Council Chambers at 9:41pm

2025-384 MOVED by Mayor Tarkowski to closed session Re: ATIA Section 19 and 29 at 9:15pm.

CARRIED

2025-385 MOVED by Mayor M. Tarkowski to return to open session at 10:00 PM.

CARRIED

ADJOURNMENT: Mayor M. Tarkowski called to adjourn the meeting at 10:00 pm.

Mayor M. Tarkowski

CAO A. Kozakiewicz