



AGENDA
TOWN OF TWO HILLS
May 25, 2021
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 May 11, 2021
- 4. DELEGATION**
- 5. OPEN FORUM**
- 6. ADMINISTRATIVE REPORTS**
 - a) Public Works Report
 - b) Chief Financial Officer Report
 - c) Chief Administrative Officer Report
- 7. CORRESPONDENCE**
- 8. Bylaws & Policies**
 - a) 2021-1007 Property Tax Bylaw
 - b) 2021-1008 Recreation Tax Bylaw
 - c) 2021-1009 Medical Incentive Tax Bylaw
 - d) 2021-1010 Maintenance Tax Bylaw
 - e) 2021-1011 Arena Renovation Tax Bylaw
- 9. COUNCIL MEMBER REPORTS**
- 10. NEXT MEETINGS**
 - a) Regular Council Meeting Tuesday June 8, 2021 7:00 p.m.
- 11. CLOSED SESSION**
 - a) FOIPP Act, Sections 17 and 29
- 12. ADJOURNMENT**





TOWN OF TWO HILLS

Minutes of the Regular Meeting of Council for the Town of Two Hills held May 11, 2021 at 7:00 P.M. Via GoToMeeting



PRESENT: Mayor L. L. Ewanishan, Deputy Mayor W. Babiuk, Councillor M. Tarkowski, Councillor E. Sorochan, Councillor S. Rajoo, C.A.O. G. Saskiw, Executive Secretary A. Clark, Public Works Supervisor T. Stefiuk, C.F.O. S. Lupul and Finance Clerk D. Boutin

CALL TO ORDER: Mayor L. L. Ewanishan called the Regular Town Council Meeting to order at 7:00 P.M.

ADOPTION OF AGENDA:

2021-076 **MOVED** by Councillor E. Sorochan to accept the Agenda with an addition under new business: Garage Sales.

CARRIED

ADOPTION OF MEETING MINUTES:

2021-077 **MOVED** by Councillor S. Rajoo to accept the Regular Council Meeting Minutes of April 27, 2021 as presented.

CARRIED

DELEGATION: NONE

OPEN FORUM: NONE

ADMINISTRATIVE REPORTS:

Public Works Report

The Public Works Foreman's Report was provided to Council in advance for their review.

2021-078 **MOVED** by Councillor M. Tarkowski 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.

2021-079 **MOVED** by Deputy Mayor W. Babiuk that the Chief Administrative Officer's report be acknowledged as presented and incorporated into the minutes.

CARRIED



BYLAWS AND POLICIES:

2008-04 Administration Fees Policy

As this policy has not been reviewed since 2008, and costs to the Town have increased an amendment is required to cover the costs for certain extra services offered in the office.

2021-080

MOVED by Councillor E. Sorochan to adopt revisions to 2008-04 Administration Fees Policy.

CARRIED

2007-04 Public Works Rates Policy

As this policy has not been reviewed since 2018, and costs to the Town have increased an amendment is required to cover the costs incurred.

2021-081

MOVED by Councillor E. Sorochan that change the rate for picnic table rentals from \$5 each to \$10 and further to ensure the tables do not leave Town limits.

CARRIED

2021-082

MOVED by Councillor M. Tarkowski to adopt revisions to 2007-04 Public Works Rates Policy.

CARRIED

NEW BUSINESS:

Economic Development Week

This year, AUMA and RMA are joining EDA to help amplify economic development efforts in our province by inviting Municipalities to take part in the 2021 Community Challenge by officially proclaiming May 9 to 15 as International Economic Development Week.

2021-083

MOVED by Mayor L. L. Ewanishan to proclaim May 9 to 15 as International Economic Development Week in the Town of Two Hills.

CARRIED

Garage Sales

A concerned resident came forth to voice their concerns on the potential Town wide garage sale.

COUNCILLOR REPORTS:

2021-084 **MOVED** by Councillor S. Rajoo to accept and incorporate the Council Reports as presented into the minutes.

CARRIED

NEXT MEETING:

Regular Council Meeting Tuesday May 25, 2021 at 7 P.M.

CLOSED SESSION:

2021-085 **MOVED** by Mayor L. L. Ewanishan to go into closed session at 8:29 PM.

CARRIED

2021-086 **MOVED** by Mayor L. L. Ewanishan to come out of closed session at 8:50 PM.

CARRIED

ADJOURNMENT:

With all items on the agenda having been addressed Mayor L. L. Ewanishan adjourned the Regular Council Meeting at 8:51 PM.

LEONARD 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:





1. Roads / Sidewalks

- a) County reclaimed 51 Ave between 49 & 49 St, 46 St between 51 & 52 St, 52 St between 45 & 46 Ave
- b) Haul 60 truck loads of reclaimed material to industrial road for mixing with SB90 oil
- c) Windrow reclaimed material on 52 St, 46 Ave
- d) Dig and haul out top soil on 51 Ave
- e) Grade industrial road 51 St, 55 Ave
- f) Build temporary approaches on 51 Ave

2. Water/Wastewater

- a) The town experienced 3 power failures since last report-All systems good
- b) Continuing Covid 19 housekeeping protocols for water/wastewater facilities
- c) 2 -room temperature alarms at Sanitary Lift station; 1 required removing winter cover from fresh air fan and 2nd due to generator running during power failure
- d) Seasonal Bacti samples taken at RV dump station, Geleta Park exhibit building, ball diamonds, gate wash rooms and park washrooms
- e) Spring lagoon inspection on facultative pond ... requires some minor rip rap repairs
- f) Annual chlorine pumphouse chlorine analyser service and recertification (Capitol H2O)
- g) Residential sewer line replaced from property line to main on 51st ave
- h) Monitoring distribution flow rates
- i) Locate and expose cc valves, main valves and manholes for 51st ave project
- j) Excavate and replace residential cc valve
- k) All 20 lead samples taken and sent to lab as per requirements – sample result notification letters will be sent to residents when samples results are returned
- l) New water meter install at new home
- m) Commercial property sewer line auger
- n) 1st call water/sewer locates for resident as per request

3. Other

- a) Remove old sidewalk on 51 Ave between 46 & 48 St and haul it to lagoon sidewalk stock pile
- b) Complete all delivery requests of gravel, reject and top soil
- c) Change cutting edges on Volvo loader and grader
- d) Replace rear broom drive motor on street sweeper
- e) Straighten and weld tailgate on tandem dump truck



**TOWN OF TWO HILLS
RECONCILIATION STATEMENT FOR APRIL 2021**

Net Balance at End March 2021	\$360,270.11
Plus Deposits	\$292,386.97
Sub Total	\$652,657.08
Minus Disbursements (including transfers)	\$414,401.91
Closing Balance	\$238,255.17

Summary of Town of Two Hills Accounts

Alberta Treasury Branch	Description of Accounts	
Bus Custom Plan CB #24	(Main Account)	\$238,255.17
Bus Custom Plan CB #27	(Electronic Bill Payments)	\$41,873.11 *
Notice Account 90 Day	(Auction Holding)	\$100,745.97
TOTAL ATB		\$380,874.25

Revolving Loan - out of \$985,000.00

OTHER ACCOUNTS:	<u>Vision Credit Union</u>	
	Two Hills Improvement Committee	\$ 2,060.32
	Canada Day	\$ 7,376.98
	Pay Roll	\$ 121,051.18

Comments:

* Bus Custom Plan CB #27 Debit and Electronic Bill Payment Transfer Account-Transfers monthly to General Account



**TOWN OF TWO HILLS
RECONCILIATION STATEMENT FOR APRIL 2021**

ATB Two Hills

Summary for ATB General Account #24

BANK:

Total Cheques Cleared	
Bank Open Balance	\$ 238,255.17
Debits (61)	\$ 414,401.91
Credits (70)	\$ 292,386.97
Bank Closing Balance	\$ 238,255.17

GENERAL LEDGER:

GL Closing Balance	\$ 211,039.59
Outstanding Cheques	\$ 29,817.22
Outstanding Transactions	\$ 2,601.64
Bank Closing Balance	\$ 238,255.17

Summary for ATB General Account #27

BANK:

Total Cheques Cleared	\$ -
Bank Open Balance	\$ 178,707.64
Debits (2)	\$ 190,168.56
Credits (131)	\$ 53,334.03
Bank Closing Balance	\$ 41,873.11

GENERAL LEDGER:

GL Closing Balance	\$ 42,339.61
Outstanding Cheques	\$ -
Outstanding Transactions	\$ 466.50
Bank Closing Balance	\$ 41,873.11

Summary for ATB General Account #31

BANK:

Total Cheques Cleared	\$ -
Bank Open Balance	\$ 100,683.90
Debits	\$ -
Credits (131)	\$ 62.07
Bank Closing Balance	\$ 100,745.97

GENERAL LEDGER:

GL Closing Balance	\$ 100,745.97
Outstanding Cheques	\$ -
Outstanding Transactions	\$ -
Bank Closing Balance	\$ 100,745.97

**Town of Two Hills
Cheque Listing
30731 - 30770**

30731	April 27, 2021	Notifications	6.30
30732	April 27, 2021	May 2021 Benefits	8,466.20
30733	April 27, 2021	Oil/Lube/Brake Clean	2,044.04
30734	April 27, 2021	Oil Filters	119.45
30735	April 27, 2021	Reservoir Internet	36.75
30736	April 27, 2021	Annual CVIP	1,282.58
30737	May 5, 2021	April 2021 Water Consumption	31,458.15
30738	May 5, 2021	Shop Supplies	450.46
30739	May 5, 2021	April 2021 Fuel	2,634.76
30740	May 5, 2021	Garbage Lids & Rods	988.47
30741	May 5, 2021	Preventative Maintenance Arena	1,543.89
		Preventative Maintenance Office	814.80
		Preventative Maintenance Rec Centre	1,728.30
		Preventative Maintenance Hall	<u>1,171.80</u>
			5,258.79
30742	May 5, 2021	Sewer Line from Lodge to Main Line	12,085.50
30743	May 5, 2021	LAPP	8,280.19
30744	May 5, 2021	Folder/Inserter Payment	394.41
30745	May 5, 2021	Equipment Parts	1,395.99
30746	May 5, 2021	Office Supplies	179.49
30747	May 5, 2021	Land Titles	610.00
30748	May 5, 2021	Office Cleaning April 2021	256.00
30749	May 5, 2021	Office/PW Supplies	133.30
30750	May 5, 2021	FCSS C&SS	1,291.92
		FCSS Donation	<u>100.00</u>
			1,391.92
30751	May 5, 2021	Oil Filter	31.90
30752	May 5, 2021	Tax Auction Ad	577.50
30753	May 5, 2021	CVIP on Westernstar	1,707.11
30754	May 11, 2021	April 2021 Notifcations	92.61
30755	May 11, 2021	Legal Fees for Purchase of Swimming Pool	275.63
30756	May 11, 2021	Sweeper Motor	903.25
30757	May 11, 2021	April 2021 Garbage Collection	2,975.00
30758	May 11, 2021	Lumber	100.37
30759	May 11, 2021	Sump Pump for Rec Centre	192.61
		Filters	49.99
		Gloves	124.05
		Oil Absorbers	<u>86.25</u>
			452.90
30760	May 11, 2021	Sledgehammer	195.04

30761	May 11, 2021	Water Dept Servicing April 2021	1,145.52
30762	May 11, 2021	FCSS May Payment	5,345.00
30763	May 11, 2021	Monthly Contract Assessment Fees	1,492.05
30764	May 18, 2021	Equipment Parts	292.56
30765	May 18, 2021	2021 Roadtrip Adventure Game Admin Fee	350.00
30766	May 18, 2021	Lights & Fixtures at Fire Dept	3,560.95
30767	May 18, 2021	Freight	97.80
30768	May 18, 2021	Fire Chief Honorarium	150.00
30769	May 18, 2021	Freight	53.37
30770	May 18, 2021	Telus Line Repair	7,169.75
TOTAL			\$104,441.06



1. Broadband. Finalizing tower location(s) for a 150 ft tower within the Town of Two Hills. The 2 locations that MCSNet is deciding between are at the Town Reservoir or behind the Alice Melnyk Public Library. The reservoir location would be better if they knew they are approved for Fibre from the Federal UBF, if not then behind the library is better because of the SuperNet hookup. Once the location is decided and the agreement is signed then the development has to be advertised for 2 weeks with a 2-week period for any opposition.


2. Internet Tower @ Town Office. The Town will be putting up an 80-foot tower by the office for sending internet wirelessly to our other buildings and to be able to put up wireless cameras in different locations around town for security and safety (such as at the campground, Geleta Park, and other parks or intersections around town). The equipment has been paid for from the MOST Grant.

3. Centennial Hall Washrooms. Should be done in the next 2 weeks if everything goes smoothly. Are waiting on some plumbing supplies to finish, then hook up the toilets, finish grouting the floor and put some of the panelling on the lower part of the wall.

Please see attached CAO Action Tracker for council requests and for capital projects.



CAPITAL PROJECTS: Action Tracker for Council

Date	Capital Project	Update on Project	STATUS
2021-05-21	Hall Renovations (Washrooms) started April 22nd	Work is progressing at a good pace. Walls are almost done, ceiling is done, flooring is almost done, most of the lighting is done. Waiting on plumber to finish installing the toilets, sinks and urinals. Washrooms are looking good.	75% done
2021-05-21	Concrete Crusing	Concrete Crushing Quotes - have some quotes	Tender Process
2021-05-21	Sidewalk Projects 2021	PW removed the sidewalks on 51 Ave (south side from 46-49 St & north side from 47-49 St). PW will be removing dirt and replacing with pit run and gravel so there is a much better base for the sidewalks. North side will be sidewalks and the south side of the road will be replaced with curb & gutter. Sidewalk replacement should be starting on May 25th (weather permitting)!	May 25th
2021-05-21	Paving Projects 2021	Still lining up contractor. PW will be ready to finish off road work.	Tender Process
2021-05-07	SB-90 Projects 2021	May 11th. County Reclaimer came and rotovated 51 Ave (from 46-49 St) and 46 Ave (from 51-52 St) & 52 St (45-46 St). The road work took 8 hours, with 2 passes on 51 AVE. OIL & Gravel will be coming early next week (weather permitting). The reclaimer is scheduled to return in June when the County is supposed to be moving from Warwick road to Lac Sante road (weather permitting). Roads to be rotovated later in the summer: 47 Ave (46-50 St), 48 Ave (46-47 St), 49 St (47-50 Ave), 52 Ave (49-50 St)	May 25th
			
	completed / DONE	UPDATES for Council.	

Action Tracker for Council

Date	WHO? Call / Email	Issue / Reason / Topic	Action	STATUS
2021-02-19	Council Request	Two Hills Gas Franchise	Does the Town purchase? Operate? Costs? Revenue? Get more figures and options. Need updated information.	Ongoing
2021-04-07	Council Request	Snow Removal Policy	Update the policy for salting of sidewalks	for Fall
2021-05-14	Council Request	Ecobuffer Trees - Water	Trees were watered in the Ecobuffer due to shortage of rain and dry conditions.	Done
2021-05-19	Council Request	Broadband Internet	Working with MCSNet to have a tower in Two Hills. This would improve the internet service in town. In the future hopefully fibre could be brought to the tower which would increase the broadband speed in town. There are also other new technologies being considered.	Ongoing
2021-05-21	Council Request	Noxious Weeds	Make sure to spray any noxious weeds in town.	Spring
2021-05-21	Council Request	Flower Pots & Flowers	Waiting for flowers from supplier	Mid May
2021-05-21	Council Request	Unsanitary Premises	Letters were sent and discussed with different landowners about a schedule for cleanup.	Ongoing
2021-05-21	Council Request	Vacant Lots List & Map	Develop a Map of Vacant Residential & Non-Res Lots and also develop a list. We have a map with properties on the Tax Auction Sale (in arrears).	Ongoing
2021-05-21	13 Ways & CAO	3 Studies for the Town	13 Ways studies completed for the Town of Two Hills. Strategic Plan provided and distributed and posted on the Town Website. Website and branding finished. Risk Assessment study to be provided before next meeting.	Passed on to Council.
2021-05-21	Council Request	Semis in Town	Discussing with owners of Semis about not driving on Town roads.	Ongoing
2021-05-21	Council Request	Tax Arrears Auction Sale	May 11th Auction Sale Postponed due to Covid. Hopefully will be able to set a future date before 8 weeks elapse or we extend the postponement.	Waiting on Covid Opening
2021-05-21	Council Request	Library Roof Repairs (leaking)	The roof was leaking during the rain on May 18th. Contacted contractor to meet with Terry & I to determine what can be done.	Waiting ON
		completed / DONE	highlighted updates for council.	

Correspondence Listing
Council Meeting of May 25, 2021



1. **Alberta Municipal Affairs:** Letter from the Minister Rick McIver regarding Municipal Infrastructure funding.
2. **St. Paul Education Regional Division No.1:** Board meeting highlights updating council on school changes, capital projects, finances, and correspondence.





ALBERTA
MUNICIPAL AFFAIRS

*Office of the Minister
Deputy Government House Leader
MLA, Calgary-Hays*

AR105127

MAY 10 2021

His Worship Leonard Ewanishan
Mayor
Town of Two Hills
4712 - 50 Street
Box 630
Two Hills AB T0B 4K0

Dear Mayor Ewanishan:

Thank you for your letter of March 24, 2021, regarding municipal infrastructure funding.

As you are aware, the province of Alberta is facing some very challenging economic circumstances, with resource revenues lower than they were in the early 1970s while expenses are higher than anticipated due to the need to respond to the COVID-19 pandemic. This has placed significant pressure on the province's finances, which requires difficult decisions. Given the current situation in the province, all levels of government—including both urban and rural municipal governments—will have to continue to make difficult decisions about priorities in order to maintain fiscal sustainability, protect essential services, and position our province for a return to economic growth.

As part of Alberta's Recovery Plan, the province provided significant support to municipalities to stimulate the economy and help get Albertans working. Through the Municipal Stimulus Program (MSP), which was introduced in 2020, the government is providing \$500 million in capital funding to all municipalities. In addition, the province developed the Municipal Operating Support Transfer (MOST) program, under the Safe Restart agreement with the federal government, to help municipalities mitigate incremental costs, reduced revenues, and other impacts related to the COVID-19 pandemic. The funding provided under the MSP and MOST is in addition to other provincial and federal grant funding, such as the Municipal Sustainability Initiative (MSI), and the Federal Gas Tax Fund (GTF).

The MSI and GTF provide significant infrastructure funding to municipalities and allow them to choose projects based on local priorities and circumstances. Since the MSI launched in 2007, municipalities have been allocated more than \$14 billion, including \$963 million in capital funding in 2020/21. As a former councillor, I recognize how important stable and predictable provincial funding is to a municipality's budget. That is why our government extended the current MSI, and is committed to implementing the Local Government Fiscal Framework in 2024-25, once MSI concludes. As we approach the implementation of this program, we intend to work with the municipal associations on how to design the new program and determine how funding will be allocated. I encourage you to work through the Alberta Urban Municipalities Association to ensure that the perspective of smaller urban municipalities will be well-represented in these discussions.

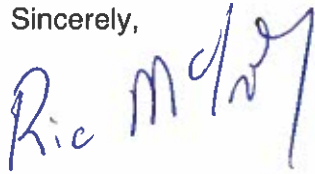
.../2

Under the GTF, Alberta will receive \$255 million in 2021/22, for a total of \$2.1 billion since 2014/15. The federal government recently notified the province that an additional one-time payment of \$244 million will also be transferred to Alberta. Subject to required federal approvals, this one-time payment will supplement the 2021/22 GTF allocation to further support municipal infrastructure.

As with the MSI, municipalities can pool and bank this funding, or spend it on projects and activities based on local priorities.

Thank you for writing and providing your perspective. My ministry and I will continue to be mindful of the difficult circumstances faced by municipalities, and look forward to working together to build a stronger Alberta.

Sincerely,

A handwritten signature in blue ink, appearing to read "Ric McIver".

Ric McIver
Minister

cc: Jackie Armstrong-Homeniuk
MLA, Fort Saskatchewan-Vegreville

Town of Two Hills

MAY 12 2021

RECEIVED



Assurance Plan Update: Asst. Superintendent Gervais reviewed the draft version of the Assurance Plan with the Board of Trustees. This plan is due to Alberta Education on May 30, 2021, with a follow up results report due in November. The new assurance model has an emphasis on stakeholder engagement and local context. St. Paul Education has identified five goals for the upcoming year. Once this plan has been approved at the Board meeting on May 26, it will be posted on the Division website.

Locally Developed Courses: The Board of Trustees approved the acquisition of a number of Locally Developed Courses to be used in Division schools.

Board Policy 16 - Recruitment and Selection of Personnel: Trustees passed a motion approving the revised policy. All board policies can be viewed on [the Division website](http://www.stpauleducation.ab.ca) at www.stpauleducation.ab.ca.

Capital Plan: Each year the Division submits a capital plan to the province. Based on the information provided and available funding, the province decides which projects will go ahead on a yearly basis. Capital priorities submitted by St. Paul Education include replacement schools in Mallaig and Elk Point and a modernization for the Myrnam School. The Mallaig project was originally put forward by the Division as a 350 student capacity replacement school. Given that enrolment is around 210, officials recommended that reducing the capacity to 320 students would improve the ranking merits of the project. Trustees approved a motion to amend the capital plan submission to reflect a capacity of 320 for the Mallaig School project.

Superintendent's Report

- May 3, 2021 was Bus Driver Appreciation Day and May 7, 2021 was Support Staff Appreciation Day. We thank all of our bus drivers and support staff for the amazing work they do each day for all our students.
- Education Week was celebrated May 3 to 7, 2021. This year's theme was Learning is a Journey.
- Mental Health Week was recognized May 3 to 9 2021. This week celebrates and promotes mental health, including Hats On for Mental Health Day. The Division continues to recognize the importance of mental health, especially during these times, and recently released a [post on supporting the well-being of students](#).
- The first round of staffing calls has been completed and a number of job advertisements, including three administrative positions, have been posted. The Division Religious Education Coordinator will be leaving the Division in the fall. The duties of this position will be taken into the portfolio of one of the new Assistant Superintendents.
- On May 4, 2021 the provincial government announced that school staff and child care workers are now eligible for the COVID 19 vaccine.
- Schools have moved to online at home learning for Kindergarten to Grade 12 from May 7 to May 25, 2021, as directed by the provincial government. As per guidelines from Alberta Education, schooling for K-6 students will focus on literacy and numeracy. Elementary schools in the Division are providing one hour of literacy instruction, one hour of numeracy instruction, one physical activity session, and one block of alternate instruction per day. Division junior and senior high courses are being offered synchronously via Google classroom in accordance with the directive from Alberta Education that schooling for grade 7-12 students should be 'business as usual'. [For more details see the Division website](#).
- Students and parents may have questions about graduation or student achievement at this time of year. Parents can contact their child's school for more information. Junior and senior high school administrators will be contacting parents regarding any students at risk. [For more information see the Division website](#).
- The Division has set up some guidelines for year-end exams. Senior high final exams will continue as usual. Any junior high final exams will be open book and will not be worth more than 10% of the student's final grade. [See the Division website](#).
- The [Learning at Home Code of Conduct](#) was also recently shared on social media and the Division website as a reminder to families at this time.



Financial Report

- Trustees reviewed cheque and financial information.
- Secretary-Treasurer Champagne reported on the progress of the 2021-2022 budget development. One of the areas the Division is looking at is the transportation area, where there have been deficits for the last six years. Trustees will be discussing the feasibility of introducing transportation fees to all riders at an upcoming meeting. As the province has recently announced the formation of a Student Transportation Task Force, an increase in fees may be temporary should funding increase in future years. Board Chair Starosielski requested that trustees get feedback on this idea from school councils. Another area the Division is looking at is the enhancement of Division technology infrastructure. A significant amount has been committed to make improvements to the Division network and lay the background for a technology evergreening plan. The final 2021-2022 budget will be submitted at the end of the month when final staffing decisions are made.

Reports

Alberta Schools Boards' Association (ASBA) Zone 2/3: Trustee Rajoo provided his report from the April 23, 2021 meeting which included discussion on the upcoming spring general meeting (SGM), a presentation on the proposed ASBA budget, and discussion of proposed policy positions to be debated at the SGM. Trustee Rajoo added that since the SGM will be conducted virtually, the Board may wish to make arrangements to support online participation. The next Zone 2/3 meeting is scheduled for May 21, 2021.

Alberta School Councils' Association Annual General Meeting: Many thanks to the three parents from the Division and Trustee Cook, who attended this virtual event.



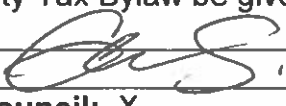
Rural Caucus: Trustee Wiebe gave a report from the April 27, 2021 meeting which was focussed primarily on mental health. This meeting included a presentation from another school authority and an address by the Minister of Education. Of note, the recently released [jack.org website](http://jack.org/website) addresses youth leadership in mental health. Board Chair Starosielski encouraged families to also see the [Division website for more resources and support for mental health](#).




Trustee Attendance Schedule: Trustees reviewed upcoming meetings and commitments.

Council of School Councils: Each spring for the past number of years, the Division has hosted a Council of School Councils meeting in June. This year, given the success and popularity of the open parent meeting in August of 2020, the Division will be hosting an open meeting open to all parents, school council members, and other interested stakeholders. The meeting will be held on June 16 at 7:00 p.m.

Correspondence

- **Town Bus Routes:** With the recent withdrawal of services by Krues Busing for in-town routes, the Division has awarded two of the routes to Kridon Enterprises. Trustees thanked Krues for their service with in-town busing over the years.
- **Vaccination Update:** As of May 10, 2021, all Albertans age 12 and up are eligible for the COVID 19 vaccine.
- **Modernizing Apprenticeship Education:** Alberta Government recently announced that they will update the apprentice education and skilled trades governance. The new act implements recommendations from the Skills for Trades Task Force and will update the framework for apprenticeship education and regulated trades education, hopefully expanding offerings in this area.
- **Alberta School Employee Benefit Plan (ASEBP) Trustees' Report:** A written report from the ASEBP Trustees' meeting on April 23, 2021.
- **Student Transportation Task Force:** This report was received late May 11, 2021. The Board of Trustees will review the report and hold further discussion at the June 9, 2021 Board of Trustees meeting.

	TOWN OF TWO HILLS COUNCIL MEETING AGENDA ITEM	
Meeting Date: May 25, 2021	Confidential:	<input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> X
Topic: 2021-1007 Property Tax Bylaw		
Originated By: Gerren Saskiw	Title:	C.A.O
BACKGROUND:		
<p>The 2021 Budget has been passed and the 2021 Property Tax Rate Bylaw is ready to be presented to Council.</p>		
DOCUMENTATION ATTACHED:		
<p>2021-1007 Property Tax Bylaw will be provided at the meeting</p>		
DISCUSSION:		
COMMUNICATION PLAN/COMMUNITY INVOLVEMENT:		
RECOMMENDED ACTION(S):		
<p>That 2021-1007 Property Tax Bylaw be given first reading this 25th day of May, 2021.</p> <p>That 2021-1007 Property Tax Bylaw be given second reading this 25th day of May, 2021.</p> <p>That 2021-1007 Property Tax Bylaw be given consent for third and final reading. (if Council so chooses)</p> <p>That 2021-1007 Property Tax Bylaw be given third and final reading this 25th day of May, 2021.</p>		
CAO- Gerren Saskiw 		
DISTRIBUTION:	Council: <input checked="" type="checkbox"/> X	DISTRIBUTION: Council: <input checked="" type="checkbox"/> X

		<p align="center">TOWN OF TWO HILLS COUNCIL MEETING AGENDA ITEM</p>			
Meeting Date: May 25, 2021		Confidential:		Yes	No
Topic: 2021-1008 Recreation Tax Bylaw					
Originated By: Gerren Saskiw			Title: C.A.O		
BACKGROUND:					
<p>The Municipal Government Act permits a municipality, by bylaw, to impose a special tax for this purpose under Section 382(1)(l) to benefitting properties (705 properties).</p>					
DOCUMENTATION ATTACHED:					
DISCUSSION:					
2021-1008 Recreation Tax Bylaw					
COMMUNICATION PLAN/COMMUNITY INVOLVEMENT:					
RECOMMENDED ACTION(S):					
<p>That 2021-1008 Recreation Tax Bylaw be given first reading this 25th day of May, 2021.</p> <p>That 2021-1008 Recreation Tax Bylaw be given second reading this 25th day of May, 2021.</p> <p>That 2021-1008 Recreation Tax Bylaw be given consent for third and final reading. (if Council so chooses)</p> <p>That 2021-1008 Recreation Tax Bylaw be given third and final reading this 25th day of May, 2021.</p>					
CAO- Gerren Saskiw					
DISTRIBUTION:	Council: X	DISTRIBUTION:	Council: X		



**BYLAW NO. 2021-1008
of the
TOWN OF TWO HILLS**



**A BYLAW OF THE TOWN OF TWO HILLS IN THE PROVINCE OF ALBERTA
AUTHORIZING THE LEVY OF A SPECIAL TAX FOR RECREATION**

WHEREAS, under the provisions of the Municipal Government Act, the Council of the Town of Two Hills, Alberta, may impose a special tax bylaw to raise revenue to pay for recreational services, upon all lands that will benefit from the new recreational facility;

AND WHEREAS the Council of the Town of Two Hills, Alberta estimates the cost of the recreational services debenture for the 2021 year to be \$23,041.27;

AND WHEREAS the Council of the Town of Two Hills, Alberta deems it necessary to levy special tax rates in accordance with Section 382(1)(l) of the Municipal Government Act, Chapter M-26 (2000) in order to repay the debenture for the new recreational facility;

NOW THEREFORE under the authority of the Municipal Government Act, the Council of the Town of Two Hills in the Province of Alberta enacts as follows:

1. That the Two Hills Town Council hereby authorizes the assessment of a recreation tax rate, to be charged on a per parcel basis against all benefiting properties for the 2020 tax year.
2. That benefiting properties are identified as:
 - a. All residential properties, vacant or non-vacant;
 - b. All commercial and industrial properties, vacant or non-vacant;
 - c. Provincially owned properties; and
 - d. Exempt properties except the following:
 - i. Two Hills & District Historical Association (Museum) Plan 951RS, Block 10, Lot 9A.
2. That the Recreation Tax Rate to be levied is \$32.68 per parcel.
3. That this tax shall be known as the Recreation Tax and shall have no relationship to any other tax that may be assessed and levied with respect to any special assessment for local improvements.



4. That this Bylaw shall take effect on the date of the third and final reading.

Bylaw No. 2021-1008 be given a first reading this 25th day of May, 2021.

Bylaw No. 2021-1008 be given a second reading this 25th day of May, 2021.



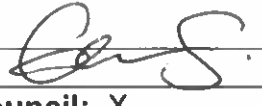
Bylaw No. 2021-1008 be given third and final reading this 25th day of May, 2021.

TOWN OF TWO HILLS

LEONARD EWANISHAN, MAYOR

GERREN SASKIW, CHIEF
ADMINISTRATIVE OFFICER



 TOWN OF TWO HILLS COUNCIL MEETING AGENDA ITEM 						
Meeting Date: May 25, 2021		Confidential:		Yes	No	X
Topic: 2021-1009 Medical Incentive Tax Bylaw						
Originated By: Gerren Saskiw				Title: C.A.O		
BACKGROUND:						
<p>The Municipal Government Act permits a municipality, by bylaw, to impose a special tax for this purpose under Section 382(1)(h) to benefitting properties (705 properties).</p>						
DOCUMENTATION ATTACHED:						
<p>2021-1009 Medical Incentive Tax Bylaw</p>						
DISCUSSION:						
COMMUNICATION PLAN/COMMUNITY INVOLVEMENT:						
RECOMMENDED ACTION(S):						
<p>That 2021-1009 Medical Incentive Tax Bylaw be given first reading this 25th day of May, 2021.</p> <p>That 2021-1009 Medical Incentive Tax Bylaw be given second reading this 25th day of May, 2021.</p> <p>That 2021-1009 Medical Incentive Tax Bylaw be given consent for third and final reading. (if Council so chooses)</p> <p>That 2021-1009 Medical Incentive Tax Bylaw be given third and final reading this 25th day of May, 2021.</p>						
CAO- Gerren Saskiw 						
DISTRIBUTION:		Council: X		DISTRIBUTION:		Council: X



**BYLAW NO. 2021-1009
of the
TOWN OF TWO HILLS**



**A BYLAW OF THE TOWN OF TWO HILLS IN THE PROVINCE OF ALBERTA
AUTHORIZING THE LEVY OF A SPECIAL TAX FOR MEDICAL INCENTIVE**

WHEREAS, under the provisions of the Municipal Government Act, the Council of the Town of Two Hills, Alberta, may impose a special tax bylaw to raise revenue to pay for medical incentives, upon all lands that will benefit from the new medical facility;

AND WHEREAS the Council of the Town of Two Hills, Alberta estimates the cost of the recreational services debenture for the 2021 year to be \$26,329.35;

AND WHEREAS the Council of the Town of Two Hills, Alberta deems it necessary to levy special tax rates in accordance with Section 382(1)(h) of the Municipal Government Act, RSA 2000, Chapter M-26 in order to repay the debenture for the new medical facility;

NOW THEREFORE under the authority of the Municipal Government Act, the Council of the Town of Two Hills in the Province of Alberta enacts as follows:

1. That the Two Hills Town Council hereby authorizes the assessment of a medical incentive tax rate, to be charged on a per parcel basis against all benefiting properties within the Town of Two Hills for the 2021 tax year.
2. That benefitting properties are identified as:
 - a. All residential properties, vacant or non-vacant;
 - b. All commercial and industrial properties, vacant or non-vacant;
 - c. Provincially owned properties;
 - d. Town owned properties; and,
 - e. All exempt properties except the following:
 - i. Two Hills & District Historical Association (Museum) Plan 951RS, Block 10, Lot 9A.
3. That the Medical Incentive Tax Rate to be levied is \$37.35 per parcel.
4. That this tax shall be known as the Medical Incentive Tax and shall have no relationship to any other tax that may be assessed and levied with respect to any special assessment for local improvements.



5. That this Bylaw shall take effect on the date of the third and final reading.

Bylaw No. 2021-1009 be given a first reading this 25th day of May, 2021.

Bylaw No. 2021-1009 be given a second reading this 25th day of May, 2021.

Bylaw No. 2021-1009 be given third and final reading this 25th day of May, 2021.

TOWN OF TWO HILLS

LEONARD EWANISHAN, MAYOR

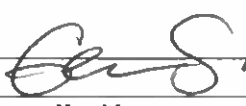
**GERREN SASKIW, CHIEF
ADMINISTRATIVE OFFICER**





TOWN OF TWO HILLS COUNCIL MEETING AGENDA ITEM



Meeting Date: May 25, 2021	Confidential:	Yes	No	X
Topic: 2021-1010 Maintenance Tax Bylaw				
Originated By: Gerren Saskiw		Title:	C.A.O	
BACKGROUND:				
<p>The Municipal Government Act permits a municipality, by bylaw, to impose a special tax for this purpose under Section 382(1)(f) to benefitting properties. The benefitting properties are any properties that are adjacent to a road, or water and/or sewer main lines (692 properties).</p>				
DOCUMENTATION ATTACHED:				
2021-1010 Maintenance Tax Bylaw				
DISCUSSION:				
COMMUNICATION PLAN/COMMUNITY INVOLVEMENT:				
RECOMMENDED ACTION(S):				
<p>That 2021-1010 Maintenance Tax Bylaw be given first reading this 25th day of May, 2021.</p> <p>That 2021-1010 Maintenance Tax Bylaw be given second reading this 25th day of May, 2021.</p> <p>That 2021-1010 Maintenance Tax Bylaw be given consent for third and final reading. (if Council so chooses)</p> <p>That 2021-1010 Maintenance Tax Bylaw be given third and final reading this 25th day of May, 2021.</p>				
CAO- Gerren Saskiw				
DISTRIBUTION:	Council: X	DISTRIBUTION:	Council: X	





**BYLAW NO. 2021-1010
of the
TOWN OF TWO HILLS**



**A BYLAW OF THE TOWN OF TWO HILLS IN THE PROVINCE OF ALBERTA
AUTHORIZING THE LEVY OF A SPECIAL TAX FOR REPAIR AND MAINTENANCE**

WHEREAS, under the provisions of the Municipal Government Act, the Council of the Town of Two Hills, Alberta, may pass a special tax bylaw to raise revenue to cover the costs of repair and maintenance of roads, and water and sewer facilities, and boulevards upon all lands fronting or abutting on any of the streets, lanes, squares or other public places served or benefited;

AND WHEREAS the Council of the Town of Two Hills, Alberta estimates the cost of the maintenance of roads, boulevards, and water and sewer facilities for the 2021 year to exceed \$89,000;

AND WHEREAS the Council of the Town of Two Hills, Alberta now deems it necessary to levy special tax rates in accordance with Section 382(1)(f) of the Municipal Government Act, RSA 2000, Chapter M-26;

NOW THEREFORE under the authority of the Municipal Government Act, the Council of the Town of Two Hills in the Province of Alberta enacts as follows:

1. That the Two Hills Town Council hereby authorizes the assessment of a maintenance tax rate, to be charged on a frontage foot basis against properties as listed below, for the 2021 tax year:
 - a) One dollar and fifty cents (\$1.50) per front foot to all properties, except the following:
 - i) Two Hills & District Historical Association (Museum) Plan 951RS, Block 10, Lot 9A; exempt.
 - ii) East Central Regional Health Authority, Plan 8320238, Block 20, Lot H will be assessed a frontage of \$9.50 per front foot (200 feet).
 - iii) Advance Garage Doors Ltd., Plan 0740587, Block 4, Lot A will be assessed a frontage using 79 feet.
 - iv) Plan 120 HW, Lots A, West Part of B, and East Part of B, each be assessed a frontage totaling 25% of the actual length.



- v) All town owned properties.
- vi) The following Two Hills Lions Club properties:
 - i. Plan 7823319, Block 1
 - ii. PT. NE Sec 31 TWP 54 RG 12 W4M
 - iii. Plan 9323640 Block 23 Lot 21A
 - iv. Plan 9323640 Block 23 Lots 19A & 20A
 - v. Plan 9323640 Block 23 Lots 18A
 - vi. Plan 9323640 Block 23 Lots 17A

- 2. That this tax shall be known as the Maintenance Tax and shall have no relationship to any other tax that may be assessed and levied with respect to any special assessment for local improvements.
- 3. That this Bylaw shall take effect on the date of the third and final reading, and the assessments will appear as a tax payable for the 2021 tax year.

Bylaw No. 2021-1010 be given a first reading this 25th day of May, 2021.

Bylaw No. 2021-1010 be given a second reading this 25th day of May, 2021.



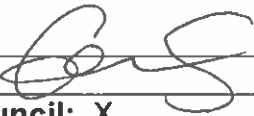
Bylaw No. 2021-1010 be given third and final reading this 25th day of May, 2021.

TOWN OF TWO HILLS

LEONARD L. EWANISHAN, MAYOR

GERREN SASIKW,
CHIEF ADMINISTRATIVE OFFICER



		TOWN OF TWO HILLS COUNCIL MEETING AGENDA ITEM					
Meeting Date: May 25, 2021		Confidential:		Yes		No	X
Topic: 2021-1011 Arena Renovation Tax Bylaw							
Originated By: Gerren Saskiw				Title:		C.A.O	
BACKGROUND:							
<p>The Municipal Government Act permits a municipality, by bylaw, to impose a special tax for this purpose under Section 382(1)(l) to benefitting properties (705 properties).</p>							
DOCUMENTATION ATTACHED:							
2021-1011 Arena Renovation Tax Bylaw							
DISCUSSION:							
COMMUNICATION PLAN/COMMUNITY INVOLVEMENT:							
RECOMMENDED ACTION(S):							
<p>That 2021-1011 Arena Renovation Tax Bylaw be given first reading this 25th day of May, 2021.</p> <p>That 2021-1011 Arena Renovation Tax Bylaw be given second reading this 25th day of May, 2021.</p> <p>That 2021-1011 Arena Renovation Tax Bylaw be given consent for third and final reading. (if Council so chooses)</p> <p>That 2021-1011 Arena Renovation Tax Bylaw be given third and final reading this 25th day of May, 2021.</p>							
CAO- Gerren Saskiw							
DISTRIBUTION:		Council: X		DISTRIBUTION:		Council: X	



**BYLAW NO. 2021-1011
of the
TOWN OF TWO HILLS**



**A BYLAW OF THE TOWN OF TWO HILLS IN THE PROVINCE OF ALBERTA
AUTHORIZING THE LEVY OF A SPECIAL TAX FOR ARENA RENOVATIONS**

WHEREAS, under the provisions of the Municipal Government Act, the Council of the Town of Two Hills, Alberta, may impose a special tax bylaw to raise revenue to pay for the arena renovations, upon all lands that will benefit from the upgraded arena facility;

AND WHEREAS the Council of the Town of Two Hills, Alberta estimates the cost of the arena renovation debenture for the 2021 year to be \$31,204.02;

AND WHEREAS the Council of the Town of Two Hills, Alberta deems it necessary to levy special tax rates in accordance with Section 382(1)(l) of the Municipal Government Act, Chapter M-26 (2000) in order to repay the debenture for the arena renovations;

NOW THEREFORE under the authority of the Municipal Government Act, the Council of the Town of Two Hills in the Province of Alberta enacts as follows:

1. That the Two Hills Town Council hereby authorizes the assessment of an arena renovation tax rate, to be charged on a per parcel basis against all benefiting properties for the 2021 tax year.
2. That benefiting properties are identified as:
 - a. All residential properties, vacant or non-vacant;
 - b. All commercial and industrial properties, vacant or non-vacant;
 - c. Provincially owned properties; and
 - d. Exempt properties except the following:
 - i. Two Hills & District Historical Association (Museum) Plan 951RS, Block 10, Lot 9A;
2. That the Arena Renovation Tax Rate to be levied is \$44.26 per parcel.
3. That this tax shall be known as the Arena Renovation Tax and shall have no relationship to any other tax that may be assessed and levied with respect to any special assessment for local improvements.



4. That this Bylaw shall take effect on the date of the third and final reading.

Bylaw No. 2021-1011 be given a first reading this 25th day of May, 2021.

Bylaw No. 2021-1011 be given a second reading this 25th day of May, 2021.

Bylaw No. 2021-1011 be given third and final reading this 25th day of May, 2021.

TOWN OF TWO HILLS

LEONARD EWANISHAN, MAYOR

**GERREN SASKIW, CHIEF
ADMINISTRATIVE OFFICER**





Town of Two Hills Councillor Report

Date: May 25/2021

ACE Water Corporation

Annual Meeting

Met new auditors
New engineering firm MPE
Let out 2 contracts
Passed audited financial statement

Airport Commission

Economic Development Committee - Alternate

Emergency Management

Joint Community Policing Committee

Extra Notes

May 11 Two Hills Community Health Services Awareness Meeting

Will have a new area manager (Leanne Grant)
Lower emergency visits due to covid
Long term care at 55-one bed held for emergency situations
2 physicians visited our community one should be starting in the fall



Town of Two Hills Councillor Report

Date: May 25, 2021

Alice Melnyk Public Library - Alternate

THIC - Two Hills Improvement Committee

Eagle Hill foundation

May 18

Resident occupancy 60% a 1% increase from last month

Cao Wanda Sullivan is leaving due to medical reasons Connecting Care to look for a new CAO

New outdoor and indoor visit rules-Indoor access for designated family or support persons increased to 4 individuals, outdoor social visits allow up to 10 persons space permitting.

Willingdon – 15 residents, 20 vacancies; Two Hills 30 residents, 8 vacancies; Myrnam 18 in the lodge, 4 DSL3, 19 vacancies

Family Community Services (FCSS)

Northern Lights Library System

Sports Activities Council (S.A.C) - Alternate

Vermilion River Watershed Management

Veterans Memorial Highway Committee - Alternate

Extra Notes