



AGENDA
TOWN OF TWO HILLS
Monday, January 26, 2026
6:30 P.M.

Regular Council Meeting

- 1) CALL TO ORDER
- 2) ADOPTION OF AGENDA
- 3) ADOPTION OF MINUTES
 - a) Minutes from January 13th, 2026 - Council Meeting
- 4) DELEGATION
- 5) OPEN FORUM
- 6) ADMINISTRATIVE REPORTS
 - a) CAO Report
- 7) CORRESPONDENCE
- 8) OLD BUSINESS - Green Hills Shop Estimate to Finish
- 9) BYLAWS & POLICIES
 - a) 2026-1061 Borrowing Bylaw - ATB
- 10) NEW BUSINESS
 - a) ATCO Meeting Request
 - b) Charity Hockey Event
 - c) Alberta CARE Spring Seminar 2026
- 11) COUNCIL MEMBER REPORTS
 - a) Mayor M. Tarkowski - Verbal
 - b) Deputy Mayor C. Dyck
- 12) NEXT MEETINGS - Tuesday February 10, 2026 at 6:30 pm
- 13) CLOSED SESSION - Fire Services Invoices from The County of Two Hills and Review Schedule B - Fee Schedule of the Fire Protection under ATIA Section 29 & 19.
- 14) ADJOURNMENT

TOWN OF TWO HILLS



Minutes of the Regular Meeting of Council for the Town of Two Hills held on January 13, 2026, 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, EDO B. Ross, FC D. Williams, MC C. Boyd
And joined by 2 Residents and 1 Reporter in the Gallery

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

ADOPTION OF AGENDA:

2026-001 MOVED by Deputy Mayor C. Dyck to accept the agenda as presented.
CARRIED

ADOPTION OF MEETING MINUTES:

2026-002 MOVED by Councillor M. Patel to accept the minutes of the Council Meeting minutes held on December 9, 2025, with the correction noted on Motion # 2025-374.
CARRIED

2026-003 MOVED by Councillor H. Wall to accept the minutes of the Special Meeting held on December 17, 2025.
CARRIED

DELEGATION: Ice Plant Project - John Stickle from Icom Industrial Refrigeration & Brad Goddard from Ultimate Fabrication discussed progress of ice plant installation and a completion date of February 20, 2026.

Icom delegates left Council Chamber at 6:46pm

2026-004 MOVED by Counciler H. Wall that the Town of Two Hills provide retroactive compensation to its volunteer firefighters, reimbursing a minimum of three (3) hours' pay per firefighter for "In-Town" calls billed in error to the Town during the 2025 calendar year.
CARRIED

Fire Department - Delegates from the Two Hills Fire Department, Fire Chief Marjorie Skoropadyk and Volunteer Jeff Dolesji, Patrick Bretz, Jake Fehr and Josh Dadinski were present.

Fire department delegation left Council Chambers at 6:51pm

OPEN FORUM: None

ADMINISTRATIVE REPORTS:

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

2026-005 MOVED by Deputy Mayor C. Dyck that the Public Works Report be acknowledged and incorporated into the minutes. CARRIED

2026-006 MOVED by Councillor A. Hiebert that the CFO Report be acknowledged and incorporated into the minutes. CARRIED

2026-007 MOVED by Councillor M. Patel that the EDO Report be acknowledged and incorporated into the minutes. CARRIED

2026-008 MOVED by Councillor A. Hiebert that the CAO Report be acknowledged and incorporated into the minutes. CARRIED

CORRESPONDENCE:

2026-009 MOVED by Deputy Mayor C. Dyck that the Correspondence be acknowledged and incorporated into the minutes. CARRIED

OLD BUSINESS: Resident questioned if the EV Charger installed is costing the Town more money to operate it than it generates in revenue citing the situation in the city of Cold Lake where they are removing their EV Chargers due to cost overruns.

BYLAWS & POLICIES: 2026-1060 ATB Borrowing Bylaw

The purpose of this Bylaw is to establish and update the Borrowing Bylaw to 2026 parameters and confirm the Line of Credit with ATB and how it is utilized in the Town of Two Hills.

2026-010 MOVED by Councillor H. Wall to approve the first reading of Bylaw No. 2026-1060 on the 13th day of January 2026. CARRIED

2026-011 MOVED by Councillor A. Hiebert to approve the second reading of the Bylaw No. 2026-1060 on the 13th day of January 2026. CARRIED

2026-012 MOVED to approve unanimous consent for a third and final reading of Bylaw No. 2026-1060 on the 13th day of January 2026. CARRIED

2026-013 MOVED to approve the third and final reading of Bylaw No. 2026-1060 on the 13th day of January 2026. CARRIED

Policy 2013-03 Iced Road Sanding Policy

Outlines the priority in which we Sand the Roads in the Town of Two

Hills.

2026-014

MOVED by Councillor C. Dyck to approve a change in the priority on Policy No. 2013-03 when iced road conditions arise to ensure emergency services are the priority. CARRIED

Policy 2013-04 Sidewalk Snow and Ice Removal

Outlines the priority in which we clear the Sidewalks in the Town of Two Hills.

2026-015

MOVED by Deputy Mayor C. Dyck to update Policy No. 2013-04 Sidewalk snow and Ice Removal to update priority as presented with exception of the "heart of downtown". CARRIED

Policy 2013-06 Roadway Snow and Ice Clearing Policy

Outlines the priority in which we clear the Roadways in the Town of Two Hills. CARRIED

2026-016

MOVED by Mayor M. Tarkowski to approve the change in priority in Policy # 2013-06 when ice and snowy road conditions arise to ensure emergency services are the priority. CARRIED

NEW BUSINESS:

Federation of Canadian Municipalities Conference Attendance

Federation of Canadian Municipalities Annual Conference and Trade Show takes place in Edmonton on June 4th to 7th.

2026-017

MOVED by Councillor H. Wall to send 1 Council Member to the Federation of Municipalities Annual Conference and Trade Show in Edmonton on June 4th to 7th. CARRIED

Municipal Leaders Conference Attendance

AB Munis Spring Municipal Leaders Caucus occurs on March 26th and 27th in Edmonton offers an opportunity to hear from the Premier, Minister of Municipal Affairs and the Leader of the Opposition.

2026-018

MOVED by Deputy Mayor C. Dyck to send 2 Council Members to the AB Munis Municipal Leaders Caucus on March 26th and 27th in Edmonton. CARRIED

Next Council Meeting - Date change

Next regular Council Meeting requested to be moved to accommodate a scheduling conflict.

2026-019

MOVED by Councillor M. Patel to change the date of the next Council Meeting from Tuesday January 27, 2026, to Monday January 26th, with the start time remaining at 6:30pm. CARRIED

Library Book Review Representative change

The previous Library representative Elsie Choban, who completes the Financial Records has retired to The Lodge and is no longer able to do this work. The Library

Board would like to move Claudette Gorgichuk into this role.

2026-020

MOVED by Councillor M. Patel to approve Claudette Gorgichuk to be the representative to review the Library Financials as Elsie Choban is no longer available. CARRIED

Subscription Renewal - Opti-Mized Energy Loss

We have energy loss monitoring software on 4 Town buildings, the Town Office, Arena, Rec Centre and the Curling Rink to collect data on energy usage. The Opti-Mized Software program that collects the data is up for renewal.

2026-021

MOVED by Deputy Mayor C. Dyck to TABLE till administration can provide more information on adding buildings to this program.

CARRIED

COUNCIL REPORTS: Due at Next Council Meeting

NEXT MEETINGS: Assessment 101 Webinar Wednesday January 14, 2026, at 6:30pm
Regular Council Meeting Monday, January 26, 2026, at 6:30pm

CLOSED SESSION:

Reporter & Gallery left Council Chambers at 8:55 pm
C. Boyd, B. Ross, T. Stefiuk, & D. Williams left Council Chambers at 8:55 pm
A. Hiebert Left Council Chambers at 8:56pm
A. Hiebert Returned to Council Chambers at 8:56pm

2026-022

MOVED by Councillor M. Patel to extend the meeting at 8:56 PM.

CARRIED

2026-023

MOVED by Mayor M. Tarkowski to go into closed session Re: ATIA Section 19 and 29 at 8:58 PM.

CARRIED

2026-024

MOVED by Mayor M. Tarkowski to return to open session at 9:16 PM.

CARRIED

ADJOURNMENT: Mayor M. Tarkowski called to adjourn the meeting at 9:16 PM.

Mayor M. Tarkowski

CAO A. Kozakiewicz



Open Forum

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 may 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 to 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 residents an 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. Inquired with LGFF on payment schedule we should receive approved projects by end of February 2026
2. Connected with Atco to arrange a meeting forwarded the Site ID list to see if we can remove some.
3. Worked with Myrnam on Policing grant and what is outstanding at this time
4. Toured the Public workshop with Mayor
5. Applied for Project grants LGFF CCBF.
6. Asked MPE to prepare a list of Studies for the big Asset Management Pilot
7. Review Rental Vacancy Study 2025

2025 Apartment vacancy and rental cost survey



The lowest reported rental rates by unit type and location were:

- Bachelor units in Vegreville (\$500);
- 1-bedroom units in Bonnyville, Swan Hills, and Taber (\$600);
- 2-bedroom units in Hanna (\$450);
- 3-bedroom units in Beaverlodge (\$600); and
- 4+ bedroom units in Claresholm (\$950).

VACANCY RATES

In 2025, the overall vacancy rate in surveyed rural communities decreased to 3.0 per cent from 4.3 per cent in 2024.

The average vacancy rates by unit type were:

- 3.8 per cent for bachelor units (down from 11.2 per cent in 2024);
- 3.8 per cent for 1-bedroom units (down from 5.6 per cent in 2024);
- 2.5 per cent for 2-bedroom units (down from 3.7 per cent in 2024);
- 3.3 per cent for 3-bedroom units (compared to 3.3 per cent in 2024); and
- 5.0 per cent for 4+ bedroom units (up from 0.0 per cent in 2024).

Compared to the 2024 survey, 2025 vacancy rates in the communities surveyed:

- Increased in nineteen (19) communities. Banff saw the greatest absolute increase (from 0.0 per cent vacancy in 2024, up to 11.3 per cent in 2025).
- Decreased in twenty-one (21) communities, with decreases more than five (5) percentage points for six (6) communities. Swan Hills had the greatest absolute reduction in vacancy rates of 30.6 per cent (39.3 per cent in 2024, down to 8.7 per cent in 2025).
- Did not change in twenty-one (21) communities.

There continues to be an overall decrease in vacancy rates among all bedroom types except for 4+ bedroom units. Bachelor units saw the greatest decrease in vacancy rates (3.8 per cent, down from 11.2 per cent in 2024). In 2025, vacancy rates decreased across building types, except for row/town house buildings (3.8 per cent, up from 2.4 per cent in 2024).

VACANCY RATES BY RENTAL RATE RANGES

- Vacancy rates were the highest for 1-bedroom units renting in the \$500 to \$649 range (8.3 per cent).
- Vacancy rates were lowest (0.0 per cent) for:
 - Bachelor units in the \$500 to \$649 range and \$1,100 or greater;
 - 1-bedroom units greater than \$1,350;
 - 2-bedroom units less than \$650;
 - 3-bedroom units in the \$500 to \$949 range;
 - 4-bedroom units in the \$950 to \$1,349 range.

SECTION 1 – INTRODUCTION

Since 1973, (with the exception of 2004, 2019 and 2020), the Province of Alberta has conducted an annual Apartment Vacancy and Rental Cost Survey (AVS) of multi-family dwellings in Alberta’s rural communities. The survey identifies building type and age, unit type, number of units, rental rates and the number of vacancies of private market rental units in rural communities. The eligibility criteria used in selecting communities for the survey are those:

- with a population between 1,000 and 9,999²;
- with 30 or more multi-family rental units; and,
- which are not included in the Canada Mortgage and Housing Corporation’s (CMHC) annual Rental Market Survey.

Each year the number of communities surveyed by the AVS differs due to changes in population or the number of rental units in the community. Jasper was not surveyed, due to on-going wildfire recovery efforts since 2024. Coaldale, which was included last year, was not surveyed this year as they are now included in CMHC’s annual Rental Market Survey after reaching a population greater than 9,999. McLennan was not surveyed this year as its population was less than 1,000. Although attempts were made to survey Spirit River, no surveys were completed in that municipality.

Below is the complete list of the 62 municipalities surveyed in 2025.

Athabasca	Eckville	Olds	Three Hills
Banff	Edson	Peace River	Tofield
Barrhead	Elk Point	Penhold	Two Hills
Bassano	Fairview	Pincher Creek	Valleyview
Beaverlodge	Falher	Ponoka	Vegreville
Bonnyville	Fort Macleod	Provost	Vermilion
Bow Island	Fox Creek	Raymond	Vulcan
Bowden	Grande Cache	Rimbey	Wainwright
Bruderheim	Grimshaw	Rocky Mountain House	Wembley
Cardston	Hanna	Sexsmith	Westlock
Carstairs	High Level	Slave Lake	Whitecourt
Claresholm	High Prairie	Smoky Lake	
Crowsnest Pass	Hinton	St. Paul	
Diamond Valley	Innisfail	Stettler	
Didsbury	Mayerthorpe	Sundre	
Drayton Valley	Millet	Swan Hills	
Drumheller	Nanton	Taber	

² The survey does not include communities in urban areas with a population of 10,000 or more, as these areas are surveyed annually by CMHC.

SECTION 2 - APARTMENT RENTAL RATES

2025 AVERAGE RENTAL RATES AND RANGES BY TYPE OF UNIT

Chart 1 illustrates the 2025 average rental rates for each type of unit surveyed, as well as which community reported the highest and lowest rental rates.

In 2025, average rental rates increased across all unit types in rural Alberta, with 4+ bedroom units seeing the highest increase (up 11.2 per cent from 2024)³. The average rental rates by unit type were:

- \$835 for bachelor units (increase of 8.3 per cent from 2024);
- \$974 for 1-bedroom units (increase of 5.4 per cent from 2024);
- \$1,145 for 2-bedroom units (increase of 5.4 per cent from 2024);
- \$1,325 for 3-bedroom units (increase of 2.9 per cent from 2024); and,
- \$1,545 for 4+ bedroom units (increase of 11.2 per cent from 2024).

Chart 1 - Rental Ranges and Average Rental Rates by Unit Type



Chart 2 illustrates the locations of highest and lowest rental rates by unit type.

The highest reported rental rates by unit type and location were:

- Bachelor and 1-bedroom units in Hinton (\$1,875 each);
- 2-bedroom units in Drayton Valley (\$2,400);
- 3-bedroom units in Peace River (\$3,000); and
- 4+ bedroom units in Grande Cache (\$3,000).

³ *Caution should be exercised in interpreting data for 4+ bedroom units, due to the small sample sizes (27 units surveyed in 2025).

The lowest reported rental rates by unit type and location were:

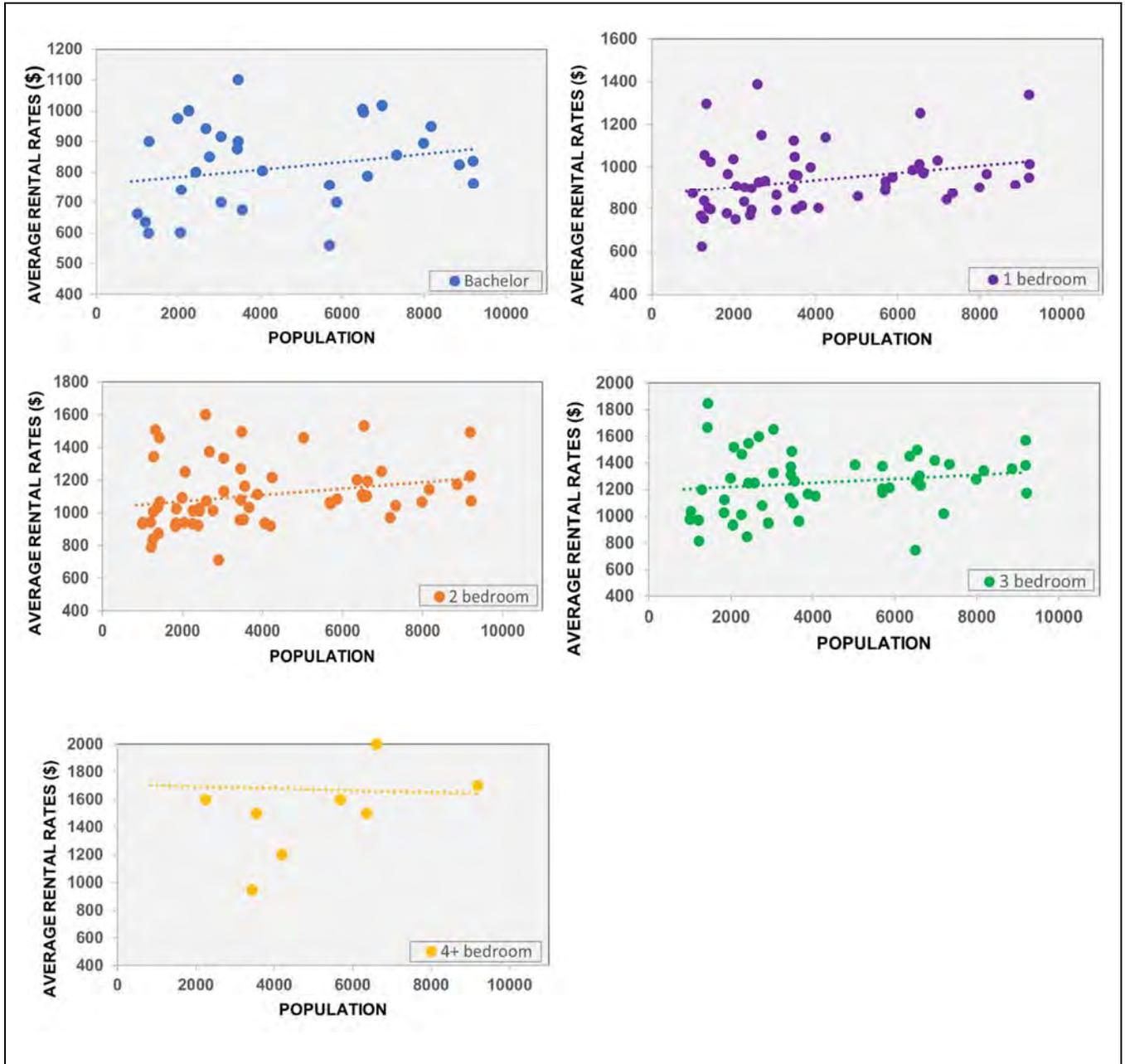
- Bachelor units in Vegreville (\$500);
- 1-bedroom units in Bonnyville, Swan Hills and Taber (\$600);
- 2-bedroom units in Hanna (\$450);
- 3-bedroom units in Beaverlodge (\$600); and
- 4+bedroom units in Claresholm (\$950).

Chart 2 - Locations of Highest and Lowest End of Rental Range by Unit Type



Chart 3 shows average rental rates by type of unit against the population size, across rural communities in Alberta. A slight, positive correlation between community sizes and average rental rates could be observed, with communities with larger populations having slightly higher average rental rates except for 4+ bedroom units (sample size of 27 units).

Chart 3 - Average Rental Rates by Community Size



VARIANCE BETWEEN 2024 AND 2025 VACANCY RATES

Tables 4 and 5 depict variances between the 2024 and 2025 vacancy rates by community.

In 2025, nineteen (19) communities experienced an increase in vacancy rates compared to the previous survey year (2024), with four (4) communities having increases greater than five (5) per cent. Banff saw the greatest absolute increase (up to 11.3 per cent vacancy in 2025, from 0.0 per cent in 2024). Twenty-one (21) communities did not have any change in vacancy rates in 2025, all of which remained at zero per cent vacancy since 2024 except for Cardston, which stayed at 13.3 per cent vacancy in 2024 and 2025.

Table 4 - Communities with Increased or Unchanged Vacancy Rates from 2024 to 2025

Community	2024 Vacancy Rate (%)	2025 Vacancy Rate (%)	Change (in %)
Banff	0.0	11.3	11.3
High Prairie	13.7	24.4	10.7
Smoky Lake	0.0	6.7	6.7
Grande Cache	8.5	14.2	5.7
Sundre	0.0	4.4	4.4
Hanna	0.0	3.0	3.0
Two Hills	0.0	2.9	2.9
Provost	0.0	2.6	2.6
Taber	2.9	5.0	2.1
Grimshaw	0.0	2.1	2.1
Fairview	1.6	3.1	1.5
Claresholm	0.6	2.1	1.5
Rimbey	2.0	2.9	0.9
Drumheller	0.5	1.4	0.9
Stettler	1.8	2.6	0.8
Valleyview	1.7	2.4	0.7
Barrhead	0.0	0.7	0.7
Olds	0.6	1.1	0.5
High Level	0.4	0.5	0.1
Bassano	0.0	0.0	0.0
Beaverlodge	0.0	0.0	0.0
Bow Island	0.0	0.0	0.0
Bowden	0.0	0.0	0.0
Cardston	13.3	13.3	0.0
Carstairs	0.0	0.0	0.0
Diamond Valley	0.0	0.0	0.0
Didsbury	0.0	0.0	0.0
Eckville	0.0	0.0	0.0
Mayerthorpe	0.0	0.0	0.0
Millet	0.0	0.0	0.0

Community	Bachelor		1 - Bedroom		2 - Bedroom		3 - Bedroom		4+ Bedroom	
	Avg.	Range	Avg.	Range	Avg.	Range	Avg.	Range	Avg.	Range
Penhold	-		1050	1000-1100	1496	1350-1625	1488	1250-1725	-	
Pincher Creek	1100	1100-1100	967	850-1300	1078	700-1500	1313	1075-1500	-	
Ponoka	856	780-875	876	625-1150	1045	800-1500	1389	1150-1700	-	
Provost	-		781	675-850	936	675-1200	1125	950-1300	-	
Raymond	-		-		921	800-1000	-		1200	1200-1200
Rimbey	1000	1000-1000	904	650-1200	1012	700-1425	1467	1400-1600	1600	1600-1600
Rocky Mountain House	995	995-995	1014	700-1225	1098	600-1700	1266	1100-1500	-	
Sexsmith	-		900	800-1000	1010	975-1025	1550	1200-2000	-	
Slave Lake	-		1254	800-1800	1532	950-1800	1499	1000-2000	-	
Smoky Lake	-		1000	1000-1000	1113	1100-1200	1167	1100-1200	-	
St. Paul	700	700-700	953	750-1600	1083	800-1800	1213	950-1600	-	
Stettler	757	700-900	904	775-1165	1056	700-1400	1207	825-1550	-	
Sundre	943	895-975	1153	1050-1200	1375	1250-1700	1600	1600-1600	-	
Swan Hills	635	635-635	769	600-975	943	700-1200	972	800-1300	-	
Taber	825	825-825	917	600-1350	1173	600-1750	1360	1050-1900	-	
Three Hills	-		-		710	650-800	950	750-1050	-	
Tofield	600	600-600	752	630-875	941	850-1175	935	875-950	-	
Two Hills	-		806	700-875	1034	875-1130	-		-	
Valleyview	900	900-900	1057	900-1150	1342	1100-1400	1200	1200-1200	-	
Vegreville	578	500-625	890	675-1150	1065	825-1225	1178	1000-1475	1600	1600-1600
Vermilion	675	600-750	961	700-1025	1163	800-1400	1266	1225-1500	1500	1500-1500
Vulcan	-		1140	950-1300	1217	775-1475	-		-	
Wainwright	-		977	675-1450	1104	800-1450	1305	850-1450	2000	2000-2000
Wembley	-		1025	1025-1025	1068	1050-1100	1850	1850-1850	-	
Westlock	600	600-600	846	675-950	971	725-1400	1019	825-1075	-	
Whitecourt	725	550-900	950	775-1190	1225	850-2150	1571	1000-2250	1700	1700-1700
Total Average	835		974		1145		1325		1545	

Tofield

Rental Range	Bachelor			1 - Bedroom			2 - Bedroom			3 - Bedroom			4+ Bedroom		
	Units	Vacant	%	Units	Vacant	%	Units	Vacant	%	Units	Vacant	%	Units	Vacant	%
< 500	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
500 - 649	1	0	0.0	1	0	0.0	-	-	-	-	-	-	-	-	-
650 - 799	-	-	-	2	0	0.0	-	-	-	-	-	-	-	-	-
800 - 949	-	-	-	2	0	0.0	6	0	0.0	1	0	0.0	-	-	-
950 - 1,099	-	-	-	-	-	-	-	-	-	4	0	0.0	-	-	-
1,100 - 1,349	-	-	-	-	-	-	2	0	0.0	-	-	-	-	-	-
1,350 +	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-

Two Hills

Rental Range	Bachelor			1 - Bedroom			2 - Bedroom			3 - Bedroom			4+ Bedroom		
	Units	Vacant	%	Units	Vacant	%	Units	Vacant	%	Units	Vacant	%	Units	Vacant	%
< 500	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
500 - 649	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
650 - 799	-	-	-	1	1	100.0	-	-	-	-	-	-	-	-	-
800 - 949	-	-	-	11	0	0.0	5	0	0.0	-	-	-	-	-	-
950 - 1,099	-	-	-	-	-	-	5	0	0.0	-	-	-	-	-	-
1,100 - 1,349	-	-	-	-	-	-	13	0	0.0	-	-	-	-	-	-
1,350 +	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-

Table 8 - Comparative Vacancy Rates (%) by Community, 2016-2025

	Community	2016	2017	2018	2021	2022	2023	2024	2025
Resort Town	Banff	0.0	0.6	1.1	3.2	0.3	0.8	0.0	11.3
Town	Athabasca	17.9	13.3	21.1	15.5	9.5	21.1	4.9	2.7
	Barrhead	6.7	12.1	5.8	3.0	1.4	1.6	0.0	0.7
	Bassano	4.5	13.3	12.5	0.0	0.0	0.0	0.0	0.0
	Beaverlodge	25.0	11.4	10.3	19.7	17.1	1.0	0.0	0.0
	Bonnyville	50.0	19.3	28.3	15.1	18.8	6.2	5.2	1.5
	Bow Island	0.0	0.0	0.0	-	0.0	0.0	0.0	0.0
	Bowden	16.1	29.0	6.5	12.5	0.0	0.0	0.0	0.0
	Bruderheim	29.4	50.0	45.0	38.8	45.0	31.3	36.1	19.1
	Cardston	7.4	7.4	22.2	40.0	0.0	10.5	13.3	13.3
	Carstairs	10.7	8.3	4.2	8.3	0.0	0.0	0.0	0.0
	Claresholm	5.0	4.5	2.6	0.0	1.4	1.1	0.6	2.1
	Coaldale	3.0	1.6	0.0	0.0	8.0	0.0	0.0	0.0
	Crowsnest Pass	8.0	9.1	18.3	13.5	16.7	6.4	4.9	0.0
	Diamond Valley	0.0	0.0	0.0	2.2	0.0	0.0	0.0	0.0
	Didsbury	6.8	11.2	13.9	1.4	0.0	2.2	0.0	0.0
	Drayton Valley	33.4	14.0	17.7	21.1	12.8	3.8	1.4	0.0
	Drumheller	8.8	9.6	18.2	17.4	5.7	0.8	0.5	1.4
	Eckville	8.0	10.0	3.4	4.8	6.7	0.0	0.0	0.0
	Edson	16.7	6.5	9.3	1.6	4.3	1.9	12.9	5.9
	Elk Point	39.1	25.0	34.9	-	-	-	-	0.0
	Fairview	17.6	9.0	7.4	5.8	1.7	0.0	1.6	3.1
	Falher	15.4	10.2	15.5	4.2	11.3	7.8	2.1	0.0
	Fort Macleod	22.4	9.1	14.5	7.7	1.7	0.0	8.5	1.9
	Fox Creek	13.8	4.6	0.8	51.9	57.7	48.9	13.0	4.8
	Grande Cache	46.8	63.6	43.2	56.2	15.4	7.7	8.5	14.2
	Grimshaw	22.4	16.3	13.5	8.3	8.3	5.3	0.0	2.1
	Hanna	2.3	23.3	9.6	16.1	8.3	5.8	0.0	3.0
	High Level	5.4	12.4	7.8	2.2	4.9	0.8	0.4	0.5
	High Prairie	14.9	4.5	5.4	5.6	10.8	1.7	13.7	24.4
	Hinton	16.8	4.0	3.8	12.1	10.5	1.6	4.3	2.1
	Innisfail	13.1	5.5	4.7	0.6	3.3	0.4	1.6	0.9
Mayerthorpe	18.8	3.6	0.0	0.0	0.0	3.1	0.0	0.0	
Millet	7.4	3.7	11.1	15.8	0.0	0.0	0.0	0.0	
Nanton	11.1	2.2	0.0	7.1	2.0	0.0	0.0	0.0	
Olds	17.5	6.1	5.0	4.9	2.6	1.0	0.6	1.1	
Peace River	23.1	18.6	16.3	15.0	12.8	11.1	3.4	0.6	
Penhold	0.0	11.1	26.8	14.3	0.0	0.0	0.0	0.0	
Pincher Creek	4.1	1.4	1.5	6.3	3.3	0.0	0.0	0.0	

Community	2016	2017	2018	2021	2022	2023	2024	2025
Ponoka	9.8	7.9	6.5	10.2	4.1	1.9	1.6	0.4
Provost	20.0	0.0	29.0	9.8	19.2	4.4	0.0	2.6
Raymond	4.3	0.0	20.0	20.0	0.0	10.5	0.0	0.0
Rimbey	3.8	5.7	0.0	2.4	2.8	0.0	2.0	2.9
Rocky Mountain House	26.0	24.6	17.4	24.7	16.1	10.0	4.0	2.0
Sexsmith	17.5	1.6	0.0	0.0	-	0.0	0.0	0.0
Slave Lake	10.8	11.1	6.1	0.0	6.8	2.0	7.1	2.2
Smoky Lake	3.4	4.5	0.0	21.2	6.1	0.0	0.0	6.7
Spirit River	9.4	10.7	9.1	10.5	10.5	7.1	15.4	0.0
St. Paul	6.9	5.3	13.2	17.2	17.2	15.6	11.1	4.0
Stettler	18.5	15.1	16.4	15.1	14.0	0.9	1.8	2.6
Sundre	5.7	9.9	11.3	1.4	2.6	0.0	0.0	4.4
Swan Hills	54.0	42.1	63.4	52.1	31.8	20.0	39.3	8.7
Taber	9.0	5.6	7.4	1.8	4.4	1.9	2.9	5.0
Three Hills	-	-	-	-	-	-	0.0	0.0
Tofield	2.0	4.3	13.8	0.0	0.0	0.0	0.0	0.0
Two Hills	42.9	45.0	45.0	2.8	3.1	0.0	0.0	2.9
Valleyview	16.7	15.4	20.8	20.0	11.1	0.0	1.7	2.4
Vegreville	13.8	11.4	18.1	8.0	17.5	2.0	0.6	0.5
Vermilion	15.8	7.1	9.2	8.7	16.1	14.8	5.0	4.3
Vulcan	0.0	0.0	0.0	0.0	6.9	0.0	0.0	0.0
Wainwright	24.0	24.1	19.2	12.6	12.9	4.7	4.3	3.8
Wembley	-	-	-	-	-	-	0.0	0.0
Westlock	10.1	16.2	9.2	16.3	23.6	4.0	0.0	0.0
Whitecourt	11.9	14.0	-	-	-	5.2	3.8	2.0

Number of Rental Units Identified 37

Number of Units Accounted for by Survey 35

Representation Rate (%) 94.6%

Weighted Average and Rental Range by Type of Unit

	Bachelor	1 - Bedroom	2 - Bedroom	3 - Bedroom	4+ Bedroom
Average	0	806	1,034	0	0
Range	0 - 0	700 - 875	875 - 1,130	0 - 0	0 - 0

Number and Percentage of Vacancies by Age of Building

	< 1 Year	1 - 2 Years	3 - 5 Years	6 - 10 Years	10+ Years	Total
Number of Units	0	0	0	0	35	35
Vacancies	0	0	0	0	1	1
Percentage	0.0%	0.0%	0.0%	0.0%	2.9%	2.9%

Number and Percentage of Vacancies by Type of Building

	Four-Plex	Walk-Up	Row-House	High-Rise	Store-Top	Other	Total
Number of Units	2	16	12	0	0	5	35
Vacancies	1	0	0	0	0	0	1
Percentage	50.0%	0.0%	0.0%	0.0%	0.0%	0.0%	2.9%

Number and Percentage of Vacancies by Type of Unit

	Bachelor	1 - Bedroom	2 - Bedroom	3 - Bedroom	4+ Bedroom	Total
Number of Units	0	12	23	0	0	35
Vacancies	0	1	0	0	0	1
Percentage	0.0%	8.3%	0.0%	0.0%	0.0%	2.9%

Vegreville**2025****Number of Rental Units Identified** 200**Number of Units Accounted for by Survey** 191**Representation Rate (%)** 95.5%**Weighted Average and Rental Range by Type of Unit**

	Bachelor	1 - Bedroom	2 - Bedroom	3 - Bedroom	4+ Bedroom
Average	578	890	1,065	1,178	1,600
Range	500 - 625	675 - 1,150	825 - 1,225	1,000 - 1,475	1,600 - 1,600

Number and Percentage of Vacancies by Age of Building

	< 1 Year	1 - 2 Years	3 - 5 Years	6 - 10 Years	10+ Years	Total
Number of Units	0	0	0	0	191	191
Vacancies	0	0	0	0	1	1
Percentage	0.0%	0.0%	0.0%	0.0%	0.5%	0.5%

Number and Percentage of Vacancies by Type of Building

	Four-Plex	Walk-Up	Row-House	High-Rise	Store-Top	Other	Total
Number of Units	46	106	20	0	14	5	191
Vacancies	1	0	0	0	0	0	1
Percentage	2.2%	0.0%	0.0%	0.0%	0.0%	0.0%	0.5%

Number and Percentage of Vacancies by Type of Unit

	Bachelor	1 - Bedroom	2 - Bedroom	3 - Bedroom	4+ Bedroom	Total
Number of Units	8	52	94	36	1	191
Vacancies	0	0	0	1	0	1
Percentage	0.0%	0.0%	0.0%	2.8%	0.0%	0.5%



Correspondence Listing

Monday January 26th, 2026

- a) **RCMP Real Time Operation Centre** - Find date that works with all who want to go visit the Real Time Operation Centre
- b) **Performance Appraisal** - Advertisement for review and evaluation assistance
- c) **SAC Financial Records Sept 1, 2025 to Jan 15, 2026** - Latest update of SAC Financial Records to review
- d) **Export Awards** - Outlines the details of the Awards Banquet on Jan 29th, 2026 in Edmonton
- e) **NAAGO Letter to Council** - Outlines the work NAAGO has focused on and the work they are focused on completing in the future.
- f) **Trade Navigator Newsletter** - Government of Alberta Trade Division Newsletter
- g) **Hearing Test** - Mobile Unit
- h) **County Fire Invoices & Schedule B - Fee Schedule** - To discuss County Invoices for Fire calls, and the Fee Schedule from Bylaw 2012-918 Fire Services

Michael Tarkowski
Adam Kozakiewicz;Cody Dyck;Henry Wall;Abram Hiebert;Marvin Patel
Cindy Boyd
Feb 19th would work for me as I am in Edmonton early that morning anyway.

Michael Tarkowski



Adam Kozakiewicz
Michael Tarkowski;Cody Dyck;Henry Wall;Abram Hiebert;Marvin Patel
Cindy Boyd
Please let me know if the week of the Feb 16 to 20th works for our tour of RTOC in
Edmonton please pick one day if you want to attend

Please add to the agenda so we may make a motion for a council approved event to attend
Adam Kozakiewicz
-CAO

office: 780-657-3395

From: Nicholls, Kevin (RCMP/GRC) <kevin.b.nicholls@rcmp-grc.gc.ca>
Sent: January 19, 2026 9:36 AM
To: Adam Kozakiewicz <cao@townoftwohills.com>
Subject: RE: RTOC Visit and Presentation

Adam,
Does a date the following week work, Feb 16 to 20.

Kevin

From: Adam Kozakiewicz <cao@townoftwohills.com>
Sent: January 16, 2026 3:44 PM
To: Nicholls, Kevin (RCMP/GRC) <kevin.b.nicholls@rcmp-grc.gc.ca>
Subject: FW: RTOC Visit and Presentation

We are attending an event in Edmonton that day could we have another date?

Thank you

Adam Kozakiewicz
-CAO

office: 780-657-3395

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From: Michael Tarkowski <mtarkowski@townoftwohills.com>
Sent: January 16, 2026 3:39 PM
To: Adam Kozakiewicz <cao@townoftwohills.com>
Subject: Re: RTOC Visit and Presentation

I am in a Brownlee event that day in town as I am doing it virtually from the town office.

Michael Tarkowski

From: Adam Kozakiewicz <cao@townoftwohills.com>
Sent: Friday, January 16, 2026 5:01 PM
To: Sheila Lupul <slupul@townoftwohills.com>
Cc: Cindy Boyd <mc@townoftwohills.com>; Michael Tarkowski <mtarkowski@townoftwohills.com>; Abram Hiebert <ahiebert@townoftwohills.com>; Henry Wall <hwall@townoftwohills.com>; Cody Dyck <cdyck@townoftwohills.com>; Marvin Patel <mpatel@townoftwohills.com>
Subject: FW: RTOC Visit and Presentation



Adam Kozakiewicz
Sheila Lupul
Cindy Boyd;Michael Tarkowski;Abram Hiebert;Henry Wall;Cody Dyck;Marvin Patel
Cindy, Please add to the agenda

Council members

also if we council could let us know if they would like to come to Edmonton in a police car to visit RTOC Real Time Operation Center in Edmonton Headquarters on Feb 12th

Thank you

Adam Kozakiewicz
-CAO

office: 780-657-3395

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From: Nicholls, Kevin (RCMP/GRC) <kevin.b.nicholls@rcmp-grc.gc.ca>
Sent: January 16, 2026 2:35 PM

To: Adam Kozakiewicz <cao@townoftwohills.com>

Subject: RTOC Visit and Presentation

Adam I have spoken to RTOC and we are looking at Feb 12, 2026 for a tour of the Real Time Operation Center in Edmonton Headquarters Can you see if that date works for you guys. Once I confirm I will see what time we are to be there. I am thinking just after lunch.

Let me know if that works.

Corporal Kevin NICHOLLS Reg. # 54920
Royal Canadian Mounted Police
Two Hills RCMP
780-657-2820

Supporting Councils, Mayors, Reeves & CAOs

Professional Performance Review Services

- 1 Gather input (interviews) from others
- 2 Review results with Council members as directed
- 3 Assist in delivery of Performance Review as directed
- 4 Work with CAO on goals & development plan

Town of Two Hills

JUN 12 2026
RECEIVED



Call Now!

Schedule your 2026 Performance Appraisal now

*References available where CAO performance reviews have been completed and delivered



Nolan Crouse, MBA, CCMP™

nolan@nolancrouse.com

780-863-0028

St. Albert, Alberta

(Former Mayor, Councillor and Industry Executive)

Two Hills Sports Activity Council
Income Summary Sep 01, 2025 to Jan 15, 2026

	2026 Budget	2026 Actual to	Vari % of Budget	2025 Previous to Aug 31/25
<u>Arena Revenues and Expenses</u>				
Donation - Bald Eagles	4,500.00		0%	6,000.00
Donation - Minor Hockey	5,000.00		0%	10,000.00
Donation - Lions Club	5,000.00	2,500.00		5,000.00
Donation - UFA	0.00	3,000.00		
Donation - Misc	0.00			2,786.50
Arena - Meeting Revenue	2,000.00			1,250.19
Arena - Ice Time Revenue	25,000.00	7,000.00	28%	20,642.00
Total Arena Revenue	41,500.00	12,500.00	30%	45,678.69
Maintenance/Supply Expense	10,000.00	4396.45	80%	8,027.34
Cleaning Supplies	5,000.00	1328.24	58%	2,900.14
Facility Rent - Utilities	50,000.00	10520.7	98%	48,845.80
Total Arena Expenses	65,000.00	16,245.39	25%	59,773.28
Net Profit (Loss)	-23,500.00	-3,745.39	16%	-14,094.59

<u>Recreation Centre Revenues and Expenses</u>				
Donation - Curling Club	23,000.00		0%	23,000.00
Dance Studio Revenue	5,000.00	5,000.00	100%	5,125.00
Fitness Centre Membership Rev	25,000.00	12,886.00	52%	28,020.40
Fitness Training			#DIV/0!	
Curling Rink Ice Rental Rev	0.00		#DIV/0!	2,350.00
Rec Centre - Meeting/Func Rev	10,000.00	3,861.25	39%	10,000.00
Rec Centre - Office Rental Revenue	3,000.00	1,250.00	42%	3,000.00
Youth Centre Rental Revenue	10,200.00	4,250.00	42%	10,200.00
Total Recreation Centre Revenue	76,200.00	27,247.25	36%	81,695.40
Maintenance/Supply Expense	5,000.00	2,226.21	45%	5,859.04
Cleaning Supplies	4,000.00	1,328.24	33%	2,966.96
Dance Studio Instructors	0.00			
Facility Rent - Utilities	60,000.00	11,223.61	19%	60,807.71
Satellite TV Cable Expense	1,000.00	425.00	43%	932.05
Total Recreation Centre Expenses	70,000.00	15,203.06	22%	70,565.76
Net Profit (Loss)	6,200.00	12,044.19	194%	11,129.64

<u>Centennial Hall Revenue and Expenses</u>				
Centennial Hall Rentals	15,000.00	2,700.00	18%	18,122.50
Hall Clubroom Rental	0.00			
Town Revenue	30,000.00	12,500.00	42%	30,000.00
Total Centennial Hall Revenue	45,000.00	15,200.00		48,122.50
Maintenance/Supply Expense	2,500.00	354.29	14%	2,865.10
Cleaning Supplies	5,000.00	1,328.24	27%	3,298.70
Total Centennial Hall Expenses	7,500.00	1,682.53		6,163.80
Net Profit (Loss)	37,500.00	13,517.47		41,958.70

<u>Geleta Park Revenue and Expenses</u>				
Geleta Park Management				
Geleta Park Showerhouse	0.00			
Geleta Park Camping	2,000.00	238.10		1,350.00
Total Geleta Park Revenue	2,000.00	238.10		1,350.00
Maintenance/Supply Expense	2,000.00	109.10	5%	1,974.87
Cleaning Supplies	500.00		0%	243.48
Total Geleta Park Expenses	2,500.00	109.10		2,218.35

Net Profit (Loss)	-500.00	129.00		-868.35
General Revenue and Expenses				
Casino Revenue	30,000.00	2,532.27		31,238.90
Ag Society Grant	9,200.00		0%	9,200.00
County Grant Revenue	10,000.00	10,000.00		10,000.00
Misc Donation - Exp Softball/Benevity				
Misc Revenue		138.00		
Town Grant				
Interest (Casino) Revenue	0.00		0%	
Total General Revenue	49,200.00	12,670.27	26%	50,438.90
Accounting & Legal	1,000.00	1,000.00	100%	750.00
Bank Charges Expense	25.00			25.00
Bookkeeping Expense	11,000.00	3,267.00	30%	11,020.20
Casino Expenses	6,000.00	4,286.86		6,722.10
Contract Managment	120,000.00	43,446.62	36%	109,000.09
Emergency Services - Refundable				
Contract - Cleaning	30,000.00	8,585.00		30,713.00
Insurance Expense	4,046.00		0%	4,046.00
50/50 Expense	0.00		#DIV/0!	757.45
Telephone Expense	1,000.00	306.08	31%	912.71
Website Expenses	150.00		0%	127.25
Sage Expense	500.00		0%	337.50
Casino Interfund Transfer				
General Interfund Transfer				
Total General Expenses	173,721.00	60,891.56	35%	164,411.30
Net Profit (Loss)	-124,521.00	-48,221.29	39%	-113,972.40

Summary: ACTUALS			
	Revenue	Expenses	Net Profit (Loss)
Arena	12,500.00	16,245.39	-3,745.39
Recreation Centre	27,247.25	15,203.06	12,044.19
Centennial Hall	15,200.00	1,682.53	13,517.47
Geleta Park	238.10	109.10	129.00
General	12,670.27	60,891.56	-48,221.29
Slug & Tug	0.00	0.00	0.00
Totals	67,855.62	94,131.64	-26,276.02

ANNUAL BUDGET SUMMARY			
	Revenue	Expenses	Net Profit (Loss)
Arena	41,500.00	65,000.00	-23,500.00
Recreation Centre	76,200.00	70,000.00	6,200.00
Centennial Hall	45,000.00	7,500.00	37,500.00
Geleta Park	2,000.00	2,500.00	-500.00
General	49,200.00	173,721.00	-124,521.00
Slug & Tug	0.00	0.00	0.00
Totals	213,900.00	318,721.00	-104,821.00

Comparison 2022 to 2023			
		2025 last yr	2026 current
Total Revenue		227,285.49	67,855.62
Total Expenses		303,132.49	94,131.64
Net		-75,847.00	-26,276.02

**Two Hills Sports Activity Council
Balance Sheet as at Jan 15, 2026**

ASSET

Current Assets

Vision CU - Chequing Acct	55,709.91
Vision CU - Casino Account	2,042.56
Vision CU - Shares	19.21
Accounts Receivable	4,856.32
Petty Cash	100.00
Total Current Assets	<u>62,728.00</u>

TOTAL ASSET 62,728.00

LIABILITY

Current Liabilities

Accounts Payable	1,127.51
Hall Rental Deposits	1,190.00
Key Fob Deposits Payable	10,065.00
GST Payable	-3,606.79
GST Collected	1,011.07
GST Clearing/Receivable	<u>-1,163.07</u>
Total Current Liabilities	<u>8,623.72</u>

EQUITY

Equity

Unrestricted Retained Earnings	88,246.77
Restricted Net Earnings - Casino	1,001.15
Current Earnings	<u>-22,669.15</u>
Total Equity	<u>66,578.77</u>

LIABILITIES AND EQUITY 75,202.49

**Two Hills Sports Activity Council
Bank Account Reconciliation Report as of Jan 15, 2026**

	General Acct	Casino Acct
Stmt Balance:	55,709.91	2,042.56
Add: O/S Deposits		
Less: O/S Cheques (listed below)	0.00	0.00
Adj Bank Balance:	<u>55,709.91</u>	<u>2,042.56</u>
Total Acct Balances:		<u><u>57,752.47</u></u>

OS Cheques for General Acct :

Total OS Chqs: _____

OS Cheques for Casino Acct:

Total OS Chqs: _____
_____ **0.00**

EXPORT AWARDS Overview

Export Awards is a vibrant celebration of Edmonton and Northern Alberta businesses and their international trade successes.

Join us in Edmonton to celebrate the achievements and the unstoppable growth of Northern Alberta's export community! This signature event brings together exporters, innovators and partners for an evening of connection, collaboration and recognition. Attendance is free.

Hosted through the collaborative efforts of Alberta Ministry of Jobs, Economy, Trade and Immigration, Edmonton Global and the Trade Accelerator Program, the Export Awards is the Edmonton region and Northern Alberta's premier gathering dedicated to honouring outstanding achievements in global markets.

Expect a cocktail reception, good food, and plenty of opportunities to celebrate the people and companies driving Alberta's export excellence.

Awards and Nominations:

We will be presenting awards for:

1. Exporter of the Year - YEG
2. Exporter of the Year - Beyond YEG
3. Export Innovation
4. Trade Mission Champion
5. Best TAP Export Plan
6. Most Engaged TAP Alumni

Nominate a company (or yourself) for Exporter of the Year, Export Innovation and/or Trade Mission Champion by January 15, 2026 by filling out the [nomination form](#).

Export Awards Date & Time:

Thursday, January 29th, 2026

6:00 PM – 9:30 PM

Location:

Queen Elizabeth II Building, Capital View Room

9820 107 St NW, Edmonton, AB T5K 1E7

Agenda:

6:00 PM – Doors open

7:00 PM – Welcome and award presentations

9:30 PM – Event ends

Dress Code:

Semi-Formal/Business Attire

Additional Details:

Hors d'oeuvres and beverages will be provided.

Join us to celebrate the achievements of Alberta's Northern businesses and the unstoppable growth of our export community. Don't miss out—nominate, attend and be part of Alberta's export success story!

Contact trade@gov.ab.ca to request additional information.

Adam Kozakiewicz-CAO

office: 780-657-3395



NAAGO

Northeast Alberta Alliance for Growth & Opportunity

PO Box 460, 56 Wheatland Avenue

Smoky Lake AB T0A 3C0

Amy Cherniwchan, NAAGO Chair & Mayor, Smoky Lake

amy@smokylake.ca

Date: May 13, 2025

Dear Council Members,

Re: The Ongoing Importance of NAAGO's Unified Advocacy and Continued Lobbying Efforts

I am writing to reaffirm the critical role that the Northeast Alberta Alliance for Growth and Opportunity (NAAGO) plays in advocating for the interests of our communities and industries—and to emphasize the importance of sustaining and expanding our lobbying efforts as we move forward.

NAAGO was formed with a simple but powerful mission: to bring together municipal and Indigenous leadership from across Northeast Alberta to work collaboratively on issues of shared concern. Today, NAAGO proudly represents over 40 municipalities and Indigenous communities, advocating on behalf of more than 137,000 residents and a region that is a cornerstone of Alberta's economy.

Our work is founded on the strength of our region, which:

- Supports 2,300 active oil wells and 16.5 billion cubic metres of natural gas reserves
- Cultivates over three million acres of farmland on 5,700 active farms
- Is home to nearly 67,000 workers whose efforts drive industries that contribute up to a third of **Alberta's GDP**
- Attracted over \$4.4 billion in capital investment in 2022, including the \$1 billion expansion at 4 Wing Cold Lake

Despite these strengths, our region continues to face underinvestment in critical infrastructure such as highways and health care. As council members are aware, Highway 28 serves as the primary transportation corridor for our region, used daily by commercial vehicles, emergency responders, school buses, and residents. The route is narrow, winding, and in many places, dangerously deteriorated.

The need for Highway 28 investment has only become more urgent with the ongoing construction of the new Fighter Squadron Facility at 4 Wing Cold Lake, which will further increase traffic volumes and the transportation of specialized materials. NAAGO has been proactive in communicating this concern to the Government of Alberta, federal partners, and regional stakeholders—but sustained pressure and united messaging remain vital to achieving meaningful action.

NAAGO remains committed to advocating for improved healthcare services in our region. We have actively engaged in conversations with provincial leadership, including raising the importance of the Northeast Zone with the Minister of Health, emphasizing the unique challenges our communities face due to jurisdictional complexities. In addition, we continue to champion the needs of rural residents by advocating for increased support and recruitment of rural health professionals, recognizing the critical role they play in ensuring accessible and sustainable care across our region.



NAAGO

Northeast Alberta Alliance for Growth & Opportunity

PO Box 460, 56 Wheatland Avenue

Smoky Lake AB T0A 3C0

Amy Cherniwchan, NAAGO Chair & Mayor, Smoky Lake

amy@smokylake.ca

Over the past year, NAAGO has:

- Held meetings with provincial officials to highlight the infrastructure, economic, and social priorities of Northeast Alberta
- Engaged with industry partners and First Nations leadership to align regional advocacy
- Advocated for the designation of Highway 28 as a provincial economic corridor
- Advocated for improved healthcare in the Northeast Zone

Our continued lobbying efforts are not only justified—they are essential. Without consistent, coordinated advocacy, our region risks being overlooked in provincial and federal capital planning. NAAGO provides a platform through which we can speak with one voice to secure the infrastructure, investment, and recognition our communities and industries deserve.

As individual council members, your commitment and support are what give NAAGO its strength. I encourage us to continue:

- Supporting collective advocacy through unified messaging
- Engaging industry stakeholders to add weight to our calls for investment
- Sharing regional data and priorities with elected officials at every level
- Reaffirming NAAGO's role as the leading voice for Northeast Alberta

Together, we are building a stronger, more resilient region—one that is not only a vital contributor to Alberta's economy, but a place where families, businesses, and workers can thrive. NAAGO looks forward to working alongside each of you in the months ahead to ensure that NAAGO's voice remains strong and influential.

Thank you for your continued dedication and leadership.

Sincerely,

Amy Cherniwchan, NAAGO Chair
Mayor, Smoky Lake

add as correspondence Trade Navigator: New trade missions, Export Awards, internal trade updates and more

From Adam Kozakiewicz <cao@townoftwohills.com>

Date Mon 19/01/2026 14:21

To Cindy Boyd <mc@townoftwohills.com>

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Accelerate your international growth with opportunities, resources and supports

[Trade missions](#)

[World Smart Energy Week \(Japan\)](#)
March 17-19, 2026

[LEAP Tech Conference \(Saudi Arabia\)](#)
April 13-16, 2026

[Manufacturing and Logistics \(India\)](#)
April 15-17, 2026

[Hannover Messe 2026 \(Germany\)](#)
April 20-24, 2026

[Feature news and initiatives](#)

Celebrate export stars on January 29

Join us in Edmonton to celebrate the achievements and the unstoppable growth of Northern Alberta's export community! This signature event brings together exporters, innovators and partners for an evening of connection, collaboration and recognition. Refreshments and great food provided. [Register for your free admission.](#)

[Offshore Technology Conference \(Texas\)](#)
May 4-7, 2026

[Enlit Africa \(South Africa\)](#)
May 19-20, 2026

[Asia Tech x \(Singapore\)](#)
May 20-22, 2026

[Bahia Oil and Gas \(Brazil\)](#)
May 26-29, 2026

[Computex/Innovex \(Taipei\)](#)
June 2-5, 2026

[Eurosatory \(France\)](#)
June 15-19, 2026

Check out more [upcoming trade missions](#) and connect with Alberta's [export and trade experts](#).

[Funding and resources](#)

[Alberta Export Expansion Program](#)

Funding to help Alberta small and medium-sized businesses promote exports through international travel. As of January 7, 2026, \$1.1 million out of the \$2 million budget this year has been requested.

Submit your [application](#) within two months of travelling.



[Learning and networking](#)



Export successes celebrated in Calgary

At the Export Awards in Calgary on November 27, 2025, Alberta celebrated six standout companies for their global achievements, reflecting the province's strength in innovation and growing international impact. Highlights included ZeroSound Systems, named Exporter of the Year for rapidly expanding its noise-cancellation technology into global markets and ZeroKey, winner of the Trade Mission Champion for commercializing its patented sulfur technology and securing major international partnerships. **See more about Calgary and Southern Alberta [companies celebrated at the Export Awards](#).**



A big win for Canada's internal trade

Alberta and most Canadian jurisdictions signed the Canadian Mutual Recognition Agreement on November 19, 2025, making it easier to sell goods across Canada. For Alberta businesses, this means lower compliance costs, wider customer access and more product choice for consumers. **Learn more at [alberta.ca/freetrade](#).**

[TAP 2026 cohorts now open for registration](#)

The Trade Accelerator Program (TAP) offers Alberta businesses expert guidance, practical tools and valuable connections. In 2026, cohorts are being held in Calgary, Edmonton, Grande Prairie and Medicine Hat, with upcoming sessions starting January 27 in Calgary and February 25 in Edmonton. **Learn more and register at alberta.ca/tap.**

"After completing TAP, Confetti Sweets has gone from a local cookie bakeshop to an international exporter to one of the world's most selective countries- Japan!" - Confetti Sweets

"The combination of resources, speaker and peer interaction have made TAP very valuable so far." - Evolution VN

[Explore Irish trade and investment opportunities](#)

Join the Consulate General of Ireland and the Government of Alberta for an afternoon networking event featuring Ireland's Ambassador to Canada. Learn about opportunities for strong two-way trade, Ireland's role as a major investor in Canada and opportunities for Alberta businesses including tariff-free access to this



Meet our North Asia trade experts

Looking to grow in China, Japan, South Korea or Taiwan? Our North Asia trade team helps businesses explore opportunities, validate demand, and build trusted partnerships in these key Indo-Pacific markets. Director Aarij Bashir brings extensive experience in export promotion, investment attraction and leading trade missions, while Senior Trade Officer Lana Leishman has broad experience in international trade and relations across Canada and abroad, particularly the Japanese and South Korean markets. Together, they work closely with Alberta companies to navigate market entry and accelerate international growth in North Asia. **Connect with Aarij.Bashir@gov.ab.ca and Lana.Leishman@gov.ab.ca to explore trade opportunities in North Asia.**

Alberta's top trading partners from North Asia Region - 2024

- China - \$11.5B
- Japan - \$3.0B
- South Korea - \$1.5B
- Taiwan - \$0.6B



Aarij Bashir
North Asia Director



Lana Leishman
Senior Trade Officer

"The trade missions organized by Aarij's team have truly delivered exceptional value. From targeted introductions and thoughtful preparations to on the ground support, they have played a pivotal role in accelerating our market entry and building meaningful partnerships and in more than one region." - Litus Inc.

Have your say on free trade agreements

Canada has launched public consultations on four proposed free trade agreements with [India](#), [the United Arab Emirates](#), [Thailand](#) and [Mercosur \(South American trade bloc\)](#). These markets present growing opportunities for Alberta exporters especially across energy, agriculture, advanced manufacturing and services. Input from Alberta businesses and stakeholders

market. [Register](#) for this free in-person event in Calgary on February 11.

Ireland and Alberta recorded a total of **\$91 million** in bilateral trade in 2024.

[Recent trade headlines](#)

[Central hub for a northwest coast oil pipeline](#) (January 6, 2026)

[Alberta and Ottawa ink landmark energy agreement](#) (November 27, 2025)

[Alberta takes centre stage at ADIPEC](#) (November 6, 2025)

[Alberta's new international office in Abu Dhabi](#) (November 3, 2025)

will help shape Canada's negotiating priorities as we look to expand market access and support diversification beyond the United States. **Albertans are encouraged to [share their perspectives before consultations close](#) on January 27, 2026.**

[We want to hear from you](#)

Where is your company on its export journey? Click this [link](#) to let us know:

- Exploring / researching
- Preparing for market entry / financing
- Actively exporting
- Scaling in multiple markets
- Paused / re-evaluating

In our last survey, we asked which topics you'd like to see more of in future newsletters. Here's what you told us, with funding opportunities like [AEEP](#) leading the .list

Applying for funding	79%
Joining international trade shows & missions	64%
Hearing about Alberta companies succeeding abroad	57%
Learning and networking opportunities	50%
Meeting international delegations at Alberta tradeshow	50%
Getting advice from regional trade experts	43%

[Our trade staff](#) are here to help you access these supports and connect you with the right programs, missions, expertise and opportunities.

Contact

trade@gov.ab.ca | Trade Division | Jobs, Economy, Trade and Immigration

alberta.ca/export

[Subscribe](#) | [Send us feedback – we'd love to hear from you!](#)

You are subscribed to this email as cao@townoftwohills.com.

Click here to modify your [preferences](#) or [unsubscribe](#).



From: Parvin Veres <pveres@thcounty.ab.ca>
Sent: January 21, 2026 3:58 PM
To: Adam Kozakiewicz <cao@townoftwohills.com>
Subject: HEARING TEST

Hi Adam,

Following our phone conversation a few minutes ago, please find the details below for this test:

Date: February 10, 2026

Time: All day

Location: mobile (in a van)

Company: Ears to You from Edmonton

Cost: \$75 pp

Travel: \$125 (1/2 of \$250. The County will pay the other half)

Method: They will come to your location. They'll be parked in your parking lot. The van is equipped with a soundproof cabin, where the test is conducted. You will receive the report within 5 business days.

Let me know by Thursday next week, please.

Thanks.

Regards,

Parvin Veres | Safety Coordinator
OFFICE HOURS: Tuesday to Thursday: 09.00-16.30hrs
County of Two Hills No. 21
Box 490
4818-50 Ave
Two Hills AB T0B 4K0
Email: pveres@thcounty.ab.ca
Phone: 780-657-3358



January 16, 2026

Mayor and Council
Town of Two Hills
C/O: Michael Tarkowski
Box 630
Two Hills, Alberta, T0B 4K0

Town of Two Hills

JAN 16 2026

RECEIVED

Dear: Michael Tarkowski

Re: Outstanding Invoices

This will advise that the Council of the County of Two Hills resolved, at their meeting of January 8, 2025, that the Council of the County of Two Hills No. 21 resolved that the Town of Two Hills is required to remit payment for all outstanding invoices.

Should payment not be received, the outstanding amount may be deducted from the Town's annual payment of \$75,000 received from the County of Two Hills No. 21.

Invoice Summary:

- Number of outstanding invoices: 10
- Total outstanding amount: \$ 16,000.00

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

Sincerely,

A handwritten signature in blue ink, appearing to be 'Murray Phillips'.

Murray Phillips,
Reeve

I N V O I C E

Invoice Date 2025/11/20	Customer # 6197	Invoice # 54103	GST Registration # R106989411
----------------------------	--------------------	--------------------	----------------------------------

Invoice Total: \$ 190.00

Account Holder:
TOWN OF TWO HILLS

Tax Codes: E=Exempt; T=Taxable; I=Included

Invoice Description	Quantity	Unit Price	Tax Cd	GST	Amount
CNTY OWNED RESCUE-1 HR Incident 2025-15704	1.000	190.00	E	.00	190.00

Medical Assist

Town of Two Hills

JAN 16 2026

RECEIVED

.00 190.00

Invoice Note:

Messages:

TERMS: NET 30 DAYS - 1.5% PENALTY APPLIED ON ALL OVERDUE ACCOUNTS

PLEASE PAY AMOUNT REFERENCED ON INVOICE TOTAL

Please make cheques payable to:
County of Two Hills No. 21

Invoice Date 2025/11/20	Customer # 6197	Invoice # 54103	Amount Due \$ 190.00
----------------------------	--------------------	--------------------	-------------------------

TOWN OF TWO HILLS
BOX 630
TWO HILLS, ALBERTA
T0B4K0

Amount Paid
\$



6197

I N V O I C E

Invoice Date 2025/11/20	Customer # 6197	Invoice # 54098	GST Registration # R106989411
----------------------------	--------------------	--------------------	----------------------------------

Invoice Total: \$ 190.00

Account Holder:
TOWN OF TWO HILLS

Tax Codes: E=Exempt; T=Taxable; I=Included

Invoice Description	Quantity	Unit Price	Tax Cd	GST	Amount
CNTY OWNED RESCUE-1 HR Dispatch Call # 2025-16727 [REDACTED]	1.000	190.00	E	.00	190.00

Medical Assist

Town of Two Hills
JAN 16 2026
RECEIVED

.00 190.00

Messages:

TERMS: NET 30 DAYS - 1.5% PENALTY APPLIED ON ALL OVERDUE ACCOUNTS

***PLEASE PAY AMOUNT REFERENCED ON INVOICE TOTAL ***

Invoice Note:

Please make cheques payable to:
County of Two Hills No. 21

Invoice Date	Customer #	Invoice #	Amount Due
2025/11/20	6197	54098	\$ 190.00

TOWN OF TWO HILLS
BOX 630
TWO HILLS, ALBERTA
T0B4K0

Amount Paid
\$



I N V O I C E

Invoice Date 2025/11/20	Customer # 6197	Invoice # 54094	GST Registration # R106989411
----------------------------	--------------------	--------------------	----------------------------------

REPRINT

Invoice Total: \$	190.00
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Account Holder:
TOWN OF TWO HILLS

Tax Codes: E=Exempt; T=Taxable; I=Included

Invoice Description	Quantity	Unit Price	Tax Cd	GST	Amount
GNTY OWNED RESCUE-1 HR Incident 2025-14924 [REDACTED]	1.000	190.00	E	.00	190.00

JAN 16 2026
RECEIVED

.00 190.00

Invoice Note:

Messages:
TERMS: NET 30 DAYS - 1.5% PENALTY APPLIED ON ALL OVERDUE ACCOUNTS
PLEASE PAY AMOUNT REFERENCED ON INVOICE TOTAL *

Please make cheques payable to:
County of Two Hills No. 21

Invoice Date	Customer #	Invoice #	Amount Due
2025/11/20	6197	54094	\$ 190.00

TOWN OF TWO HILLS
BOX 630
TWO HILLS, ALBERTA
T0B4K0

Amount Paid
\$



6197

I N V O I C E

Invoice Date 2025/11/20	Customer # 6197	Invoice # 54093	GST Registration # R106989411
----------------------------	--------------------	--------------------	----------------------------------

Invoice Total: \$ 190.00

Account Holder:
TOWN OF TWO HILLS

Tax Codes: E=Exempt; T=Taxable; I=Included

Invoice Description	Quantity	Unit Price	Tax Cd	GST	Amount
CNTY OWNED RESCUE-1HR Incident 2025-15192 [REDACTED]	1.000	190.00	E	.00	190.00

Hospital Alarms

Town of Two Hills
JAN 16 2026
RECEIVED

.00 190.00

Invoice Note:

Messages:
TERMS: NET 30 DAYS - 1.5% PENALTY APPLIED ON ALL OVERDUE ACCOUNTS
PLEASE PAY AMOUNT REFERENCED ON INVOICE TOTAL *

Please make cheques payable to:
County of Two Hills No. 21

Invoice Date 2025/11/20	Customer # 6197	Invoice # 54093	Amount Due \$ 190.00
----------------------------	--------------------	--------------------	-------------------------

TOWN OF TWO HILLS
BOX 630
TWO HILLS, ALBERTA
T0B4K0

Amount Paid
\$



I N V O I C E

Invoice Date 2025/10/02	Customer # 6197	Invoice # 54061	GST Registration # R106989411
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Invoice Total: \$ 840.00

Account Holder:
TOWN OF TWO HILLS

Tax Codes: E=Exempt; T=Taxable; I=Included

Invoice Description	Quantity	Unit Price	Tax Cd	GST	Amount
COUNTY OWNED RESCUE 1HR [REDACTED]	1.000	190.00	E	.00	190.00
COUNTY OWNED PUMPER 1HR	1.000	650.00	E	.00	650.00

JAN 16 2025
RECEIVED

.00 840.00

Invoice Note:

Messages:
TERMS: NET 30 DAYS - 1.5% PENALTY APPLIED ON ALL OVERDUE ACCOUNTS
PLEASE PAY AMOUNT REFERENCED ON INVOICE TOTAL *

Please make cheques payable to:
County of Two Hills No. 21

Invoice Date 2025/10/02	Customer # 6197	Invoice # 54061	Amount Due \$ 840.00
----------------------------	--------------------	--------------------	-------------------------

TOWN OF TWO HILLS
BOX 630
TWO HILLS, ALBERTA
T0B4K0

Amount Paid
\$



I N V O I C E

Invoice Date 2025/10/02	Customer # 6197	Invoice # 54059	GST Registration # R106989411
----------------------------	--------------------	--------------------	----------------------------------

Invoice Total: \$ 325.00

Account Holder:
TOWN OF TWO HILLS

Tax Codes: E=Exempt; T=Taxable; I=Included

Invoice Description	Quantity	Unit Price	Tax Cd	GST	Amount
COUNTY OWNED PUMPER 30 MIN [REDACTED]	1.000	325.00	E	.00	325.00

lawn mower fine.

Town of Two Hills

JAN 16 2026

RECEIVED

.00 325.00

Invoice Note:

Messages:

TERMS: NET 30 DAYS - 1.5% PENALTY APPLIED ON ALL OVERDUE ACCOUNTS.

***PLEASE PAY AMOUNT REFERENCED ON INVOICE TOTAL ***

Please make cheques payable to:
County of Two Hills No. 21

Invoice Date 2025/10/02	Customer # 6197	Invoice # 54059	Amount Due \$ 325.00
----------------------------	--------------------	--------------------	-------------------------

TOWN OF TWO HILLS
BOX 630
TWO HILLS, ALBERTA
T0B4K0

Amount Paid
\$



6197

I N V O I C E

Invoice Date 2025/10/02	Customer # 6197	Invoice # 54058	GST Registration # R106989411
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Invoice Total: \$ 190.00

Account Holder:
TOWN OF TWO HILLS

Tax Codes: E=Exempt; T=Taxable; I=Included

Invoice Description	Quantity	Unit Price	Tax Cd	GST	Amount
TWO HILLS FD RESCUE 1HR [REDACTED]	1.000	190.00	E	.00	190.00

Carbase Fire

Town of Two Hills

JAN 16 2026

RECEIVED

.00 190.00

Invoice Note:

Messages:
TERMS: NET 30 DAYS - 1.5% PENALTY APPLIED ON ALL OVERDUE ACCOUNTS
PLEASE PAY AMOUNT REFERENCED ON INVOICE TOTAL

Please make cheques payable to:
County of Two Hills No. 21

Invoice Date 2025/10/02	Customer # 6197	Invoice # 54058	Amount Due \$ 190.00
----------------------------	--------------------	--------------------	-------------------------

TOWN OF TWO HILLS
BOX 630
TWO HILLS, ALBERTA
T0B4K0

Amount Paid
\$



6197

I N V O I C E

Invoice Date 2025/08/12	Customer # 6197	Invoice # 53640	GST Registration # R106989411
----------------------------	--------------------	--------------------	----------------------------------

Invoice Total: \$ 162.50

Account Holder:
TOWN OF TWO HILLS

Tax Codes: E=Exempt; T=Taxable; I=Included

Invoice Description	Quantity	Unit Price	Tax Cd	GST	Amount
COUNTY OWNED PUMPER .25HRS July 3/25 [REDACTED]	1.000	162.50	E	.00	162.50

Town of Two Hills
JAN 16 2025
RECEIVED

.00 162.50

Invoice Note:

Messages:
TERMS: NET 30 DAYS - 1.5% PENALTY APPLIED ON ALL OVERDUE ACCOUNTS
PLEASE PAY AMOUNT REFERENCED ON INVOICE TOTAL *

Please make cheques payable to:
County of Two Hills No. 21

Invoice Date 2025/08/12	Customer # 6197	Invoice # 53640	Amount Due \$ 162.50
----------------------------	--------------------	--------------------	-------------------------

TOWN OF TWO HILLS
BOX 630
TWO HILLS, ALBERTA
T0B4K0

Amount Paid
\$



Invoice Date 2025/07/04	Customer # 6197	Invoice # 53400	GST Registration # R106989411
----------------------------	--------------------	--------------------	----------------------------------

Invoice Total: \$ 4,977.50

Account Holder:
TOWN OF TWO HILLS

Tax Codes: E=Exempt; T=Taxable; I=Included

Invoice Description	Quantity	Unit Price	Tax Cd	GST	Amount
PUMPER 3/4HR Jan 13/25- County owned equip [Redacted] Ave Two Hills	1.000	487.50	E	.00	487.50
PUMPER 2HRS Jan 30/25-County owned equip Vehicle Fire- [Redacted] Two Hills	1.000	1,300.00	E	.00	1,300.00
TANKER 2 HRS Jan 30/25-County owned equip Vehicle Fire- [Redacted] Two Hills	1.000	1,300.00	E	.00	1,300.00
PUMPER 1/4HRS Feb 9/25-County owned equip Alarm- [Redacted] Ave Two Hills	1.000	162.50	E	.00	162.50
RESCUE 3/4HRS Feb 12/25-County owned equip Medical Aid [Redacted] Two Hills	1.000	142.50	E	.00	142.50
PUMPER 1HR Feb 15/25-County owned equip Vehicle Fire- [Redacted] Two Hills	1.000	650.00	E	.00	650.00
PUMPER 1/2HR March 20/25-County owned equip Outdoor Fire- [Redacted] Two Hills	1.000	325.00	E	.00	325.00
TANKER 1/2HR March 20/25-County owned equip Outdoor Fire- [Redacted] Two Hills	1.000	325.00	E	.00	325.00
RESCUE 30 MIN March 27/25-County owned equip	1.000	95.00	E	.00	95.00
					<i>Amount Due</i>

Invoice Note:
TERMS: NET 30 DAYS - 1.5% PENALTY APPLIED ON ALL O
***PLEASE PAY AMOUNT REFERENCED ON INVOICE 1

Messages: [Redacted]

Please make cheques payable to:
County of Two Hills No. 21

Invoice Date 2025/07/04	Customer # 6197	Invoice # 53400	Amount Due \$
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TOWN OF TWO HILLS
BOX 630
TWO HILLS, ALBERTA
T0B4K0

Town of Two Hills
JAN 16 2026
RECEIVED

Amount Paid
\$



I N V O I C E

Invoice Date 2025/07/04	Customer # 6197	Invoice # 53389	GST Registration # R106989411
----------------------------	--------------------	--------------------	----------------------------------

Invoice Total: \$ 400.00

Account Holder:
TOWN OF TWO HILLS

Tax Codes: E=Exempt; T=Taxable; I=Included

Invoice Description	Quantity	Unit Price	Tax Cd	GST	Amount
PUMPER THFD 3HRS January 10, 2025	1.000	400.00	E	.00	400.00

County owned pumper

Town of Two Hills

JAN 16 2026
RECEIVED

.00 400.00

Invoice Note:

Messages:
TERMS: NET 30 DAYS - 1.5% PENALTY APPLIED ON ALL OVERDUE ACCOUNTS
PLEASE PAY AMOUNT REFERENCED ON INVOICE TOTAL *

Please make cheques payable to:
County of Two Hills No. 21

Invoice Date 2025/07/04	Customer # 6197	Invoice # 53389	Amount Due \$ 400.00
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TOWN OF TWO HILLS
BOX 630
TWO HILLS, ALBERTA
T0B4K0

Amount Paid
\$



6197

I N V O I C E

Invoice Date 2025/07/04	Customer # 6197	Invoice # 53388	GST Registration # R106989411
----------------------------	--------------------	--------------------	----------------------------------

Invoice Total: \$ 8,345.00

Account Holder:
TOWN OF TWO HILLS

Tax Codes: E=Exempt; T=Taxable; I=Included

Invoice Description	Quantity	Unit Price	Tax Cd	GST	Amount
PUMPER HHFD 2.5HRS January 23, 2025	1.000	1,625.00	E	.00	1,625.00
County owned equipment					
RAPID HHFD 2.5HRS	1.000	475.00	E	.00	475.00
RESCUE HHFD 2.5HRS	1.000	475.00	E	.00	475.00
TANKER HHFD 2.5HRS	1.000	1,625.00	E	.00	1,625.00
CNTY OWNED PUMPER THFD 3HRS	1.000	1,950.00	E	.00	1,950.00
CNTY OWNED RESCUE THFD 3HRS	1.000	570.00	E	.00	570.00
CNTY OWNED TANKER THFD 2.5HRS	1.000	1,625.00	E	.00	1,625.00

Town of Two Hills
JAN 16 2026
RECEIVED

.00 8,345.00

Invoice Note:

Messages:
TERMS: NET 30 DAYS - 1.5% PENALTY APPLIED ON ALL OVERDUE ACCOUNTS
***PLEASE PAY AMOUNT REFERENCED ON INVOICE TOTAL ***

Please make cheques payable to:
County of Two Hills No. 21

Invoice Date 2025/07/04	Customer # 6197	Invoice # 53388	Amount Due \$ 8,345.00
----------------------------	--------------------	--------------------	---------------------------

TOWN OF TWO HILLS
BOX 630
TWO HILLS, ALBERTA
T0B4K0

Amount Paid
\$



6197

SCHEDULE "B"

FEE SCHEDULE: FIRE PROTECTION CHARGES

FIRE PROTECTION CHARGES

Town-owned Apparatus/Goods/Service attending Incident within Town of Two Hills corporate limits:

Manpower	\$21.00	Per Manpower Per Hour
All Fire Apparatus	400.00	First Hour
All Fire Apparatus	50.00	Per each subsequent half hr
Fire Fighting Foam		Billed at the Town's cost
Other disposable materials		Billed at the Town's cost
False Alarm	50.00	Per incident at the discretion of the Fire Chief or designate
Fire Inspection	75.00	Per Inspection

Town-owned Apparatus/Goods/Service attending Incident outside Town of Two Hills corporate limits:

Manpower	\$21.00	Per Manpower Per Hour
Fire Pumper	400.00	First Hour
Fire Pumper	100.00	Per each subsequent half hr
Rescue Truck	400.00	First Hour
Rescue Truck	100.00	Per each subsequent half hr
Rescue Truck - as a personnel carrier only	100.00	Per Hour
County owned equipment	\$ 50.00	Base
Fire Fighting Foam		Billed at the Town's cost
Other disposable materials		Billed at the Town's cost

Town-owned Apparatus/Goods/Service attending Motor Vehicle Accident outside Town of Two Hills corporate limits:

On Provincial Highways:

Manpower	---	Per Manpower Per Hour
All Fire Apparatus	400.00	Per Hour
Fire Fighting Foam		Billed at the Town's cost
Other disposable materials		Billed at the Town's cost

On County Highways:

Manpower	\$21.00	Per Manpower Per Hour
County owned equipment	\$ 50.00	Base
Fire Fighting Foam		Billed at the Town's cost
Other disposable materials		Billed at the Town's cost





Two Hills AB T0B4K0
545010 Highway 36
Office: 780 657 1026
Willy.ghc@gmail.com

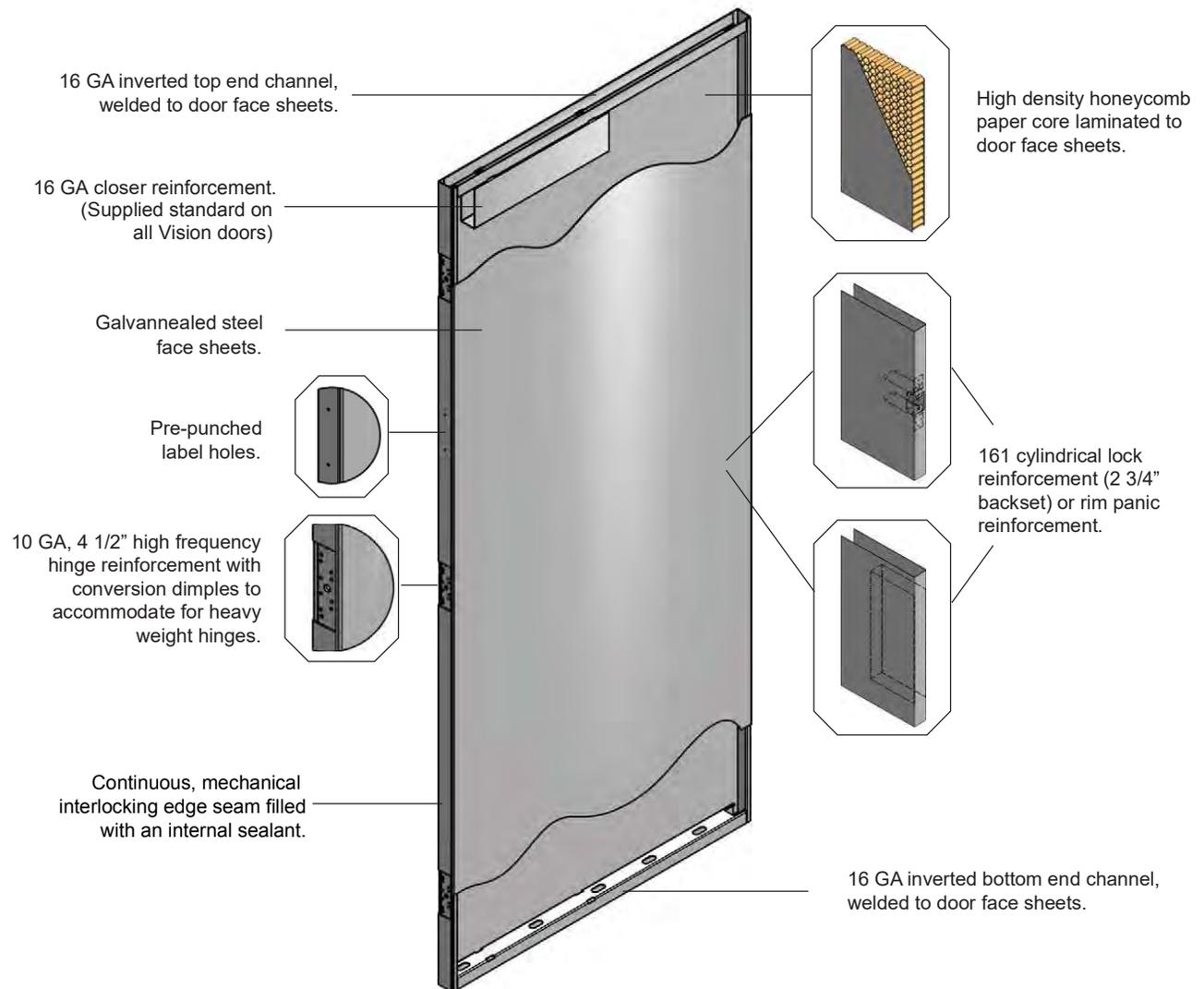
Description	Quantity	Unit	Unit Cost	Total Price
13 Interior Finishes				
Mechanical Room Door 1Hr Fire rated	1.00	EA		
Automatic Door Openers NOT Included (IF REQUIRED)	1.00	EA		
Interior PVC 2 Panel Doors	5.00	EA		
Door Locks/Handles	6.00	EA		
3 inch PCV Windows and door trims	220.00	LF		
3 inch PVC baseboards	324.00	LF		
Mirrors supplied and installed by owner	2.00	EA		
Install Interior Doors Labor	5.00	EA		
Installing Interior Trim Labor	544.00	LF		
				\$11,070.00
15 Plumbing				
Shower and faucet etc (Done By owner at later date)	1.00	EA		
Toilets	2.00	EA		
Stocking bathroom faucets with handle	2.00	EA		
Delta Kitchen Faucet Allowance	1.00	EA		
Bathroom Sinks	2.00	EA		
Stainless steel single kitchen Sink	1.00	EA		
all towel bars/tissue holders etc by owners	1.00	EA		
Hot Water Tank with hookup fittings/venting	1.00	EA		
Install Toilet Labor	2.00	EA		
Install Vanity/Sink Labor	2.00	SF		
Hot water Tank/gas/water Labor	1.00	EA		
				\$9,710.00
16 H.V.A.C.				
Exhaust fan 5000cfm	1.00	EA		
HRV Unit (For office and bathroom area) W labor	1.00	EA		
HRV Ductwork/vents	948.00	SF		
Exhaust Fan (in mechanical room)	1.00	EA		
Intake Venting for 5000 cfm exhaust fan	1.00	EA		
Installing exhaust/ intake fans labor	3.00	EA		
				\$14,236.60
25 Insulation				

Description	Quantity	Unit	Unit Cost	Total Price
Insulate interior walls (Johns Mannville)	1,206.00	SF		
Insulate ceiling (with Johns Mannville Batt)	740.00	SF		
Batt Insulation Labor	1,946.00	SF		
				\$6,348.70
45 PVC Panel Finish				
Framing in exterior walls for PVC Panel finish	1.00	EA		
Type X Drywall (Mech RM walls and ceiling 2 layers)	1,442.00	SF		
PVC Panel Board (Walls)	2,529.00	SF		
Hanging Drywall Labor (Mechanical room)	1,442.00	SF		
Install PVC Panel Board Labor	2,529.00	SF		
				\$15,056.00
55 T-Bar Ceiling				
24"X48" Textured Ceiling tile	724.00	SF		
T-Bar Main Bar/L Channel and Cross Tees	724.00	SF		
T-Bar Ceiling Labor	724.00	SF		
				\$6,842.75
61 Kitchen/Vanities				
Kitchen Cabinets/Vanity Allowance 6,040.97	1.00	EA		
				\$6,040.97
				\$69,305.02
			Total Price	\$69,305.02
				Additional Discount -\$10,000.00
				Total \$59,305.02
				Plus, GST

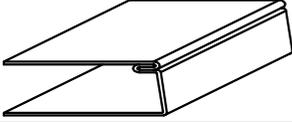
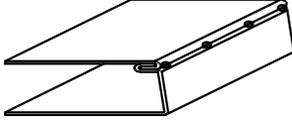
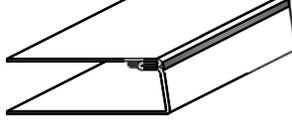
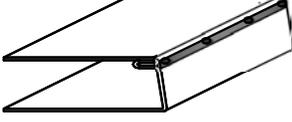
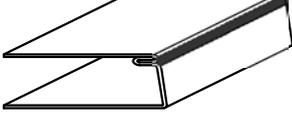
Additional Discount from Bill
Wiebe/Green Hills as a thank you for
supporting and improving our
community and using local businesses.

LS (Lock Seam) Series Doors are designed for standard and heavy duty applications and are made to provide years of maintenance free performance. These doors are perfect for a wide array of applications in commercial, industrial, institutional and residential high-rise buildings.

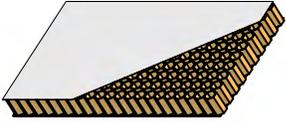
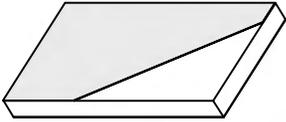
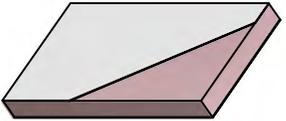
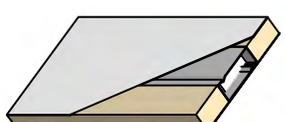
- Manufactured from paintable Galvanneal steel A40 minimum.
- Available in 20, 18 and 16 gauge.
- Door Thickness 1 3/4" (standard). Other thicknesses available (optional).
- Available with pre-expanded paper honeycomb (Standard), polystyrene or polyurethane optional cores.
- Laminated steel-stiffened, voids are filled with mineral wool insulation.
- TRR-Temperature Rise Rated core.
- Fire rating available with UL or WHI Labels (*see Fire Rating Guide*).
- Available in sizes up to 3'0 x 7'0 (20ga. standard hollow metal), 4'0 x 8'0 (18ga., 16ga. standard hollow metal), or 4'0 x 12'0 (16ga. steel-stiffened).
- Available with a wide range of glass light and louver preparations.



EDGE OPTIONS

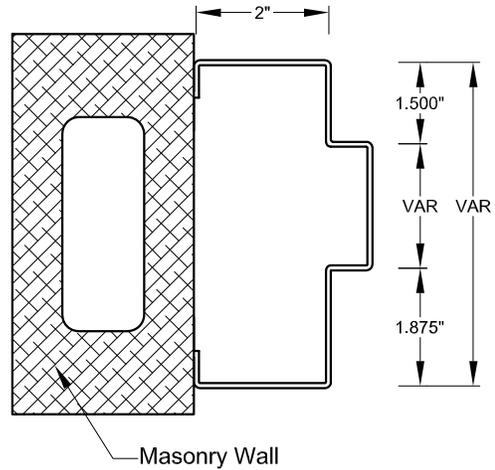
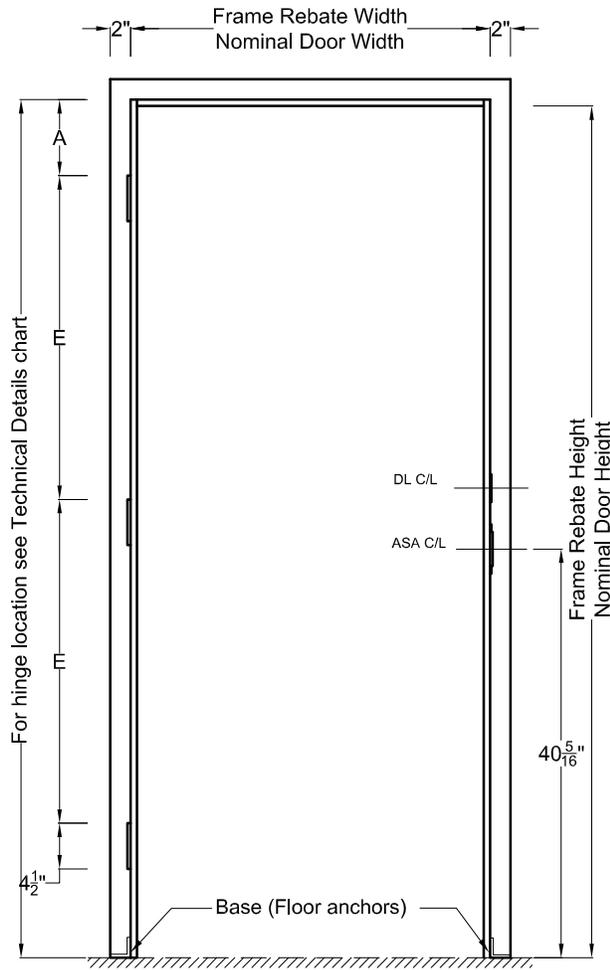
	<p>LS - LOCK SEAM (STANDARD) Continuous, mechanical interlocking edge seam filled with internal sealant.</p>
	<p>TW - TACK WELDED (OPTIONAL) Edge seams tack welded at 6" to 10" O.C.</p>
	<p>WF - WELD FILLED (OPTIONAL) Edge seams tack welded on the ends and filled with a special paintable compound that will not shrink or crack.</p>
	<p>TF - TACK & FILLED (OPTIONAL) Edge seams tack welded at 6" to 10" O.C. and Bondo filled.</p>
	<p>LW - LOCK WELDED (OPTIONAL) Edge seam continuously welded. Available in 18 GA and 16 GA with HC or TRR cores only (Not available with IS, IU and SSL core). Maximum size 4'0" x 8'0".</p>

CORE OPTIONS

	<p>HC - HONEYCOMB (STANDARD) High density honeycomb paper core laminated to the inside of door. R value = 2.62 U value = 0.381</p>
	<p>IS - POLYSTYRENE INSULATION (OPTIONAL) Polystyrene slab bonded to the inside of door. R value = 6.87 U value = 0.146</p>
	<p>IU - POLYURETHANE INSULATION (OPTIONAL) Polyurethane slab bonded to the inside of door. R value = 12.23 U value = 0.082</p>
	<p>TRR - TEMPERATURE RISE RATED (OPTIONAL) Special high temperature core laminated to door skin's to reduce heat transmission as follows: (250°F @ 30 Minutes, 450°F @ 60 Minutes, 250°C @ 60 Minutes).</p>
	<p>SSL - STEEL STIFFENED LAMINATED (OPTIONAL) 20 GA Steel Stiffened Channels laminated to door skin 6" O.C. Voids filled with high density insulation. R value = 1.17 U value = 0.855</p>

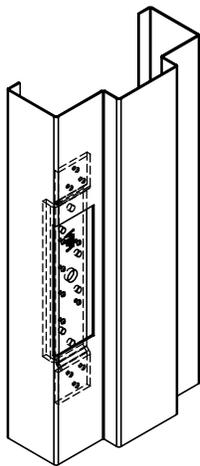
DISCLAIMER NOTICE:

"R" & "U"- values are industrial standards based on core slab only and not on assembled door unit.

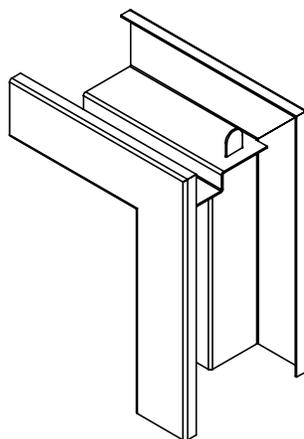


PROFILE:

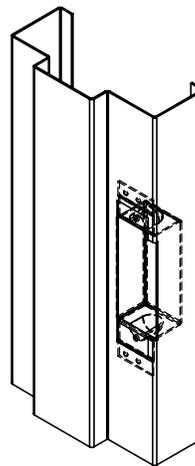
- Available in masonry (standard) and drywall (optional).
- 18GA, 16GA or 14GA (optional) galvanized steel.
- Designed for 1 3/4" doors.
- Available jamb depth: from 5 3/4" to 12 3/4" (imperial); from 146mm to 324mm (metric).
- Hinge jamb prepared for three (3) 4 1/2" template hinges, 10 gauge regular weight complete with mortar guard box.
- Strike jamb prepared for standard ASA strike and three (3) 9/32" silencer holes. (Silencers supplied by others).
- Hinge and strike jambs are complete with base (floor) anchors welded-in.
- Frames over 12 3/4" jamb depth are available without fire rating.



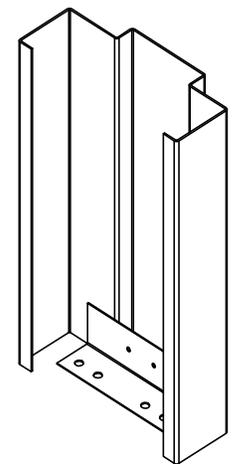
10 Gauge hinge reinforcing



Typical WD (Welded) corner section.



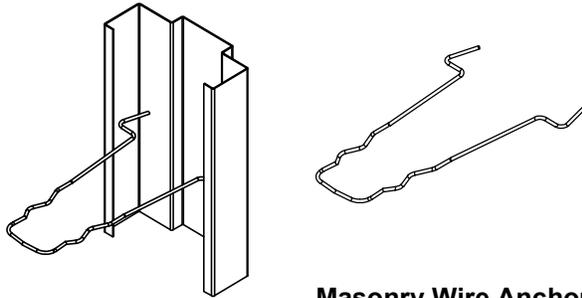
ANSI 1 1/4" x 4 7/8" Strike Assembly with optional Deadbolt punch out complete with tabs.



Masonry Base (Floor) Anchors

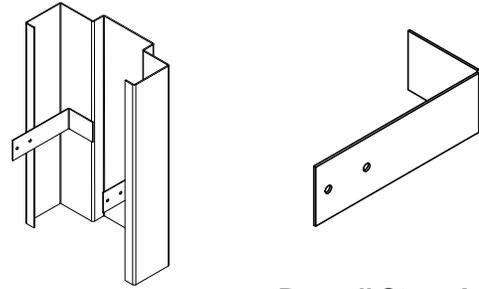
MASONRY APPLICATION

DRYWALL APPLICATION



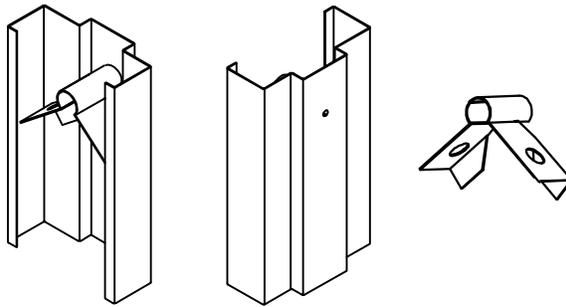
Masonry Wire Anchor

Wire Loop anchor provides sufficient adjustment for masonry coursing as well as access for full grouting of jambs are set loose inside frame returns as wall is laid up.



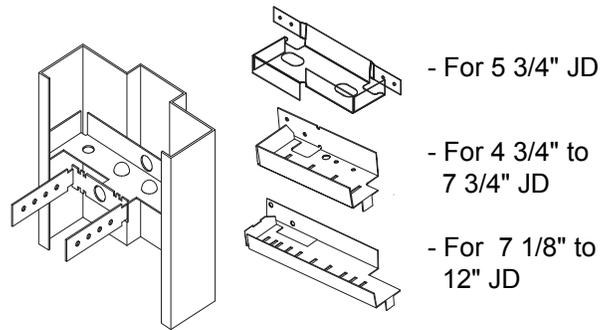
Drywall Strap Anchors

Slip-on Drywall anchors are straps of metal welded to the back of the jamb at each side of the jamb. Complete with holes punched for nails or screws. Frame incorporating this anchors can be fire rated.



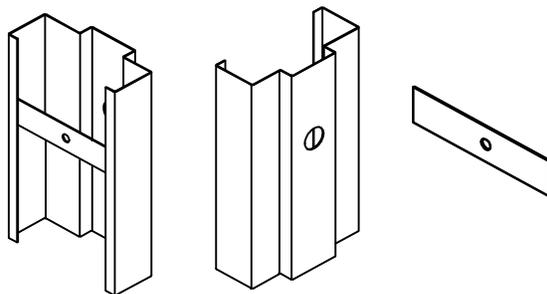
Existing Masonry Anchor

A hole punched and dimpled through the frame soffit to receive a 3/8" (9.5mm) flat head machine bolt, expansion shield, with a crush proof EMA cover plate. This anchor may be used on fire rated frame only when installed in existing masonry and concrete opening.



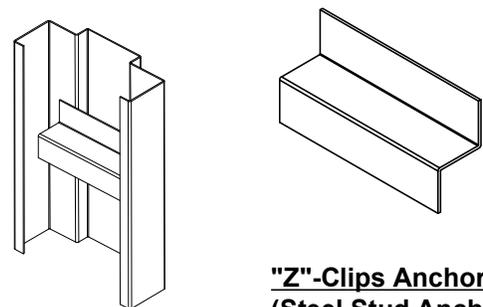
Drywall Stud Anchors

Combination wood/steel stud anchor are welded(optional) or friction fit inside the jamb. Additional horizontal straps allows fastening to the face of the stud in lieu of through the throat. Typically used when the steel stud wall is assembled prior to setting the frame.



Plug & Snap Anchors

Frames installed in fire rated stud walls require frames to wrap around the wall and drywall must extend at least 1/2" (12.2mm) into frame throat. Fire testing has confirmed that fire door frames will perform satisfactorily to the acceptance criteria of UL10R under positive pressure when butted to new or existing stud and drywall construction.



**"Z"-Clips Anchor
(Steel Stud Anchor)**

The anchors are welded to both rebates inside of the jamb. Steel studs are mechanically fastened to the exposed flange through the throat of the stud. Available "Z"-Clips in three sizes:
 - 3 1/2" for Jamb Depth up to 5 3/8";
 - 5 1/2" for Jamb Depth up to 7 3/8";
 - 2pcs of 3 1/2" for Jamb Depth over 7 3/8".

PRIOR TO INSTALLATION

The installer shall perform the following prior to installation:

The area of the floor on which the frame is to be installed and the path of the door swing shall be checked for flatness and levelness. Permissible tolerance is +/- 1/16 in. (1.5mm). If the floor exceeds this, it is the general contractor's responsibility to correct the area that is out of tolerance before the frame is installed.

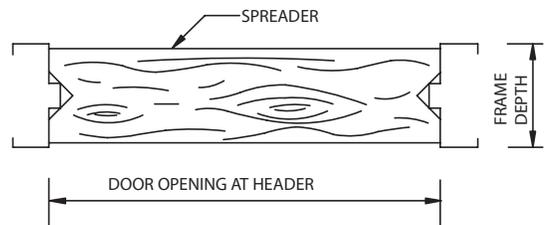
Frame shall be checked for correct size, swing, fire rating and opening number.

Remove temporary steel spreaders. Spreader can typically be removed with cold chisel and hammer. With frame standing on concrete, position cold chisel at weld joint of spreader and jamb and strike chisel with hammer.

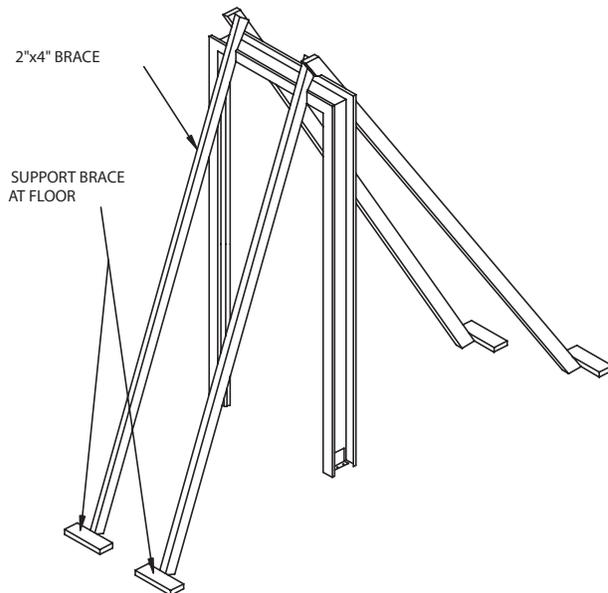
With frame in position, install the temporary wood spreaders. The wood spreader, Figure 2, must be square and no less than 1 in. (25 mm) thick. Correct length is the door opening width between the jambs at the header. Cut clearance notches for frame stops. Spreader must be nearly as wide as frame depth for proper installation. Install a spreader at the bottom of the frame and a second wood spreader at the mid or strike point to maintain a proper door opening and to prevent bowing of the jambs, Figure 3. Clamp or wire the spreaders to the frame to hold spreaders in place until the frames are set permanently in the wall.

TYPICAL INSTALLATION PROCEDURES

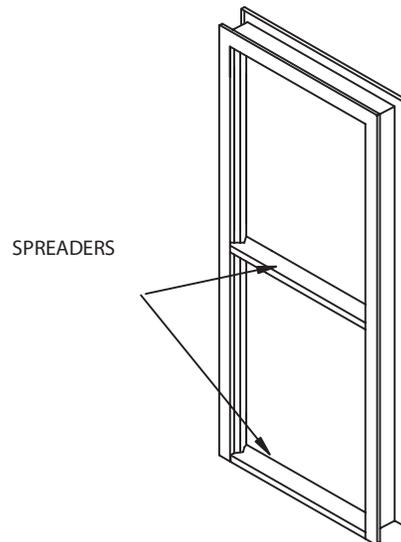
Position frame in the correct location. Brace the frame as shown, Figure 1. Do not brace in the direction of intended wall.



**FIGURE 2
WOOD SPREADER**



**FIGURE 1
FRAME BRACING**



**FIGURE 3
SPREADER LOCATION**

The installation contractor shall have a carpenter level and builder's square. Level the head by positioning the level to the head door rabbet, Figure 4. If necessary, adjust for high spots in floor by shimming under the jamb floor anchor, Figure 7. Equalize them through an adjustable floor anchor, if specified, Figure 13b. Note, for labelled openings the maximum floor clearance is 3/4 in. (19mm).

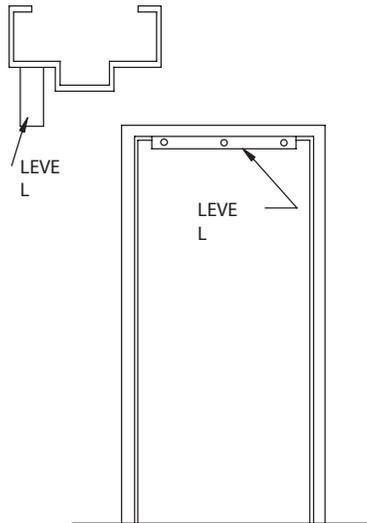


FIGURE 4
LEVELING THE HEAD

With carpenter level check the frame for plumbness and alignment: For plumbness, position level against both hinge and strike jambs in the rabbet. For alignment; Position level against both hinge and strike jambs on the stop, adjust as required, Figure 5.

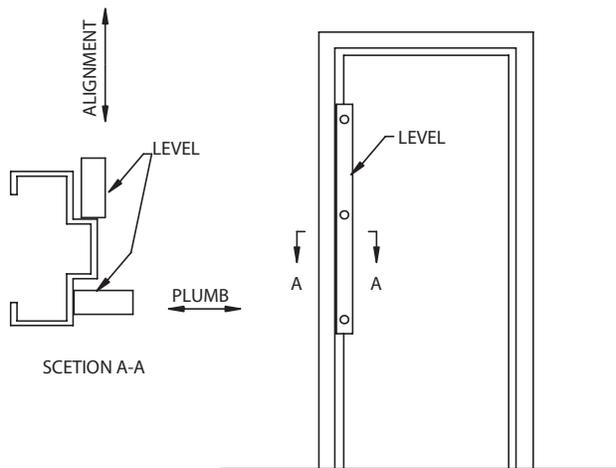


FIGURE 5
PLUMBING AND ALIGNMENT

1. MASONRY WALLS

Installation of a hollow metal frame in masonry, Figure 6 Refer to HMMA 820 Hollow Metal Frames for additional anchorage methods.

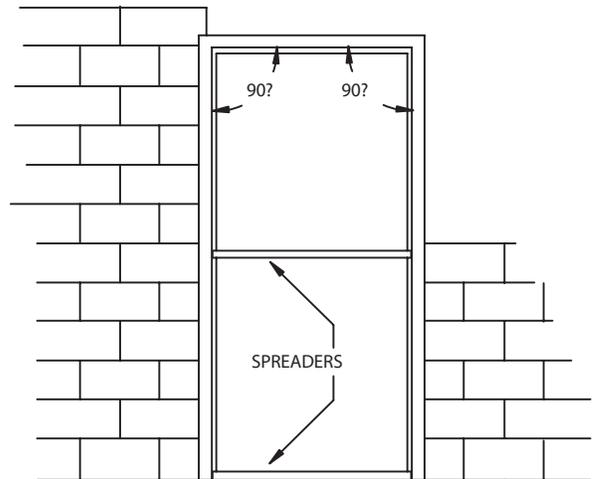


FIGURE 6
MASONRY WALL

2. STEEL STUD WALLS

Installation of a hollow metal frame in steel stud wall, Figure 7. Refer to HMMA 820 Hollow Metal Frames for additional anchorage methods.

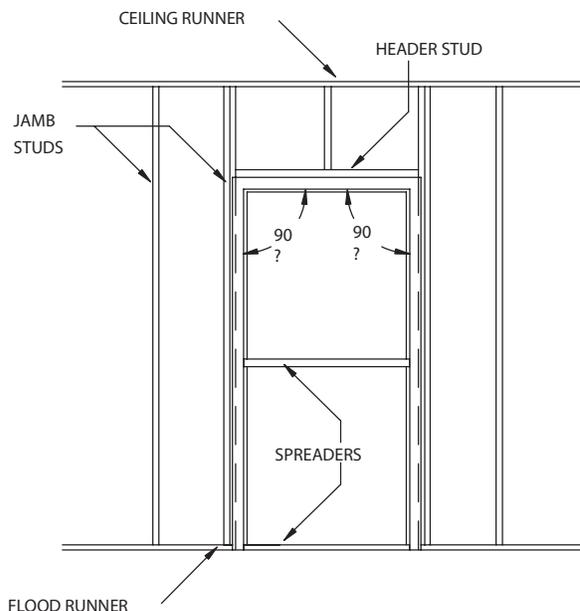


FIGURE 7
STEEL STUD WALL







TOWN OF TWO HILLS COUNCIL MEETING AGENDA ITEM						
Meeting Date: Jan 26th, 2026		Confidential:	Yes		No	X
Topic: Operating Expenditures Borrowing Bylaw						
Originated By: Adam Kozakiewicz			Title:	CAO		
BACKGROUND:						
ATB Financial requires the Town of Two Hills to submit a borrowing bylaw to establish a line of credit to finance its operating expenditures until the collection of current taxes. This is in accordance with the Municipal Government Act (MGA), which permits municipalities to borrow for such purposes.						
DOCUMENTATION ATTACHED:						
The updated Operating Expenditures Borrowing Bylaw #2026-1061 - with changes from Bylaw 2026-1060 represented in red. Bylaw 2026-1060 Borrowing Bylaw - Copy Included (Ref for changes)						
DISCUSSION:						
<ul style="list-style-type: none"> • Definitions: Key terms are defined within the bylaw, including references to the MGA, Chief Administrative Officer, Chief Finance Officer, and ATB Financial. • Borrowing Authorization: <ul style="list-style-type: none"> -The Town may borrow from ATB Financial sums not exceeding \$1,500,000.00 to meet operational needs. -The borrowing will be secured against the general credit of the Town and can be recalled at any time. • Interest Rate and Repayment Terms: <ul style="list-style-type: none"> -Interest will be set at a maximum not to exceed 10%, calculated daily and payable monthly. -The total amount borrowed, including principal and interest, must be repaid by July 31, 2026. • Repayment Source: Repayment will be sourced from municipal tax revenues. 						
COMMUNICATION PLAN/COMMUNITY INVOLVEMENT:						
RECOMMENDED ACTION(S):						
Motion that Council approve the following: <ol style="list-style-type: none"> 1-_____ moves to approve the first reading of Bylaw No. 2026-1061 on the 26th day of January 2026. 2-_____ moves to approve the second reading of Bylaw No. 2026-1061 on the 26th day of January 2026. 3-_____ moves to approve unanimous consent for a third and final reading of Bylaw No. 2026-1061 on the 26th day of January 2026. 4-_____ moves to approve the third and final reading of Bylaw No. 2026-1061 on the 26th day of January 2026. 						
DISTRIBUTION:						
Council: X						



**BYLAW NO. 2026-1061
of the
TOWN OF TWO HILLS**

A BYLAW OF THE TOWN OF TWO HILLS IN THE PROVINCE OF ALBERTA TO
AUTHORIZE A BORROWING AND ESTABLISH A LINE OF CREDIT FOR THE
PURPOSE OF FINANCING OPERATING EXPENDITURES.

WHEREAS Sec. 251 of the Municipal Government Act (MGA) provides that a municipality may only make a borrowing bylaw if the borrowing is authorized by a borrowing bylaw;

AND WHEREAS Sec. 256 of the MGA provides that a municipality may make a borrowing for the purpose of financing operating expenditures of the municipality provided that the amount to be borrowed, together with the unpaid principal of other borrowings made for the purpose of financing operating expenditures, must not exceed the amount the municipality estimates will be raised in taxes in the year the borrowing is made;

AND WHEREAS Sec. 256 of the MGA further provides that a borrowing bylaw does not have to be advertised if the term of the borrowing does not exceed three years;

AND WHEREAS the council of the Town of Two Hills (Municipality) deems it advisable to borrow to meet the operating expenditure of the Municipality until such a time as the current taxes levied or to be levied are collected;

AND WHEREAS the amount of any existing debt of the Municipality including this operating line of credit of which not part shall be in arrears, and the total amount to be borrowed, together with the unpaid principal of other borrowings made for the purpose of financing operating expenditures, must not exceed the amount the municipality estimates to be raised in taxes or its debt limit.

NOW THEREFORE under the authority of the Municipal Government Act RSA 2000, Chapter M-26, the council of the Town of Two Hills in the Province of Alberta, duly assembled enacts as follows:

PART 1 - DEFINITIONS AND INTERPRETATION

Short Title

1. This Bylaw may be cited as the *"Operating Expenditures Borrowing Bylaw"*





**BYLAW NO. 2026-1061
of the
TOWN OF TWO HILLS**

Definitions

2. In this Bylaw, words have meanings set out in the MGA, except that:
 - a. "MGA" means the Municipal Government Act, RSA 2000, Chapter M-26;
 - b. "Chief Administer Officer" means the chief administer officer for the Town of Two Hills;
 - c. "Chief Finance Officer" means the municipal finance officer for the Town of Two Hills;
 - d. "Mayor" means the chief elected official of the Town of Two Hills;
 - e. "Deputy Mayor" means the appointed chief elected official to act on the mayor's behalf in their absence;
 - f. "Municipality" means the municipal corporation of the Town of Two Hills;
 - g. "ATB Financial" means Alberta Treasury Branches.

Rules for Interpretation

3. Reference in this Bylaw to a statute, regulation or other Bylaw refer to the current laws at the time this Bylaw was enacted and as they are amended from time to time, including successor legislation.
4. Headings and sub-headings in the Bylaw are included for convenience only and shall not be considered in interpreting the substantive content of this Bylaw.
5. The preamble paragraphs that go before the numbered paragraphs of this Bylaw are an integral and necessary part of this Bylaw and not a mere recital.

PART 2 - BORROWING AUTHORIZATION

Line of Credit

6. The Town of Two Hills may borrow from ATB Financial sums of money from time to time to meet, until taxes are collected, or in certain cases the approved delivery of federal and/or provincial grant funding sources to the Town of Two Hills, provided that the principal sum owed to ATB Financial at one time shall not exceed the sum of *\$1,500,000.00 (One Million, Five Hundred Thousand Dollars)*.





**BYLAW NO. 2026-1061
of the
TOWN OF TWO HILLS**

7. All sums borrowed under this Bylaw shall be borrowed on the general credit and security of the Town of Two Hills.
8. The Chief Administration Officer or the Chief Finance Officer and the Mayor or Deputy Mayor of the Town of Two Hills are hereby authorized to:
 - a) apply to ATB Financial and obtain a revolving line of credit facility with a credit limit not to exceed the maximum amount this Bylaw authorizes may be borrowed; and
 - b) execute on behalf of the Municipality promissory notes and other negotiable instruments or other evidence of indebtedness for the line of credit facility as ATB Financial may require as evidence of and security for all sums borrowed.

Interest Rate, Terms and Terms of Repayment

9. All sums borrowed under this Bylaw are repayable on demand at a rate of interest per annum from time to time established by ATB, not to exceed 10%, and such interest will be calculated daily and due and payable monthly on the last day of each and every month.
10. All sums borrowed under the Bylaw, including principal and interest, shall be due and payable in full by July 31st, 2026.

Repayment Source

11. Revenue derived from the collection of municipal taxes levied will be used to repay the principal borrowed and interest owing under the Bylaw.

Severability

12. Every provision of this Bylaw is independent of all other provisions, and it is the intention of the Council that if any provision of this Bylaw is declared invalid by a court of competent jurisdiction, all other provisions of the Bylaw shall remain valid and enforceable.

Effective Date

13. This Bylaw comes into effect when it has received third and final reading by unanimous consent of all members of Council present.





**BYLAW NO. 2026-1061
of the
TOWN OF TWO HILLS**

14. This Bylaw repeals and replaces Bylaw No. 2026-1060 and any amendments thereof upon the establishment of a new line of credit with ATB Financial with the final passing thereof.

Bylaw No. 2026-1061 be given a first reading this 26th day of January 2026.

Bylaw No. 2026-1061 be given a second reading this 26th day of January 2026.

Bylaw No. 2026-1061 be given unanimous consent for a third and final reading this 26th day of January 2026.

Bylaw No. 2026-1061 be given a third and final reading this 26th day of January 2026.

TOWN OF TWO HILLS

Michael Tarkowski
MAYOR

ADAM KOZAKIEWICZ
CHIEF ADMINISTRATIVE OFFICER





**BYLAW NO. 2026-1060
of the
TOWN OF TWO HILLS**

A BYLAW OF THE TOWN OF TWO HILLS IN THE PROVINCE OF ALBERTA TO AUTHORIZE A BORROWING AND ESTABLISH A LINE OF CREDIT FOR THE PURPOSE OF FINANCING OPERATING EXPENDITURES.

WHEREAS Sec. 251 of the Municipal Government Act (MGA) provides that a municipality may only make a borrowing bylaw if the borrowing is authorized by a borrowing bylaw;

AND WHEREAS Sec. 256 of the MGA provides that a municipality may make a borrowing for the purpose of financing operating expenditures of the municipality provided that the amount to be borrowed, together with the unpaid principal of other borrowings made for the purpose of financing operating expenditures, must not exceed the amount the municipality estimates will be raised in taxes in the year the borrowing is made;

AND WHEREAS Sec. 256 of the MGA further provides that a borrowing bylaw does not have to be advertised if the term of the borrowing does not exceed three years;

AND WHEREAS the council of the Town of Two Hills (Municipality) deems it advisable to borrow to meet the operating expenditure of the Municipality until such a time as the current taxes levied or to be levied are collected;

AND WHEREAS the amount of any existing debt of the Municipality including this operating line of credit of which not part shall be in arrears, and the total amount to be borrowed, together with the unpaid principal of other borrowings made for the purpose of financing operating expenditures, must not exceed the amount the municipality estimates to be raised in taxes or its debt limit.

NOW THEREFORE under the authority of the Municipal Government Act RSA 2000, Chapter M-26, the council of the Town of Two Hills in the Province of Alberta, duly assembled enacts as follows:

PART 1 - DEFINITIONS AND INTERPRETATION

Short Title

1. This Bylaw may be cited as the "*Operating Expenditures Borrowing Bylaw*"

Definitions



A handwritten signature in black ink, appearing to be "mtb".



**BYLAW NO. 2026-1060
of the
TOWN OF TWO HILLS**

2. In this Bylaw, words have meanings set out in the MGA, except that:
 - a. "MGA" means the Municipal Government Act, RSA 2000, Chapter M-26;
 - b. "Chief Administer Officer" means the chief administer officer for the Town of Two Hills;
 - c. "Chief Finance Officer" means the municipal finance officer for the Town of Two Hills;
 - d. "Mayor" means the chief elected official of the Town of Two Hills;
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5. The preamble paragraphs that **go before** the numbered paragraphs of this Bylaw are an integral and necessary part of this Bylaw and not a mere recital.

PART 2 - BORROWING AUTHORIZATION

Line of Credit

6. The Town of Two Hills may borrow from ATB Financial sums of money from time to time to meet, until taxes are collected, or in certain cases the approved delivery of federal and/or provincial grant funding sources to the Town of Two Hills, provided that the principal sum owed to ATB Financial at one time shall not exceed the sum of *\$1,000,000.00 (One Million Dollars)*.
7. All sums borrowed under this Bylaw shall be borrowed on the general credit and security of the Town of Two Hills.



A handwritten signature in blue ink, appearing to be "MO" or similar, with a horizontal line underneath.



**BYLAW NO. 2026-1060
of the
TOWN OF TWO HILLS**

8. The Chief Administration Officer or the Chief Finance Officer and the Mayor or Deputy Mayor of the Town of Two Hills are hereby authorized to:
 - a) apply to ATB Financial and obtain a revolving line of credit facility with a credit limit not to exceed the maximum amount this Bylaw authorizes may be borrowed; and
 - b) execute on behalf of the Municipality promissory notes and other negotiable instruments or other evidence of indebtedness for the line of credit facility as ATB Financial may require as evidence of and security for all sums borrowed.

Interest Rate, Terms and Terms of Repayment

9. All sums borrowed under this Bylaw are **repayable on demand at a rate of interest per annum from time to time established by ATB, not to exceed 10%**, and such interest will be calculated daily and due and payable monthly on the last day of each and every month.
10. All sums borrowed under the Bylaw, including principal and interest, shall be due and payable in full by **July 31st, 2026**.

Repayment Source

11. Revenue derived from the collection of municipal taxes levied will be used to repay the principal borrowed and interest owing under the Bylaw.

Severability

12. Every provision of this Bylaw is independent of all other provisions, and it is the intention of the Council that if any provision of this Bylaw is declared invalid by a court of competent jurisdiction, all other provisions of the Bylaw shall remain valid and enforceable.

Effective Date

13. This Bylaw comes into effect when it has received third and final reading by unanimous consent of all members of Council present.
14. This Bylaw repeals and replaces Bylaw No. **2025-1051** and any amendments thereof upon the establishment of a new line of credit with ATB Financial with the final passing thereof.

Bylaw No. 2026-1060 be given a first reading this 13th day of January 2026.



A handwritten signature in blue ink, appearing to be "MD" or similar initials, with a horizontal line underneath.



**BYLAW NO. 2026-1060
of the
TOWN OF TWO HILLS**

Bylaw No. 2026-1060 be given a second reading this 13th day of January 2026.

Bylaw No. 2026-1060 be given unanimous consent for a third and final reading this 13th day of January 2026.

Bylaw No. 2026-1060 be given a third and final reading this 13th day of January 2026.

TOWN OF TWO HILLS

A handwritten signature in black ink, appearing to read "Michael Tarkowski", written over a horizontal line.

Michael Tarkowski
MAYOR

A handwritten signature in blue ink, appearing to read "Adam Kozakiewicz", written over a horizontal line.

ADAM KOZAKIEWICZ
CHIEF ADMINISTRATIVE OFFICER



TOWN OF TWO HILLS COUNCIL MEETING AGENDA ITEM					
Meeting Date: January 26, 2026	Confidential:	Yes		No	X
Topic: Town of Two Hills Electrical Capacity					
Originated By: Mayor M. Tarkowski			Title:	Recent Brown Outs & Site ID's	
BACKGROUND:					
Brown outs occurring recently affecting the Health Centre. Service Fees out of line and additional Site ID charges to the same facility.					
DOCUMENTATION ATTACHED:					
Email Correspondence requesting a meeting to discuss 2 items Site ID List					
DISCUSSION:					
1. Voltage Testing within Town of Two Hills for electrical capacity and timelines for foreseeable system upgrade 2. De-energized sites that are still billing to the town for review and necessary action. (Site ID List provided)					
COMMUNICATION PLAN/COMMUNITY INVOLVEMENT:					
RECOMMENDED ACTION(S):					
_____ Moves to invite ATCO to discuss with Council some billing and service issues such as, reducing site ID's, distribution charges and voltage issues at the Council Meeting on February 24, or March 10 th .					
DISTRIBUTION:		Council: X			

Layden, Jen <Jen.Layden@atco.com>
Adam Kozakiewicz; Ares, JM <JM.Ares@atco.com>
McCullough, Sharla <Sharla.McCullough@atco.com>; +4 others

Good afternoon Adam,

Thank you for sending the list of Site IDs. Please allow me some time to review each site and get back to you with a summary.

Regarding the meeting request for Monday, January 19, we are unfortunately unable to attend due to the short notice and our current focus on managing ongoing outages within the region. We would be happy to coordinate a future meeting at a time that works well for all parties.

To help us prepare the appropriate information for your inquiries, please provide the specific items you would like to discuss, along with the details of your request to ATCO.

Regards,

Jen Layden

Customer Support Representative, Central East Region
Electricity

C. 587 217 7105

A. 6202 – 63 Ave, Lloydminster AB, T9V 3B8

From: Adam Kozakiewicz <cao@townoftwohills.com>

Sent: Friday, January 16, 2026 3:59 PM

To: Ares, JM <JM.Ares@atco.com>

Cc: Layden, Jen <Jen.Layden@atco.com>; McCullough, Sharla <Sharla.McCullough@atco.com>;
Wowdzia, Travis <Travis.Wowdzia@atco.com>; Michael Tarkowski <mtarkowski@townoftwohills.com>;
Sheila Lupul <slupul@townoftwohills.com>; Cindy Boyd <mc@townoftwohills.com>

Subject: RE: ATCO Meeting Attendance Request: Jan 19 at 1830 (Town of Two Hills)



Adam Kozakiewicz

Ares, JM <JM.Ares@atco.com>

Layden, Jen <Jen.Layden@atco.com>; +5 others

Here is our site ID I wonder how many we can unsubscribe?

Adam Kozakiewicz

-CAO

office: 780-657-3395

From: Ares, JM <JM.Ares@atco.com>

Sent: January 16, 2026 11:01 AM

To: Adam Kozakiewicz <cao@townoftwohills.com>

Cc: Layden, Jen <Jen.Layden@atco.com>; McCullough, Sharla <Sharla.McCullough@atco.com>;

Wowdzia, Travis <Travis.Wowdzia@atco.com>

Subject: ATCO Meeting Attendance Request: Jan 19 at 1830 (Town of Two Hills)

Good Morning Adam,

Thank you so much for reaching out and extending an invitation for ATCO Electric to attend Town of Two Hills' council meeting on Monday (January 19) at 1830. As we have discussed, we understand that the meeting request was coming from the mayor. Specifically, to discuss Town of Two Hills' electrical capacity in conjunction to the recent brown outs within the area affecting facilities such as your Health Centre. As I have communicated, this invite is short notice and due to the recent windstorms, we're experiencing within our region, we won't be able to confirm our attendance due to personnel availability. Please know that our leadership will review this request and get back to you and reschedule another meeting as required.

Please review my notes for the inquiries you would like to discuss:

1. Voltage Testing within Town of Two Hills for electrical capacity and timelines for foreseeable system upgrade.
2. De-energized sites that are still billing to the Town for review and necessary actions.
 - a. *Please send us the Site ID list for this for accurate review.*

For awareness, I have recently moved to a new role and further communications and arrangements regarding your request will be facilitated by @Layden, Jen.

Thank you,

JM Ares (she/they)

Customer Connection Expeditor
ATCO Electric

C. 780 205 0842 **F.** 780 871 5605

A. PO Box 11590, 6202 63 Avenue, Lloydminster, AB T9V 3B8

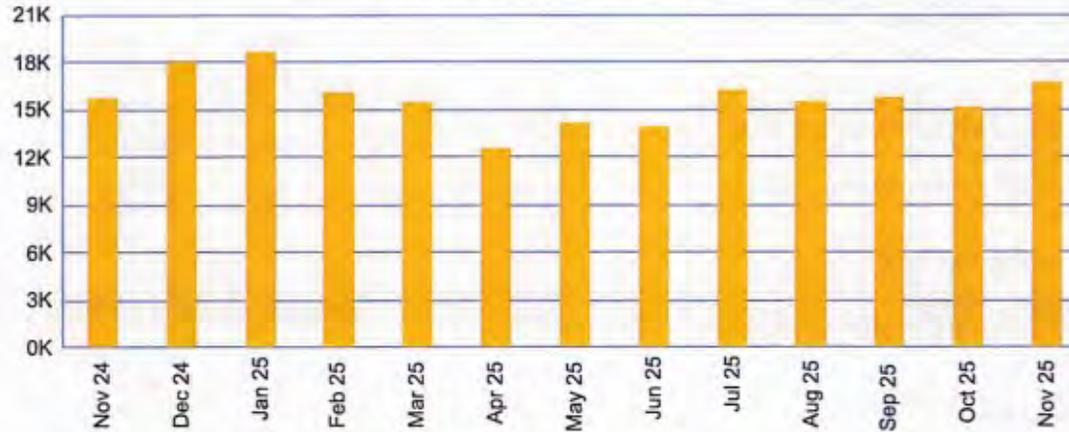
Account Number
 Invoice Number
 Invoice Date
 Due Date

C358437-1
 25-1430058
 Dec 18, 2025
 Dec 29, 2025

customers@transalta.com
 1-877-700-9288

POWER

Month over Month Consumption (kWh)
 (k = 1,000 | M = 1,000,000)



Site ID	Name	Total kWh	Current Charges	Delivery Charges	Prior Period and Other Charges	GST	Total
0010001074018	Shop Garage	598.53	\$57.84	\$173.21	\$11.14	\$12.12	\$254.31
0010001076011	Ball Park	2.17	\$11.16	\$113.29	\$(0.47)	\$6.19	\$130.17
0010001076113	Well # 2	7.66	\$11.61	\$113.29	\$0.60	\$6.26	\$131.76
0010001079218	Hall	0.00	\$11.00	\$0.00	\$0.00	\$0.55	\$11.55
0010001083017	Sewer Station	1,690.00	\$143.34	\$150.33	\$(1.65)	\$14.62	\$306.64
0010001560213	North Town Offic	556.49	\$54.58	\$136.69	\$2.52	\$9.67	\$203.46
0010001560315	South Town Offic	3,208.26	\$262.35	\$419.61	\$25.82	\$35.41	\$743.19
0010001560612	Library	740.46	\$69.03	\$157.21	\$(0.24)	\$11.29	\$237.29
0010001573912	Well # 3	37.21	\$13.91	\$106.75	\$(0.01)	\$6.05	\$126.70
0010001574013	Fire Hall	337.09	\$37.32	\$133.67	\$(0.52)	\$8.54	\$179.01
0010015382911	Well # 5	0.00	\$11.00	\$0.00	\$0.00	\$0.55	\$11.55
0010015383615	Shop	64.60	\$16.06	\$170.50	\$5.27	\$9.60	\$201.43
0010015387916	Galetta Concessi	1,169.10	\$102.52	\$128.76	\$(15.73)	\$10.78	\$226.33
0010038456661	New Water Rese	3,060.18	\$250.56	\$313.40	\$1.12	\$28.24	\$593.32
0010045084445	Hall	5,127.71	\$412.28	\$690.71	\$(33.07)	\$53.49	\$1,123.41
0010637746013	Christmas Lights	0.00	\$11.00	\$0.00	\$0.00	\$0.55	\$11.55
Power Site Totals		16,599.46	\$1,475.56	\$2,807.42	\$(5.22)	\$213.90	\$4,491.66

TOWN OF TWO HILLS COUNCIL MEETING AGENDA ITEM						
Meeting Date: January 26, 2026	Confidential:	Yes	<input type="checkbox"/>	No	<input checked="" type="checkbox"/>	
Topic: 15 th Annual Alberta CARE Spring Seminar						
Originated By: A. Kozakiewicz				Title:	CAO	
BACKGROUND:						
Annual Seminar focused on Waste Management, Recycling and Landfill Management.						
DOCUMENTATION ATTACHED:						
Flyer and Registration Form						
DISCUSSION:						
Seminar takes place in Brooks on March 18 th to March 20 th . Two Hills Landfill Council normally reviews to see if a delegation will go this year. If not, do any Council Members who wishes to go, should the Town of Two Hills facilitate Councilor's attendance?						
COMMUNICATION PLAN/COMMUNITY INVOLVEMENT:						
RECOMMENDED ACTION(S):						
_____ Moves to send Council Members _____ to attend the 15 th Annual Alberta CARE Spring Seminar, for \$600.00 per attendee on March 18 th to March 20 th in Brooks.						
DISTRIBUTION:		Council: X				

15th Annual Alberta CARE Spring Seminar

March 18th - March 20th

2026

Accommodations

**Heritage Inn Hotel and
Convention Centre**
1217 2nd Street West
Brooks, Alberta

Group Reservation: Alberta CARE



Downtown Brooks

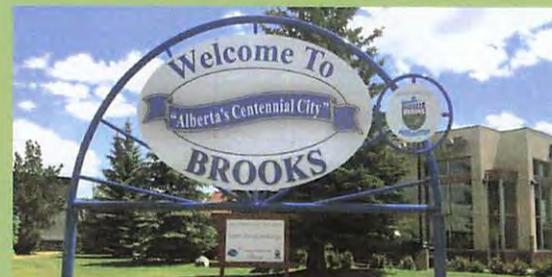


15th Annual Alberta CARE Spring Seminar

March 18th - March 20th

2026

Heritage Inn Hotel and Convention Centre
1217 2nd Street West
Brooks, Alberta



Newell Lake



Dinosaur Provincial Park

Please forward registrations & payment to:
ALBERTA C.A.R.E.
Linda McDonald, Executive Director
5212-49 Street
Leduc, AB T9E 7H5
Cell: 780-668-6767
Email: executivedirector@albertacare.org
Web: www.albertacare.org

Who Should Attend?

- Municipal Elected Officials
- Waste Commission Managers
- Landfill Operators
- Public Works Employees
- Eco Centre Employees
- Alberta Recycling Associations
- Alberta Landfill Engineers
- Waste Management Vendors
- Waste Disposal Companies
- School Boards, Education Facilitators
- Anyone interested in Reusing, Reducing, Recycling and Recovery

Silent Auction
Going once...
Going twice...

Ends March 19/26
at 8:00 p.m.

Wednesday March 18th

- 9:00 a.m.- 5:00 p.m. Registration and Exhibit Set Up
- 11:00 a.m. - NOON Lunch and Refreshments
- 1:00 p.m. TOUR #1
 - Newell Regional Waste Landfill and Pivot Spirits, Rolling Hills, AB *(Buses provided)*
- 5:00 p.m. COCKTAILS (Cash Bar)
- 6:00 p.m. Welcoming Remarks from the Mayor of City of Brooks
Welcoming Remarks from the Reeve of County of Newell
- 6:30 p.m. BUFFET BANQUET



Newell Regional Solid Waste Authority



**Cancellation Deadline
March 13th 2026**

Thursday, March 19th

- 7:00 a.m. Exhibit Viewing & Buffet Breakfast
- 8:15 a.m. Welcome – Rob Smith, Chairman of Alberta CARE
- 8:30 a.m. Newell Landfill Disaster
Kendra Johnston, Newell Regional Waste Authority
- 9:15 a.m. Waste to Energy Project
Joint Presentations –Shawn McKay, Newell Regional Waste Authority and John Swain, Global Green
- 10:00 a.m. Tire-Direved Aggregate (TDA)
Pat Sliworsky, Alberta Recycling Management Authority
- 10:45 a.m. Beyond the Pile: Modern Composting Strategies to Overcome Contamination & Inefficiency in Rural Alberta
Roxanne Doerksen, Cyrus County
- NOON BUFFET LUNCHEON
- 1:00 p.m. Alberta Recycling Management Authority Update
Ed Gugenhiemer, CEO
- 1:45 p.m. Alberta CARE Delegates Round Table - Circular Materials
Chairman Rob Smith
- 3:00 p.m. Circular Materials Presentation
Blaire Gaalaas, Director of Circular Materials
- 5:00 p.m. Cocktails
- 6:30 p.m. BUFFET BANQUET
- 8:00 p.m. Silent Auction Ends

**\$600.00 Registration Per Person
Register 3 or more Delegates
and receive a....**

10% Discount!

**This Seminar is Alberta Environment approved
for 'Continuing Education Units'**

Printed on 100% Post-Consumer Recycled Paper



Friday, March 20th

- 7:00 a.m. Exhibit Viewing & Hot Buffet Breakfast
- 8:30 a.m. Landfill Waste Wood Management
Jim Donaldson, Canadian Wood Waste Recycling
- 9:15 a.m. Small Drones for Landfill Ownership
Associated Engineers (Calgary)
- 10:00 a.m. RCMP Crime Prevention Liaison for Alberta
K Division for Waste Management and Recycling Facilities
- 11:00 a.m. Closing Remarks - Tom Moore, Alberta Care Member *(Coffee Side Bar all Morning)*



JBS City Centre



Brooks Aqueduct

**ALBERTA Coordinated Action for
Recycling Enterprises (CARE)
1-780-980-8089 Phone**

Registration Form

ALBERTA CARE Spring Seminar 2026

March 18th to 20th, 2026
Heritage Inn Hotel and Convention Centre
1217 2nd Street West, Brooks, AB
Block of Room under Alberta CARE

Town of Two Hills

JAN 12 2026

RECEIVED

Names: _____

Organization: _____

Address: _____

Email Address: _____ Phone: _____

NO CHARGE FOR TOURS:

Please indicate the number attending Wednesday Tour #1 _____

Sub Total \$ _____

Seminar Fee: \$600.00 p.p \$ _____

LESS 10% (if 3 or more attend) \$ _____

GST \$ _____

Spouses or Guests attending meals:

Breakfast Buffet @ \$25.00 p.p. \$ _____

Luncheon @ 30.00 p.p. \$ _____

Buffet @ 60.00 p.p. \$ _____

TOTAL \$ _____

MAIL PAYMENT OR EFT TO: Alberta CARE, 5212 49 Street, Leduc, Alberta T9E 7H5

EMAIL: executivedirector@albertacare.org or for information call Cell: 780-668-6767

Please indicate any food allergies: _____

TOWN OF TWO HILLS
COUNCIL MEETING
AGENDA ITEM



Meeting Date: January 26, 2026	Confidential:	Yes	<input type="checkbox"/>	No	<input checked="" type="checkbox"/>
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Topic: 86 Cancer C League All Stars vs Sr. A. Pontiacs - Charity Hockey Challenge

Originated By: Mayor M. Tarkowski	Title:	86 Cancer
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BACKGROUND:

DOCUMENTATION ATTACHED:

Letter with formal invitation to the Council of the Town of Two Hills
 Brochure promoting the event
 Email - Outlining the event details

DISCUSSION:

The event takes place at the Cold Lake Energy Center in Cold Lake on Friday February 20th, 2026 at 7pm.
 General Admission is \$11.33 per person

COMMUNICATION PLAN/COMMUNITY INVOLVEMENT:

RECOMMENDED ACTION(S):

_____ Moved that Council Members _____ will attend the Charity Hockey Event to represent the town of Two Hills in Cold Lake at the Cold Lake Energy Centre on February 20th, 2026.

DISTRIBUTION:	Council: X
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Dear Mr. Tarkowki,

On behalf of the organizing committee for the 5th Annual **86Cancer Charity Hockey Game**, I am writing to formally invite a member of the Two Hills Town Council to participate in a ceremonial puck drop at our event.

The game will take place on **Friday, February 20th, 2026 - 7PM**, at the **Cold Lake Energy Center**, and we would be honoured if a representative could attend this meaningful ceremony. Your presence would highlight the strong sense of community and support that this event represents. This year, the C-League All-Stars are challenging the Bonnyville Sr. Pontiacs in a match loaded with amazing talent and is sure to be fast paced, loads of fun while supporting Lakeland cancer patients.

Over the past four years, this charity game has raised over \$40,000 to support cancer-affected families in the Lakeland area. Last year alone, we donated \$10,000 to the **Bonnyville Cancer Clinic** and sent 6 Lakeland families affected by cancer, to an unforgettable trip to Edmonton for an Oilers game.

This year, our fundraising efforts will once again support:

- **The Oilers Experience:** A once-in-a-lifetime, all-expenses-paid overnight trip to Edmonton for up to **nine** families affected by cancer, to watch an Edmonton Oilers game. Families will be selected through an application process, with eligibility open to all cancer-affected families in the Lakeland region.
- **The Bonnyville Cancer Clinic:** Remaining funds will be donated to further support this vital local resource.

The puck drop will mark the beginning of this incredible evening, which serves as a rallying point for our community to come together and make a difference in the lives of those touched by cancer. Your attendance would not only lend a sense of occasion to the event but also highlight the unwavering support of the members of Town Council for their community.

Please let us know at your earliest convenience if yourself or a representative will be able to attend. Should you require any additional information or wish to discuss details, feel free to contact me directly at [7802077484](tel:7802077484) or at inquiries@86cancer.ca

Thank you for considering this request. We look forward to the possibility of welcoming you to this very special event.

Warm Regards,

Kyle McGauley, Director
86Cancer
780 207 7484
inquiries@86cancer.ca
www.86cancer.ca

[86Cancer - C-League All-Stars vs Sr. A Pontiacs](#)
[Events in Alberta](#)

Cancer Charity Hockey Challenge

Insert invitation Fri, Feb 20 at 7:00 PM (MST)
location on Imperial Oil Place, Cold Lake, Alberta
Questions? [Contact Event Host](#)
[chevron left](#) [Back to event page](#)

- [local activity Tickets](#)
- [shopping cartCart1](#)

event available Fri, Feb 20 - 07:00 PM: Charity Hockey Challenge
local activity **General Admission W/Early Bird Prize Draw**

C\$10.00 + C\$1.33 fees

1

Quantity

General Admission & Entry Into Early Bird Prize Draw. Early Bird Prize - 4 Lower Bowl Tickets to see the Edmonton Oilers take on the Seattle Kraken March 31st, 2026. Please Include contact details for ticket purchase.

Expand more

General Admission - 5 & Under Free

General Admission Sales not started Summary

Feb 20 at 7:00 PM

1

C\$10.00

General Admission W/Early Bird Prize Draw

Service Fee:

C\$0.70

Processing Fee: C\$0.63 **Total:C\$11.33**



C-LEAGUE ALL-STARS

86CANCER

VS



CANCER CHARITY HOCKEY CHALLENGE

EARLY BIRD TICKET PRIZE:

4 LOWER BOWL OILERS GAME TICKETS!

Robert Clark- Voice Of The Oilers Performing National Anthem

Live Music By The Second Son Band

Numerous Door Prizes, Signed Macklin Celebrini Jersey Draw

CLBD Award Winning Beer & Spirits Served At The Game

GAME PROCEEDS GO TOWARDS SUPPORTING LAKELAND CANCER PATIENTS AND

♥ THE BONNYVILLE CANCER CLINIC ♥

FRIDAY FEBRUARY 20, 2026 – 7:00 PM

IMPERIAL OIL PLACE – COLD LAKE

TICKETS - WWW.86CANCER.CA



Town of Two Hills Councillor Report

Date: January 26/26

Airport Commission

Budget/Bylaw/Policy

EDC – Lakeland Go East

EDC Meeting held Dec 10
Elections were held for new chair; Deputy Mayor was elected as chair
Terms of reference were discussed with suggestions made for changes
January 7 EDC meeting postponed as quorum not met

Emergency Management

Regional Economic Development Committee (REDC)

SAC – Sports Activity Council

AGM was on December 11
Elections were held for all executive positions
2026 Budget was proposed