



AGENDA
TOWN OF TWO HILLS
July 13, 2021
7:00 P.M.



Regular Council Meeting

- 1. CALL TO ORDER**
- 2. OATH OF OFFICE**
- 3. ADOPTION OF AGENDA**
- 4. ADOPTION OF MINUTES**
 - a) Regular Council Meeting Minutes of June 22, 2021
- 5. DELEGATION**
- 6. OPEN FORUM**
- 7. ADMINISTRATIVE REPORTS**
 - a) Public Works Report
 - b) Chief Financial Officer Report
 - c) Chief Administrative Officer Report
- 8. CORRESPONDENCE**
- 9. NEW BUSINESS**
 - a) National Drowning Prevention Week
- 10. COUNCIL MEMBER REPORTS**
- 11. NEXT MEETINGS**
 - a) Regular Council Meeting Tuesday August 17, 2021 7:00 p.m.
- 12. CLOSED SESSION**
 - a) FOIPP Act, Sections 17 and 29
- 13. ADJOURNMENT**





TOWN OF TWO HILLS

Minutes of the Regular Meeting of Council for the Town of Two Hills held June 22, 2021 at 7:00 P.M. Via GoToMeeting



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

MISSING: Public Works Supervisor T. Stefiuk

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

ADOPTION OF AGENDA:

2021-120 **MOVED** by Mayor L. L. Ewanishan to accept the agenda with an addition under new business: 2020-1003 Face Covering Bylaw.

CARRIED

ADOPTION OF MEETING MINUTES:

2021-121 **MOVED** by Deputy Mayor W. Babiuk to accept the Regular Council Meeting Minutes of June 8, 2021 as presented.

CARRIED

2021-122 **MOVED** by Councillor S. Rajoo to accept the Special Council Meeting Minutes of June 10, 2021 as presented.

CARRIED

DELEGATION: NONE

OPEN FORUM: NONE

ADMINISTRATIVE REPORTS:

Public Works Report

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

2021-123 **MOVED** by Councillor M. Tarkowski that the Public Works report be acknowledged as presented and incorporated into the minutes.

CARRIED

Chief Financial Officer Report

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

2021-124 **MOVED** by Councillor S. Rajoo that the Chief Financial Officer's report be acknowledged as presented and incorporated into the minutes.

CARRIED



Chief Administrative Officer Report

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

2021-125

MOVED by Councillor E. Sorochan that the Chief Administrative Officer's report be acknowledged as presented and incorporated into the minutes.

CARRIED

CORRESPONDENCE:

2021-126

MOVED by Councillor M. Tarkowski that the Correspondence be acknowledged as presented and filed.

CARRIED

NEW BUSINESS:

150 ft MCSNet Tower

MCSNet has determined that the best location for them to set up a 150 Ft Internet Tower would be behind the library and in front of the AXIA Supernet Compound. The tower will be enclosed in a 12'x12' fenced area. This way they are able to hook up to the Supernet (now or in the future when they get up to 100 customers). If they don't hook up to the Supernet now, the internet service will still be better than what is available in town currently. The speed is predicted to be 50-80 Mbps download and 10 Mbps upload. MCSNet will also continue to try to run their fibre line to Two Hills.

2021-127

MOVED by Councillor S. Rajoo to sign the agreement and allow MCSNet to set up a 150 ft Internet Tower behind the library.

CARRIED

ACE Debenture

The Chief Financial Officer has reached out to our Banking Relationship Manager and is waiting to hear back for the best options on proceeding to invest \$176,960 into the recommended accounts.

2021-128

MOVED by Mayor L. L. Ewanishan to deposit the \$176,960 into restricted reserves.

CARRIED

2021-129

MOVED by Councillor E. Sorochan to invest \$176,960 into the recommended account.

CARRIED

2020-1003 Face Covering Bylaw

As the Province reopens and Provincial laws supersede local municipal Bylaws, does the Town want to continue with the local bylaw that is in place.

2021-130 **MOVED** by Mayor L. L. Ewanishan to rescind bylaw 2020-1003 Face
Covering Bylaw as of July 1, 2021.

CARRIED

NEXT MEETING:

Regular Council Meeting Tuesday July 13, 2021 at 7 P.M.

ADJOURNMENT:

With all items on the agenda having been addressed Mayor L. L. Ewanishan adjourned the Regular Council Meeting at 8:28 PM.

LEONARD L. EWANISHAN, MAYOR

GERREN SASKIW, C.A.O.



OPEN FORUM



(Council Procedural Bylaw, Amendment Bylaw 2014-949)

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

Division 3 – Open Forums

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

Notes:





1. Roads / Sidewalks

- a) Complete mixing of SB90 oil and gravel
- b) Haul grade and pack SB90 on 51 Ave
- c) Haul reclaimed SB90 from 46 Ave from 51 St to 52 St between 45-46 Ave
- d) Haul, grade and pack new gravel on 52 St for base material
- e) Fill and pack gravel along new sidewalk at the Hall
- f) Haul, grade and pack SB90 along new sidewalk on 47 A St, 52 Ave, 48 St and 52 Ave
- g) Sweep up gravel, screenings and dirt on 47A St, 52 Ave, 49 St, 47 St

2. Water/Wastewater

- a) The town experienced no power disruptions since last report
- b) Continuing Covid 19 housekeeping protocols for water/wastewater facilities
- c) 3 High room temperature alarms at Lift station – checked by Bob and on call and alarms reset. Due to high temperatures on outside walls from sun
- d) Condition B water restriction implemented June 28th due to high demand
- e) June 29th instructed by ACE operator to close Reservoir truck fill
- f) July 5th opened truck fill for human consumption only as per instructions
- g) July 5th – Condition B lifted
- h) July 6th Human consumption only notice removed from truck fill
- i) Filled water tank for Grow Arena Project spraying (8.5 m3)
- j) Sanitary manhole checks done north of Hwy 45, 53rd street and 54th street north of 50 Ave
- k) Residential sewer line augured on 46th street – blockage at approx. 80 feet
- l) Monitoring distribution flow rates
- m) Water service restored to residential property and frozen water meter replaced as per request
- n) Water reported to be coming up on commercial property – tested and determined to be chlorinated water, CC valve closed and flow stopped, property owner responsible for repairs. Water not restored until completed
- o) Bacti sample taken at Centennial Hall before re- opening
- p) CC valves checked on 47 A Ave – 3 replaced
- q) CC valves checked on 49 Street – 2 replaced – 1 within yard to be replaced at a later date
- r) CC valves checked 50 Street – 1 replaced
- s) CC valves checked 52 Street – 1 replaced
 - a. Note: Above CC valves were checked for sidewalk replacement work

SUMMER TEMP WORKERS REPORT

- a) The towns summer employees have started and are catching up on weed whipping, grass cutting
- b) Flower and Tree watering continues on Mon – Wed – Friday schedule
- c) The CMTA (Wayside) worker continues to assist with watering, potholes and grass cutting

3. Other

- a) Remove and haul old sidewalks on 46 Ave, 52 St, 49 St, 50 St, 47A St and 52 Ave
- b) Haul away top soil and clay from all sidewalk projects
- c) Replace starter on BL580 Volvo Backhoe
- d) Purchase new Stil weed whipper
- e) Repair and service grader, John Deere tractor and rotovator
- f) Complete all service requests



**Town of Two Hills
Cheque Listing
30813 - 30829**

30813	June 29, 2021	AMSC Credit Card	419.83
30814	June 29, 2021	ADOA Conference	125.00
30815	June 29, 2021	VOID	
30816	June 29, 2021	July Benefits	8,466.20
30817	June 29, 2021	Stefiuk Fence	5,441.63
30818	June 29, 2021	Reservoir Internet	36.75
30819	June 29, 2021	Quarterly Impression Charges	870.93
30820	June 29, 2021	Freight For Cold Mix	882.00
30821	June 29, 2021	Cold Mix	6,021.75
30822	June 29, 2021	Freight	161.50
30823	June 29, 2021	Fire Chief Honorarium	150.00
30824	June 29, 2021	Pruning of Storm Damaged Tree 47 St & 53 Ave	400.00
30825	June 29, 2021	Freight	52.50
30826	June 29, 2021	Tack Oil	4,005.63
30827	June 29, 2021	Donation to FCSS	100.00
30828	June 29, 2021	Centennial Hall Management Fee June 2015	2,625.00
30829	June 29, 2021	Permit for Elevator at Arena	120.50

TOTAL \$ 29,879.22



1. **FINISHED 51 Ave SB-90 (46-49 St).** The final stretch of road work on 51 Ave with SB-90 completed on July 7th. Public Works re-mixed the gravel & oil on July 1st & 2nd. PW mixed the new oil & gravel on July 6th and packed the road from 47th-49th street to be ready for tack oil. The tack oil was sprayed the morning of July 6th. PW starting hauling back SB-90 material on July 7th for 51 Ave from 47-49 St, then graded and packed. The finished road looks really good!!! GOOD JOB Public Works!!!
2. **DELAYED – Concrete Crushing.** It does not look like we will be able to afford to crush concrete in the fall due to extra sidewalk & road maintenance costs above the amount in the capital budget.
3. **FINISHED - Hall Bathroom Renovations.** Contractor finished off the project. The washrooms look really good, it is bright and cheery. The automatic lights, taps and toilets will be very nice. We are going to have to measure the door openings to the bathrooms for wheel chair access. The entrances may need to be widened (not part of the project).
4. **Holiday Trailer Notices.** We continue to issue notices for removal of trailers from Town streets and residents seem to be complying.
5. **UPDATE - Sidewalk Replacement.** The contractor has moved to 50 St (curb & gutter from 51-52 Ave) & 52 Ave (sidewalk from 49-50 St). 47A St curb & gutter on the east side of the road from 47-50 Ave is completed. Then the last large section of sidewalk replacement to be done will be 46 Ave (south side sidewalk from Hwy 36 – 52 St). There will be some small sections for replacement at the end or later in the summer.

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



Action Tracker for Council

Date	WHO? Call / Email	Issue / Reason / Topic	Action	STATUS
2021-02-19	Council Request	Two Hills Gas Franchise	Does the Town purchase? Operate? Costs? Revenue? Get more figures and options. Need updated information.	Ongoing
2021-04-07	Council Request	Snow Removal Policy	Update the policy for salting of sidewalks	for Fall
2021-05-21	Council Request	Noxious Weeds	Make sure to spray any noxious weeds in town.	Checking
2021-06-01	Council Request	Semis in Town	Discussing with owners of Semis about not driving on Town roads. NO Parking on Town streets. Notices Sent.	Ongoing
2021-06-17	Council Request	Unightly Premises	Letters were sent and discussed with different landowners about a schedule for cleanup.	working with landowners
2021-06-23	Council Request	Broadband Internet	MCSNet will install a tower in Two Hills behind the library. This would improve the internet service in town. In the future hopefully fibre could be brought to the tower which would increase the broadband speed in town. There are also other new technologies being considered.	Agreement Approved & Signed
2021-06-30	Council Request	Tax Arrears Auction Sale - 10:00am Wednesday August 25, 2021	New Date set for the May 11th Auction Sale Postponed due to Covid. Advertised in the AB Gazette. Will advertise on website, facebook & notify owners.	DATE SET
2021-07-07	Council Request	Library Roof Tin - Leaking Issue	Another Contractor will be checking out the roof with PW on July 8th, to determine where the roof is leaking and provide other solutions. Not sure what else can be done? We will also be investigating if some sealant can be sprayed in certain areas or other product.	More Investigation needed
		completed / DONE	highlighted updates for council.	



CAPITAL PROJECTS: Action Tracker for Council

Date	Capital Project	Update on Project	STATUS
2021-06-22	Concrete Crushing	Some Concrete Crushing may take place in the fall, depending on budget.	TBD
2021-06-23	PAVING Project 2021	Paving of 45 Ave from 51-54 St (Arena Road) planned for August. Road widening from Hwy 36 to 52 St with curb & gutter on south side. Power poles to be moved.	Booked
2021-07-02	Centennial Hall Washrooms (renovated)	Washroom renovations have been completed and look bright and inviting. GOOD JOB! ***Washroom door entrances may need to be altered to allow wheel chair access (this was not included in the project).	DONE
2021-07-07	Sidewalk Projects 2021	Contractor is moving at a very good pace. His crew is hard working and does a very good job. We have added a few sections of sidewalk and curb & gutter due to road work.	75% complete
2021-07-07	SB-90 Projects 2021	51 Ave (from 46-49 St) Completed. OIL & Gravel remixed due to rain. Tack Oil has been sprayed. PW hauled back the material and packed. The reclaimers will return next week as the County is moving from Warwick road to Lac Sante road. Roads to be rotovated later in the summer: 47 Ave (46-50 St) & 49 St (51-52 Ave), 52 Ave (49-50 St) & 50 St (52-51 Ave). The Grader will be used to prepare 48 Ave (46-47 St) & 49 St (47-50 Ave).	51 Ave DONE (46-49 St)
	completed / DONE	UPDATES for Council.	



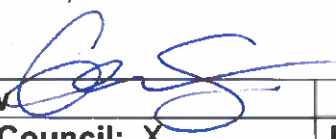


**Correspondence Listing
Council Meeting of July 13, 2021**



NONE



	TOWN OF TWO HILLS COUNCIL MEETING AGENDA ITEM				
Meeting Date: July 13, 2021	Confidential:	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 33%;">Yes</td> <td style="width: 33%;">No</td> <td style="width: 33%;">X</td> </tr> </table>	Yes	No	X
Yes	No	X			
Topic: National Drowning Prevention Week					
Originated By: Gerren Saskiw	Title:	C.A.O			
BACKGROUND:					
<p>The Lifesaving Society is a national, charitable organization working to prevent drowning and reduce water-related injury through our training programs, Water Smart® public education, drowning research and aquatic safety standards. The Lifesaving Society certifies Canada's National Lifeguards. National Drowning Prevention Week is one of the Society's leading public education initiatives, with events taking place across the country to focus media and community attention on the drowning problem and drowning prevention.</p>					
DOCUMENTATION ATTACHED:					
DISCUSSION:					
COMMUNICATION PLAN/COMMUNITY INVOLVEMENT:					
RECOMMENDED ACTION(S):					
<p>To Proclaim July 18-24, 2021 as National Drowning Prevention Week in Two Hills.</p>					
<div style="display: flex; justify-content: space-between; align-items: center;"> <div style="width: 40%;"> CAO- Gerren Saskiw  </div> <div style="width: 60%;"></div> </div>					
DISTRIBUTION:	Council: X	DISTRIBUTION: Council: X			



Town of Two Hills Councillor Report

Date: July 13, 2021

Tourism

SAC

Vermilion River Watershed Management

On June 01, 2021 the VRWA won an Emerald Award for their achievement in working with agricultural landowners, municipalities and students along the Vermilion River watershed. Alberta Emerald Awards recognize and celebrate outstanding environmental achievements annually in 15 categories.

June 24, 2021-

AWES (Agoforestry and Woodlot Extension Society) personnel came to Two Hills to do an assessment on winter kill and damage done by contractor spraying 2-4D along the EcoBuffer shrubs in Geleta Park. Will do another inspection in fall to determine if any damaged shrubs recover. Planted 160 shrubs to replace winter killed plants. A plot of wildflowers was also planted in one row of the Ecobuffer.

June 25, 2021-

VRWA AGM meeting was held. Discussed last years projects. Election of executive and board members was tabled to a meeting to be held after the municipal election in October, 2021.

Two Hills Improvement Committee

June 21, 2021-

The hanging baskets, cenotaph and pioneer park flowers are all done. Timely watering by AG Society step students has kept the flowers in excellent condition. Discussion took place on painting the three Town of Two Hills signs along the highways. Some liked the original brown colour while others wanted a lighter colour for better visibility.

June 24, 2021-

AWES did an inspection of the trees at Geleta Park. They suggested that the trees at the entrance to the park and one at the hall entrance be removed due to their poor condition. One bush south of the Town of Two Hills sign along Hwy 16 needs to be removed for better visibility. Renovations to the hall restrooms will be complete the first week of July.

HUB - Regional Economic Development - Alternate

Interagency Committee

Eagle Hill Foundation - Alternate

Other



Town of Two Hills Councillor Report

Date: July 8/21

Alice Melnyk Public Library

June 9/21- No meeting held.

THIC - Two Hills Improvement Committee

- Discussion was held concerning the watering and weeding of the flowers on the poles as well as in Pioneer Park and the Cenotaph. Consistency was the main factor- someone to water at least 3 times a week and would be assigned this responsibility. Weeding was also included.
- Another issue was the painting of signs. It was felt that the words Two Hills on our town signs should be more visible. It was decided to try lighting or using a color that was more visible.

Eagle Hill Foundation

No meeting held

Family Community Services (FCSS)- Alternate

Northern Lights Library System

No meeting held

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

Vermilion River Watershed Management -Alternate

Veterans Memorial Highway Committee - Alternate

Extra Notes



Town of Two Hills Councillor Report

Date: July 13/21

Economic Development Committee (EDC)

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Family Community Services (FCSS) - Alternate

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HUB - Regional Economic Development

June 23 Hub Annual Meeting
No board elections due to Municipal elections in the fall. A meeting will be held in November with elections held then.
Guest speaker was the EDO from the Town Of Vermillion

Regional Landfill Committee

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Tourism (Alberta Lakeland and Kalyna Country) - Alternate

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Vermilion River Watershed Management - Alternate

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Extra Notes

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