



**AGENDA  
TOWN OF TWO HILLS  
November 24, 2020  
7:00 P.M.**



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**Regular Council Meeting**

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- 1. CALL TO ORDER**
- 2. ADOPTION OF AGENDA**
- 3. ADOPTION OF MINUTES**
  - a) Regular Council Meeting Minutes of November 10, 2020
- 4. DELEGATION**
- 5. OPEN FORUM**
- 6. ADMINISTRATIVE REPORTS**
  - a) Public Works Report
  - b) Chief Financial Officer Report
  - c) Chief Administrative Officer Report
- 7. CORRESPONDENCE**
- 8. NEW BUSINESS**
  - a) Council Meeting Calendar 2021
  - b) Staff Christmas Bonuses & Party
  - c) Write Off Pre-Paid Amounts
  - d) \$1.75 billion Universal Broadband Fund – MCSnet support
  - e) Mandatory Masks
  - f) Swimming Pool Land
  - g) ACE Water Next Phase Payments
- 9. COUNCIL MEMBER REPORTS**
- 10. NEXT MEETINGS**
  - a) Regular Council Meeting Tuesday December 15, 2020 7:00 p.m.
- 11. CLOSED SESSION**
  - a) FOIPP Act, Sections 17 and 29
- 12. ADJOURNMENT**





## TOWN OF TWO HILLS

Minutes of the Regular Meeting of Council for the Town of Two Hills  
held November 10, 2020 at 7:00 P.M.  
in the Two Hills Town Council Chambers



**PRESENT:** Mayor L. L. Ewanishan, Deputy Mayor W. Babiuk, Councillor M. Tarkowski, Councillor E. Sorochan, Councillor S. Rajoo, C.A.O. G. Saskiw, Public Works Foreman T. Stefiuk, Finance Clerk D. Boutin and one member in the public gallery.

**MISSING:** C.F.O. S. Lupul, Executive Secretary A. Clark

**CALL TO ORDER:** Mayor L. L. Ewanishan called the Regular Town Council Meeting to order at 7:00 P.M holding a moment of silence to honor our Veterans.

### ADOPTION OF AGENDA:

**2020-221** **MOVED** by Councillor M. Tarkowski, to accept the Agenda as presented.  
**CARRIED**

### ADOPTION OF MEETING MINUTES:

**2020-222** **MOVED** by Councillor E. Sorochan, to accept the Organizational Meeting Minutes of October 27, 2020.  
**CARRIED**

**2020-223** **MOVED** by Deputy Mayor W. Babiuk, to accept the Regular Meeting Minutes of October 27, 2020.  
**CARRIED**

**2020-224** **MOVED** by Councillor S. Rajoo, to accept the Special Meeting Minutes of October 30, 2020.  
**CARRIED**

**DELEGATION:** School Board Trustee Ruvan Rajoo

**OPEN FORUM:** NONE

### ADMINISTRATIVE REPORTS:

#### **Public Works Report**

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

**2020-225** **MOVED** by Deputy Mayor W. Babiuk that the Public Works report be acknowledged as presented and incorporated into the minutes.  
**CARRIED**



**Chief Administrative Officer Report**

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

**2020-226**

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

**CARRIED**

**CORRESPONDENCE:**

**2020-227**

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

**CARRIED**

**NEW BUSINESS:**

**Proclamation - Family Violence Awareness Month**

Alberta has the third highest rate of self-reported spousal violence among Canadian provinces, yet family violence is preventable. November is Family Violence Prevention Month in Alberta. It is a time to increase awareness of the resources and supports available so we can work together to end family violence and build healthier relationships in our communities.

**2020-228**

**MOVED** by Mayor L. L. Ewanishan to proclaim the month of November as Family Violence Prevention Month in the Town of Two Hills.

**CARRIED**

**Library Board Member**

The appointed representative on the Library Board, is bringing forward a request to re-appoint the Library Board member.

**2020-229**

**MOVED** by Councillor E. Sorochan to reappoint Vicky Kuzio to the Two Hills Library Board for a 3-year term.

**CARRIED**

**Letters re: Broadband**

As a community we are looking into options for bringing fiber broadband lines to Town, and service all the residences and businesses.

**2020-230**

**MOVED** by Councillor S. Rajoo to approve administration to forward letters to the Service Minister, Minister of Employment, MP Shannon Stubbs, and Prime Minister Trudeau.

**CARRIED**

**COUNCILLOR REPORTS:**

**2020-231**

**MOVED** by Councillor E. Sorochan to accept and incorporate the Council Reports as presented into the minutes.

**CARRIED**

**CLOSED SESSION:**

**2020-232**      **MOVED** by Councillor E. Sorochan to go into closed session at 8:45 PM.  
**CARRIED**

**2020-233**      **MOVED** by Councillor E. Sorochan to come out of closed session at 9:52 PM.

**CARRIED**

**2020-234**      **MOVED** by Mayor L. L. Ewanishan to have the Grow Arena Group get approval before more money is spent on arena improvements.

**CARRIED**

**NEXT MEETING:**

Regular Council Meeting November 24, 2020

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**LEONARD L. EWANISHAN, MAYOR**

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**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:

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## 1. Roads / Sidewalks

- a) Complete grading and hauling snow off all town roads
- b) Grade all back alleys
- c) Apply beet juice to problem icy intersections and roads

## 2. Water/Wastewater

- a) The town experienced no power failures since last report
- b) Continuing Covid 19 housekeeping protocols for water/wastewater facilities
- c) Sent H2S gas monitors for recalibration
- d) Investigated (SEGO) drive line noise at Lift station, determined to be coming from steady bearing – running pumps in lead/lag setting to prevent additional wear until bearing can be replaced
- e) Continue south side pressure checks
- f) Manhole checks
- g) Gel standard tests and pumphouse CL2 analyzer recalibration
- h) Monitoring distribution flow rates
- i) PRV
- j) Meter reads and month end reporting
- k) AB ENV wastewater annual reporting (continued)
- l) Reservoir housekeeping
- m) Barrel fill at truck fill is closed for winter due to freezing (every winter)

## 3. Other

- a) Sweep snow off all the Town sidewalks and apply salt where required
- b) Weld stop sign back onto base at the corner of 50 St and 47 Ave
- c) Complete all service requests



**TOWN OF TWO HILLS  
RECONCILIATION STATEMENT FOR OCTOBER 2020**

<b>Net Balance at End September 2020</b>	<b>\$466,576.51</b>
Plus Deposits	\$458,771.47
<b>Sub Total</b>	<b>\$925,347.98</b>
Minus Disbursements (including transfers)	\$615,943.35
<b>Closing Balance</b>	<b>\$309,404.63</b>

**Summary of Town of Two Hills Accounts**

<b>Alberta Treasury Branch</b>	<b>Description of Accounts</b>	
Bus Custom Plan CB #24	(Main Account)	\$309,404.63
Bus Custom Plan CB #27	(Electronic Bill Payments)	\$220,222.66 *
Notice Account 90 Day	(Auction Holding)	\$100,371.95
<b>TOTAL ATB</b>		<b>\$629,999.24</b>

**Revolving Loan - out of \$985,000.00**

<b>OTHER ACCOUNTS:</b>	<b><u>Vision Credit Union</u></b>	
	Two Hills Improvement Committee	\$ 2,060.32
	Canada Day	\$ 9,376.98
	Pay Roll	\$ 121,051.18

**Comments:**

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



**Town of Two Hills  
Cheque Listing  
30434 - 30496**

30434	October 27, 2020	2020 Requisition	<b>83,824.00</b>
30435	October 27, 2020	Chainsaw Parts	<b>138.00</b>
30436	October 27, 2020	Reservoir Internet	<b>36.75</b>
30437	October 27, 2020	Hydrovac for Culvert Repair 47 ave & Rail Road	<b>1,236.38</b>
30438	October 27, 2020	SCBA Fill Station	<b>1,890.00</b>
30439	October 27, 2020	Office Supplies	<b>38.52</b>
30440	October 27, 2020	Compressor at Arena	<b>376.53</b>
30441	October 27, 2020	Folding Machine Lease Payment	<b>495.01</b>
30442	October 27, 2020	Shop Supplies	<b>660.09</b>
30443	October 27, 2020	2020 Designated Industrial Prop Tax Requisition	<b>173.63</b>
30444	October 27, 2020	October 2020 Office Cleaning	<b>320.00</b>
30445	October 27, 2020	Arena Payment	<b>175,000.00</b>
30446	October 27, 2020	2020 Deficit on Operations	<b>25,879.73</b>
30447	October 27, 2020	Puck Board for Town Sign in Office	<b>157.50</b>
30448	November 5, 2020	October 2020 Notifications	<b>25.20</b>
30449	November 5, 2020	Cadastral/Title Subscription	<b>56.70</b>
30450	November 5, 2020	November Benefits	<b>8,438.59</b>
30451	November 5, 2020	Equipment Parts	60.07
		Equipment Parts	7.81
		Equipment Parts	135.45
		Equipment Parts	7.10
		Equipment Parts	244.29
		Equipment Parts	44.24
		Equipment Parts	16.04
		Equipment Parts	127.00
		Equipment Parts	2.99
		Shop Supplies	17.09
		Shop Supplies	25.22
		Shop Supplies	2.32
		Shop Supplies	330.10
		Shop Supplies	19.95
		Oil Filter	66.09
		Oil Filter	50.51
			<hr/> <b>1,156.27</b>
30452	November 5, 2020	Hoist Cylinder	<b>2,524.04</b>
30453	November 5, 2020	October 2020 Fuel	<b>2,126.92</b>
30454	November 5, 2020	October Preventative Maintenance Arena	<b>913.50</b>
30455	November 5, 2020	AGM Registration	<b>35.00</b>
30456	November 5, 2020	Pay Out	<b>75,563.00</b>
30457	November 5, 2020	Pension	<b>9,013.06</b>
30458	November 5, 2020	Fire Wood Bucking, Tree Removal, Alley Trimming	<b>1,250.00</b>



30459	November 5, 2020	Phones	<b>1,111.87</b>
30460	November 5, 2020	Land Titles	<b>1,590.00</b>
30461	November 5, 2020	Council/Office/Public Works Supplies	<b>102.58</b>
30462	November 5, 2020	November Payment	5,345.00
		FRN Installment	5,833.33
			<hr/> <b>11,178.33</b>
30463	November 5, 2020	Banquet Hall Rental Joint Municipalities Meeting	<b>63.00</b>
30464	November 5, 2020	Diesel Exhaust Fluid	58.59
		Shop Supplies	20.99
		Shop Supplies	17.83
		Culvert	703.47
		Equipment Repair	25.19
		Shop Supplies	16.79
		Water Supplies	31.49
		Shop Supplies	107.04
		Shop Supplies	20.98
		Shop Supplies	10.49
			<hr/> <b>1,012.86</b>
30465	November 5, 2020	Monthly Contract Assessment Fees	<b>1,462.65</b>
30466	November 5, 2020	WCB Installment	<b>2,112.50</b>
30467	November 5, 2020	VOID	-
30468	November 10, 2020	October 2020 Water Consumption	<b>31,202.55</b>
30469	November 10, 2020	Queens Printer Subscription	<b>131.25</b>
30470	November 10, 2020	October 2020 Power & Gas	<b>14,409.74</b>
30471	November 10, 2020	Hydraulic Oil	<b>1,072.27</b>
30472	November 10, 2020	Hoses & Fittings	<b>64.15</b>
30473	November 10, 2020	Brine Pump Repairs	<b>1,498.35</b>
30474	November 10, 2020	Office Shredding	<b>43.06</b>
30475	November 10, 2020	Shop Supplies	<b>1,150.50</b>
30476	November 10, 2020	Delineators & Ice Melt	<b>994.88</b>
30477	November 10, 2020	Covid 19 Cleaning Arena, Hall, Rec Centre	<b>5,538.23</b>
30478	November 10, 2020	Remembrance Day/Franchise Fee Ad	<b>231.14</b>
30479	November 10, 2020	Brush for Skid Steer Sweeper	<b>3,753.92</b>
30480	November 10, 2020	Computer/Microsoft Office	1,103.73
		Computer	739.19
		Windows Pro 10	273.00
		Rapid SSL Certificates	1,010.06
		Beacon Water Meter Reads	46.89
		Postage	1,604.73
		13 Ways Lunch	109.57
		Safety Course	42.47
		Office Supplies	215.85
			<hr/> <b>5,145.49</b>

30481	November 16, 2020	Retiring Allowance Payment	7,549.60
30482	November 19, 2020	VOID	-
30483	November 19, 2020	Pool Foundation Demo	20,958.00
30484	November 19, 2020	Petty Cash	34.35
30485	November 19, 2020	Legal Fees	255.94
30486	November 19, 2020	Garbage Collection October 2020	2,250.00
30487	November 19, 2020	Preventative Maintenance Rec Centre & Office	2,493.75
30488	November 19, 2020	Arena Furnace	4,305.00
30489	November 19, 2020	Fire Chief Monthly Honorarium	150.00
30490	November 19, 2020	Associate Membership Fees	204.75
30491	November 19, 2020	Office & PW Supplies	355.81
30492	November 19, 2020	Water Department Servicing October 2020	794.41
30493	November 19, 2020	Covid 19 Cleaning of Facilities	748.13
		Centennial Hall Management Fee	2,625.00
			<u>3,373.13</u>
30494	November 19, 2020	Veterans Highway Membership	143.10
30495	November 19, 2020	GST	2,354.40
		Pool Demo	14,437.50
			<u>16,791.90</u>
30496	November 19, 2020	Copier Impression Charges	376.57
		<b>TOTAL \$</b>	<b>505,060.45</b>



1. **Municipal Stimulus Program (MSP).** We were accepted for the project of Concrete Crushing for Road Work fill for \$171,528. The Government of Alberta is proud to provide municipalities with new infrastructure funding through the Municipal Stimulus Program (MSP). The MSP will help your community recover from the economic challenges posed by the pandemic and the downturn in energy prices. It also positions communities to support local jobs and participate in future economic growth.
2. **Municipal Operating Support Program (MOST).** We received \$151,117 in funding. The funds may be used to support additional costs or revenue shortfalls associated with the COVID-19 pandemic and actions taken in response to it.
3. **ATCO Electric Franchise Fee.** the AUC has approved the Town of Two Hills Franchise Fee Increase from 4.25% to 8.5% effective January 1, 2021. AUC #26096-D01-2020.
4. **Universal Broadband Fund.** I have emailed both MCSnet and Telus to see if they can apply to the newly announced federal government \$1.75 billion Universal Broadband Fund to support high-speed internet projects in rural and remote communities, for the Town of Two Hills.

See attached CAO Action Tracker and Capital Projects Tracker on the following pages for ongoing items and requests.



## Action Tracker for Council

Date	WHO? Call / Email	Issue / Reason / Topic	Action	STATUS
2020-02-25	Council Request	Vacant Lots List & Map	working on Map of Vacant Residential & Non-Res Lots and also develop a list. Will also have a map with properties on the Tax Auction Sale (in arrears).	Working On
2020-03-06	Council Request	HWY 36 Jut-Outs Safety Issue	Emailed the Regional Director AB Transportation, North Central Region about the issue.	Waiting on
2020-08-14	Geleta Park	Picnic Tables (10)	Order 10 tables for Geleta Park	Being Made
2020-10-05	13 Ways & CAO	3 Studies for the Town	Next date to be determined. Continue working with Doug Griffiths & 13 Ways to complete the following 3 studies for the Town	Waiting for Final Reports
2020-10-20	Council Request	Two Hills Gas Franchise	Does the Town purchase? Operate? Costs? Revenue? Get more figures and options. Figuring out if we can use the \$20K left from Brian Austrom's ICF to have him facilitate a session with the County to see how we can work together to mutually benefit both municipalities.	Later in 2020!
2020-11-05	Council Request	Broadband Internet	Good discussions with Jerico (MCSNet) about fibre options. With Brian (Telus) about copper remediation and Fibre options and costs! Both companies about \$1.5 Million cost for TOWN (50%)	Ongoing
		completed / DONE	highlighted updates for council.	





**Correspondence Listing  
Council Meeting of November 24, 2020**



1. **St. Paul Education Regional Division No.1:** Board meeting highlights updating council on school changes, capital projects, finances, and correspondence





**Covid Update:** With cases on the rise both locally and elsewhere, the Division has implemented a couple of additional precautions. Starting in January all School Council meetings will be held via Zoom or GoogleMeet. All staff meetings will also be held strictly via Zoom or GoogleMeet. The recent provincial announcement about restrictions for team sports for Edmonton, Calgary and surrounding areas does not currently apply here as our area is identified as a purple zone. Therefore, at the current time, all Division sports activities for single cohorts will continue with all precautions still in place. The Division has experienced a number of positive cases, however, some of these involved students enrolled in at-home learning or students who were not in attendance at school while infectious. To date, the Division has had six positive cases that impacted 43 staff, 157 students and 8 subs. Note that the Division recently shared changes relating to the daily checklist for students, as announced by the province. Effective Monday, November 2, runny nose and sore throat is no longer listed as a core symptom for children 18 years of age and younger (loss of smell or taste has been added to core symptom list). For more details, [see the Division website](#). As a Division, we commend the work of countless healthcare workers who are working behind the scenes as the pandemic wears on and also acknowledge people in other sectors (e.g., grocery stores) who continue to provide services to the public.

**Ward Bylaw:** As announced at the October meeting, a draft ward bylaw was previously circulated to the public. Trustees passed a motion of approval for first formal reading. The purpose of Bylaw No. 1/20 is to revise ward boundaries to decrease the number of trustees to six and allow more flexibility in the town of St. Paul by removing the line dividing the town into St. Paul South and St. Paul North. The Glen Avon Ward will continue to exist separately and is unchanged. Reducing the number of trustees will achieve future Board efficiencies and has proven to be effective over the past number of months as one of the trustee positions has remained vacant.

**Election Administration:** Municipal elections are scheduled for October 20, 2021. The Division would like to coordinate with other municipalities and is confirming agreements with municipal partners. Since municipalities may need to deal with provincial counts for referendum and senate, the Town of St. Paul has requested that the Division employ their own ballot counters in order to expedite results.

**Family School Liaison Workers Support (FSLW) Letters:** The Division has enjoyed excellent support for the FSLW program from municipal partners. This valuable program provides mental health and well-being support to students and their families, including students enrolled in at-home learning now and all students learning at home during the initial months of the quarantine. Trustees passed a motion to once again send letters to municipal partners asking for financial support for this program.

**Board Policy 5-Role of the Board Chair and Policy 8-Board Committees:** Trustees passed a motion approving revisions to Policy 5-Role of the Board Chair, as presented by Trustee Cook. Policy 8 was tabled to the December meeting. All board policies including the revised Policy 5 can be viewed on [the Division website](#).

**School Fees:** Given the uncertainty of school operations, trustees passed a motion at their August meeting to defer the collection of school fees until November. The majority of schools recommended to further defer fee collection until after Christmas, in consideration of additional expenses incurred during the Christmas season. Trustees supported this recommendation and decided to review the circumstances once again in January with the possibility that fees will be collected as of February 1, 2021.

**Ashmont International Trip:** Due to the increase in liability and cost, the Board of Trustees had previously decided to no longer support international travel trips. Prior to this decision, there was a trip planned for March, 2021 that was put on hold in spring 2020 after the COVID 19 pandemic was declared. The Board of Trustees passed a motion to cover the non-refundable deposit portion of the March, 2021 trip that was previously collected. This is a one time only occasion.

**Insurance:** The Division participates in an insurance consortium with partnering school authorities. The high number of high cost claims around the province has caused insurance premiums to rise substantially, including insurance premiums for contract bus operators who purchase their insurance through the Division. The Division has committed to continue to work with bus contractors who have an interest in pursuing insurance through Alberta Risk Management Insurance Consortium Division (ARMIC), which is the Division's insurance group.



### Superintendent's Report:

- Chromebook purchase program for parents: There are still 25 Chromebooks available for purchase by families.
- Remembrance Day Activities: All school events were held virtually and schools participated in a number of Remembrance Day activities including the Legion poster contest.
- November is Family Violence Prevention month.
- Division-wide local scholarship winners were recently recognized in a social media post. Many thanks to the organizations and individuals that make the scholarship program possible. Of note, the Division was notified that a total of \$96,400 in Rutherford Scholarships was awarded to Division students.
- On December 8, representatives of the Division will be participating in a virtual event in support of Catholic education. The event is hosted by GRACE (Grateful Advocates for Catholic Education).
- The Division is waiting for further provincial direction from the province as it starts preparation for our annual Christmas concerts.
- The Division Accountability Pillar Summary 2019-20 has been prepared and is available [on the Division website](#).

### Financial Report

- The year-end report is currently being prepared to be presented to the audit committee on November 25. This meeting will be broadcast live starting at 11:30 a.m.
- The Division has recently submitted the Nominal Roll to Indigenous Services Canada.



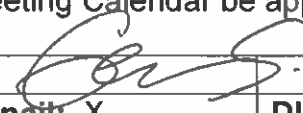
### Capital Projects

- Remediation of the front exterior stairs at Two Hills Menonite School is ongoing and is expected to be completed next week.
- Gravel is being stockpiled for the parking lot at Ashmont School. Once completed work will be suspended for the winter and will resume next spring.

### Correspondence

- Rural Caucus of Alberta School Boards Financial Report
- Alberta Education Curriculum Working Group: Alberta Education has recently called for nominations for teachers to serve on curriculum working groups (CWG). CWG members will provide advice on the draft curriculum through the lens of their subject/discipline knowledge and classroom perspective while also providing targeted feedback to inform the refinement of draft curriculum. Meetings will be held virtually. Trustees held discussion about the challenges of moving forward with curriculum review during a world pandemic and in particular the additional stressors of new curriculum on teachers, who are already working very hard under the present circumstances.



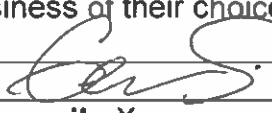


		<b>TOWN OF TWO HILLS COUNCIL MEETING AGENDA ITEM</b>					
<b>Meeting Date:</b> November 24, 2020		<b>Confidential:</b>		Yes	No	X	
<b>Topic:</b> Council meeting schedule for 2020							
<b>Originated By:</b> Gerren Saskiw				<b>Title:</b> C.A.O			
<b>BACKGROUND:</b>							
<b>DOCUMENTATION ATTACHED:</b>							
Draft calendar for Council meetings in 2020							
<b>DISCUSSION:</b>							
<b>COMMUNICATION PLAN/COMMUNITY INVOLVEMENT:</b>							
<b>RECOMMENDED ACTION(S):</b>							
That the 2020 Council meeting Calendar be approved, as presented (or with changes).							
<b>CAO- Gerren Saskiw</b> 							
<b>DISTRIBUTION:</b>		Council: X		<b>DISTRIBUTION:</b>		Council: X	



## 2021 Council Meeting Calendar

January 12, 2021	Regular Council Meeting	7 P.M.
January 26, 2021	Regular Council Meeting	7 P.M.
February 9, 2021	Regular Council Meeting	7 P.M.
February 23, 2021	Regular Council Meeting	7 P.M.
March 9, 2021	Regular Council Meeting	7 P.M.
March 23, 2021	Regular Council Meeting	7 P.M.
April 13, 2021	Regular Council Meeting	7 P.M.
April 27, 2021	Regular Council Meeting	7 P.M.
May 11, 2021	Regular Council Meeting	7 P.M.
May 25, 2021	Regular Council Meeting	7 P.M.
June 8, 2021	Regular Council Meeting	7 P.M.
June 22, 2021	Regular Council Meeting	7 P.M.
July 13, 2021	Regular Council Meeting	7 P.M.
August 17, 2021	Regular Council Meeting	7 P.M.
September 14, 2021	Regular Council Meeting	7 P.M.
September 28, 2021	Regular Council Meeting	7 P.M.
October 12, 2021	Regular Council Meeting	7 P.M.
October 26, 2021	Regular Council Meeting	7 P.M.
November 9, 2021	Regular Council Meeting	7 P.M.
November 23, 2021	Regular Council Meeting	7 P.M.
December 14, 2021	Regular Council Meeting	7 P.M.

 <b>TOWN OF TWO HILLS COUNCIL MEETING AGENDA ITEM</b> 	
<b>Meeting Date:</b> November 24, 2020	<b>Confidential:</b> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
<b>Topic:</b> Staff Christmas Bonuses & Party	
<b>Originated By:</b> Gerren Saskiw	<b>Title:</b> C.A.O
<b>BACKGROUND:</b>	
<p>Council normally holds a Christmas party for Staff and their spouses. With Covid-19 protocols this year should we cancel our annual party. Normally the party is when staff would receive a bonus in the way of a Gift Certificate to a local business in Two Hills.</p>	
<b>DOCUMENTATION ATTACHED:</b>	
<b>DISCUSSION:</b>	
<b>COMMUNICATION PLAN/COMMUNITY INVOLVEMENT:</b>	
<b>RECOMMENDED ACTION(S):</b>	
<p>To hold/cancel the yearly Christmas party and further that each staff member receives \$150 gift certificate to a local business of their choice.</p>	
<b>CAO- Gerren Saskiw</b> 	
<b>DISTRIBUTION:</b> Council: X	<b>DISTRIBUTION:</b> Council: X

<b>TOWN OF TWO HILLS COUNCIL MEETING AGENDA ITEM</b>				
<b>Meeting Date:</b> November 24, 2020	<b>Confidential:</b>	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input checked="" type="checkbox"/> X
<b>Topic:</b> Write Off Pre-Paid Amounts				
<b>Originated By:</b> Sheila Lupul		<b>Title:</b> C.F.O.		
<b>BACKGROUND:</b>				
<p>Finance Department is requesting Council to consider writing off all pre-paid amounts 10 years and older. These credits consist of water meter deposits, garbage deposits, Centennial Hall deposits and even some pre-paid property tax and water billing.</p> <p>The reason for the write offs is either the resident has passed away or moved from Two Hills with no forwarding address. This will help clean up the accounts receivable for the Town.</p>				
<b>DOCUMENTATION ATTACHED:</b>				
<b>DISCUSSION:</b>				
<b>COMMUNICATION PLAN/COMMUNITY INVOLVEMENT:</b>				
<b>RECOMMENDED ACTION(S):</b>				
<p>To move that all pre-paid accounts 10 years old and older be written off and those monies be absorbed into general revenue.</p>				
<p><b>CFO-Sheila Lupul</b> </p>				
<b>DISTRIBUTION:</b>	<b>Council:</b> X	<b>DISTRIBUTION:</b>	<b>Council:</b> X	

<b>TOWN OF TWO HILLS COUNCIL MEETING AGENDA ITEM</b>			
<b>Meeting Date:</b> November 24, 2020	<b>Confidential:</b>	Yes <input type="checkbox"/>	No <input type="checkbox"/> X
<b>Topic:</b> Federal Government \$1.75 billion Universal Broadband Fund – MCSnet support			
<b>Originated By:</b> Gerren Saskiw	<b>Title:</b>	C.A.O.	
<b>BACKGROUND:</b>			
<p>I contacted MCSnet to see if they will apply for funding for the Town of Two Hills.</p> <p>MCSnet is applying to the newly announced Universal Broadband Fund to support high-speed internet projects in rural and remote communities.</p>			
<b>DOCUMENTATION ATTACHED:</b>			
Letter of Support for MCSnet to apply for funding.			
<b>DISCUSSION:</b>			
<p>As part of the application process, MCSnet is asking for a letter of support from council. Their goal is to receive funding for this area so that rural Alberta receives the infrastructure it needs for reliable broadband.</p> <p>MCSnet is proposing to install necessary transit fiber and upgrade its existing fixed wireless network within our municipality.</p>			
<b>COMMUNICATION PLAN/COMMUNITY INVOLVEMENT:</b>			
<b>RECOMMENDED ACTION(S):</b>			
Move to send a letter of support to MCSnet to apply for funding for the Town of Two Hills through the newly announced Universal Broadband Fund to support high-speed internet projects in rural and remote communities.			
<b>CAO Gerren Saskiw</b>			
<b>DISTRIBUTION:</b>	Council: X	<b>DISTRIBUTION:</b>	Council: X



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

Dear I.S.E.D.,

RE: Support for MCSnet's application to the I.S.E.D. Universal Broadband Fund

The Town of Two Hills would like to express its support for MCSnet and their application to the "I.S.E.D. Universal Broadband Fund". Through this program, MCSnet proposes to install necessary transit fiber and upgrade its existing fixed wireless network in order to further enhance rural broadband connectivity for the residents of our community.




Through our successful partnership with MCSnet, our ratepayers have received reliable, fixed wireless internet connectivity for many years. MCSnet has continued to provide our community with continuous growth in coverage and quality of services through their own investment and the aid of previous programs such as the "Connecting Canadians Program" and "Connect to Innovate". MCSnet has successfully utilized these government programs, in addition to their own capital expenditures, to continuously upgrade and install new tower infrastructure and broadband equipment throughout our community.

By using fiber backbones and upgrading limited-capacity backhaul radios, MCSnet will be able to help close the gap in connectivity for our rural and remote residents and businesses. These upgrades are essential in meeting the government's objectives of helping every Canadian receive access to high-speed internet at minimum speeds of 50/10 Mbps. These services are essential for meeting the rapid growth in bandwidth demands for our anchor institutions, residents, and businesses.

The Town of Two Hills therefore fully supports MCSnet's application to install necessary transit fiber backbone and upgrade its existing fixed wireless network.



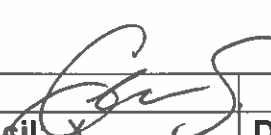
Thank you for your consideration of this proposal.

Yours truly,  
Mayor Leonard L. Ewanishan  
Town of Two Hills.

 <b>TOWN OF TWO HILLS COUNCIL MEETING AGENDA ITEM</b> 			
<b>Meeting Date:</b> November 24, 2020	<b>Confidential:</b>	Yes	No <input checked="" type="checkbox"/> X
<b>Topic:</b> Mandatory Masks			
<b>Originated By:</b> Mayor L. L. Ewanishan		<b>Title:</b> Mayor	
<b>BACKGROUND:</b>			
<p>With some municipalities going to mandatory masks, is this something the Town of Two Hills needs or would like to do?</p>			
<b>DOCUMENTATION ATTACHED:</b>			
<b>DISCUSSION:</b>			
<p>A Bylaw would need to be passed even if this is temporary. If made mandatory, who will enforce this? Are there enough cases or exposure in Two Hills to warrant this? Are we a high risk area? Is there enough demand for this to be done, and is the population in Two Hills in favour of doing this? Should this be a personal choice? How will this affect business in town. How many residents in town are wearing masks? Do we just follow what the province mandates for areas of concern?</p>			
<b>COMMUNICATION PLAN/COMMUNITY INVOLVEMENT:</b>			
<b>RECOMMENDED ACTION(S):</b>			
<p>Depends on Discussion</p>			
<b>PP Leonard Ewanishan</b> 			
<b>DISTRIBUTION:</b>	Council: <input checked="" type="checkbox"/> X	<b>DISTRIBUTION:</b>	Council: <input checked="" type="checkbox"/> X





 <b>TOWN OF TWO HILLS COUNCIL MEETING AGENDA ITEM</b> 				
<b>Meeting Date:</b> November 24, 2020	<b>Confidential:</b>	Yes	No	X
<b>Topic:</b> Swimming Pool Land				
<b>Originated By:</b> Mayor L. L. Ewanishan			<b>Title:</b> Mayor	
<b>BACKGROUND:</b>				
<p>The Swimming Pool Authority has turned over the land where the swimming pool was to the Town of Two Hills.</p>				
<b>DOCUMENTATION ATTACHED:</b>				
<b>DISCUSSION:</b>				
<p>What would town council like to do with the land moving forward? Do we put for sale? If so, what price do we set?</p>				
<b>COMMUNICATION PLAN/COMMUNITY INVOLVEMENT:</b>				
<b>RECOMMENDED ACTION(S):</b>				
<p>Depends on Discussion</p>				
<p>PP Leonard Ewanishan </p>				
<b>DISTRIBUTION:</b>		Council: X	<b>DISTRIBUTION:</b>	
		Council: X		







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



<b>Meeting Date:</b> November 24, 2020	<b>Confidential:</b>	Yes		No	X
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**Topic:** ACE Water Next Phase Payments

<b>Originated By:</b> Mayor L. L. Ewanishan	<b>Title:</b>	Mayor
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**BACKGROUND:**

ACE Water has been approved for the next phase of regional water line expansion and has government funding. Each of the members will be asked for cash contributions. The Town of Two Hills will owe \$356,160.

**DOCUMENTATION ATTACHED:**

**DISCUSSION:**

\$179,200 is due March 31, 2021, \$134,400 is due March 31, 2022 and the final payment of \$42,560 is due March 31, 2023. How does the town of Two Hills find money to contribute to the next phase? Do we send a letter to ACE requesting permission to split the payments over a 5 year period? Do we try to get ministerial approval to debenture the full amount?

**COMMUNICATION PLAN/COMMUNITY INVOLVEMENT:**

**RECOMMENDED ACTION(S):**

Depends on Discussion

PP Leonard Ewanishan 

<b>DISTRIBUTION:</b>	Council: X	<b>DISTRIBUTION:</b>	Council: X
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**Town of Two Hills Councillor Report**

**Date: Nov 24/20**

**Grow Arena Group**

**November 5, 2020**

- As of October 13, 2020, Synchro Architecture gave the “ready for use” for the arena
- Money is to be withheld until deficiencies are fixed
- 2 more years of cropping to be done canola then cereal
- \$46,000 should be coming to the Town this week or next (Nov 10-20)
- The total crop revenue was \$69,000 but \$23,000 is being used to pay for benches in the dressing rooms
- There has been discussion on selling dressing room names and arena name sponsorship
- Still waiting on two grants
- No more meetings to be held unless necessary
- Trying to see if we are able to receive a G.S.T. rebate
- We should be proud of saving our arena for future generations

**Airport Commission**

**Economic Development Committee - *Alternate***

**Emergency Management**

**ACE Water Corporation**

**Extra Notes**



**Town of Two Hills Councillor Report**

**Date: Nov.24/20**

**Alice Melnyk Public Library**

- Nov.18/20-** Coalition supplied Welcome to Kindergarten bags to the schools in the County
- FCSS is not participating in the canned food drive for Food Hampers but accepting monetary donations to give for the benefitting families. The Fire Department is going ahead with their canned food drive. These will be taken to the Food Bank in Vegreville. Instead it was decided to collect monetary donations from over due books and donate this to the FCSS.
  - Sept/20-Nov/20- 340 County residents, 338 residents; 1776 checkouts
  - Fundraising- Birthday/Anniversary calendars
  - Next meeting Jan. 13/20

**Eagle Hill Foundation**

- Nov. 17/20-** 66/112- Occupancy up to 59% from 58%
- Willingdon- 15 residents 20 vacancies; Two Hills- 32 residents, 9 vacancies; Myrnam- 19 residents- 16 lodge, 3 DSL3 residents , 20 vacancies
  - Government in the process of selecting contractors for the renovations of suites in Eventide Homes.
  - Still trying to find a General Manager for Myrnam
  - Budget Meeting- Nov.26/20

**Arena Grow Group**

- Nov. 5/20 –** Deficiencies found- need to be completed
- Looking for sponsors as an extra revenue by naming the dressing rooms and the name of the Building.
  - Final two years of the GAP contributions

**Extra Notes**

**Oct. 28/20-** Joint Municipalities Meeting