



**AGENDA**  
**TOWN OF TWO HILLS**  
**December 15, 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 24, 2020
  - b) Special Council Meeting Minutes of November 26, 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 Calendar
  - b) 2021 Interim Budget
  - c) Reporter Questions
- 9. COUNCIL MEMBER REPORTS**
- 10. NEXT MEETINGS**
  - a) Regular Council Meeting Tuesday January 12, 2021 7:00 p.m.
- 11. CLOSED SESSION**
  - a) FOIPP Act, Sections 17 and 29
- 12. ADJOURNMENT**





**TOWN OF TWO HILLS**

**Minutes of the Regular Meeting of Council for the Town of Two Hills  
held November 24, 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, Executive Secretary A. Clark, Public Works Foreman T. Stefiuk, C.F.O. S. Lupul, Finance Clerk D. Boutin and seven members in the public gallery.

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

**ADOPTION OF AGENDA:**

**2020-235** **MOVED** by Councillor M. Tarkowski, to accept the Agenda with an addition under New Business Borrowing Bylaw for ATB line of Credit.

**CARRIED**

**ADOPTION OF MEETING MINUTES:**

**2020-236** **MOVED** by Councillor E. Sorochan, to accept the Regular Council Meeting Minutes of November 10, 2020.

**CARRIED**

**DELEGATION:** NONE

**OPEN FORUM:** A few residents shared with Council their feelings for and against mandatory masks.

**ADMINISTRATIVE REPORTS:**

**Public Works Report**

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

**2020-237** **MOVED** by Deputy Mayor W. Babiuk 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.

**2020-238** **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.

**2020-239**

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

**CARRIED**

**CORRESPONDENCE:**

**2020-240**

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

**CARRIED**

**NEW BUSINESS:**

**Council meeting schedule for 2021**

Draft calendar for Council meetings in 2021

**2020-241**

**MOVED** by Councillor E. Sorochan that the 2020 Council meeting Calendar be approved, with the addition of the Organizational Meeting on October 26, 2021 at 6 P.M.

**CARRIED**

**Staff Christmas Bonuses & Party**

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.

**2020-242**

**MOVED** by Deputy Mayor W. Babiuk to cancel the yearly Christmas party and further that each staff member receives \$150 gift certificate to a local business of their choice.

**CARRIED**

**Write Off Pre-Paid Amounts**

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. 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.

**2020-243**

**MOVED** by Councillor S. Rajoo to move that all pre-paid accounts 10 years old and older be written off and those monies be absorbed into general revenue.

**CARRIED**

**Federal Government \$1.75 billion Universal Broadband Fund – MCSnet support**

I contacted MCSnet to see if they will apply for funding for the Town of Two Hills. MCSnet is applying to the newly announced Universal Broadband Fund to support high-speed internet projects in rural and remote communities.

- 2020-244** **MOVED** by Councillor M. Tarkowski 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.

**CARRIED**

**Mandatory Masks**

With some municipalities going to mandatory masks, is this something the Town of Two Hills needs or would like to do?

- 2020-245** **MOVED** by Councillor S. Rajoo to examine the feasibility of a mandatory mask bylaw and to draft a bylaw similar to Tofields'.

**CARRIED**

- 2020-246** **MOVED** by Councillor E. Sorochan to recommend to businesses to highly recommend all customers wear masks in public buildings.

**CARRIED**

**Swimming Pool Land**

The Swimming Pool Authority has turned over the land where the swimming pool was to the Town of Two Hills.

**ACE Water Next Phase Payments**

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.

- 2020-247** **MOVED** by Councillor E. Sorochan to have administration send a letter to ACE requesting payment deferral.

**CARRIED**

**Borrowing Bylaw for ATB Line of Credit**

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.

- 2020-248** **MOVED** by Mayor L. L. Ewanishan that Bylaw 2020-1002 Borrowing Bylaw for ATB Line of Credit be given first reading this 24<sup>th</sup> day of November, 2020.

**CARRIED**



**2020-249**      **MOVED** by Councillor E. Sorochan that Bylaw 2020-1002 Borrowing Bylaw for ATB Line of Credit be given second reading this 24<sup>th</sup> day of November, 2020.

**CARRIED**

**2020-250**      **MOVED** by Councillor S. Rajoo that 2020-1002 Borrowing Bylaw for ATB Line of Credit be given consent for third and final reading.

**CARRIED**

**2020-251**      **MOVED** by Deputy Mayor W. Babiuk that Bylaw 2020-1002 Borrowing Bylaw for ATB Line of Credit be given third and final reading this 24<sup>th</sup> day of November, 2020.

**CARRIED**

**COUNCILLOR REPORTS:**

**2020-252**      **MOVED** by Mayor L. L. Ewanishan to accept and incorporate the Council Reports as presented into the minutes.

**CARRIED**

**NEXT MEETING:**

Regular Council Meeting December 15, 2020

**CLOSED SESSION:**

**2020-253**      **MOVED** by Councillor E. Sorochan to go into closed session at 8:56 PM.

**CARRIED**

**2020-254**      **MOVED** by Councillor E. Sorochan to come out of closed session at 9:48 PM.

**CARRIED**

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**LEONARD L. EWANISHAN, MAYOR**

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**GERREN SASKIW, C.A.O.**



## TOWN OF TWO HILLS

Minutes of the Special Meeting of Council for the Town of Two Hills  
held on November 26<sup>th</sup>, 2020 at 7:00 PM.  
in the Two Hills Town Council Chambers



**PRESENT:** Mayor L. L. Ewanishan, Deputy Mayor W. Babiuk (via teleconference), Councillor M. Tarkowski, Councillor E. Sorochan, Councillor S. Rajoo (via teleconference), C.A.O. G. Saskiw and one member in the public gallery.

**CALL TO ORDER:** Mayor L. L. Ewanishan called to order the Special Council Meeting at 7:00 P.M. on Thursday November 26<sup>th</sup>, 2020, having all Council members in attendance and sign the Special Meeting Waiver.

**AGENDA ITEMS:** Special Meeting Purpose – Face Covering Bylaw 2020-1003

2020-255 **MOVED** by Mayor L. L. Ewanishan that Bylaw 2020-1003 Face Covering Bylaw be given first reading this 26<sup>th</sup> day of November, 2020.

**CARRIED**

2020-256 **MOVED** by Councillor E. Sorochan that Bylaw 2020-1003 Face Covering Bylaw be given second reading this 26<sup>th</sup> day of November, 2020.

**CARRIED**

2020-257 **MOVED** by Councillor S. Rajoo that 2020-1003 Face Covering Bylaw be given consent for third and final reading.

**CARRIED**

2020-258 **MOVED** by Deputy Mayor W. Babiuk that Bylaw 2020-1003 Face Covering Bylaw be given third and final reading this 26<sup>th</sup> day of November, 2020.

**CARRIED**

**ADJOURNMENT:**

Mayor L. L. Ewanishan adjourned the meeting at 7:37 P.M.

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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) Clear both sides of highway 36
- c) Grade back alleys (most complete)
- d) Salt, sand and apply beet juice to roads where required
- e) Remove snow pile from Atco empty lot

## 2. Water/Wastewater

- a) The town experienced no power failures since last report
- b) Continuing Covid 19 housekeeping protocols for water/wastewater facilities
- c) Picked up H2S gas monitors
- d) Generator test at Sanitary Liftstation
- 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 emptied
- j) Meter reads and month end reporting
- k) AB ENV wastewater annual reporting (continued)
- l) Reservoir housekeeping
- m) Sanitary main flushed 54th ave west
- n) Manhole checks done at Hlewkas and 51st ave
- o) Water tower and Geleta park pumphouse furnaces checked
- p) Scheduled residential entry with problem tenant rescheduled due to current Covid lockdown requirements
- q) Replace valve rod on main valve on 54 street and 45 Ave
- r) Water restrictions in place due to ACE water shut in Dec. 7 to Dec 9th

## 3. Other

- a) Change bucket cutting edges on Volvo loader
- b) Change grader blades
- c) Service and repair all snow removal equipment
- d) Repair wiring on sanding truck
- e) Repair and replace 3 garbage bins lids
- f) Plug in all Christmas lights Nov 26
- g) Sweep all Town sidewalks and salt as necessary
- h) Clean off residential sidewalks (5)
- i) Covid crossfit protocol done, clean and sanitize
- j) Complete all service requests





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

<b>Net Balance at End October 2020</b>	<b>\$309,404.63</b>
Plus Deposits	\$660,523.07
<b>Sub Total</b>	<b>\$969,927.70</b>
Minus Disbursements (including transfers)	\$302,403.34
<b>Closing Balance</b>	<b>\$667,524.36</b>

**Summary of Town of Two Hills Accounts**

Alberta Treasury Branch	Description of Accounts	
Bus Custom Plan CB #24	(Main Account)	\$667,524.36
Bus Custom Plan CB #27	(Electronic Bill Payments)	\$281,550.08 *
Notice Account 90 Day	(Auction Holding)	\$100,400.97
<b>TOTAL ATB</b>		<b>\$1,049,475.41</b>

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

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

**Comments:**

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



**Town of Two Hills  
Cheque Listing  
30497 - 30533**

30497	November 24, 2020	Benefits	<b>8,162.69</b>
30498	November 24, 2020	Reservoir Internet	<b>36.75</b>
30499	November 24, 2020	Hydrovac Water Valve	<b>763.88</b>
30500	November 24, 2020	Floor Cleaner/Cleaning Supplies Facilities	<b>8,331.86</b>
30501	November 24, 2020	Office Supplies	<b>358.91</b>
30502	November 24, 2020	Arena Energy Analysis	<b>9,702.00</b>
30503	November 24, 2020	Annual Funding	<b>16,037.00</b>
30504	November 24, 2020	Basement Light Repairs	662.55
		Arena Zamboni Room/Natural Gas Filling Machine	518.07
			<b>1,180.62</b>
30505	November 25, 2020	VOID	
30506	December 1, 2020	2020 RRSP Contribution	<b>2,500.00</b>
30507	December 1, 2020	Grader Parts	<b>748.59</b>
30508	December 1, 2020	Spark Plug	3.64
		Shop Supplies	43.22
		Alternator	241.50
		Battery	123.90
		Battery	30.08
			<b>442.34</b>
30509	December 1, 2020	Preventative Maintenance Hall	<b>1,148.70</b>
30510	December 1, 2020	Calibration of Monitors	<b>84.00</b>
30511	December 1, 2020	Pension	<b>8,362.24</b>
30512	December 1, 2020	Truck Oil Changes/Tire Rotations	<b>341.26</b>
30513	December 1, 2020	Freight	<b>22.36</b>
30514	December 1, 2020	2020 RRSP Contribution	<b>1,870.05</b>
30515	December 1, 2020	Blade	<b>1,545.60</b>
30516	December 1, 2020	Office Supplies	<b>452.46</b>
30517	December 1, 2020	Land Titles	<b>10.00</b>
30518	December 1, 2020	November 2020 Office Cleaning	<b>256.00</b>
30519	December 1, 2020	FCSS December Payment	<b>5,345.00</b>
30520	December 1, 2020	Cheques/Ads	<b>1,111.83</b>
30521	December 9, 2020	November 2020 Water Consumption	<b>33,564.60</b>
30522	December 9, 2020	Skid Steer & Grader Parts/Supplies	<b>882.82</b>
30523	December 9, 2020	Garbage Collection November 2020	<b>2,925.00</b>
30524	December 9, 2020	Balance of Arena Sound System	15,474.17
		Arena Internet	398.99
		Balance of Arena Cameras	2,808.71
		Office Server Repair	299.25
		Balance Arena Access Control	12,652.56
			<b>31,633.68</b>

30525	December 9, 2020	FCM Membership	<b>500.44</b>
30526	December 9, 2020	Bulk Water Software Renewal	<b>834.75</b>
30527	December 9, 2020	Shop Supplies	297.96
		Shop Supplies	617.36
		Shop Supplies	110.11
			<hr/>
			<b>1,025.43</b>
30528	December 9, 2020	Folding Machine Payment	<b>394.41</b>
30529	December 9, 2020	Water Meters & Endpoints	<b>4,606.56</b>
30530	December 9, 2020	Office & Public Works Supplies	<b>55.98</b>
30531	December 9, 2020	Covid 19 Cleaning of Facilities	<b>10,685.85</b>
30532	December 9, 2020	Monthly Contract Assessment Fees	<b>1,462.65</b>
30533	December 9, 2020	Bucket Truck & Operator plug in Christmas Lights	<b>262.50</b>
		<b>TOTAL</b>	<b>332,648.81</b>



**Updates to be provided at the meeting**






**Correspondence Listing  
Council Meeting of December 15, 2020**



1. NONE



 <b>TOWN OF TWO HILLS COUNCIL MEETING AGENDA ITEM</b> 	
<b>Meeting Date:</b> December 15, 2020	<b>Confidential:</b> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
<b>Topic:</b> Council Calendar	
<b>Originated By:</b> Gerren Saskiw	<b>Title:</b> C.A.O
<b>BACKGROUND:</b>	
<p>A motion is required to change the date of the January meeting on the Council calendar.</p>	
<b>DOCUMENTATION ATTACHED:</b>	
<p>Council Calendar</p>	
<b>DISCUSSION:</b>	
<b>COMMUNICATION PLAN/COMMUNITY INVOLVEMENT:</b>	
<b>RECOMMENDED ACTION(S):</b>	
<p>To change the calendar removing the January 12<sup>th</sup> &amp; 26<sup>th</sup> meeting in January and replace it with one meeting on January 19, 2021.</p>	
<b>PP CAO- Gerren Saskiw</b>	
<b>DISTRIBUTION:</b> Council: X	<b>DISTRIBUTION:</b> Council: X





## 2021 Council Meeting Calendar

January 19, 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	Organizational Meeting	6 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.



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



<b>Meeting Date:</b> December 15, 2020	<b>Confidential:</b>	Yes		No	X
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**Topic:** 2021 Interim Budget

<b>Originated By:</b> Gerren Saskiw	<b>Title:</b> C.A.O
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**BACKGROUND:**

Preparation of Interim Operating Budget for the first 3 months of 2020 until the Final Budget is passed.

**DOCUMENTATION ATTACHED:**

2021 Interim budget

**DISCUSSION:**

**COMMUNICATION PLAN/COMMUNITY INVOLVEMENT:**

**RECOMMENDED ACTION(S):**

To pass the interim budget as presented (or with changes).

PP CAO- Gerren Saskiw

<b>DISTRIBUTION:</b>	Council: X	<b>DISTRIBUTION:</b>	Council: X
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REVENUE

2020 Operating Interim Budget - DRAFT

<b>1005</b>	<b>Revenues</b>	
	1-00-00-110 Real Property Taxes	\$ 1,408,137
	1-00-00-120 Special Tax - Frontage	\$ 89,000
	1-00-00-130 Medical Clinic Levy	\$ 26,329
	1-00-00-140 Recreation Levy	\$ 38,654
	1-00-00-510 Penalties and Costs on Taxes	\$ 40,000
	1-00-00-540 Franchise Fees	\$ 238,165
	1-00-00-550 Return on Investments	\$ 500
	1-00-00-551 Dividends - U.F.A.	\$ 250
	1-00-00-741 County Grant	\$ 100,000
	1-00-00-990 Fines - Policing	\$ 1,000
<b>1010</b>	<b>General Administration</b>	
	1-12-00-400 Admin Fee W/S/G	\$ 13,700
	1-12-00-410 General Serv & Supplies Revenue	\$ 500
	1-12-00-411 Tax Cert, LTO & Legal	\$ 1,000
	1-12-00-522 Business Licenses	\$ 5,000
	1-12-00-560 Rentals and Lease Revenue	\$ 28,732
	1-12-00-590 Other Revenue from Own Source	\$ 10,000
	1-12-00-830 Fed Grant - CSJ	\$ 9,000
	1-12-00-840 MSI Operating	\$ 135,000
	1-12-00-842 Volunteer Grants	\$ 500
<b>1020</b>	<b>Fire Fighting</b>	
	1-23-00-410 Fire Fighting Fees Charged	\$ 16,000
<b>1030</b>	<b>Bylaw Services</b>	
	1-26-00-512 Bylaw Fines	\$ 2,500
	1-26-00-525 Animal Licenses	\$ 500
	1-26-00-530 Bylaw Contractor Fees	\$ 2,000
<b>1040</b>	<b>Roads/Streets/Walks/Lighting</b>	
	1-32-00-410 Sales of Goods & Services	\$ 40,000
	1-32-00-762 From Capital	\$ -



<b>1050</b>	<b>Water Supply &amp; Distribution</b>	
	1-41-00-120 Equipment Upgrade Fee	\$ 33,660
	1-41-00-125 Infrastructue Sustainability	\$ 220,920
	1-41-00-410 Water Sales	\$ 382,780
	1-41-00-411 Bulk Water Sales	\$ 14,400
	1-41-00-590 Penalties	\$ 12,000
<b>1060</b>	<b>Sanitary Sewage Service/Treat</b>	
	1-42-00-410 Sewer Infrastructure Fee	\$ 136,500
<b>1070</b>	<b>Garbage Collection &amp; Disposal</b>	
	1-43-00-410 Garbage Collection	\$ 166,100
<b>1071</b>	<b>Family &amp; Community Support</b>	
	1-51-00-840 FCSS Conditional Grant	\$ 64,149
<b>1076</b>	<b>Municipal Planning &amp; Zoning</b>	
	1-61-00-410 Land Charges	\$ 3,000
<b>1085</b>	<b>REGIONAL SERVICES</b>	
	1-58-00-300 Rev - Dr. Incentives	\$ 14,678
	<b>TOTAL PROJECTED REVENUE</b>	<b>\$ 3,254,654</b>



**EXPENSES**      2021 Operating Interim Budget - DRAFT

	<b>EXPENSES</b>	
<b>2010</b>	<b>Council &amp; Other Legislative</b>	
	2-11-00-110 Council - Honararium	\$ 35,400
	2-11-00-130 Council - Employer Contributions/Benefits	\$ 26,500
	2-11-00-151 Council - Meeting Fees	\$ 41,000
	2-11-00-152 Council - Conventions/Seminars	\$ 5,000
	2-11-00-211 Council - Subsistence/Mileage	\$ 6,000
	2-11-00-510 Council - Goods & Supplies	\$ 1,200
<b>2020</b>	<b>General Administration</b>	
	2-12-00-110 Admin - Salaries	\$ 276,170
	2-12-00-130 Admin - Employer Contributions	\$ 81,500
	2-12-00-211 Admin - Travel & Subsistence	\$ 6,000
	2-12-00-215 Admin - Freight & Postage	\$ 12,000
	2-12-00-217 Admin - Phone, Fax & Internet	\$ 6,000
	2-12-00-220 Advertising	\$ 5,000
	2-12-00-230 Professional & Consult Service	\$ 80,000
	2-12-00-235 Public Relations/Promo	\$ 8,000
	2-12-00-240 Admin - Training Fees	\$ 6,000
	2-12-00-250 Admin - Repairs & Maintenance	\$ 6,000
	2-12-00-274 Admin - Insurance	\$ 36,000
	2-12-00-275 Service Charges	\$ 3,500
	2-12-00-510 Admin - Goods & Supplies	\$ 29,000
	2-12-00-520 Membership Fees	\$ 5,000
	2-12-00-540 Admin - Utilities - Power	\$ 11,500
	2-12-00-541 Admin - Utilities - Gas	\$ 5,800
	2-12-00-770 Tax Incentive Rebates	\$ 6,000
	2-12-00-831 Dental Clinic Interest	\$ 6,797
	2-12-00-832 Dental Clinic Principal	\$ 25,990
	2-12-00-850 Amortization	\$ 17,500
<b>2035</b>	<b>Other General Gov't Services</b>	
	2-19-00-110 Election - Salaries	\$ 2,000
	2-19-00-290 Election - Supplies	\$ 3,000
<b>2040</b>	<b>Policing</b>	
	2-21-00-200 Municipal Contribution Policing	\$ 25,000
<b>2050</b>	<b>Fire Fighting</b>	
	2-23-00-110 Fire - Chief Honararium	\$ 1,800
	2-23-00-148 Fire - Training	\$ 4,000
	2-23-00-159 Fire Fighter's Fees	\$ 15,000
	2-23-00-215 Fire - Phone	\$ 1,635
	2-23-00-250 Fire - Repair & Maintenance	\$ 1,200
	2-23-00-274 Fire - Insurance	\$ 2,600
	2-23-00-510 Fire - Goods & Supplies	\$ 6,000
	2-23-00-520 Fire - Membership Fees	\$ 180
	2-23-00-540 Fire - Utilities - Power	\$ 2,300



EXPENSES 2021 Operating Interim Budget - DRAFT

	2-23-00-541 Fire - Utilities - Gas	\$ 3,800
	2-23-00-850 Amortization	\$ 1,390
<b>2055</b>	<b>Disaster Services &amp; Emergency</b>	
	2-24-00-150 D/S - Fees	\$ 200
	2-24-00-200 D/S - Goods & Services	\$ 2,000
	2-24-00-210 D/S - Contribution to Regional Agency	\$ 3,000
	2-24-00-240 D/S - Training	\$ 1,000
<b>2070</b>	<b>Bylaw Services</b>	
	2-26-00-250 Bylaw - Contractor Fees	\$ 4,000
	2-26-00-510 Bylaw - Goods & Supplies	\$ 1,000
<b>2080</b>	<b>Roads, Streets, Walks, Lighting</b>	
	2-32-00-110 P/W - Salaries & Wages	\$ 271,288
	2-32-00-130 P/W - Employer Contributions	\$ 81,500
	2-32-00-211 P/W - Travel & Subsistence	\$ 3,000
	2-32-00-215 P/W - Freight & Postage	\$ 10,000
	2-32-00-217 P/W - Phone, Fax & Internet	\$ 5,500
	2-32-00-240 P/W - Training Fees	\$ 6,000
	2-32-00-274 P/W - Insurance	\$ 11,000
	2-32-00-510 P/W - Goods & Services	\$ 34,439
	2-32-00-520 P/W - Equipment/Parts/Supplies.	\$ 94,400
	2-32-00-530 P/W - Construction/Maintenance Supplies	\$ 40,000
	2-32-00-531 P/W - Fuel & Supplies	\$ 51,500
	2-32-00-540 P/W - Utilities - Power	\$ 127,000
	2-32-00-541 P/W - Utilities - Gas	\$ 7,450
	2-32-00-762 Transfers to Capital Functions	\$ -
	2-32-00-831 P/W - Grader/Loader Interest	\$ 4,306
	2-32-00-832 P/W - Grader/Loader Principal	\$ 49,000
	2-32-00-850 Amortization	\$ 198,000
	2-37-00-850 Amoritization	\$ 19,654
<b>2090</b>	<b>Water Supply &amp; Distribution</b>	
	2-41-00-110 Water - Salaries & Wages	\$ 30,383
	2-41-00-200 Purchase of Water	\$ 382,000
	2-41-00-211 Travel & Substinence	\$ 2,400
	2-41-00-215 Water - Freight & Postage	\$ 500
	2-41-00-217 Water - Phone, Fax & Internet	\$ 3,600
	2-41-00-230 Water - Professional & Consult Service	\$ 15,020
	2-41-00-250 Water - Repairs & Maintenane	\$ 3,500
	2-41-00-274 Water - Insurance	\$ 17,000
	2-41-00-510 Water - Goods & Supplies	\$ 19,500
	2-41-00-540 Water - Utilities - Power	\$ 20,800
	2-41-00-541 Water - Utilities - Gas	\$ 13,600
	2-41-00-762 Transfers to Capital Functions	\$ 39,585
	2-41-00-831 Water - ACE Interest	\$ 87,264
	2-41-00-832 Water - ACE Principal	\$ 97,798






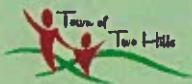
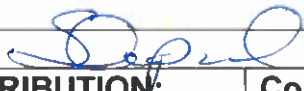
EXPENSES 2021 Operating Interim Budget - DRAFT

	2-41-00-850 Amortization	\$ 102,000
<b>2100</b>	<b>Sewer Service &amp; Treatment</b>	
	2-42-00-110 WW/S - Salaries & Wages	\$ 30,000
	2-42-00-215 WW/S - Freight & Postage	\$ 1,000
	2-42-00-217 WW/S - Phone, Fax & Internet	\$ 1,100
	2-42-00-230 WW/S Professional/Consulting Services	\$ 2,000
	2-42-00-250 WW/S Repairs & Maintenance	\$ 3,600
	2-42-00-274 WW/S - Insurance	\$ 1,500
	2-42-00-510 WW/S - Goods & Supplies	\$ 6,100
	2-42-00-531 WW/S - Chemicals	\$ 6,600
	2-42-00-540 WW/S - Utilities- Power	\$ 5,500
	2-42-00-541 WW/S - Utilities - Gas	\$ 4,600
	2-42-00-850 Amortization	\$ 41,500
<b>2110</b>	<b>Garbage Collection</b>	
	2-43-00-250 Garbage - Repairs & Maintenance	\$ 500
	2-43-00-350 Garbage - County Contract	\$ 120,000
	2-43-00-850 Amortization	\$ 10,892
<b>2120</b>	<b>Family &amp; Community Support Ser</b>	
	2-51-00-274 FCSS - Insurance	\$ 2,400
	2-51-00-750 FCSS Contributions	\$ 80,186
<b>2130</b>	<b>Cemetery</b>	
	2-56-00-200 Cemetery - Goods & Services	\$ 40
	2-56-00-274 Cemetery - Insurance	\$ 42
<b>2140</b>	<b>Community Services</b>	
	2-62-00-830 Economic Development	\$ 2,500
	2-62-00-880 Centennial Hall Committee	\$ 2,500
	2-62-00-890 SAC	\$ 60,000
<b>2145</b>	<b>Regional Services</b>	
	2-58-00-300 DR. Incentive Program	\$ 20,000
	2-58-00-410 Airport Commission	\$ 3,000
<b>2148</b>	<b>Municipal Building</b>	
	2-63-00-831 Clinic Interest Payment	\$ 9,420
	2-63-00-832 Clinic Principal Payment	\$ 16,950
<b>2160</b>	<b>Recreation/Parks Fac &amp; Prog.</b>	
	2-72-00-274 Geleta Park - Insurance	\$ 1,300
	2-72-00-510 Geleta Park - Goods & Supplies	\$ 900
	2-72-00-540 Geleta Park - Utilities - Power	\$ 3,500
	2-72-00-850 Amortization	\$ 25,000
<b>2161</b>	<b>Hall</b>	
	2-72-01-251 Hall - Repairs & Maintenance	\$ 7,700
	2-72-01-274 Hall - Insurance	\$ 8,900
	2-72-01-540 Hall - Utilities - Power	\$ 9,700
	2-72-01-541 Hall - Utilities - Gas	\$ 13,700
	2-72-01-762 Transfers to Capital Functions	\$ -



EXPENSES 2021 Operating Interim Budget - DRAFT

	2-72-01-850 Amortization	\$ 8,000
<b>2162</b>	<b>Arena</b>	
	2-72-02-251 Arena - Repairs & Maintenance	\$ 13,500
	2-72-02-274 Arena - Insurance	\$ 15,500
	2-72-02-831 Arena - Debenture Interest	\$ 11,285
	2-72-02-832 Arena - Debenture Principal	\$ 19,920
	2-72-02-850 AMORTIZATION	\$ 22,558
<b>2163</b>	<b>Curling Rink</b>	
	2-72-03-217 Rec Centre - Alarm	\$ 315
	2-72-03-251 Rec Centre - Repairs & Maintenance	\$ 11,600
	2-72-03-274 Rec Centre - Insurance	\$ 17,500
	2-72-03-831 Rec Centre - Debenture Interest	\$ 8,243
	2-72-03-832 Rec Centre - Debenture Principal	\$ 14,800
	2-72-03-850 Amortization	\$ 105,000
<b>2166</b>	<b>Parks</b>	
	2-72-06-110 Parks - Wages	\$ 10,000
	2-72-06-250 Purchased Services	\$ 1,500
	2-72-06-274 Parks - Insurance	\$ 1,250
	2-72-06-510 Parks - Good & Services	\$ 3,000
	2-72-06-540 Utilities	\$ 3,500
<b>2200</b>	<b>Library</b>	
	2-74-00-250 Library - Repairs & Maintenance	\$ 3,000
	2-74-00-274 Library - Insurance	\$ 8,600
	2-74-00-540 Utilities	\$ 2,657
	2-74-00-541 Utilities - Gas	\$ 2,500
	2-74-00-580 Library - NLLS Contribution	\$ 7,500
	2-74-00-770 Library - Contribution	\$ 17,248
<b>2210</b>	<b>Requisitions</b>	
	2-81-00-741 School Foundation Requisition	\$ 249,441
	2-81-00-750 Seniors Found. Requisition	\$ 65,650
<b>2220</b>	<b>Contingency</b>	
	2-74-00-850 Amortization	\$ 502
		\$ 3,806,148
		\$ 3,254,654
		\$ 551,494
		\$ -

	<b>TOWN OF TWO HILLS COUNCIL MEETING AGENDA ITEM</b>	
<b>Meeting Date:</b> December 15, 2020	<b>Confidential:</b> Yes	No <input type="checkbox"/> X <input checked="" type="checkbox"/>
<b>Topic:</b> Reporter Questions		
<b>Originated By:</b> Gerren Saskiw	<b>Title:</b> C.A.O	
<b>BACKGROUND:</b>		
Administration is seeking Councils direction and protocol on responses to the media		
<b>DOCUMENTATION ATTACHED:</b>		
Questions from The Two Hills Chronicle		
<b>DISCUSSION:</b>		
<b>COMMUNICATION PLAN/COMMUNITY INVOLVEMENT:</b>		
<b>RECOMMENDED ACTION(S):</b>		
Depends on Discussions		
<b>PP CAO- Gerren Saskiw</b>		
<b>DISTRIBUTION:</b>	Council: X	<b>DISTRIBUTION:</b> Council: X



This edition, the regional review goes face to face with Mayor Leonard Ewanishan of the Town of Two Hills.

The questions are as follows:

1. There is no doubt that the Covid-19 pandemic has added more challenges and often tests one's leadership especially considering controversial decisions that have to be made. How are you coping during this stressful time and what are your main challenges?
2. With the Provincial Government facing financial challenges in the relation of the budget where much of the services get downloaded to the municipality, how would you as a municipality cope with these financial constraints, while managing resident's expectations?
3. Regarding finances, persistent community chatter often questions the Town's viability. Some call for dissolution, others to stay the course, while another avenue might be to expand shared services with our County in order to find efficiencies. Where do you stand on this issue and why?
4. During the time of the Covid-19 pandemic, many residents in the town and businesses are facing financial hardships. The town relies on taxes for its survival. How are the ratio of taxes paid, how much is outstanding, and what are the chances of you collecting these outstanding amounts to ensure that there is sufficient funds for operational and capital projects?
5. During the last two years, there has been a change in C.A.O's and the resignation of a councillor that was subject to much controversy. Undoubtedly this has created a problem in the smooth running of our town. How has your council coped and what have you done to rectify the situation?
6. Another bone of contention within our community is the recent litigation against the Town. I reference the July 21, 2020 Special Meeting minutes (a motion by you) which states: "to have the Town's legal counsel make an offer of \$60,000 to settle the litigation against the Town of Two Hills." Subsequently, the September 8, 2020 regular council meeting minutes which states: "to raise the legal settlement offer to \$85,000 (from the original \$60,000)"  
Mr Mayor, can you please elaborate on this issue or at the very least provide an overview to the residents of our community? And a followup question: Was this amount paid out of the Town's general revenue or covered by the Town's liability insurance?
7. How would you categorize your relationship with the County of Two Hills, particularly the areas of common concerns? Are you satisfied that you and the County of Two Hills are engaged in a harmonious and co-operative relationship?
8. With regard to recreation, is the County paying its fair share or is there more that they could do with regard to them helping in the operational aspect of our facilities, while recognizing that they have made significant capital contributions?
9. After decades, the swimming pool had to be shut down and the building demolished, thereby taking away a very important segment of providing recreation in Two Hills. Is the swimming pool issue dead, or are there any intentions to build one, even if it is after Covid-19 or sometime in the future?



10. The funding of policing is now slowly turning to municipalities, including those with less than a five thousand population. This incremental increase in policing will also place a burden on the tax-payers of the town. How are you coping?

11. The town's small businesses are suffering unspeakable hardships given the restrictions imposed through the Covid-19 pandemic. What is your council doing to assist small businesses to survive in these rather tumultuous days?

12. Finally, Mr Mayor, the town has not re-elected a mayor for well over twenty-five years. Are you planning on running again? If so, in a nutshell, what will your mandate be?



**Town of Two Hills Councillor Report**

**Date: Dec 15/20**

**ACE Water Corporation**

**Airport Commission**

1. All dirt work is complete
2. Windsock is erected
3. Light & beacon towers are erected
4. Guidance signs are installed
5. Shipping has been an issue up to now which caused delays but all parts to complete are on site.
6. There has been a mistake made by the supplier on the pull pit lids which APN is working on rectifying now. The wrong size threaded couplings were installed and the frangible couplings which hold the lights won't mount properly.
7. Two payments were processed to APN as per the agreement
  - Deposit of 30% \$88,968.30
  - 6 week milestone 40% \$118,624.40
  - Final amount of 30% \$88,968.30 will be made after completion, commissioning, and testing.
8. Other than the issue with the pull pit covers, the majority of the work remaining is the electrical components in the building and hope to have completion still before the holiday season.
9. There is one Change Order recommendation that I think we should consider.
  - The existing panel box is an old Nova-line with breakers that are not available. Some used breakers may be available and other breakers may be adaptable to fit this panel.
  - Attached is the quote for upgrading the existing 100 amp Nova-line panel to a new 200 amp Square D panel for \$3625.
  - There is a second optional item mentioned in this change order which is to replace the lights in the main part of the building for \$1,187.50. The replacement of the lights is totally at the discretion of the committee. If we want to proceed with the lights, then we would incorporate the light replacement into the panel upgrade so it would remain grantable. This change order was approved.

**Economic Development Committee - Alternate**

**Emergency Management**

**Extra Notes**



**Town of Two Hills Councillor Report**

**Date: Dec.15/20**

**Eagle Hill Foundation**

Positive cases as of Dec. 9/20

- Willingdon lodge- 8 residents, 2 Employee Care Partners. Still waiting on 2 resident results and one ECP. Agency Staff coming in to help run the lodge.
- Two Hills – 8 residents, 4 ECPs. One ECP- work restricted. Still waiting on several results for both ECP and residents
- Two Hills Home Care Employees – 3
- Eventide Homes- Closed to access.
- All residents restricted to suites due to new Government restrictions

**Northern Lights System**

**Nov. 20-** Budget passed with no increase in requisitions

- Frog Lake area formed the Frog Lake Board which will be another member of NLLS
- Plan of Service was updated
- New Executive Director- James MacDonald. Was In Elk Point as Manager of Information Technology from 2007-2009. Worked in various universities and provinces. Has Master's Degree from the University of Alberta.