



TOWN OF TWO HILLS

Regular Council Meeting

July 17, 2018

ADOPTION OF AGENDA

ADOPTION OF MINUTES

Regular Council Meeting of June 26, 2018

OPEN FORUM

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.

ADMINISTRATIVE REPORTS

CHIEF FINANCE OFFICER'S REPORT

- **Income / Expense Report**
- **Cheque Listing**
- **Reconciliation Report**

ADMINISTRATIVE REPORTS

PUBLIC WORKS FOREMAN REPORT

- Roads/Sidewalks
 - Haul reclaimed asphalt from 47 St and 53 Ave to industrial park for mixing with SB90.
 - Mix SB 90 oil with reclaimed asphalt.
 - Sweep 45 Ave between 51 St and 53 St.
 - Repair major potholes.
 - Repair water line break excavations on 50 Ave and 49 St and on 53 Ave and 47 St.
 - Grade industrial road 51 St and 57 Ave.
 - Grade back alley between 51 St and 46 St.
 - Start construction on curb and gutter on 54 St between 50 Ave and 53 Ave
- Water/Wastewater
 - Complete water line loop tie-in on 45 Ave: 410 feet of 6 inch line and 4 new 6 inch valves.
 - Flush sewer lines from 45 Ave North to 46 Ave on 52 St and 53 St.
 - Flush sewer line from 56 St to 51 St on 46 Ave.
 - Flush sewer line from 46 St and 47 Ave: East 425 feet.
 - Repair Signer control valve at reservoir that controlled Ace fill line.
 - Clean lift station wet and dry cells and service pumps and drive lines.

ADMINISTRATIVE REPORTS

PUBLIC WORKS FOREMAN REPORT continued:

- Other
 - Dig to locate gas lines and fiber optic lines on 49 St and 47 Ave.
 - Haul 300 yards crushed asphalt to industrial park to mix with SB90.
 - Haul dirt pile away from South end of 49 St.
 - Service and repair CAT 214D packer, Amman packer, Skid steer, Single axle dump truck, sweeper for loader, and Street Sweeper.
 - Mow and weed whip all parks and ditches along 51 St.
 - Mow South of 47 Ave to old railway trucks and around lift station.
 - Complete service requests.

ADMINISTRATIVE REPORTS

CHIEF ADMINISTRATIVE OFFICER REPORT

- Personnel Policy – initially in outstanding items in CAO Report; was brought up at the last Bylaw/Policy meeting; sent to all staff for their input.
- Bylaw Enforcement – CAO has corresponded with Don Logan. He has suggested he work through a security company. CAO has provided ideas for a contract based on the previous contracts between the Town of Two Hills and the Town of Vegreville.
- Lease – Dentist: Draft has been prepared (see attached); more information i.e. cost of renovations, is needed to complete the agreement. Also, once a better idea of costs of renovations are determined; Administration will provide alternatives for financing the renovations.

ADMINISTRATIVE REPORTS

CHIEF ADMINISTRATIVE OFFICER REPORT continued:

- Swimming Pool – The Town of Two Hills has received a letter from the County of Two Hills (see correspondence) that they are donating \$11,000, in addition to the recreational grant that the swimming pool received in the amount of \$7,829.31.
- In addition to grass cutting and some snow removal, the Town has made the following contributions:

	Insurance	Water	Sewer	Garbage	Infra. Fee	Admin. Fee	TOTAL
2018 to date	4,285.77	1,462.86	602.00	300.00	180.00	24.00	6,854.63
2017	4,904.33	3,657.34	1,595.00	300.00	360.00	24.00	10,840.67
2016	5,206.56	3,276.70	1,429.00	300.00	360.00	24.00	10,596.26
2015	3,969.11	1,423.24	598.00	300.00	360.00	24.00	6,674.35
2014	3,479.55	846.68	347.00	300.00	360.00	24.00	5,357.23

ADMINISTRATIVE REPORTS

CHIEF ADMINISTRATIVE OFFICER REPORT continued:

- Grants:
 - CARES Grant – Administration did not apply by June deadline. Administration will apply before the next deadline.
 - Energy Efficiency – both applications (arena and hall) are in the final technical review

Outstanding Items:

- Potential Residential Lots - currently a park on 47 St. north of 53 Ave (Tabled until w/ww and road construction in area begins and have public input)
- Annexation (Discussions will be made throughout the year at RAPID meetings)
- Road/Infrastructure Funding Formula

BUSINESS ARISING FROM THE MINUTES

There are no Business Arising from Minutes during preparation of the Council package.

CORRESPONDENCE

- 1) Alberta Culture and Tourism** - The Stars of Alberta Volunteer Awards were established by the Government of Alberta to shine the spotlight on volunteers and the value of their efforts. The 2018 awards nominations are now open and you can help recognize the remarkable volunteers in your community. Full information, including a nomination form and a downloadable promotional poster suitable for printing or placement on your community website, can be found on the Stars of Alberta website at www.alberta.ca/stars-awards. The deadline for nominations is September 21, 2018.
- 2) County of Two Hills NO.21** - This will advise that the County of Two Hills Council resolved, at their meeting of June 13, 2018, that the County of Two Hills provide a donation in the amount of \$11,000 to support the Two Hills Swimming Pool for the 2018 fiscal year. It is requested that the Town of Two Hills also provide funding in the same amount. Noting the County of Two Hills also provided a Recreational Grant in the amount of \$7,829.31.
- 3) Town of Smoky Lake** - This year the Annual Smoky Lake Heritage Day Parade will be held on Saturday, August 4, 2018. The theme is "[30 Years of Pumpkin Fair](#)" in which the colors orange, white and yellow are encouraged. The parade will start at the Smoky Lake Agricultural Complex with registration and assembly starting at 9:30 am.

CORRESPONDENCE cont'd:

- 4) **Alberta Recreation and Parks Association** - The Alberta Recreation and Parks Association (ARPA), with the support and encouragement of the AUMA, RMA and the Government of Alberta, have developed a professional development workshop on Recreation and Parks in Alberta for elected officials.
- 5) **Eagle Hill Foundation** - Invitation to Eagle Hill Lodge's 40th Anniversary Celebration on August 15, at 1:30 p.m. Location Eagle Hill Lodge.
- 6) **Northeast Alberta Information HUB** - The Alberta HUB AGM took place June 20th and the draft minutes are attached. The second attachment is the list of board directors for the 2018-19 operating year. A board meeting took place immediately after the AGM and the draft minutes are attached (3rd attachment). Please note the quarterly board/membership meetings have been changed to the 3rd Monday of each scheduled month: September 17, 2018, November 19, 2018, January 21, 2019 and March 18, 2019.

NEW BYLAWS & POLICIES

None

NEW BUSINESS

Paint exterior of Town Administration Office

Councillor M. Tarkowski requested this item to be on the agenda.

NEW BUSINESS

Quotes: Skid Steer

- As per last Regular Council meeting, the Public Works Foreman received quotes on the purchase of a Skid Steer
- Rocky Mountain Equipment: 2018 CASE SV 250 Skid Steer \$56,00.00; 1 year full warranty.
- Brandt: 2018 John Deer 324G Skid Steer Loader \$58,900.00 (see attached)
- Finning: 2018 CAT 262D \$61,000 Cash or \$69,950 at 0% over 60 months; warranty standard 2 years; extra warranty 60 months / 2000 hour powertrain and hydraulics **add \$1975**

COUNCIL REPORTS

NEXT MEETING

**Regular Council Meeting August 14, 2018 7:00
p.m.**

ADJOURNMENT

Thank you for attending the
Regular Council Meeting