

TOWN OF TWO HILLS

Minutes of the Regular Meeting of Council for the Town of Two Hills held January 23, 2018 at 7:00 P.M. in the Two Hills Town Council Chambers.

PRESENT: Mayor L.L. Ewanishan, Deputy Mayor D. Tupechka, Councillor E. Sorochan, Councillor M. Tarkowski, Councillor G. Saskiw, C.A.O. E. Kiziak, Executive Secretary J. Breau, Public Works Foreman T. Stefiuk, C.F.O. S. Lupul, delegates and 23 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:

2018 - 018 **MOVED** by Councillor M. Tarkowski to accept the Agenda with one addition under New Business: RFP 2017-06 Tender Results.

CARRIED

ADOPTION OF MEETING MINUTES:

2018 - 019 **MOVED** by Councillor G. Saskiw to accept the Regular Council Meeting Minutes of January 09, 2018 with one amendment as follows: change the month in motion 2018-002 from *January* to *December*.

CARRIED

DELEGATION: **ATCO Electric** (7:03-7:18)

At the request of Council, LeeAnne Kermode and Dave Evans of ATCO Electric presented Council with information about changing streetlights from high pressure sodium (HPS) fixtures to light-emitting diode (LED) fixtures. ATCO Electric plans to use up all HPS lights until stock is depleted unless a municipality wants to change out all the fixtures at a cost based on a LED Conversion Maintenance Multiplier, approved by the Alberta Utility Commission (AUC), at 7.2% (current rate). *While the LED conversion customers will experience a 7.2% increase to their fixed charges, the reduced energy consumption of the LED fixtures will provide savings that will be reflected in the variable wires costs and retailer energy portions of your electricity bill.* Council thanked ATCO Electric for their presentation.

Cornerstone Co-op (7:19 – 7:23)

Graham Getz, General Manager for Cornerstone Co-op (Vermilion and St. Paul) requested to meet with Council to be able to answer any questions Council may have regarding their application to re-zone Plan 8322078, Block 27, Lot 2 (5101-52 Street) from Institutional to Commercial.

Council asked a few questions about the intentions of the property: 1) Is it going to be only cardlock? 2) Have other locations been considered? Graham answered 1) initially it will be a cardlock and then possibly more depending on the feasibility and level of support from the community, and 2) 3 other locations were also considered however this location came up as a reduced sale. Council thanked the 3 representatives from Cornerstone CO-OP.

OPEN FORUM:

Some members of the public expressed their concerns regarding the proposed fuel card-lock station on Highway 45 between 52 and 53 Avenue due to their proximity to a church, the swimming pool, and Eventide Homes. Their concerns were based on safety and increased large truck and farm implement traffic. Other questions raised: Does the Town need another card-lock fuel station? Would the existing building be demolished?

A representative from Eagle Hill Foundation, and the Two Hills Regional Landfill Commission, stated that 1) the current landowner was given a reduced rate of \$10/tonne by the Commission to receive demolition materials from the existing building (their minutes of August 16, 2017), and 2) through Eagle Hill Foundation there have been recent discussions to expand Eventide Homes, and that location would be the most ideal location to expand.

One member of the swimming pool board stated that if Council approved a card-lock they may ask for a security fence around the swimming pool for the safety of children that walk to the pool.

Community members stated they do want COOP to come into the community; that they don't want to drive business away. They stated that it is very important to have new businesses but it must be in a good location.

In response clarification, card-lock not only for large trucks, they keep very clean facilities, and the overall benefit of a card-lock is that it allows people to get fuel at all hours. Cornerstone Co-op is a community minded organization. They heard and understand the concerns of the public and Council.

ADMINISTRATIVE REPORTS:

Chief Finance Officer Report

The Chief Finance Officer's report was provided to council in advance for their review and presented by C.F.O. S. Lupul.

2018-020

MOVED by Deputy Mayor D. Tupechka that the Chief Finance Officer report be acknowledged as presented and incorporated into the minutes.

CARRIED

Public Works Report

The Public Works Foreman's Report was provided to council in advance for their review and presented by Public Works Foreman T. Stefiuk. There was some discussion about south side water pressure as some people mentioned to a member of Council that it is low. The pressure starts at 38.5 lbs. from the reservoir and then the pressure is increased due to gravity. By the time the water reaches the 50 Avenue area the pressure is reduced back to 38.5 lbs. otherwise it would be too high. The shingles are removed and vapor barrier and z-bars are completed on one third of the roof. ATCO Electric has moved their underground line to an overhead power line that was conflicting with the future installation of the storm system on 49 Street. The new hydrant close to the bus loading zone will be removed at the request of St. Paul Education due to the re-design of the area. Council thank Public Works for repairing the water main break quickly during extreme cold weather.

2018 - 021

MOVED by Councillor G. Saskiw 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 and presented by C.A.O. E. Kiziak. Council questioned when the Request for Proposal (RFP) for the low emissivity ceiling closed and where it was advertised? The RFP closed on Friday, January 19, 2018 and was advertised on the Alberta Purchasing Connection, Coolnet, Town website and by invitation. There were some issues with dust getting on the ice during the roof construction even though Vantage Builders put a tarp on the ice; Vantage will be putting more tarp on to prevent the dust from going onto the ice.

2018 - 022

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

CARRIED

BUSINESS ARISING FROM THE MINUTES:

Amending Bylaw 2017-967 to Amend Bylaw 97-757

Based on the information provided previously, and during the Delegation and Open Forum:

2018 - 023

MOVED by Mayor L.L. Ewanishan that Amending Bylaw 2017-967 to Amend Land Use Bylaw 97-757 be now read a third and final time this 23rd day of January, 2018.

DEFEATED

Hall Caretaker

At the last Regular Council meeting Administration was to gather more information/ options for budgeting for a new caretaker position for the hall to be presented at this next Council Meeting. Administration did not have enough time to prepare recommendations or financial analysis in time of the preparation of the Council package; however, information was presented during the meeting. Council needs time to review the new information.

2018 - 024 **MOVED** by Mayor L.L. Ewanishan to table this agenda item until next Regular Council meeting.

CARRIED

CORRESPONDENCE:

2018 - 025 **MOVED** by Councillor M. Tarkowski that the Correspondence be acknowledged as presented and filed.

CARRIED

BYLAWS/ POLICIES:

Code of Conduct Bylaw 2018-969

Municipalities must establish a code of conduct bylaw as per the Code of Conduct for Elected Officials Regulation that governs the conduct of councillors and is applied to all councillors equally. This must be in place by July 23, 2018. Code of Conducts were made by Council in 1982 and 1993 however they were not made by bylaw. A draft bylaw was presented to Council for review and discussion at the Bylaw/Policy meeting of January 16, 2018.

2018 - 026 **MOVED** by Councillor E. Sorochnan that the Code of Conduct Bylaw 2018-969 be now read a first time this 23rd day of January, 2018.

CARRIED

2018 - 027 **MOVED** by Councillor M. Tarkowski that the Code of Conduct Bylaw 2018-969 be now read a second time this 23rd day of January, 2018.

CARRIED

2018 - 028 **MOVED** by Councillor G. Saskiw that the Code of Conduct Bylaw 2018-969 be given consent for third and final reading.

CARRIED

2018 - 029 **MOVED** by Deputy Mayor D. Tupechka that the Code of Conduct Bylaw 2018-969 be now read a third and final time this 23rd day of January, 2018

CARRIED

Bylaw 2018-970 Town Council Procedural Bylaw

Town Council reviewed and made changes to the existing Town Council Procedural Bylaw at the Bylaw/Policy meeting on January 16, 2018.

2018 - 030 **MOVED** by Councillor M. Tarkowski that the Town Council Procedural Bylaw 2018-970 be now read a first time this 23rd day of January, 2018.
CARRIED

2018 - 031 **MOVED** by Councillor E. Sorochan that the Town Council Procedural Bylaw 2018-970 be now read a second time this 23rd day of January, 2018.
CARRIED

2018 - 032 **MOVED** by Deputy Mayor D. Tupechka. that the Town Council Procedural Bylaw 2018-970 be given consent for third and final reading.
CARRIED

2018 - 033 **MOVED** by Councillor G. Saskiw That the Town Council Procedural Bylaw 2018-970 be now read a third and final time this 23rd day of January, 2018.
CARRIED

Policy - Storm and Wastewater Systems Maintenance Management (2005Jul03)

The Storm and Wastewater Systems Maintenance Management Policy was reviewed at the Bylaw/Policy meeting of January 16, 2018. Minor changes were made.

2018 - 034 **MOVED** by Mayor L.L. Ewanishan to declare Storm and Wastewater System Maintenance Management Policy #2005Jul003 as reviewed and amended.
CARRIED

Policy – Waterworks System Maintenance/Renewal Management (2005Jul002)

The existing Waterworks System Maintenance/Renewal Management policy was reviewed at the Bylaw/Policy meeting of January 16, 2018. No changes were made; only formatting.

2018 - 035 **MOVED** by Councillor M. Tarkowski to declare Waterworks System Maintenance/Renewal Management Policy #2005Jul002 as reviewed and amended.
CARRIED

Policy – Water Main Breaks

The existing Water Main Breaks policy was reviewed at the Bylaw/Policy meeting of January 16, 2018. No changes were made; only formatting.

2018 - 036

MOVED by Mayor L.L. Ewanishan to declare Water Main Breaks Policy #2005Jul003 as reviewed and amended.

CARRIED

Policy – Community Grants and Donations

Initiated by Council, a draft policy was reviewed at the Bylaw/Policy meeting of January 16, 2018. Minor changes were made: 1) formatting, 2) identifying eligible and non-eligible groups, and 3) making it a requirement to submit the application form along with the letter. Council further discussed whether committees such as the Two Hills Improvement Committee and Canada Day Committee would be exempt from this policy as they are a town initiated committee who has budgeted funds from the Town. The consensus of Council is to amend the draft policy to address that Council appointed Committees are exempt from this policy and any of their funding requests be directed to Council or through the Council budgeting process.

2018 - 037

MOVED by Mayor L.L. Ewanishan to adopt policy # 2018-01 Community Grants and Donations as amended.

CARRIED

NEW BUSINESS:

RCMP – 2018/19 Priorities

Sgt. Michael Magee requested to know what the town sees as priority/priorities so he can create the new annual performance plan. He suspects our priority is crime reduction and traffic. Sgt. Magee states that crime reduction will likely be mandated to us by division in any event as the new Commanding Officer sees this as most important; therefore, he has provided some recommendations regarding crime reducing priorities:

- 1) School/ Old folks home presentations on crime and protecting yourself (Education),
- 2) Printed mailer to be placed in all the mailboxes at the post office which will have tips/tricks and numbers to call for thefts and fraud related activity. The plan is to have this translated for the Mennonite folks (Education), and
- 3) Habitual Offender Management - this would entail us selecting 1-2 people from the area to keep an eye on, perform condition checks, help them if they need help locating employment, addiction services, etc. (Enforcement)

Sgt. Magee thinks this would be attainable and likely yield some results, especially in the education area as that seems to be the biggest hurdle - educating the public.

2018 - 038

MOVED by Councillor E. Sorochan that the following be list be a priority for the local Two Hills RCMP detachment to focus on over the next two years:

- 1) School/ Old folks home presentations on crime and protecting yourself (Education),
- 2) Printed mailer to be placed in all the mailboxes at the post office which will have tips/tricks and numbers to call for thefts and fraud related activity (Education),
- 3) Habitual Offender Management - this would entail us selecting 1-2 people from the area to keep an eye on, perform condition checks, help them if they need help locating employment, addiction services, etc. (Enforcement), and
- 4) Domestic Violence.

CARRIED

Two Hills Agri Day & Tradeshow – Sponsorship

The 5th Annual Agri-Day Tradeshow will be held on Saturday, April 21, 2018 from 9:30 a.m. to 4:00 p.m. at the Centennial Hall, Regional Recreation Centre, and in the Centennial Arena. The Committee has extended an invitation to Council to be a sponsor. In the past the Town was recognized as a sponsor due to providing cash in lieu of the cost of the hall for three days (includes time for set up and tear down), and labor to help set up (tent, parking, barricades, etc.). Council discussed the sponsorship request and having a booth at the tradeshow to seek interest of local ratepayers regarding Axia internet services.

2018 - 039

MOVED by Deputy Mayor D. Tupechka for the Town to take a 10x10 booth at the Agri- Day tradeshow.

CARRIED

Arena Renovations

Councillor G. Saskiw requested this item to be added to this agenda to start discussions about the arena to “see where we are at, what we can do and what do we need to do”. Arena Users Group are willing to help pay for renovations on a shared basis: \$750,000; 1/3 Town, 1/3 County & 1/3 Arena Fundraising Group. Administration will have to provide more information on borrowing figures and possible grants.

2018 - 040

MOVED by Councillor G. Saskiw to table this agenda item to the next Capital Budget meeting.

CARRIED

Snow Removal – Request to waive charges

A letter was received by Council from a ratepayer requesting the snow removal charges to be waived from the snow fall on November 3, 2017 as he/she indicates that he/she had hired a person to do it for him/her. CAO confirmed with Public Works that they did remove the snow from the sidewalk on November 10, 2018, well beyond the 48 hours after the November 3, 2018 snowfall. The charges were \$20 per lot (two lots affected).

2018 - 041

MOVED by Councillor G. Saskiw to deny request to waive charges for snow removal.

CARRIED

Deputy Mayor requested a Motion of Privilege and left Council Chambers between 9:11 p.m. and 9:12 p.m.

Annual Public Meeting – Set date

As per Regular Council meeting of October 24, 2018 there was a motion to *delay the 2018 Fall Annual Public Meeting to a date to be determined in January 2018.*

Council considered some dates at the Bylaw/Policy meeting on January 26, 2018; the date March 1, 2018 was decided on; however, the C.A.O. will be taking courses on March 1 – 2, 2018 at the University of Alberta in Edmonton.

2018 - 042

MOVED by Councillor E. to table this item for discussion until the next Regular Council meeting.

CARRIED

Budget Meeting – set additional date

At the Bylaw/Policy meeting on January 26, 2018 Council discussed having an additional budget meeting in the near future to discuss capital budget items; the date January 29, 2018 was decided on.

2018 - 043

MOVED by Mayor L.L. Ewanishan to schedule an additional budget meeting on January 29, 2018 to discuss capital projects.

CARRIED

Centennial Hall – Change Order – New Drywall Ceiling and Insulation in Kitchen Area

Upon demolition of the bulkhead in the kitchen during construction the contractors found evidence of rodent contamination on all of the insulation in the ceiling above the kitchen. A price was requested by Administration and Public Works to remove and replace the drywall ceiling and insulation. This includes cleaning and removing the drywall from the site and tapping and painting. Cost \$7,794.68. Furthermore, due to unforeseen mechanical and electrical within the drywall ceiling that conflicts with the new structural reinforcing of the mezzanine floor two further change orders were provided. As Gateway is the primary

contractor, they choose their own sub-contractors and in order to keep the contract on schedule, Council is leaving the extra work to Gateway.

2018 - 044 **MOVED** by Councillor M. Tarkowski to move ahead with change orders M-02, M-04, M-03 totalling \$12,300.23.

CARRIED

Tender result – Low Emissivity Ceiling (RFP 2017-06)

Two companies submitted bids prior to the deadline on January 19, 2018. Due to the lack of knowledge on staff regarding types of low emissivity ceiling products, Council requires administration to ask further questions about product materials and to conduct reference checks on the two company that submitted a bid.

2018 - 045 **MOVED** by Mayor L.L. Ewanishan to table this agenda item until next Regular Council meeting.

CARRIED

NEXT MEETINGS:

Regular Council Meeting on February 13, 2018 at 7:00 P.M.

IN CAMERA:

There were no items for discussion In Camera.

ADJOURNMENT:

With all items on the agenda having been addressed Mayor L.L. Ewanishan adjourned the Regular Council Meeting at 9:43 P.M.

LEONARD L. EWANISHAN, MAYOR

ELSIE KIZIAK, C.A.O.