

TOWN OF TWO HILLS
Minutes of the Regular Meeting of Council for the Town of Two Hills
held March 12, 2024, at 1:00 P.M. in Council Chambers



PRESENT: Mayor L. L. Ewanishan, Deputy Mayor A. Romaniuk, Councillor M. Tarkowski, Councillor S. Rajoo, Councillor E. Sorochan, C.A.O. A. Kozakiewicz, C.F.O. S. Lupul, Public Works Foreman T. Stefiuk, E.D.O. B. Ross and 3 members in the public gallery including a reporter.

CALL TO ORDER: Mayor L. L. Ewanishan called the Regular Town Council Meeting to order at 1:00 P.M.

ADOPTION OF AGENDA:

2024-074 **MOVED** by Deputy Mayor A. Romaniuk to accept the agenda with the following additions:
9 d) Municipal Leaders Caucus
9 e) NRED Grant
9 f) Council Retreat

CARRIED

ADOPTION OF MEETING MINUTES:

2024-075 **MOVED** by Councillor M. Tarkowski to accept the special Council Meeting Minutes of February 27, 2024 as presented.

CARRIED

OPEN FORUM: Discussion regarding Two Hills Health Care Centre Staff, time changes in council meetings, roles and responsibilities, and derelict properties.

ADMINISTRATIVE REPORTS:

Public Works Report

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

2024-076 **MOVED** by Councillor E. Sorochan 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.

2024-077 **MOVED** by Councillor S. Rajoo that the Chief Financial Officer's Report be acknowledged as presented and incorporated into the minutes.

CARRIED



Economic Development Officer Report

The Economic Development Officer’s report was provided to Council in advance for their review.

2024-078 **MOVED** by Deputy Mayor A. Romaniuk that the Economic Development 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.

2024-079 **MOVED** by Councillor S. Rajoo that the Chief Administrative Officer’s report be acknowledged as presented and incorporated into the minutes.

CARRIED

Councillor M. Tarkowski left chambers at 2:05

Councillor M. Tarkowski returned to chambers at 2:07

CORRESPONDENCE:

2024-080 **MOVED** by Councillor S. Rajoo to have Councillor E. Sorochan work with administration to provide submissions for the 2024 Minister’s Award for Municipal and Public Library Excellence.

CARRIED

2024-081 **MOVED** by Councillor E. Sorochan to send a letter of support to Two Hills FCSS regarding their application for the Provincial Assisted Transportation program Grant.

CARRIED

2024-82 **MOVED** by Councillor M. Tarkowski that the correspondence be acknowledged as presented and filed.

CARRIED

BYLAWS & POLICIES:

2024-1039 Non-Residential Development Incentive Bylaw

The Economic Development Committee would like to propose a bylaw in the Town of Two Hills to stimulate the revitalization of the down town core. The EDC projects that this bylaw will inspire local business owners located on or near Main Street to rejuvenate their store fronts and create an eye appealing business section.



2024-083 **MOVED** by Councillor M. Tarkowski to give Bylaw No. 2024-1039 be given a second reading this 12th day of March, 2024.

CARRIED

2024-084 **MOVED** by Deputy Mayor A. Romaniuk to give Bylaw 2024-1039 be given a second reading this 12th day of March, 2024.

CARRIED

2024-085 **MOVED** by Councillor S. Rajoo that Bylaw 2024-10 be given consent for third and final reading.

CARRIED UNANIMOUSLY

2024-086 **MOVED** by Councillor E. Sorochan to give Bylaw 2024-1039 third and final reading this 12th day of March, 2024.

CARRIED

NEW BUSINESS:

Summer Meeting Dates

July 16, 2024 at 1:00 pm and August 20, 2024 at 1:00 pm. As per 2024 Council Meeting Calendar.

2024 Organizational Chart

CAO Kozakiewicz is in the midst of restructuring the staff and positions in the departments and in order to achieve this, the organizational chart required updating.

2024-087 **MOVED** by Councillor S. Rajoo to adopt the proposed Town of Two Hills 2024 Organizational Chart.

CARRIED

2024 Salary Grid

CAO Kozakiewicz is in the midst of restructuring the staff and positions in the departments and in order to achieve this, the salary grid will require positions to be removed and added. There are no monetary calculation changes, only position changes

2024-088 **MOVED** by Councillor E. Sorochan to adopt the proposed Town of Two Hills 2024 Salary Grid.

CARRIED

2024-089 **MOVED** by Councillor S. Rajoo to give staff a 2% Cost of Living Increase effective April 1, 2024.

CARRIED

Municipal Leaders Caucus

Councillors attending the Municipal Leaders Caucus on March 14, 2024 wanted to inform council of the RFD's that will be addressed, Regional Economic Development Alliance (REDA) funding and the Child Care Capital Grant Program.



NRED Grant

With the successful application of the NRED grant, the Town must create a job description for a Regional Economic Development Officer.

2024-090

MOVED by Deputy Mayor A. Romaniuk that Councillor M. Tarkowski work with administration to develop a job description as per the grant conditions.

CARRIED

Council Retreat

It was suggested that current council partake in an organized retreat to gain insight and develop strategies to carry them through the last part of their term.

It was decided to extend the stay for the annual Alberta Municipalities Conference to save on additional travel costs. Administration will prepare a venue and an agenda.

COUNCILLOR REPORTS:

2024-091

MOVED by Deputy Mayor M. Tarkowski to accept the councillor reports as presented and filed.

CARRIED

CLOSED SESSION:

2024-092

MOVED by Mayor L. L. Ewanishan to go into closed session at 4:14 PM.

CARRIED

2024-093

MOVED by Mayor L. L. Ewanishan to come out of closed session at 4:30 PM.

CARRIED

NEXT MEETING:

Regular Council Meeting Tuesday April 9, 2024 at 1:00 pm.

ADJOURNMENT:

With all items on the agenda having been addressed Mayor L. L. Ewanishan adjourned the Regular Council Meeting at 4:31 PM.

LEONARD L. EWANISHAN, MAYOR

ADAM KOZAKIEWICZ C.A.O.

