

# TOWN OF TROCHU – MINUTES

FOR THE COUNCIL MEETING HELD

November 9<sup>th</sup>, 2020

At 6:00 p.m. at the Trochu Baptist Fellowship Centre

# Item and Information  
Regular Meeting – November 9<sup>th</sup>, 2020

1. CALL TO ORDER

Mayor Barry Kletke called the meeting to order at 6:00 pm. In attendance were Mayor Barry Kletke, Deputy Mayor Chris Reeds, Councillors Chris Armstrong, Bill Cunningham, Cheryl Lumley, Bonnie Munro, and Ed Stephan, Chief Administrative Officer Carl Peterson, Director of Operations Dave Nelson, Director of Finances Lavinia Henderson, Administration Staff Members Jamie Collins and Kim Helmer, Recording Secretary Toni Nelson, and Three Hills Capital Reporter Nicolle Ioannidis.

Also in attendance were Realtor Barry Reder and Dillon Consulting representatives Kristen Harder and Greg Sentis.

2. ACCEPTANCE OF THE AGENDA

- a) Additions to the Agenda
  - Closed Session item: Strategic Financial Update
  - Closed Session item: Land (Barry)

- b) Agenda Acceptance

2020-11-09-01 Motion  
to accept the agenda  
with additions

Motion by LUMLEY to accept the agenda with additions

CARRIED

3. ADOPTION OF THE MINUTES OF PREVIOUS MEETING

- a) Adoption of the October 26<sup>th</sup> Organizational Meeting Minutes

2020-11-09-02 Motion  
to adopt the October  
26th Organizational  
Meeting Minutes

Motion by ARMSTRONG to adopt the October 26<sup>th</sup> Organizational Meeting Minutes

CARRIED

- b) Adoption of the October 26<sup>th</sup> Regular Meeting Minutes

2020-11-09-03 Motion  
to adopt the October  
26th Regular Meeting  
Minutes

Motion by MUNRO to adopt the October 26<sup>th</sup> Regular Meeting Minutes

CARRIED

- c) Adoption of the November 4<sup>th</sup> Committee of the Whole Meeting Minutes

2020-11-09-04 Motion  
to adopt the  
November 4th  
Committee of the  
Whole Meeting  
Minutes

Motion by REEDS to adopt the November 4<sup>th</sup> Committee of the Whole Meeting Minutes

CARRIED

4. DELEGATIONS

- a) Nothing for this agenda item

5. HOUSEKEEPING

"See attached listing which will indicate pending events, a calendar and a listing of upcoming courses, seminars and conventions"

- a) Housekeeping Acceptance

2020-11-09-05 Motion  
to accept the  
Housekeeping and file  
for future reference

Motion by CUNNINGHAM to accept the Housekeeping and file for future reference

CARRIED

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## 6. PUBLIC HEARINGS

- a) 6:10pm, Public Hearing for Bylaw No. 2020-16: Northwest Area Structure Plan

2020-11-09-06 Motion  
to recess the regular  
meeting at 6:10pm

**Motion by ARMSTRONG to recess the regular meeting at 6:10pm**

**CARRIED**

Mayor Kletke opened the Public Hearing for Bylaw No. 2020-16: Northwest Area Structure Plan

Administration stated that no written submissions had been received.

Public Hearing will stay open for oral submissions for 30 minutes, until 6:40pm.

2020-11-09-07 Motion  
to recess the Public  
Hearing at 6:15pm

**Motion by REEDS to recess the Public Hearing at 6:15pm**

**CARRIED**

2020-11-09-08 Motion  
to reconvene the  
regular meeting at  
6:15pm

**Motion by REEDS to reconvene the regular meeting at 6:15pm**

**CARRIED**

## 7. REPORTS:

### A. STAFF REPORTS:

- a) Grantwriter's Reports

2020-11-09-09 Motion  
to accept the  
Grantwriter Reports

**Motion by LUMLEY to accept the Grantwriter Reports**

**CARRIED**

- b) Director of Operations Report

2020-11-09-10 Motion  
to accept the Director  
of Operations report

**Motion by CUNNINGHAM to accept the Director of Operations report**

**CARRIED**

- c) Water/Wastewater Report

2020-11-09-11 Motion  
to accept the  
Water/Wastewater  
Report

**Motion by STEPHAN to accept the Water/Wastewater Report**

**CARRIED**

- d) Administrator's Report

2020-11-09-12 Motion  
to accept the  
Administrator's Report

**Motion by MUNRO to accept the Administrator's Report**

**CARRIED**

2020-11-09-13 Motion  
to approve the signing  
of the Kneehill  
Regional Partnership  
Protocol by the Mayor  
& CAO upon  
completion of final  
editing

**Motion by LUMLEY to approve the signing of the Kneehill Regional Partnership Protocol by the Mayor & CAO upon completion of final editing**

**CARRIED**

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## B. COMMITTEE REPORTS

- a) Nothing for this agenda item

## C. COUNCIL REPORTS

- a) Councillor Armstrong
  - attended the Community Futures Wild Rose organizational meeting, Councillor Armstrong will sit on Governance Committee again, also reported that CFWR is more well-funded than expected but hasn't reached their loan goals for year, both results of the COVID-19 pandemic
- b) Councillor Cunningham
  - attended a meeting between Canadian Badlands members and a tourism consultant with Twenty31 to discuss viability of the organization now that larger entities/municipalities have pulled out, Councillor Cunningham requested Council feedback on retaining membership for next year
  - attended a Kneehill Housing meeting, they have lost some revenue due to vacancies and the COVID-19 pandemic, but the Trochu Manor currently has a waiting list
- c) Councillor Lumley
  - attended Arboretum meeting, reported that the Forest of Lights is nearly complete and running dates will be determined at the next meeting, also reported that the Arboretum will be locked overnight during the event due to past thefts
- d) Deputy Mayor Reeds
  - nothing to report
- e) Councillor Stephan
  - nothing to report
- f) Councillor Munro
  - attended a Library meeting, reported that payroll procedures have been reworked and COVID-19 procedures reviewed
- g) Mayor Kletke
  - discussed the Trochu Housing business plan which will be on the Kneehill County Council agenda for November 10th
- h) Motions from Items in Councillor Reports
- i) Acceptance of Council Reports and filing for future reference

2020-11-09-14 Motion  
to accept the Council  
Reports and file for  
future reference

**Motion by REEDS to accept the Council Reports and file for future reference**

**CARRIED**

## 8. CORRESPONDENCE LISTING:

- a) Central Alberta RARB: 2021 Membership Fee Reduction & Board Member Recruitment
- b) Assessment Model Review (AMR) Communications

2020-11-09-15 Motion  
to accept  
Correspondence  
Listing and file for  
future reference

**Motion by CUNNINGHAM to accept Correspondence Listing and file for future reference**

**CARRIED**

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2020-11-09-16 Motion  
to accept the October  
2020 Bank  
Reconciliation

**9. FINANCE:**

- a) October 2020 Bank Reconciliation

**Motion by LUMLEY to accept the October 2020 Bank Reconciliation**

**CARRIED**

**10. OLD BUSINESS, UNFINISHED BUSINESS and ITEMS TABLED or REQUIRING MORE INFORMATION FROM PREVIOUS MEETINGS**

- a) Nothing for this agenda item

**11. BYLAWS, POLICIES and AGREEMENTS**

- a) Bylaw 2020-16: Northwest Area Structure Plan

2020-11-09-17 Motion  
to give Bylaw 2020-16:  
Northwest Area  
Structure Plan 2nd  
reading

**Motion by MUNRO to give Bylaw 2020-16: Northwest Area Structure Plan 2nd reading**

**CARRIED**

**12. NEW BUSINESS**

- a) Historical Marker, Siren  
-Item tabled for future meeting
- b) Kneehill Regional Partnership Protocols  
-Item moved to 7.d) Administrator's Report
- c) Opening of Sealed Bids for Sale of Lot 37, Block 3, Plan 8210AK

CAO Carl Peterson opened the sealed bids received for the sale of Lot 37, Block 3, Plan 8210AK

One bid was received on Friday, November 6<sup>th</sup> at 12:05pm, from Don Maxwell, for \$18,000 +GST with a down payment of \$2,000.

2020-11-09-18 Motion  
to accept Don  
Maxwell's bid for  
\$18,000 +GST for the  
purchase of Lot 37,  
Block 3, Plan 8210AK

**Motion by REEDS to accept Don Maxwell's bid for \$18,000 +GST for the purchase of Lot 37, Block 3, Plan 8210AK**

**CARRIED**

**13. PUBLIC HEARINGS (Cont.)**

2020-11-09-19 Motion  
to recess the regular  
meeting at 6:40pm

**Motion by CUNNINGHAM to recess the regular meeting at 6:40pm**

**CARRIED**

Mayor Kletke re-opened the Public Hearing for Bylaw No. 2020-16: Northwest Area Structure Plan

No oral submissions were received.

Mayor Kletke declared the Public Hearing closed.

2020-11-09-20 Motion  
to reconvene the  
regular meeting at  
6:45pm

**Motion by ARMSTRONG to reconvene the regular meeting at 6:45pm**

**CARRIED**

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## 14. SPECIAL PROJECTS

- a) Nothing for this agenda item

Jamie Collins, Kristen Harder, Kim Helmer, Nicole Ioannidis, Dave Nelson, Toni Nelson, and Greg Sentis left the meeting at 6:47pm

2020-11-09-21 Motion  
to close the meeting  
to the public at  
6:58pm

**Motion by REEDS to close the meeting to the public at 6:58pm**

**CARRIED**

Chief Administrative Officer Carl Peterson attending to provide administration and information  
Director of Finances Lavinia Henderson attending to provide information  
Realtor Barry Reder attending to provide information

## 15. CONFIDENTIAL MATTERS – CLOSED SESSION

Confidential Matters: Council to move to a session closed to the public for items dealing with Land, Legal or Labor in accordance with Section 197 and the Freedom of Information and Protection of Privacy Act – Division 2 of Part 1.

Please note that no back-up material will be sent with this Agenda for In Camera sessions and material circulated will be returned to the CAO and destroyed unless otherwise noted.

- a) Legal – Strategic Financial Update – FOIP Section 25
- b) Land – Development Opportunity – FOIP Section 16

Barry Reder left the meeting at 7:16pm

## 16. RETURN TO OPEN MEETING

2020-11-09-22 Motion  
to return to an open  
meeting at 7:51pm

**Motion by REEDS to return to an open meeting at 7:51pm**

**CARRIED**

Meeting recessed to allow return of public at 7:52pm  
Meeting reconvened with public present at 7:53pm

## 17. ADJOURNMENT

2020-11-09-23 Motion  
to adjourn the  
meeting at 7:54pm

**Motion by STEPHAN to adjourn the meeting at 7:54pm**

**CARRIED**

**X**

Barry Kletke  
Mayor

**X**

Carl Peterson  
CAO