

# TOWN OF TROCHU – MINUTES

Committee of the Whole Meeting

July 22<sup>nd</sup>, 2021

At 10:00am at Trochu Town Office

Motions

#

Minutes

Committee of the Whole Meeting

July 22<sup>nd</sup>, 2021

## 1. CALL TO ORDER:

Mayor Kletke called the meeting to order at 10:00am. In attendance were Mayor Barry Kletke, Deputy Mayor Chris Reeds, Councillors Chris Armstrong, Bill Cunningham, and Cheryl Lumley, Chief Administrative Officer Carl Peterson, Director of Operations Dave Nelson, Recording Secretary Toni Nelson, Grantwriter Jamie Collins, and Finance Officer Lavinia Henderson.

Regrets, Councillors Ed Stephan, and Bonnie Munro

## 2. ACCEPTANCE OF AGENDA

- a) Additions to the agenda
- b) Agenda acceptance

2021-07-22-01  
Motion to accept  
the agenda

Motion by CUNNINGHAM to accept the agenda

CARRIED

## 3. NEW BUSINESS

- a) Municipal Accountability Program Report
  - Carl Peterson presented a summary report of Town Office's MAP results, reported that the only major item regards authorizing bylaw consolidations and there are 3 options for correcting this:
    - amend the CAO Bylaw
    - amend the Procedural Bylaw
    - draft a new bylaw
  - administration will bring their recommended option to the next regular meeting
- b) Q2 Debentures & Loans
  - Lavinia Henderson presented the report and pointed out some loans that have been fully paid/retired
- c) Q2 Deferred & Restricted Cash
  - Lavinia Henderson presented the report and discussed several line items with input from Jamie Collins & Carl Peterson
  - Council noted some items are for projects that are complete or no longer active and asked what could be done with those funds
  - Council discussed moving the Op Restricted Surplus Trees funds (\$1000) to tree nursery funds
- d) Q2 Capital Report
  - Lavinia Henderson presented the report and discussed several line items
- e) Q2 Operational Report
  - Lavinia Henderson presented the report and discussed several line items
  - Council had some questions regarding the property tax items



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Richard Hoppins entered the meeting at 11:10am

## 4. DELEGATIONS

- a) Trochu Fire Department, Richard Hoppins, 11:10am
  - i. Mid-season Report
    - Richard Hoppins presented the Trochu Fire Department's mid-season report which included a summary of calls responded to so far this year, a list of completed and upcoming training, and a note that they hope to have the AFRRCs radio system up and running by September 2021
    - also went over the Fire Department's financial summaries
    - Council requested a recommendation from the Fire Department regarding dry bales on private land in east area of town, Richard Hoppins will provide a letter asking that the bales be moved within 3 weeks and that a water truck be standing by when they are moved, otherwise the Town would move them as per the Fire Department's recommendations at the landowner's expense
    - discussed developing an updated fire control bylaw
  - ii. Mutual Aid Agreement
    - Council discussed the agreement draft, admin will bring it forward to the next Regular Council meeting

Richard Hoppins left the meeting at 11:38am

## 3. NEW BUSINESS (CONT.)

- f) Outstanding Employee Benefits
  - Carl Peterson presented the current list of banked, vacation, and sick days allocated to all staff members, also reported that compared to other communities around this size our numbers are similar or lower
- g) Federal Gas Tax Fund projects
  - Jamie discussed the requirements for submitting projects to be funded through the Federal Gas Tax, specifically that Trochu needs to submit projects totaling the full 2021 available amount to receive any funds
  - possible additional projects were discussed for submission, including repaving Main Street in conjunction with a possible grant or various projects from 5-year capital plan, administration will investigate and bring forward recommendations
- h) Candidates Forum
  - forum will be tentatively scheduled for Thursday, September 30<sup>th</sup>, at the Baptist Fellowship Centre

## 5. CONFIDENTIAL MATTERS TO BE HELD IN CLOSED SESSION

2021-07-22-02  
Motion that Council  
convene in Closed  
Session at to discuss  
the following:  
Labour Item:  
Personnel (FOIP,  
Section 17)

Dave Nelson, Toni Nelson, Jamie Collins, and Lavinia Henderson left the meeting at 11:55am

**Motion by REEDS that Council convene in Closed Session at to discuss the following:**

- Labour Item: Personnel (FOIP, Section 17)

**CARRIED UNANIMOUSLY**



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The following people were in attendance of the Closed Session to provide information and administration:

- Carl Peterson, CAO

Dave Nelson returned to the meeting at 12:10pm to provide information

2021-07-22-03  
Motion to return to  
an open meeting at  
12:15pm

**Motion by REEDS to return to an open meeting at 12:15pm**

**CARRIED**

## 6. RETURN TO OPEN MEETING

Meeting recessed to allow return of public at 12:15pm  
Meeting reconvened with public present at 12:16pm

## 7. ADJOURNMENT

2021-07-22-04  
Motion to adjourn  
the meeting at  
12:17pm

**Motion by CUNNINGHAM to adjourn the meeting at 12:17pm**

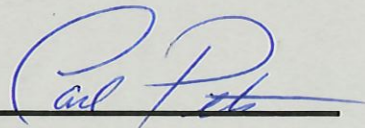
**CARRIED**

X



Barry Kletke  
Mayor

X



Carl Peterson  
CAO