

TOWN OF TROCHU – MINUTES

FOR THE COUNCIL MEETING HELD

December 13th, 2021

At 6:00 p.m. at Trochu Town Office

Item and Information
Regular Meeting – December 13th, 2021

1. CALL TO ORDER

Mayor Kletke called the meeting to order at 6:00pm. In attendance in person were Mayor Barry Kletke, Deputy Mayor Bill Cunningham, Councillors Chris Armstrong, Jenny Lyver, Jamie Martel, and Chris Reeds, CAO Carl Peterson, Finance Officer Lavinia Henderson, Director of Operations Dave Nelson, Recording Secretary Toni Nelson, and Capital Reporter Nicolle Ioannidis.

2. ACCEPTANCE OF THE AGENDA

a) Additions to the Agenda
Closed Session- Land item, Letter of Authorization

b) Agenda Acceptance

2021-12-13-01 Motion
to accept the agenda
with additions

Motion by MARTEL to accept the agenda with additions

CARRIED

Mayor Kletke spoke on the passing of former Council member Cheryl Lumley and called for a minute of silence in her remembrance.

3. ADOPTION OF THE MINUTES OF PREVIOUS MEETING

a) Adoption of the November 22nd, 2021 C.O.W. Meeting Minutes

2021-12-13-02 Motion
to adopt the
November 22nd, 2021
C.O.W. Meeting
Minutes

Motion by CUNNINGHAM to adopt the November 22nd, 2021 C.O.W. Meeting Minutes CARRIED

b) Adoption of the November 22nd, 2021 Regular Meeting Minutes

2021-12-13-03 Motion
to adopt the
November 22nd, 2021
Regular Meeting
Minutes

Motion by ARMSTRONG to adopt the November 22nd, 2021 Regular Meeting Minutes CARRIED

c) Adoption of the December 8th, 2021 C.O.W. Meeting Minutes

2021-12-13-04 Motion
to adopt the
December 8th, 2021
C.O.W. Meeting
Minutes

Motion by LYVER to adopt the December 8th, 2021 C.O.W. Meeting Minutes

CARRIED

4. HOUSEKEEPING

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

a) Housekeeping Acceptance

2021-12-13-05 Motion
to accept the
Housekeeping and file
for future reference

Motion by MARTEL to accept the Housekeeping and file for future reference CARRIED

5. PUBLIC HEARINGS

a) Nothing for this item

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6. DELEGATIONS

Peter Sutherland & Barry Reder entered the meeting at 6:22pm

a) Peter Sutherland 6:25pm

- Peter is a developer interested in potentially building smaller footprint modular homes in Trochu, focusing on elderly, new Canadian, and low-income markets
- these would be 500 to 900 sq ft permanent structures attached to piles, had no examples but will forward some to Administration soon
- discussed the possibility of buying or leasing land from the Town and building homes to sell or rent and would like to know what kind of agreement Council would consider
- discussed bylaw regulations dealing with square footage minimums
- looking for any other feedback & ideas from Council

Peter Sutherland & Barry Reder left the meeting at 7:05pm

Al Kemmere & Alexandra Carlie entered the meeting at 7:08pm

b) Alberta Counsel, Al Kemmere (Senior Advisor) & Alexandra Carlile (Campaign Director)

- Alexandra gave a presentation to introduce Alberta Counsel, a legal and lobbying firm that works with municipalities, first nations communities, non-profits, etc.
- Discussed Council's priorities that could benefit from their services:
 - o Seniors Housing Facility project
 - o Serving the needs of Trochu's immigrant community
 - o Developing a more robust Community Engagement Program
 - o Strategy Planning
- Al emphasized that Alberta Counsel is a multi-partisan firm and are the only firm in Alberta that works with both the NDP & UCP, also noted that there's a fine line between engagement and running a political campaign and Alberta Counsel can help to define that line
- Council inquired about costs, Alexandra will forward estimates soon and Al stated that service fees are capped at \$300/hr
- Alexandra's PowerPoint presentation will be kept on file for reference

Al Kemmere & Alexandra Carlile left the meeting at 8:05pm

7. REPORTS:

A. STAFF REPORTS:

a) Grantwriter's Reports

2021-12-13-06 Motion
to accept the
Grantwriter's Report

Motion by CUNNINGHAM to accept the Grantwriter's Report

CARRIED

b) Director of Operations Report

2021-12-13-07 Motion
to accept the Director
of Operations Report

Motion by LYVER to accept the Director of Operations Report

CARRIED

c) Water/Wastewater Report

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2021-12-13-08 Motion
to accept the
Water/Wastewater
Report

Motion by REEDS to accept the Water/Wastewater Report

CARRIED

d) Administrator's Report

2021-12-13-09 Motion
to accept the
Administrator's Report

Motion by CUNNINGHAM to accept the Administrator's Report

CARRIED

B. COMMITTEE REPORTS

a) Nothing for this agenda item

C. COUNCIL REPORTS

a) Councillor Armstrong

-attended MUNIS 101 elected official training

b) Councillor Lyver

-attended Marigold Libraries meeting, reported that they have a revised agreement with municipalities that they will be sending out in the new year

-attended Trochu Library meeting, reported that the community calendars are all printed and being picked up, but there were some printing issues

-attended the Canada Day preliminary meeting

c) Councillor Martel

-attended Community Futures Wild Rose orientation, they are developing a pamphlet that can be handed out to potential business owners

-reported that 2022 is the Year of the Garden and the Arboretum board is hoping to sign up as an officially participating member, for this they are asking Council to Proclaim 2022 as the Year of the Garden

-as per policy, Council would not make this proclamation but is willing to recognize the Year of the Garden and support the Arboretum's participation

-Councillor Martel will check further to see if a proclamation is required for official participation

d) Councillor Reeds

-attended MUNIS 101 elected official training

-attended a DDSWMA meeting, reported that their budget has gone up by approximately \$20k but the 2022 requisition will not change as they have significantly lowered their insurance costs

e) Deputy Mayor Cunningham

-attended the Canada Day preliminary meeting

-attended the RDRMUG meeting and orientation for new members

-received an invitation to view Huston Meding being admitted to the bar

f) Mayor Kletke

- attended MUNIS 101 elected official training

-attended a South-Central Alberta Mayors meeting, discussed recycling

-met with Allnorth Consulting & Engineering

-attended CAEP Fall General Meeting

g) Motions from Items in Councillor Reports

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2021-12-13-10 Motion
to accept the Council
Reports and file for
future reference

- h) Acceptance of Council Reports and filing for future reference

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

CARRIED

8. CORRESPONDENCE LISTING:

2021-12-13-11 Motion
to accept the
Correspondence
Listing and file for
future reference

- a) Letter re: Physician Assessment Process, City of Cold Lake
- b) Congratulations and an Introduction to Alberta Recreation and Parks Association
- c) Three Hills RCMP focus on Impaired driving over the holiday season - Media Release

Motion by MARTEL to accept the Correspondence Listing and file for future reference

CARRIED

9. FINANCE:

2021-12-13-12 Motion
to accept the
November 2021 Bank
Reconciliation

- a) November 2021 Bank Reconciliation

Motion by ARMSTRONG to accept the November 2021 Bank Reconciliation

CARRIED

2021-12-13-13 Motion
to adopt the 2022
Interim Operating
Budget as presented

- b) RFD 2021-09, 2022 Interim Operating Budget

Motion by CUNNINGHAM to adopt the 2022 Interim Operating Budget as presented

CARRIED

2021-12-13-14 Motion
to adopt the 2022
Capital Budget as
presented

- c) RFD 2021-11, 2022 Interim Capital Budget
-Correction, item should have been "2022 Capital Budget", not an interim budget

Motion by REEDS to adopt the 2022 Capital Budget as presented

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

2021-12-13-15 Motion
to approve Policy
2021-12-13-01,
Payment of Councillor
Fees

- a) Policy 2021-12-13-01, Payment of Councillor Fees

Motion by LYVER to approve Policy 2021-12-13-01, Payment of Councillor Fees

CARRIED

2021-12-13-16 Motion
to approve the
Memorandum of
Understanding with
Kneehill County
regarding the Fire
AFRRCS Radio
Communications
System

- b) Memorandum of Understanding, Fire AFRRCS Radio Communications System

Motion by MARTEL to approve the Memorandum of Understanding with Kneehill County regarding the Fire AFRRCS Radio Communications System

CARRIED

- c) Trochu Housing Corporation Agreement in Principle

2021-12-13-17 Motion

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to approve the Agreement in Principle with the Trochu Housing Corporation for Purchase and Sale of Land or Lease-to-Own Land

Motion by CUNNINGHAM to approve the Agreement in Principle with the Trochu Housing Corporation for Purchase and Sale of Land or Lease-to-Own Land

CARRIED

d) Letter of Support Request, Three Hills Water Modeling Partnership

2021-12-13-18 Motion to send a Letter of Support regarding the Town of Three Hills' application for an Alberta Community Partnership Grant to fund the development of a water distribution system WaterCAD model and naming the Town of Three Hills as the managing partner for the project

Motion by ARMSTRONG to send a Letter of Support regarding the Town of Three Hills' application for an Alberta Community Partnership Grant to fund the development of a water distribution system WaterCAD model and naming the Town of Three Hills as the managing partner for the project

CARRIED

12. NEW BUSINESS

a) RFD 2021-08, New Proposal for Recycling Collection

2021-12-13-19 Motion to enter into a Five-Year Renewal with 2 – 1 Year Extension Options with Environmental 360 Solutions (E360S) for \$4.24 per house per month plus annual CPI as stated by Stats Canada. This price does not include supplying recycling bins.

Motion by ARMSTRONG to enter into a Five-Year Renewal with 2 – 1 Year Extension Options with Environmental 360 Solutions (E360S) for \$4.24 per house per month plus annual CPI as stated by Stats Canada. This price does not include supplying recycling bins.

CARRIED

b) RFD 2021-10, MCCAC Offer Letter for the Pool

2021-12-13-20 Motion to accept the offer letter from the Municipal Climate Change Action Centre and go forward with the energy conservation measures at the Trochu Swimming Pool

Motion by CUNNINGHAM to accept the offer letter from the Municipal Climate Change Action Centre and go forward with the energy conservation measures at the Trochu Swimming Pool

CARRIED

c) RFD 2021-12 Arena Hot Water Heater

2021-12-13-21 Motion to direct Administration to replace the failed hot water heater at the arena using Canada Community Building Fund grant finances

Motion by LYVER to direct Administration to replace the failed hot water heater at the arena using Canada Community Building Fund grant finances

CARRIED

13. SPECIAL PROJECTS

a) Nothing for this agenda item

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Nicolle Ioannidis, Dave Nelson, and Toni Nelson left the meeting at 8:25pm

14. CONFIDENTIAL MATTERS – CLOSED SESSION

2021-12-13-22 Motion to that Council convene in Closed Session at 8:30pm to discuss the following:
• Land Item: Tax Penalty Reversal (FOIP Section 17)
• Land Item: Lease Agreement (FOIP Section 16)
• Legal Item: Letter of Authorization (FOIP Section 16)

Motion by REEDS that Council convene in Closed Session at 8:30pm to discuss the following:

- Land Item: Tax Penalty Reversal (FOIP Section 17)
- Land Item: Lease Agreement (FOIP Section 16)
- Legal Item: Letter of Authorization (FOIP Section 16)

CARRIED UNANIMOUSLY

15. RETURN TO OPEN MEETING

2021-12-13-23 Motion to return to an open session at 9:16pm

Motion by REEDS to return to an open session at 9:16pm

CARRIED

Meeting recessed to allow return of public at 9:17pm

Meeting reconvened with public present at 9:18pm

2021-12-13-24 Motion to forgive the Aug 17, 2021 tax penalties on Roll #331000

Motion by ARMSTRONG to forgive the Aug 17, 2021 tax penalties on Roll #331000

CARRIED

2021-12-13-25 Motion to approve the lease agreement between the Town and the Trochu Golf and Country Club expiring December 31, 2024.

Motion by CUNNINGHAM to approve the lease agreement between the Town and the Trochu Golf and Country Club expiring December 31, 2024.

CARRIED

2021-12-13-26 Motion to write a letter authorizing the Trochu Golf and Country Club to proceed with the "Trochu Golf and Country Club Irrigation Pond and Water Control"

Motion by REEDS to write a letter authorizing the Trochu Golf and Country Club to proceed with the "Trochu Golf and Country Club Irrigation Pond and Water Control Project"

CARRIED

16. ADJOURNMENT

Mayor Kletke declared the meeting adjourned at 9:22pm

X

Barry Kletke
Mayor

X

Carl Peterson
CAO