

TOWN OF TROCHU – MINUTES

FOR THE COUNCIL MEETING HELD

May 9th, 2022

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

Minutes	#	Item and Information	
		Regular Meeting – May 9 th , 2022	
	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, Cerilo De La Cruz, Jenny Lyver, Jaime Martel, and Chris Reeds, Chief Administrative Officer Carl Peterson, Director of Operations Dave Nelson, Recording Secretary Toni Nelson, and Three Hills Capital Reporter Nicolle Ioannidis.	
		In attendance virtually was Finance Officer Lavinia Henderson.	
	2.	ACCEPTANCE OF THE AGENDA	
		a) Additions to the Agenda	
		b) Agenda Acceptance	
2022-05-09-01 Motion to accept the agenda		Motion by ARMSTRONG to accept the agenda	CARRIED
	3.	ADOPTION OF THE MINUTES OF PREVIOUS MEETING	
		a) Adoption of the April 25 th Regular Meeting Minutes	
2022-05-09-02 Motion to adopt the April 25th Regular Meeting Minutes		Motion by CUNNINGHAM to adopt the April 25th Regular Meeting Minutes	CARRIED
	4.	HOUSEKEEPING	
		a) Housekeeping Acceptance	
2022-05-09-03 Motion to accept the Housekeeping and file for future reference		Motion by REEDS to accept the Housekeeping and file for future reference	CARRIED
	5.	PUBLIC HEARINGS	
		a) Nothing for this agenda item	
	6.	DELEGATIONS	
		a) Michelle Toombs, Marigold Library System, 6:10pm	
		- Annual update	
	7.	REPORTS:	
		A. STAFF REPORTS:	
		a) Grantwriter's Report	
2022-05-09-04 Motion to accept the Grantwriter's Report and file for future reference		Motion by MARTEL to accept the Grantwriter's Report and file for future reference	CARRIED
		b) Director of Operations' Report	
2022-05-09-05 Motion to accept the Director of Operations' Report and file for future reference		Motion by DE LA CRUZ to accept the Director of Operations' Report and file for future reference	CARRIED

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2022-05-09-06
Motion to accept
the Water/
Wastewater Report
and file for future
reference

c) Water/Wastewater Report

Motion by CUNNINGHAM to accept the Water/Wastewater Report and file for future reference
CARRIED

2022-05-09-07
Motion to accept
the Administrator
Report and file for
future reference

d) Administrator's Report

Motion by LYVER to accept the Administrator's Report and file for future reference
CARRIED

B. COMMITTEE REPORTS

a) Nothing for this agenda item

C. COUNCIL REPORTS

a) Councillor Armstrong

- Reported that the Community Futures Wild Rose AGM was planned to be held at the Arboretum on June 9th but will now be held at the Community Centre following a tour of the Arboretum
- Attended a Municipal Planning Commission meeting, reported that they approved a development permit for craft cannabis production facility at 225 Elevator Road and the approval will be open to appeal for 21 days

b) Councillor De La Cruz

- Attended Doctor Recruitment & Retention Task Force meeting, presented report included in agenda package

c) Councillor Lyver

- Also attended Doctor Recruitment & Retention Task Force meeting
- Also attended Municipal Planning Commission meeting
- Attended a Marigold Library Systems meeting, see New Business for items arising from that meeting
- Attended Trochu Library meeting, reported that their fundraising projects (Friends of the Library, and a highway cleanup) were successful, also reported that they are having a used book sale on July 1st and the Board is currently working on mission, goal, policy, and bylaw updates

d) Councillor Martel

- Reported that the Arboretum has finished mailing out poppy seeds to residents for the Year of the Garden, their highway cleanup fundraiser went well, and Gardens Canada will be featuring the poppy seed project on their website

e) Councillor Reeds

- Also attended Municipal Planning Commission meeting

f) Deputy Mayor Cunningham

- Attended Arboretum AGM where he presented a draft of the Historical Site bylaw for the Dr. Hay House and Arboretum grounds
- Will be attending a meeting between members of the Police Action Committee and the Justice Minister, asked if there were any questions other Council members wanted brought forward at that meeting

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- g) Mayor Kletke
 - Attended a School Board meeting, reported that student numbers are rising at TroVal
 - Spoke with Jamie Collins regarding Economic Development updates, reported that Nicole Lorrain with the Entrepreneur Stream project will be at the office on May 16th to discuss the project, and that Jagjit Dhawan with Core Connection Immigration Consultancy Ltd. will also be at the office May 16th to do a film interview for an information package he is developing for potential entrepreneurs in India

h) Motions from Items in Councillor Reports

i) Acceptance of Council Reports and filing for future reference

2022-05-09-08

Motion to accept the Council Reports and file for future reference

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

CARRIED

8. CORRESPONDENCE LISTING:

a) KeepAlbertaRCMP Community Engagement Final Report

2022-05-09-09

Motion to accept the Correspondence Listing and file for future reference

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

CARRIED

9. FINANCE:

a) April 2022 Bank Reconciliation

2022-05-09-10

Motion to accept the April 2022 Bank Reconciliation and file for future reference

Motion by CUNNINGHAM to accept the April 2022 Bank Reconciliation and file for future reference

CARRIED

2022-05-09-11

Motion to adopt the 2022 Operating Budget and 2023 – 2025 Financial Plan as presented

b) Operating Budget

Motion by REEDS to adopt the 2022 Operating Budget and 2023 – 2025 Financial Plan as presented

CARRIED

2022-05-09-12

Motion to amend the 2022 Capital Budget to include the purchase of a set of jaws with spreader and batteries with \$24,000 funding from other sources and \$12,954 from MSI-C

c) Capital Budget

Motion by ARMSTRONG to amend the 2022 Capital Budget to include the purchase of a set of jaws with spreader and batteries with \$24,000 funding from other sources and \$12,954 from MSI-C

CARRIED

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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 2022-05: Trochu Arboretum & Dr. Hay House Municipal Historic Resource Designation

2022-05-09-13
Motion to give 1st
reading to Bylaw
2022-05: Trochu
Arboretum & Dr.
Hay House
Municipal Historic
Resource
Designation

Motion by CUNNINGHAM to give 1st reading to Bylaw 2022-05: Trochu Arboretum & Dr. Hay House
Municipal Historic Resource Designation **CARRIED**

2022-05-09-14
Motion to give 2nd
reading to Bylaw
2022-05: Trochu
Arboretum & Dr.
Hay House
Municipal Historic
Resource
Designation

Motion by MARTEL to give 2nd reading to Bylaw 2022-05: Trochu Arboretum & Dr. Hay House
Municipal Historic Resource Designation **CARRIED**

2022-05-09-15
Motion to bring
forward Bylaw
2022-05: Trochu
Arboretum & Dr.
Hay House
Municipal Historic
Resource
Designation for 3rd
reading

Motion by LYVER to bring forward Bylaw 2022-05: Trochu Arboretum & Dr. Hay House Municipal
Historic Resource Designation for 3rd reading **CARRIED UNANIMOUSLY**

2022-05-09-16
Motion to give 3rd
reading to Bylaw
2022-05: Trochu
Arboretum & Dr.
Hay House
Municipal Historic
Resource
Designation

Motion by ARMSTRONG to give 3rd reading to Bylaw 2022-05: Trochu Arboretum & Dr. Hay House
Municipal Historic Resource Designation **CARRIED**

Lavinia Henderson left the meeting at 7:44pm

12. NEW BUSINESS

- a) Trochu Municipal Library
 - i. Budget Approval

2022-05-09-17
Motion to accept
the Trochu Library
Board's 2022
Budget as
presented

Motion by REEDS to accept the Trochu Library Board's 2022 Budget as presented **CARRIED**

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2022-05-09-18

Motion to accept the Bylaws of the Trochu Municipal Library as presented

ii. Bylaw Approval

Motion by LYVER to accept the Bylaws of the Trochu Municipal Library as presented

CARRIED

2022-05-09-19

Motion to appoint Denise Daniels as the Trochu Library Board's Financial Reviewer

iii. Appointment of Financial Reviewer

Motion by CUNNINGHAM to appoint Denise Daniels as the Trochu Library Board's Financial Reviewer

CARRIED

Dave Nelson left the meeting at 7:47pm

2022-05-09-20

Motion to approve the following appointments to the Trochu Library Board; Randy Lacey to a three year term expiring in April of 2025; Jenny Lyver to a three year term expiring in October of 2024; Pam Bezanson to a three year term expiring in January of 2023; Yvonne Hoppins to a three year term expiring in May of 2023; Davianna Hunt to a three year term expiring in June of 2023; Terry Myers to a three year term expiring in May of 2024

iv. Board Appointments

Motion by REEDS to approve the following appointments to the Trochu Library Board;

- Randy Lacey to a three-year term expiring April 30, 2025;
- Jenny Lyver to a three-year term expiring October 31, 2024;
- Pam Bezanson to a three-year term expiring January 31, 2023;
- Yvonne Hoppins to a three-year term expiring May 31, 2023;
- Davianna Hunt to a three-year term expiring June 31, 2023;
- Terry Myers to a three-year term expiring May 31, 2024.

CARRIED

2022-05-09-21

Special Motion to approve the appointment of Frank Van der Kley as a member of the Trochu Library for an additional three-year term expiring in April of 2025

Special Motion by ARMSTRONG to approve the appointment of Frank Van der Kley as a member of the Trochu Library for an additional three-year term expiring April 30, 2025.

CARRIED UNANIMOUSLY

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2022-05-09-22

Motion to amend the Committee Listing to remove Councillor Martel as the alternate member of the Trochu Library Board

b) Committee Membership Amendment, Library Board Alternate

Motion by MARTEL to amend the Committee Listing to remove Councillor Martel as the alternate member of the Trochu Library Board **CARRIED**

13. SPECIAL PROJECTS

a) Nothing for this agenda item

14. CONFIDENTIAL MATTERS – CLOSED SESSION

2022-05-09-23

Motion that Council convenes in Closed Session at 7:55pm to discuss the following: a) Legal Item: Energy Management Agreement (FOIP Section 16) b) Labour Item: Salary Grid (FOIP Section 17)

Motion by REEDS that Council convenes in Closed Session at 7:55pm to discuss the following:

a) Legal Item: Energy Management Agreement (FOIP Section 16)

b) Labour Item: Salary Grid (FOIP Section 17)

CARRIED

The following person was in attendance of the Closed Session to provide information and administration:

- Carl Peterson, CAO

15. RETURN TO OPEN MEETING

2022-05-09-24 to return to an open session at 8:49pm

Motion by REEDS to return to an open session at 8:49pm

CARRIED

Meeting recessed to allow return of public at 8:50pm

Meeting reconvened with public present at 8:51pm

2022-05-09-25 to work in collaboration with Alberta Municipalities to develop an Energy Management Program; so as to develop a framework to maintain stakeholder awareness and establish a common approach to 1) review and analyze energy opportunities, and; 2) provide meaningful and regular performance reporting

Motion by ARMSTRONG to work in collaboration with Alberta Municipalities to develop an Energy Management Program; so as to develop a framework to maintain stakeholder awareness and establish a common approach to

1) review and analyze energy opportunities, and;

2) provide meaningful and regular performance reporting

CARRIED

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2022-05-09-26 to
accept the
proposed Merit-
Based Salary Grid
with consideration
for annual
adjustments for
COLA as approved
by Council

Motion by CUNNINGHAM to accept the proposed Merit-Based Salary Grid with consideration for annual adjustments for COLA as approved by Council **CARRIED**

2022-05-09-27 that
the 2022 COLA
adjustment to the
Salary Grid be set at
3% and to be paid
to all staff
retroactive to
January 1st, 2022

Motion by MARTEL that the 2022 COLA adjustment to the Salary Grid be set at 3% and to be paid to all staff retroactive to January 1st, 2022 **CARRIED**

16. ADJOURNMENT

Mayor Kletke declared the meeting adjourned at 8:56pm

X



Barry Kletke
Mayor

X



Carl Peterson
CAO