

# TOWN OF TROCHU – MINUTES

FOR THE COUNCIL MEETING HELD

April 25<sup>th</sup>, 2022

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

# Item and Information  
Regular Meeting – April 25<sup>th</sup>, 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 Cerilo De La Cruz, Jenny Lyver, Jaime Martel, and Chris Reeds, Chief Administrative Officer Carl Peterson, Director of Operations Dave Nelson, Grantwriter Jamie Collins, and Recording Secretary Toni Nelson

In attendance virtually were Finance Officer Lavinia Henderson, and Transitional Solutions Inc. representative Erica Thomas.

Not in attendance, Councillor Chris Armstrong.

2. ACCEPTANCE OF THE AGENDA

- a) Additions to the Agenda
  - Staff Reports: Director of Operations Report

- b) Agenda Acceptance

Motion by CUNNINGHAM to accept the agenda with additions

CARRIED

3. ADOPTION OF THE MINUTES OF PREVIOUS MEETING

- a) Adoption of the April 11<sup>th</sup> Regular Meeting Minutes

Motion by REEDS to accept the April 11<sup>th</sup> Regular Meeting Minutes

CARRIED

- b) Adoption of the April 19<sup>th</sup> Committee of the Whole Meeting Minutes

Motion by MARTEL to accept the April 19<sup>th</sup> Committee of the Whole Meeting Minutes

CARRIED

4. HOUSEKEEPING

- a) Housekeeping Acceptance

Motion by DE LA CRUZ to accept the Housekeeping and file for future reference

CARRIED

5. PUBLIC HEARINGS

- a) Nothing for this agenda item

6. DELEGATIONS

- a) Erica Thomas, TSI Inc., 6:02pm
  - Presented the Town of Trochu 2022-2025 Strategic Plan

2022-04-25-01  
Motion to accept  
the agenda with  
additions

2022-04-25-02  
Motion to accept  
the April 11th  
Regular Meeting  
Minutes

2022-04-25-03  
Motion to accept  
the April 19th  
Committee of the  
Whole Meeting  
Minutes

2022-04-25-04  
Motion to accept  
the Housekeeping  
and file for future  
reference



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April 25<sup>th</sup>, 2022

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

Erica Thomas left the meeting at 6:16pm

2022-04-25-05

Motion to accept  
the Town of Trochu  
2022-2025 Strategic  
Plan

**Motion by LYVER to accept the Town of Trochu 2022-2025 Strategic Plan**

**CARRIED**

b) Jamie Collins, 6:18pm

- Gave an update regarding Trochu's participation in the Alberta Advantage Immigration Program Rural Entrepreneur Stream
  - o There are currently 8 Central Alberta municipalities participating in the program, including Trochu, and Trochu is the first of those communities to receive a visit from an entrepreneur participant
  - o 8 potential business owners and 5 consultation companies have contacted us
  - o 1 potential business owner, Shuhui (Lily) Chen, has visited Trochu and met with Mayor Kletke and Deputy Mayor Cunningham
  - o The next step is to submit a Community Support Letter

2022-04-25-06

Motion to submit a  
Community Support  
letter for Shuhui  
Chen regarding her  
application to the  
Rural Entrepreneur  
Stream program

**Motion by CUNNINGHAM to submit a Community Support letter for Shuhui Chen regarding her application to the Rural Entrepreneur Stream program**

**CARRIED**

Justin Tanner entered the meeting at 6:20pm

c) Justin Tanner, Gitzel & Co., 6:35pm

- Presented the 2021 Audited Financial Statements for the Town of Trochu and took questions from Council

2022-04-25-07

Motion to accept  
the 2021 Audited  
Financial  
Statements

**Motion by MARTEL to accept the 2021 Audited Financial Statements**

**CARRIED**

Justin Tanner and Jamie Collins left the meeting at 7:38pm.

## 7. REPORTS:

### A. STAFF REPORTS:

- a) Director of Operations Report
  - has been in contact with ATCO Electric regarding the Downtown Revitalization Project, reported that the tentative date for streetlight installation is in July
  - Public Works is currently replacing some hydrants downtown and will be completing some valve replacements and a sewer line repair as well
  - met with Bob at ZAPP Industries regarding electric vehicle charger installation, reported that the tentative installation date is also in July

2022-04-25-08

Motion to accept  
the Director of  
Operation's Report  
and file for future  
reference

**Motion by CUNNINGHAM to accept the Director of Operation's Report and file for future reference**

**CARRIED**



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2022-04-25-09

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

b) Administrator's Report

Motion by REEDS 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

- Not in attendance

b) Councillor De La Cruz

- Gave an update regarding the planning for the July 1<sup>st</sup> Bike Race, the route is planned to run from the entrance of Trochu, down Hwy 21 to Three Hills, back up to Trochu, and through several streets in town, he will be in contact with the RCMP regarding regulations

c) Councillor Lyver

- Nothing to Report

d) Councillor Martel

- Gave an update regarding holding a Blanket Exercise with John & Suzanne Sinclair, she has been in contact with Tro-Val and they will let us use the school gym, the exercise will need 15 to 30 people and is currently planned for May 16<sup>th</sup>, Council and Staff will be invited

e) Councillor Reeds

- Attended a Drumheller & District Solid Waste Association meeting where they discussed transtor replacement needs, extended producer responsibility programs, and asbestos abatement requirements on demolition permits

f) Deputy Mayor Cunningham

- Will be presenting at the Arboretum AGM regarding municipal historic site designation

g) Mayor Kletke

- Nothing to Report

h) Motions from Items in Councillor Reports

i) Acceptance of Council Reports and filing for future reference

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

CARRIED

2022-04-25-10

Motion to accept  
the Council Reports  
and file for future  
reference

8. CORRESPONDENCE LISTING:

a) Nothing for this agenda item



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**9. FINANCE:**

- a) Nothing for this agenda item

**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) Nothing for this agenda item

**12. NEW BUSINESS**

- a) Request from Ag Society re: Agri-Spirit Grant

2022-04-25-11

Motion to have the Town of Trochu manage funds for the Trochu & District Agricultural Society 's FCC Agri Spirit Grant upon successful application

**Motion by REEDS to have the Town of Trochu manage funds for the Trochu & District Agricultural Society 's FCC Agri Spirit Grant upon successful application** **CARRIED**

- b) Kneehill Regional Partnership, 2022 Regional Tourism Initiative

2022-04-25-12

Motion to participate in the Kneehill Regional Partnership's 2022 Regional Tourism Initiative project, "Explore Kneehill 2.0"

**Motion by DE LA CRUZ to participate in the Kneehill Regional Partnership's 2022 Regional Tourism Initiative project, "Explore Kneehill 2.0"** **CARRIED**

- c) Kneehill Regional Partnership RFD, Fire Level of Service Policy

2022-04-25-13

Motion to participate in the Kneehill Regional Partnership's Fire Level of Service Policy project

**Motion by CUNNINGHAM to participate in the Kneehill Regional Partnership's Fire Level of Service Policy project** **CARRIED**

- d) Seniors Information Fair Invitation  
-discussed

Toni Nelson left the meeting at 8:30pm

**13. SPECIAL PROJECTS**

- a) Nothing for this agenda item

**14. CONFIDENTIAL MATTERS – CLOSED SESSION**

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2022-04-25-14

Motion that Council convenes in Closed Session at 8:38pm to discuss the following: a) Legal Item: Contract (FOIP Section 16)  
b) Legal Item; Bylaw 2016-05 (FOIP Section 17)

Motion by REEDS that Council convenes in Closed Session at 8:38pm to discuss the following:

- a) Legal Item: Contract (FOIP Section 16)
- b) Legal Item; Bylaw 2016-05 (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

2022-04-25-15

Motion to return to an open session at 8:55pm

Motion by REEDS to return to an open session at 8:55pm

CARRIED

Meeting recessed to allow return of public at 8:56pm

Meeting reconvened with public present at 8:57pm

2022-04-25-16

Motion to enter into a 2 year Weed & Pest Inspection agreement with Kneehill County

Motion by REEDS to enter into a 2 year Weed & Pest Inspection agreement with Kneehill County

CARRIED

## 16. ADJOURNMENT

Mayor Kletke declared the meeting adjourned at 8:59pm

X

Barry Kletke  
Mayor

X

Carl Peterson  
CAO