

TOWN OF TROCHU -MINUTES

FOR THE COUNCIL MEETING

HELD

August 13, 2012

Motion #/Notes	#	Regular Council Meeting Minutes August 13, 2012
	<u>1.</u>	<p><u>CALL TO ORDER: Mayor Barry Kletke called the meeting to order at 6:03 pm. Deputy Mayor Bill Cunningham, Councillors Valerie Warnock, Cheryl Lumley, Chris Reeds and Kevin Helmer were in attendance. CAO Maureen Malaka, Municipal Intern Anna Robinson and Director of Operations Carl Peterson were also in attendance.</u></p> <p><u>Anna Robinson was the recording secretary for this meeting.</u></p> <p><u>Debi Moon from the Three Hills Capital entered at 6:19 pm</u></p> <p><u>Debi Moon from the Three Hills Capital left at 7:44 pm</u></p>
<p>2012-08-13-01 "Motion to accept the August 13, 2012 Agenda with additions"</p>	<u>2.</u>	<p><u>ACCEPTANCE OF THE AGENDA</u></p> <p style="padding-left: 40px;">a) Additions to the Agenda Discuss presenting Henry Greig with Queen's Diamond Jubilee Medal and 100th Birthday Plaque- 4. Employee Policy for Staff Events-7.a Arboretum Staff-14.b</p> <p style="padding-left: 40px;">b) Agenda Acceptance</p> <p>LUMLEY moved to accept the agenda</p> <p style="text-align: right;">CARRIED</p>
<p>2012-08-13-02 "Motion to adopt the July 23, 2012 Minutes"</p>	<u>3.</u>	<p><u>ADOPTION OF THE MINUTES OF PREVIOUS MEETINGS –July 23, 2012 Regular Meeting</u></p> <p>HELMER moved to adopt minutes of July 23, 2012</p> <p style="text-align: right;">CARRIED</p>
<p>2012-08-13-03 "Motion to accept the Housekeeping Information and file for future reference"</p>	<u>4.</u>	<p><u>HOUSEKEEPING</u></p> <p>" See attached listing which will indicate pending events, a calendar and a listing of upcoming courses, seminars and conventions"</p> <p>WARNOCK moved to accept the Housekeeping Information and file for future reference</p> <p style="text-align: right;">CARRIED</p>
<p>2012-08-13-04 "Motion to recess the meeting"</p>	<u>5.</u>	<p><u>PUBLIC HEARINGS:</u></p> <p style="padding-left: 40px;">a) <u>A Public Hearing will be held in regard to By-law # 2012-06 (copy of proceedings attached)</u></p> <p>DEPUTY MAYOR CUNNINGHAM moved to recess the meeting at 7:03pm</p> <p style="text-align: right;">CARRIED</p> <p>Mayor Kletke asked CAO for any written submissions No written submissions Mayor Kletke asked for any oral submissions No oral submissions</p>
<p>2012-08-13-05</p>		<p>WARNOCK moved to reconvene Council meeting at 7:05pm</p>


<p>"Motion to reconvene Council meeting"</p> <p>2012-08-13-06 "Motion to recess meeting"</p>		<p>DEPUTY MAYOR CUNNINGHAM moved to recess meeting 7:35pm CARRIED</p> <p>Mayor Kletke closed the hearing at 7:36pm and the meeting was resumed CARRIED</p>
	<u>6.</u>	<u>DELEGATIONS:</u>
<p>2012-08-13-07 "Motion for Municipal Intern Anna Robinson to draft Computer Policy with a maximum purchase price of \$1200 for Councillors to purchase to devise to use during their term"</p> <p>2012-08-13-08 "Motion for second reading of Zoning Change By-law 2012-06"</p> <p>2012-08-13-09 "Motion for final reading of Zoning Change By-law 2012-06"</p>	<u>7.</u>	<p style="text-align: center;"><u>BYLAWS, POLICIES AND AGREEMENTS</u></p> <p>a) <u>Policy review Staff Recognition and Staff Functions- Council/ Staff Termination-Recognition and Christmas Activities</u> Council discussed creating policy to address staff recognition for employees who have worked for the Town for one year or more Council discussed Christmas activities for staff and Council</p> <p>b) <u>Council remuneration Policy</u> Differed to next meeting</p> <p>c) <u>Councillor Computer Policy</u> Council discussed and Municipal Intern Anna Robinson answered questions raised by Council</p> <p style="padding-left: 40px;">VARNOCK made motion for Municipal Intern Anna Robinson to draft Councillor Computer Policy with a maximum purchase price of \$1200 for Councillors to purchase devise to use during their term. CARRIED</p> <p style="text-align: center;">CARRIED</p> <p>d) <u>By-law # 2012-06 Zoning Change By-law</u> REEDS moved second reading of Zoning Change By-law 2012-06 CARRIED</p> <p style="padding-left: 40px;">HELMER moved final reading of Zoning Change By-law 2012-06 CARRIED</p>
<p>2012-08-13-10 "Motion to keep the trees"</p>	<u>8.</u>	<p><u>NEW BUSINESS</u></p> <p>a) Realignment of Power Line for Troval School – this requires the trees at the south end of the property which are on our alley to be removed. (we will have a map and picture at the meeting)</p> <p>Council discussed the matter and suggests ATCO Electric look at other options that keep the trees</p> <p>DEPUTY MAYOR CUNNINGHAM moved to keep the trees CARRIED</p>

2012-08-13-11 "Motion to continue with current contract"		<p>b) <u>Assessment Services Contract - \$17,524.00 for 2013 - \$26.00 per parcel for 2014, 2015 and the to \$26.50 for 2016 and 2017</u></p> <p>HELMER moved to continue with current contract</p> <p style="text-align: right;">CARRIED</p>
2012-08-13-12 "Motion that Council draft a letter of support"		<p>c) <u>Request for a letter of Support by Morris Flewwelling for an improvement to the Red Deer Court House and its Offices</u></p> <p>REEDS moved that Council draft a letter of support</p> <p style="text-align: right;">CARRIED</p>
	9.	<u>REPORTS</u>
2012-08-13-13 "Motion to accept CAO Report"		<p>a) <u>Staff Reports</u></p> <p>i) <u>CAO Report for July –</u> REEDS moved to accept CAO Report</p> <p style="text-align: right;">CARRIED</p>
2012-08-13-14 "Motion to accept Director of Operations Report"		<p>ii) <u>Director of Operations Report for July-</u> 1) <u>Finish Me Sign – Trails – Explanation has been given</u> LUMLEY moved to accept Director of Operations Report</p> <p style="text-align: right;">CARRIED</p>
		b) <u>Committee Reports</u>
2012-08-13-15 "Motion to write off delinquent accounts listed"	10.	<p><u>FINANCIAL</u></p> <p>a) <u>Request from Accounts Receivable Clerk for Delinquent Accounts to be written off (Item was emailed on August 7, 2012)</u> Council discussed item REEDS moved to write off delinquent accounts listed.</p> <p style="text-align: right;">CARRIED</p>
		<p>b) <u>Tax Roll Trial Balance at July 31, 2012 (emailed August 7, 2012)</u> Council discussed item. Municipal Intern Anna Robinson to look into bylaws regarding tax roll monthly payment plans.</p>
		c) <u>SRO Bank Reconciliation to June 30, 2012 (emailed August 7, 2012)</u>
		d) <u>Lotto Club Report (emailed August 7, 2012)</u>
2012-08-13-16 "Motion to file Tax Roll Trial Balance at July 31, 2012, SRO Bank Reconciliation of June 30, 2012 and Lotto Club Report"		<p>LUMLEY moved to file Tax Roll Trial Balance at July 31, 2012, SRO Bank Reconciliation of June 30, 2012 and Lotto Club Report</p> <p style="text-align: right;">CARRIED</p>
	11.	<u>CORRESPONDENCE</u>
		a) <u>Alberta Culture – Letter from Minister of Culture Heather Klimchuk that Sept. 28-30, 2012 will be Alberta Culture Days</u>
		b) <u>Letter from Alberta Municipal Affairs – Discontinuation of the Canadian</u>

		<u>Emergency Management College and the Joint Emergency Preparedness Program</u> (Comment – these have been supported by the Federal government since WWII and training will be provincially)
2012-08-13-17 "Motion to file correspondence"		DEPUTY MAYOR CUNNINGHAM moved to file correspondence CARRIED
2012-08-13-18 "Motion to pay for Arboretum porta potties"	12.	<u>OLD BUSINESS, UNFINISHED BUSINESS and ITEMS TABLED or REQUIRING MORE INFORMATION FROM PREVIOUS MEETINGS</u> a) <u>Arboretum Porta Potties and Allotment to New Building (no formal motion was made to deal with these requests at the last meeting)</u> HELMER moved to pay for Arboretum porta potties MOTION DEFEATED
2012-08-13-19 "Motion to consider allotment of new Arboretum building when costs are known"		DEPUTY MAYOR CUNNINGHAM moved to consider allotment to new Arboretum building when costs are known CARRIED
	12 a)	<u>PENDING PROJECTS - Projects which have been considered and will be brought forward at a later date.</u>
	13.	<u>REPORTS OF COUNCIL MEMBERS</u>
		<u>Councillor Helmer</u> Nothing to report
		<u>Councillor Lumley</u> Nothing to report
		<u>Councillor Reeds</u> Suggested that the Town place signs directing peddlers/contractors to contact Town Office to purchase a business license upon arriving in town.
		<u>Councillor Wagstaff</u> Not present
		<u>Councillor Warnock</u> Attended doctor's retention/recruitment meeting updated on a community BBQ that will be held on September 22, 2012 to recognize Dr. Reedyk for winning RPAP award Attended Arboretum dinner and commented on the great work done by the Arboretum Society.
		<u>Deputy Mayor Cunningham</u> Attended SRO meeting to discuss golf tournament on August 25, 2012 Traveling to Calgary tomorrow to pick up Volleyball Floors for Tro-Val School Trochu Flower Show is on Wednesday, August 15, 2012 Commented on the quality of transportation and infrastructure in Central Alberta and particularly in our community

		<p>Mayor Barry Kletke The first Jandel Home has sold; it is the lot at the west end near the golf course. Next Dr. Clinic Meeting is on August 21st at 4:00pm, requested Deputy Mayor Cunningham attend in his place.</p>
2012-08-13-20 "Motion to file Council Reports"		<p><u>Acceptance of Council Reports and filing for future reference (only required for written reports)</u> DEPUTY MAYOR CUNNINGHAM moved to file Council reports CARRIED</p>
2012-08-13-21 "Motion to go into camera"	14.	<p><u>COMMITTEE OF THE WHOLE / CONFIDENTIAL/IN CAMERA</u> <u>Meeting in Camera: Confidential Matters to be held in Camera dealing with Land, Legal or Labour in accordance with Section 197 and the Freedom of Information and Protection of Privacy Act – Division 2 of Part 1</u></p> <ul style="list-style-type: none"> • <u>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.</u> • <u>This part of the meeting will be held if necessary either just prior to the Regular Meeting or just after.</u> <p>a) <u>Resignation of a Public Works Employee</u> b) <u>Arboretum Staffing 2012 and 2013</u> c) <u>Demolition of the Arena Ave. Property</u> d) <u>Sewer Invert Funding</u></p> <p>LUMLEY moved to go into camera at 7:45pm CARRIED</p>
2012-08-13-22 "Motion to come out of camera"		<p>WARNOCK moved to come out of camera at 8:34pm CARRIED</p>
2012-08-13-23 "Motion to send Anna Robinson & Carl Petersen to SRO Golf Tournament"		<p>REEDS moved to send Anna Robinson & Carl Petersen to SRO Golf Tournament CARRIED</p>
2012-08-13-23 "Motion to adjourn the meeting"	15.	<p><u>ADJOURNMENT</u> HELMER moved to adjourn the meeting at 8:37pm CARRIED</p>


CAO Maureen Malaka


Mayor Barry Kletke