

# **TOWN OF TROCHU -MINUTES**

FOR THE COUNCIL MEETING

HELD

December 13, 2010

At 6:00 p.m.

Motion  
#/Notes

#

## **Regular Council Meeting**

**December 13, 2010**

**6:00p.m.**

- 1. CALL TO ORDER: Mayor Barry Kletke called the meeting to order at 6:04 pm. Deputy Mayor Bill Cunningham and Councillors Kevin Helmer, Valerie Warnock, Chris Reeds, Cheryl Lumley and Darcy Wagstaff were in attendance. CAO Maureen Malaka, Director of Operations Carl Peterson and recording secretary Robin Dueck were also in attendance. Debi Moon from the Three Hills Capital entered at 6:12 pm.**

- 2. ACCEPTANCE OF THE AGENDA**

a) Additions to the Agenda

No additions to the agenda

b) Agenda Acceptance – Motion to Accept the Agenda

HELMER moved to accept the agenda.

**CARRIED**

2010-12-13-01  
Motion to  
accept the  
agenda.

- 3. ADOPTION OF THE MINUTES OF PREVIOUS MEETINGS –November 29, 2010**  
LUMLEY moved to adopt the November 29<sup>th</sup>, 2010 Minutes.

**CARRIED**

2010-12-13-02  
Motion to  
adopt the  
November 29,  
2010 Minutes.

- 4. HOUSEKEEPING**

a) See attached listing

c) Additions to Housekeeping

Elevator dedication –Jan 19

Mayor caucus – Jan 13

Community action meeting – Dec 16

d) Motion to accept the Housekeeping information and file for future reference.

HELMER moved to accept the Housekeeping information with additions and file for future reference.

**CARRIED**

2010-12-13-03  
Motion to  
accept  
Housekeeping  
information  
with additions  
and file for  
future  
reference.

5.     PUBLIC HEARINGS ( if Required)  
No public hearings for this meeting.

6.     DELEGATIONS:  
No delegations for this meeting

7.     REPORTS

a)    STAFF REPORTS

- i)     Director of Operations – 7:30 p.m. Carl provided a written report.  
REEDS moved to accept Director of Operations report.

CARRIED

2010-12-13-04  
Motion to  
accept  
Director of  
Operations  
report.

- ii) CAO Report  
WARNOCK moved to accept CAO's report.

CARRIED

2010-12-13-05  
Motion to  
accept CAO's  
report.

B) COMMITTEE REPORTS ,CORRESPONDENCE LISTING, INFORMATION

See Listing Below

WAGSTAFF moved to accept and file committee reports and correspondence listing.

CARRIED

2010-12-13-06  
Motion to  
accept and file  
committee  
reports and  
correspondenc  
e reports.

C) REPORTS OF COUNCIL MEMBERS

Councillor Helmer  
Nothing to report.

Councillor Lumley  
Nothing to report.

Councillor Reeds  
Attended Red Deer Watershed Alliance meeting where new officers were elected.  
Allocation will stay the same. A committee is being set up for the river study.  
Attended CAEP meeting with Maureen, Councillor Warnock and Mayor Kletke.

Councillor Wagstaff  
Nothing to report.

Councillor Warnock

1) RPAP Conference Report – emailed January 11, 2011

Pleased defibrillator is coming through for the drop in centre.  
Nothing more to report on the possible sale of the condenser.  
The school is planning to go ahead with housing of the ATCO energy bus for a time, which was a part of the AUMA trade show.  
There is a Jan 5<sup>th</sup> meeting for ACE.  
Talking with someone from Habitat Skateboards, trying to follow up on the ACE project.

Deputy Mayor Cunningham

1) Canadian Badlands Tourist Destination Assessment – Circulated by email Thursday

2) Icon Passport Project – Circulated by email Monday Dec. 6, 2010  
CUNNINGHAM moved to move forward with getting Trochu's world's largest golf tee in the icon passport for 2011. The golf course will be approached to fund some of the \$500.00 cost involved in this.

CARRIED

2010-12-13-07  
Motion to move forward with getting Trochu's world's largest golf tee in the icon passport for 2011. The golf course will be approached to fund some of the \$500.00 cost involved in this.

Honoured to stand in for Mayor Kletke last week. Presented short speech at the EnCana safety meeting and attended a Mayor and Reeve's event at the Red Deer Legion.

Mayor Barry Kletke

Attended Three Hills Town Christmas party, commented that it was a nice gesture to be invited. Spoke with Joe Sangster from the Three Hills RCMP who spoke high of Trochu.

a) Acceptance of Council Reports for future reference (only required for written reports)

REEDS moved to accept council reports for future reference.

CARRIED

2010-12-13-08  
Motion to accept reports for future reference.

8. FINANCIAL MATTERS

a) New Server – Back up – Authorized an additional \$669.00 for back up tape drive and we will be paying an additional \$175.00 per year for maintenance.

Council discussed this added cost.

b) Defer 2010 Grant Funding in the amount of \$62,028 for FGTF and \$66,780 for SIP to 2011 therefore in 2011 we will have \$257,616.00 toward replacement of water mains on Railway. We will still be about \$136,384.00 short.

DEPUTY MAYOR CUNNINGHAM moved to defer 2010 grant funding in the amount of \$60,028 for FGTF and \$66,780 for SIP to 2011.

2010-12-13-09  
Motion to



defer 2010  
grant funding  
in the amount  
of \$60, 028 for  
FGTF and  
\$66780 for SIP  
to 2011.

CARRIED

2010-12-13-10  
Motion to give  
\$50.00 to staff  
for Christmas.

c) Christmas Recognition for Staff – \$50.00 has been the tradition  
HELMER moved to give \$50.00 to staff for Christmas.

CARRIED

2010-12-13-11  
Motion to file  
the cheque  
listing for  
November  
2010.

d) Cheque Listing for November – emailed Dec.8, 2010  
WAGSTAFF moved to file the cheque listing for November 2010.

CARRIED

2010-12-13-12  
Motion to file  
the  
Neighbourhood  
Place  
Reconciliation  
for November  
30, 2010.

e) Neighbourhood Place Bank Reconciliation for November 30, 2010  
LUMLEY moved to file the Neighbourhood Place Reconciliation for November 30, 2010.

CARRIED

2010-12-13-13  
Motion to pass  
the interim  
operational  
budget for  
2011.

f) Interim Budget – Motion required to pass the interim operational budget for 2011, that budget being the month to month operational budget for 2010 until such time as the 2011 Budget is passed in its entirety noting that all capital requirements will require passage in Council. Second Motion required to send this information to the ATB as our Financial Requirement for our loans.  
LUMLEY moved to pass the interim operational budget for 2011.

CARRIED

2010-12-13-14  
Motion to send  
the 2011  
interim  
operational  
budget to the  
ATB.

DEPUTY MAYOR CUNNINGHAM moved to send the 2011 interim operational budget to the ATB.

CARRIED

2010-12-13-15  
Motion to  
enter into  
support

g) Support Agreement Documentation and Update for New Software – Muniware our Software Provider will be upgrading all software and there will be a charge of \$2500.00 (one time enhancement fee) This actually works well with the new server being installed. We also need to enter into the contract for support. It is \$531.00 per month so for 2011 it will be about \$545.00 and rather than pay it monthly we should be paying it annually to reduce costs therefore it will be \$6540.00.

LUMLEY moved to enter into support contract with Muniware for 2011.

CARRIED

contract with  
Muniware for  
2011.

2010-12-13-16  
Motion that  
the Town of  
Trochu pay the  
FCSS  
requisition  
amount of  
\$9291.84.

h) FCSS Kneehill Regional – Requisition Amount \$9291.84.  
REEDS moved that the Town of Trochu pay the FCSS requisition amount of \$9291.84.

CARRIED

i) Budget for 2011 Centennial – As this event is fast approaching we need to set a budget for items such as food and expenses that are not covered by the grant we received.

1. Hot Dogs for New Years Eve Festivities at Baptist Church after Fire Works.
2. May 5, 2010 Celebration – When we ask former Councillors to come back for the opening of the Time Capsule. A lunch or dinner and gifts are probably appropriate. Invite spouses of past councilors who are now deceased.

WAGSTAFF moved to set budget at maximum of \$10,000.00 for the 2011 Centennial events.  
CARRIED

2010-12-13-17  
Motion to set  
budget at  
maximum of  
\$10,000 for the  
2011  
Centennial  
events.

j) Red Deer River Watershed Alliance - \$.50 per capita= \$556.50  
REEDS moved to pay \$.50 per capita to Re Deer River Watershed Alliance.

CARRIED

2010-12-13-18  
Motion to pay  
\$.50 per capita  
to Re Deer  
River  
Watershed  
Alliance.

k) Ag Society would like to confirm land promised to them south-east of Sunterra for Riding Arena

WARNOCK moved to agree in principle and send a letter of support of concept in which plans will be requested from the AgSociety for the land south-east of Sunterra.

CARRIED

2010-12-13-19  
Motion to  
agree in  
principle and  
send a letter of  
support of  
concept and  
requesting  
plans from the  
AgSociety for  
the land south-  
east of  
Sunterra.

l) Assessment Hearing Information – Sent by email on Dec. 9, 2010  
HELMER moved to file assessment hearing information from hearing on December 1, 2010.

CARRIED

2010-12-13-20  
Motion to file  
assessment  
hearing  
information  
from hearing  
on December  
1, 2010.

m) Assessment Audit Report – Sent by email on Dec. 9, 2010  
DEPUTY MAYOR CUNNINGHAM moved to file Assessment Audit.

CARRIED

2010-12-13-21  
Motion to file  
assessment  
audit.

**9. OLD BUSINESS, UNFINISHED BUSINESS and ITEMS TABLED or REQUIRING MORE INFORMATION FROM PREVIOUS MEETINGS**

- a) Just released "*Becoming the Best: Alberta's 5-Year Health Action Plan 2010-2015*", which includes "*Alberta's Health System Performance Measures- emailed December 7, 2010 and again on Dec.9, 2010*"

**10. BYLAWS, POLICIES AND AGREEMENTS**

- a) Election Policy # 2010-12-13-01 – Draft – circulated December 8, 2010  
Councillor Lumley discussed Policy Draft.

LUMLEY moved to approve election policy #2010-12-13-01

CARRIED

2010-12-13-22  
Motion to  
approve  
election policy  
#2010-12-13-01

**11. NEW BUSINESS**

- a) Request for a Recycling Program for Paper – see letter emailed with agenda.  
Recycling options will be investigated further.

- b) Letter of support for funding for Canadian Badlands Ltd first Tourism Development Conference – email forwarded December 8, 2010

CUNNINGHAM moved to send letters of support for Canadian Badlands first Tourism Development Conference with suggestion of Sunterra for sponsorship.

CARRIED

2010-12-13-23  
Motion to send  
letters of  
support for  
Canadian  
Badlands first  
Tourism  
Development  
Conference  
with  
suggestion of  
Sunterra for  
sponsorship.

- c) Kneehill County Meet and Greet – Dates – See email  
Maureen will email a few dates to council as suggestions. Curling rink room will be used as the location.

- d) Olds College Community Engagement Sites – Talked with Jean Madill from Olds College and Jean and Pat Biddard would like to come out to talk to Mayor and CAO or Council about this. Contact 403-507-7733.

Debi Moon left the council meeting at 8:20 pm



**12. SPECIAL PROJECTS**

**a) PROJECTS AND ITEMS FROM STRATEGIC PLANNING SESSION –**

No items for this agenda item.

**13. COMMITTEE OF THE WHOLE / CONFIDENTIAL/IN CAMERA**

**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**

2010-12-13-24  
Motion to go in  
camera.

WAGSTAFF moved to go in camera at 8:25pm.

**CARRIED**

Robin Dueck left council meeting at 8:27 pm.

2010-12-13-25  
Motion to  
come out of in  
camera

WAGSTAFF moved the meeting come out of camera at 10:10 p.m.

**CARRIED**

**a) MLA Meeting with Richard Marz and Golden Hills School Division**

Council discussed their upcoming meeting on December 17, 2010 with Richard Marz and Golden Hills School Division and the importance of this meeting to support the modernization of Tro Val School.

**b) Staff/ Employee**

**(i) Issue**

The HR review and assessment report commissioned by the Town was discussed.

**c) Procurement of Pontmain School**

**(i) Utilities**

It is apparent that the Town will be getting title to this facility in the very near future. The plan is that the building will be moth balled but there will be some maintenance involved. The CAO will talk to local contractors regarding demolition of the facility. There will be a walk through of the facility. Mayor Kletke will be working with Covenant Health.

**(ii) Budget Item for 2011**

Pontmain School demolition will be a budget item for 2011.

**d) Council Fees Policy ( Clarification)**

Council discussed this matter at length and the apparent omission from their Policy regarding an hourly rate of pay for non committee events in the community such as presentations.

WARNOCK moved that effective December 1, 2010 the fee for non committee events in the community be \$25.00 per hour and that the policy be amended and reviewed in Council.

**CARRIED**

2010-12-13-26  
Motion that  
effective  
December 1,  
2010 the fee

for non  
committee  
events in the  
community be  
\$25.00 per  
hour and that  
the policy be  
amended and  
reviewed in  
Council.

e) ACE Trails

This matter was discussed in Council. The project will cost approximately \$324,000.00 and the ACE Trails Committee is seeking funding from Town Council to expediate a grant application for funding. They have some grant applications in such as a federal legacy grant related to the Centennial in the amount of \$149,000.00 and have received contributions of \$10,000.00 each from a ACE Grant and from the Elks. There are several contributions of in kind services. They have \$5000.00 from Communities in Bloom and \$1000.00 from the proceeds of fundraising. They would like to apply for the maximum funding amount of \$75,000.00 from a Community Initiative Grant Program. This is a matching grant. Chris Vokins entered the meeting and outlined funding.

WAGSTAFF moved that the Town of Trochu has been presented with a project which will enhance the Town of Trochu , provide affordable exercise and promote healthy living for all citizens at a cost of \$324,000.00 and that the Town of Trochu is willing to guarantee up to \$50,000.00 in matching funding from the Municipal Sustainability fund or from General funds toward the matching funding for the Community Initiative Program grant and that the group be encouraged to continue their fundraising efforts from groups, business and private donations.

CARRIED

2010-12-13-27  
Motion that  
the Town of  
Trochu has  
been  
presented with  
a project which  
will enhance  
the Town of  
Trochu ,  
provide  
affordable  
exercise and  
promote  
healthy living  
for all citizens  
at a cost of  
\$324,000.00  
and that the  
Town of Trochu  
is willing to  
guarantee up  
to \$50,000.00  
in matching  
funding from  
the Municipal  
Sustainability  
fund or from  
General funds  
toward the  
matching  
funding for the  
Community  
Initiative  
Program grant  
and that the  
group be  
encouraged to  
continue their  
fundraising  
efforts from



groups,  
business and  
private  
donations.

2010-12-13-28  
Motion that a  
letter of  
understanding  
be drafted and  
signed by the  
ACE Trails  
Committee.

HELMER moved that a letter of understanding be drafted and signed by the ACE Trails Committee.

CARRIED

2010-12-13-29  
Motion to  
adjourn the  
meeting.

**14. ADJOURNMENT**

WAGSTAFF moved the meeting adjourn at 10:20 p.m.

CARRIED

### Listing of Correspondence and Committee Reports

| <u>File #</u> | <u>Organization</u>  | <u>Information</u>  |
|---------------|--|---|
|               | Canadian Association of Petroleum Producers (CAPP)         | - draft report to the Red Deer River Watershed Alliance Board at their November Board meeting. (Circulated to Chris Reeds on Dec.8, 2010) |
|               | Alberta Health   | - 5 year Health Action Plan – emailed Dec.9, 2010   |
|               | Canadian Badlands Ltd.                                     | - TOURISM INVESTMENT PROJECT – Circulated on December 8, 2010 by email  |
|               | Canadian Badlands  | Canadian Badlands Ltd. (CBL) is hosted an open house in Patricia, Nov. 29, 2010 to unveil a proposed Canadian Badlands Scenic Route.      |
| 1 43 240      | Drumheller and District Solid Waste Management Association | - Minutes of November 4, 2010 Meeting.  |
| 1 41 241      | Red Deer River Watershed Alliance                          | - Thank you for 2010 donation, request 2011 donation  |

  
MAYOR BARRY KLETKE

  
CAO MAUREEN MALAKA