

<p>TOWN OF TROCHU -MINUTES FOR THE COUNCIL MEETING HELD February 14, 2011 At 6:00 p.m.</p>

Motion #/Notes

#

Regular Council Meeting Minutes
February 14, 2011
6:00p.m.

1. CALL TO ORDER: Mayor Barry Kletke called the meeting to order at 6:03 pm. Deputy Mayor Bill Cunningham and Councillors Kevin Helmer, Valerie Warnock, Chris Reeds, Cheryl Lumley and Darcy Wagstaff were in attendance. CAO Maureen Malaka and recording secretary Robin Dueck were also in attendance. Debi Moon from the Three Hills Capital entered the meeting at 6:13 pm.

2. ACCEPTANCE OF THE AGENDA

a) Additions to the Agenda
Councillor Helmer will discuss affordable housing during his report

b) Agenda Acceptance – Motion to Accept the Agenda
LUMLEY moved to accept the agenda.

CARRIED

2011-02-14-01
 Motion to accept the agenda.

3. ADOPTION OF THE MINUTES OF PREVIOUS MEETINGS – January 24, 2011
DEPUTY MAYOR CUNNINGHAM moved to adopt the January 24, 2011 minutes

CARRIED

2011-02-14-02
 Motion to adopt the January 24, 2011 Minutes.

4. HOUSEKEEPING

a) See attached listing

b) Additions to Housekeeping

i) FCM Conference in Halifax – Are we sending someone?
Deputy Mayor Cunningham discussed past FCM conferences he has attended and feels there is value in sending a council member.

REEDS moved to schedule council meetings for March 2011 on the 21st and 28th April 2011 on the 11th and 18th and the 9th and 30th for the month of May.

CARRIED

2011-02-14-03
 Motion to schedule council meetings for March 2011 on the 21st and 28th April 2011 on the 11th and 18th and the 9th and 30th for the month of May.

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

2011-02-14-04
Motion to file
housekeeping.

WAGSTAFF moved to file housekeeping.

CARRIED

2011-02-14-05
Motion to look
at the
possibility of
sending a rep
to the FCM
conference
every other
year.
Amendment to
the motion to
add starting
2012, 2011 is
excluded.

WARNOCK moved to look at the possibility of sending a rep to the FCM conference every other year.

WARNOCK added an amendment to the motion to add starting 2012, 2011 is excluded.

MOTION DEFEATED

2011-02-14-06
Motion to
make a motion
every year on
whether or not
to send a rep
to the FCM
conference.

HELMER moved to make a motion every year whether or not to send a rep to the FCM conference.

CARRIED

2011-02-14-07
Motion that
the Town of
Trochu does
not send a rep
for 2011 to the
FCM
conference.

HELMER moved that the Town of Trochu does not send a rep for 2011 to the FCM conference.

CARRIED

5. PUBLIC HEARINGS (if Required)

6. DELEGATIONS:

7:15 – Kneehill Arts Alive to make Presentation

Shirley Adam, president of Arts Alive and board member, Louise Mantel entered at the meeting at 7:11 pm

Arts Alive is an independent association of the arts collaborating with people in the area that are involved in the arts. Adam discussed what Arts Alive goal is and what they have achieved in the last 3 years. Went over different items and venues they use they have to showcase the coming up events and different services that they have information on (ex music lessons) Copies of income statement were provided to council. All of funding so far has come through grants from the Town of Three Hills. Arts Alive are requesting funding

from the Town of Trochu in the form of a grant or donation.
Shirley Adam and Louise Mantel left the meeting at 7:31 pm.

7. REPORTS

A) STAFF REPORTS

i) Operations Report

No operations report for this council meeting.

ii) CAO Report

Items Arising from the Report

2011-02-14-08
Motion that
Mayor Kletke
take part in
the Value
Management
Study "for the
modernization
of Trochu
Valley School."

WARNOCK moved that Mayor Kletke take part in the Value Management Study "for the modernization of Trochu Valley School."

CARRIED

2011-02-14-09
Motion that an
Ad Hoc
Committee of
Deputy Mayor
Cunningham,
Councillor
Lumley, and
Director of
Operation's
Carl Peterson
be formed to
work on the
signage with
Eldon Walls for
the Town
Office, Arena
and Cemetery.

WAGSTAFF moved that an Ad Hoc Committee of Deputy Mayor Cunningham, Councillor Lumley, and Director of Operation's Carl Peterson be formed to work on the signage with Eldon Walls for the Town Office, Arena and Cemetery.

CARRIED

a) Motion to File the Report for Future Reference

Lumley moved to accept the CAO report.

2011-02-14-10
Motion to
accept the
CAO report.

CARRIED

B) COMMITTEE REPORTS ,CORRESPONDENCE LISTING, INFORMATION

No items for this agenda item.

C) REPORTS OF COUNCIL MEMBERS

Councillor Helmer

Councillor Helmer emailed everyone some quoting and plans from M & K Home Sale out of Lethbridge, AB. Discussed prices and types of homes. Prices come down if we buy more than one. Helmer contacted 4 different suppliers regarding

manufactured homes.

Councillor Lumley

Councillor Lumley sent out emerging trends report to council. Lumley felt it was a good conference, gave her some information as new councillor, and ideas of policy development.

Attending Assessment course this week in Leduc.

Councillor Reeds

Councillor Reeds attended the RDRWA workshop on Jan 26, 2011 where the group was broken up into smaller groups to brainstorm about the following topics:

Recreational use

Agricultural

Urban

Flow management

Water quality

Reeds sat in on the Water Quality group and he plans to read up on the land use framework.

Councillor Wagstaff

Councillor Wagstaff will be attending the FCSS meeting on Thursday this week.

Councillor Warnock

Attended RDRWA meeting with Councillor Reeds and Written Report Re: Watershed Meeting Jan. 26, 2011 was submitted

The last of the 5 Defibrillators has arrived and on Monday February 28th at 10 am an informative demonstration will take place at the drop in.

Doctor's recruitment is now called Doctor Attraction and Retention. Cultural workshop is being worked on for new doctors with Al Campbell out of Three Hills.

Volunteer Appreciation event to happen on April 10 or 13, Councillor Warnock will talk to Neighbourhood Place Coordinator about it.

Curling condenser is for sale on 2 curling websites. CAO reported she has someone who is very interested in the condenser.

Deputy Mayor Cunningham

Deputy Mayor Cunningham took part with members from the museum in a walkthrough of Pontmain School.

Disappointed that attendance was down at the ice carnival Feb 4 and 5 but probably due to weather. Should a community group take the ice carnival over?

Taking part in an ACE teleconference tomorrow where "welcoming communities" is the focus. This topic fits well with Trochu and NP Coordinator will also sit in on this.

Taste of Trochu meeting will take place on Thursday Feb 17th. A grant has been approved for the Taste of Trochu event of about \$1300.00.

Mayor Barry Kletke

Mayor Kletke has talked to Al Ross about the housing project Trochu is pursuing and he is interested in looking at developments we have.
Attending special CAEP board meeting on Tuesday Feb 15th.

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

WAGSTAFF moved to accept the council reports.

CARRIED

2011-02-14-11
Motion to accept the council reports

WAGSTAFF moved that Arts Alive Funding request be put to steering committee for Kneehill Regional Summit.

CARRIED

2011-02-14-12
Motion that Arts Alive Funding request be put to steering committee for Kneehill Regional Summit.

8. FINANCIAL MATTERS

a) Request for Funding from Senior's Outreach – Information emailed on Feb. 2, 2011

WARNOCK moved to put Senior's Outreach request for funding to the steering committee for the Kneehill Regional Summit.

CARRIED

2011-02-14-13
Motion that Senior's Outreach request for funding to the steering committee for the Kneehill regional Summit.

HELMER moved to put request for funding for grant writer to the steering committee for the Kneehill Regional Summit.

CARRIED

2011-02-14-14
Motion to put request for funding for grant writer to the steering committee for the Kneehill Regional Summit.

b) Assessment of Not for Profit Buildings – (Motion should be to refer to in Camera discussion)

Item Discussed in detail.

c) Insurance Claim Jen and Trevor Gordon (Information was forwarded to you on Feb. 8, 2011 by email)

REEDS moved to send Insurance Claim from Jen and Trevor Gordon to the Town of Trochu's insurance company.

CARRIED

2011-02-14-15
Motion to send Insurance Claim from Jen

and Trevor Gordon to the Town of Trochu's insurance company.

- d) A Councillor has requested a review of Credit Card Payments – we need to schedule a time and place.

Councillor Warnock will review credit card payments with CAO on Feb 22 and bring back anything to council that needs further discussion.

- e) SRO Bank Reconciliation Report to Dec. 31, 2011 – (emailed Feb.11, 2011)

2011-02-14-16
Motion to file SRO Bank Reconciliation report to Dec 31, 2011.

Reeds moved to file SRO Bank Reconciliation report to Dec 31, 2011.

CARRIED

2011-02-14-17
Motion to file Cheque Listing to December 31, 2011.

- f) Cheque Listing to December 31, 2011 – (emailed Feb. 11, 2011)

DEPUTY MAYOR CUNNINGHAM moved to file Cheque Listing to December 31, 2011.

CARRIED

2011-02-14-18
Motion to file the Bank Reconciliation of the general account to December 31, 2011.

- g) Bank Reconciliation (General Account) to Dec. 31, 2011 – (emailed Feb. 11, 2011)

LUMLEY moved to file the Bank Reconciliation of the general account to December 31, 2011.

CARRIED

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

- a) Board Composition Neighbourhood Place – New members coming on Board so new membership would take place with a new contract on April 1, 2011. Council membership could then reduce to three.

HELMER moved to table item Board Composition Neighbourhood Place regarding reducing council membership.

CARRIED

2011-02-14-19
Motion to table item Board Composition Neighbourhood Place regarding reducing council membership.

Mayor Kletke recessed meeting at 8:00 pm.

Mayor Kletke called for the meeting to reconvene at 8:15 pm.

- b) Community Garden – We received an email from Marion Cloutier that she will not be doing it this year. Email was forwarded to Michael O'Connor.

WAGSTAFF moved to approach ACE if they are interested in the community garden as a

2011-02-14-20

Motion to approach ACE if they are interested in the community garden as a youth project.

youth project.

CARRIED

c) Defibrillators – Query from the School as to when we plan on doing the maintenance on the units.

In discussion with Val Warnock, Lawrence Hogg and Maureen Malaka the School unit was never part of the donated defibrillators. They were installed at the Arena, Swimming Pool, Community Hall and Golf Course and now the Senior’s Centre. Given this it is felt that we need to establish a policy for the five units. Recommended Action: That Val Warnock, Lawrence Hogg and Maureen Malaka be appointed a committee to establish a policy of scheduled service and maintenance. A letter should be written to the school stating that this unit is not part of the donated units and they will be responsible for the service and maintenance as it is not the same type of unit.

DEPUTY MAYOR CUNNINGHAM moved that Val Warnock, Lawrence Hogg and Maureen Malaka be appointed a committee to establish a policy of scheduled service and maintenance for the Town Defibrillators and write a letter to the school stating that this unit is not part of the donated units and they will be responsible for the service and maintenance as it is not the same type of unit.

CARRIED

2011-02-14-21 Motion that Val Warnock, Lawrence Hogg and Maureen Malaka be appointed a committee to establish a policy of scheduled service and maintenance for the Town Defibrillators and write a letter to the school stating that this unit is not part of the donated units and they will be responsible for the service and maintenance as it is not the same type of unit.

d) Front Garbage Pickup – This has to occur in the spring and for this year due to the problem with snow in alleys we will be starting this week – Feb. 15, 2011 But – it is always difficult to pick up in alleys

Item discussed in council.

e) No Parking on Highway 585 – We have one complainant due to a car that has not been moved for some time. Recommended Action: That due to the fact we have residences along this street this is not feasible but that speed and By-law Enforcement be monitored.

Item discussed in Council.

e) Pink Celebration Event on March 26, 2011 at the Trochu Hall – Family Dance 8:00 p.m. to Midnight

The plans are being finalized for this event. Most of the actual work will be done by Junior Achievement but we need to take care of a few things. The Town of Trochu were approached in early 2010 to see if they were interested and competitive enough to take on the “Pink Day” and after a few weeks Tom and Holly Frere stepped up to the plate to see the event through. The Town had a huge roll which included setting a \$4100.00 budget of which about \$202.00 was spent. (All the rest was recovered from donations, ticket sales, drink ticket sales, merchandise sales etc.) Expenses for liquor and liquor license, decorations, items we could not get in Trochu, lunch and soft drinks for the day of the event for staff and “Pink “officials and some food were charged to the Town Master Cards of the Director of Operations and the CAO and in the end we delivered a cheque to Wild Pink Yonder for \$27, 000.00 plus dollars and ultimately became the “Pinkest Little Town in Alberta 2010” The event was endorsed by the Council of the Town of Trochu. In 2010 we had a larger staff and were able to do set up, tear down etc. and Susan Jensen and Arboretum staff did the meal along with inside Town staff doing some of the work. For this 2011 celebration event we would need and Administration is requesting:

- 1) Allowance of time for Public Works staff to do set up and tear down and for some other staff – maybe two or three to assist if required? It is noted at this time that Susan Jensen will not be available as she has a family holiday planned at that time and the CAO will not be in attendance as well as she has her annual trip to Sask. which is planned a year ahead.
- 2) Tickets for all staff who participated in the initial event – This cost will be small as the tickets are \$20.00 per family and \$10.00 per individual. This would include Danielle as she was here shortly after and helped with accounting; tear down in office of decorations etc. This is approximately \$300.00 at the most.
- 3) Liquor license in the Town’s Name – we have not confirmed this yet as Junior Achievement is running the bar and purchasing liquor but because of their status may not be able to get a liquor license.

The band and hall rent are covered by Wild Pink Yonder and ticket sales should take care of everything else. Brian and Chris Vokins and Tom and Holly Frere and Cheryl Hollidge and Junior Achievement are champions of this event with Barry Kletke, Bill Cunningham, Robin Dueck and Maureen Malaka involved in the plan. Any surplus funding will be donated to Women’s cancer research. A motion is required if Council is in agreement with the above.

REEDS moved to provide tickets for the March 26th dance to all staff who participated in the initial wild pink yonder event including Danielle Almberg.

CARRIED

2011-02-14-22
 Motion to
 provide tickets
 for the March
 26th dance to
 all staff who
 participated in
 the initial wild
 pink yonder
 event including
 Danielle
 Almberg.

f)CAO Annual Performance Review Date – As requested by Val Warnock – This is generally held in the fall close to Organizational Meeting and well after Strat Plan to allow work on Strat Plan Items, suggested date be set at first meeting in Sept.
Councillor Lumley will look into getting a tool for this process.

h) Centennial (fundraising) idea

WARNOCK moved to endorse Paul, from the Trochu Bottle Depot, in a serious fundraiser involving the whole town in some of our publications and be noted in the time capsule.

CARRIED

2011-02-14-23
Motion to endorse Paul, from the Trochu Bottle Depot, in a serious fundraiser involving the whole town in some of our publications and be noted in the time capsule.

i) Update on signage for Town office and arena-action
This item was discussed earlier in council.

10. BYLAWS, POLICIES AND AGREEMENTS

a) 2009 By-laws

Note there are other By-laws however they are the taxation and borrowing ones that we pass annually.

By-law # 2009 -01 – How Garbage is Collected and establishing Rules and Regulations – If we were to go to front pick-up this would have to be changed.

By-law # 2009-04 – Establishment of a Regional Emergency Management Agency – would require a joint meeting Regionally to change

By-law # 2009-05 – Procedural By-law - up to date at this time.

DEPUTY MAYOR CUNNINGHAM moved to file 2009 By-laws for information.

CARRIED

2011-02-14-24
Motion to file 2009 By-laws for information.

b) Road Closure By-law # 2011-02
First reading

HELMER moved that Road Closure By-law #2011-02 receive first reading.

CARRIED

2011-02-14-25
Motion that Road Closure By-law #2011-02 receive first reading.

11. NEW BUSINESS

a) Pontmain School – Date in Spring for Demo Sale

Discussed possible dates and will hold off on picking a date.

b) Pontmain School – Piano – school was offering pianos for \$50.00 and we have an offer of \$50.00 from Jordan Culp and also Danielle had previously stated

that she was interested.

c) CAEP Marketing and Communications Committee- Request for Members

12. SPECIAL PROJECTS

a) PROJECTS AND ITEMS FROM STRATEGIC PLANNING SESSION –

i) Notes of the Strat Planning Session (circulated)

2011-02-14-26
Motion that notes have been circulated from the January 2011 Strategic Planning Session.

HELMER moved that notes have been circulated from the January 2011 Strategic Planning Session.

CARRIED

ii) Trochu Action Items

2011-02-14-27
Motion to accept Trochu Action Items.

REEDS moved to accept Trochu Action Items

CARRIED

2011-02-14-28
Motion to go in camera.

WAGSTAFF moved to go in camera at 9:10pm.

CARRIED

Robin Dueck left at 9:10 pm and Maureen Malaka took over as recording secretary. Councillor Val Warnock left the meeting at 9:10 p.m. as well.

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

2011-02-14-29
Motion to come out of in camera.

WAGSTAFF moved the meeting come out of camera at 9:20 p.m.

CARRIED

14. ADJOURNMENT

2011-02-14-30
Motion to adjourn.

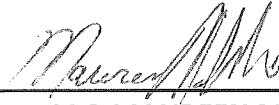
WAGSTAFF moved the meeting adjourn at 9:25 p.m.

CARRIED

**Listing of Correspondence and Committee Reports
(none for this meeting)**



MAYOR BARRY KLETKE



CAO MAUREEN MALAKA