

TOWN OF TROCHU -MINUTES

FOR THE COUNCIL MEETING

HELD

July 29, 2013

Motion
#/Notes

#

1. CALL TO ORDER:

CALL TO ORDER: Mayor Barry Kletke called the meeting to order at 5:56 pm. Deputy Mayor Bill Cunningham, Councillors Darcy Wagstaff, Cheryl Lumley, Val Warnock and Chris Reeds were in attendance. CAO Maureen Chalack, Director of Operations Carl Peterson and Recording Secretary Robin Dueck were also in attendance. Regrets Councillor Kevin Helmer

2. ACCEPTANCE OF THE AGENDA

- a) Additions to the Agenda
SCHOOL DIVISION TAXES FINANCIAL added to 11c)
- b) Agenda Acceptance – Motion to Accept the Agenda

WARNOCK moved to accept the agenda with additions

CARRIED

2013-07-29-01
Motion to
accept the
agenda with
additions

3. ADOPTION OF THE MINUTES OF PREVIOUS MEETINGS –June 24, 2013

DEPUTY MAYOR CUNNINGHAM moved to adopt the June 24, 2013 Minutes.

CARRIED

2013-07-29-02
Motion to
adopt the June
24, 2013
Minutes

4. HOUSEKEEPING

“ See attached listing which will indicate pending events, a calendar and a listing of upcoming courses, seminars and conventions”

Motion to accept the Housekeeping information and file for future reference

LUMLEY moved to accept the housekeeping information and file for future reference.

CARRIED

2013-07-29-03
Motion to
accept
housekeeping
information
and file for
future
reference

5. PUBLIC HEARINGS:

None scheduled for this meeting

6. DELEGATIONS:

- a) **7:00 p.m. Trochu and District Fire Dept.** – Request to use Reserve Money to purchase Breathing Apparatus.

Fire Chief Richard Hoppins entered at 7:20 pm. Compared cost of new and used Breathing Apparatus and the offer they received. Discussed benefits of purchasing items and cost of new air compressor that would also be needed to purchase with items.

Richard Hoppins left at 7:42 pm

7. REPORTS

a)Staff Reports

i) CAO Report - Information and Tasks
Report discussed in camera

- ii) Director of Operations –
 - a) Alley behind Baptist Church
 - b)

2013-07-29-04
Motion to file
the Director of
Operations
report

REEDS moved to file the Director of Operations report

CARRIED

- iii) Other Staff Reports
 - a) Grant Writer – June (circulated July 22, 2013)

2013-07-29-05
Motion to file
the June Grant
Writer and July
Arboretum
report

- b) Arboretum – July Report

LUMLEY moved to file the June Grant Writer and July Arboretum report

CARRIED

- c) Committee Reports

Nothing for this agenda item

8. BYLAWS, POLICIES AND AGREEMENTS

- a) Policy # 2002-07-10 – Motion required to Rescind

2013-07-29-06
Motion to
rescind Policy
2002-07-10

CUNNINGHAM moved to rescind Policy 2002-07-10

CARRIED

- b) Policy # 2013-29-07 – Motion required to Pass
Council discussed Policy further in camera

9. NEW BUSINESS

- a) Incapacitated Voter at Home Poll – a voter who is housebound can ask that a poll be brought to their house. Note this is just for the incapacitated voter.

2013-07-29-07
Motion to hold
an
incapacitated
voter at home
poll

LUMLEY moved to hold an incapacitated voter at home poll

CARRIED

- b) Institutional Poll – St. Mary’s Health Care Centre
DEPUTY MAYOR CUNNINGHAM moved to hold an Institutional Poll

2013-07-29-08
Motion to hold
an institutional
poll

CARRIED

- c) Advance Poll – To be held at the Town Office from the hour of 4:00 p.m. to 8:00 p.m. October 16, 2013.

2013-07-29-09
Motion that an
advance poll be

WARNOCK moved that an Advance Poll be held at the Town Office from 4:00 pm to 8:00 pm October 16,2013

held at the
Town Office
from 4:00pm to
8:00 pm
October 16,
2013

CARRIED

- d) Account 465.003 Request by Owner for reduction in the \$2805.25 water bill.
Recommended Action: That per Policy # 2013-29-07 the amount of this water bill be reassessed at \$1375.25.

Item discussed in camera

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

Nothing for this agenda item

11. FINANCE

2013-07-29-10
Motion to
accept the June
Bank
Reconciliation

- a) June Bank Reconciliation
REEDS moved to accept June Bank Reconciliation

CARRIED

- b) Utility Rate Comparison
For information

- c) School Division Taxes
Council discussed item in detail

12. CORRESPONDENCE

2013-07-29-11
Motion to file
correspondenc
e

- a) Age Friendly Communities (Circulated July 22, 2013)
 - b) Thank you from Margaret Richards
 - c) Thank you from Victim Services
 - d) Delburne Golf Tournament – Sat. 14th of September
 - e) PCN – Newsletter
 - f) CN Information (*circulated July 26, 2013*)
- DEPUTY MAYOR CUNNINGHAM moved to file correspondence

CARRIED

13. REPORTS OF COUNCIL MEMBERS

Councillor Helmer

Not present

Councillor Lumley

Reported about Community Futures AGM, audited statement was in good condition and discussed other financial items that came out of meeting.

Councillor Reeds

Discussed business licenses

Councillor Wagstaff

Email from Shelly Jackson that office space has provincial approval for new office space, hoping to be in Sept 1

Councillor Warnock

Delburne parade went well
 Attended SAEWA meeting and discussed
 Attended tour of water erosion
 Doctors R & R update , nomination form made and nominations open, attended lunch meeting with possible doctors on Sunday
 Discussed Restorative Justice program challenges
 Attended SRO golf tournament
Deputy Mayor Cunningham
 Attended Summer premiers tour and commented
 Attended Kneehill Housing meeting and discussed in detail
 Arboretum diner well attended and praised

Mayor Barry Kletke

Went of Tour of school and described building, end of September should see lots of structure completed
 SRO meetings and golf tournament, well attended
 Drove in Three Hills Parade
 Meeting with county reeve and new CAO will discuss in camera
 Successful ball tournament on July 1 weekend

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

LUMLEY moved to accept council reports

CARRIED

2013-07-29-12
 Motion to accept council reports

14. 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

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.

This part of the meeting will be held if necessary either just prior to the Regular Meeting or just after.

WAGSTAFF moved the meeting go in camera at 7:45 p.m.

CARRIED

2013-07-29-13
 Motion to go in camera

Recording Secretary Robin Dueck and Director of Operations Carl Peterson left the meeting at this time.

WAGSTAFF moved the meeting come out of camera at 9:10 p.m.

CARRIED

2013-07-29-14
 Motion to come out of in camera

The following items were discussed:

- 1) July 1, 2013 Parade and Railway Crossing
- 2) Kneehill County Municipal Development Plan – information was sent on July 5, 2013
- 3) Flood Relief and Assistance
Items # 1, 2, and 3 were briefly discussed.
- 4) Audit Letter and Appointment of an Auditor

The audit letter was read by the CAO .

2013-07-29-15
Motion that
the Audit
Letter be
signed by the
Audit
Committee
which is
Council of the
Whole.

DEPUTY MAYOR CUNNINGHAM moved that the Audit Letter be signed by the Audit Committee which is Council of the Whole.

CARRIED

Each Council member signed the Audit letter. It was noted that the Auditor will present the Financial statements at the next meeting which will be a supper meeting.

2013-07-29-16
Motion that
Endeavor
Charter
Accountants be
appointed the
Town of Trochu
Auditor for
2013.

LUMLEY moved that Endeavor Charter Accountants be appointed the Town of Trochu Auditor for 2013.

CARRIED

2013-07-29-17
Motion that
the Listing on
the Trochu
Meadows lots
be given to
Barry Reder as
part of our
other Town
listings.

5) Jandel Homes/ Trochu Meadows/Trochu Mobile Home Subdivision

WAGSTAFF moved that the Listing on the Trochu Meadows lots be given to Barry Reder as part of our other Town listings.

CARRIED

6) Sewer Lagoon – Andrew Frere

7) CAO Position

Items # 6 and 7 were discussed.

8) Fire Dept

2013-07-29-18
Motion that
the Town of
Trochu
purchase the
10 – 2007 MSA
M7 Fire Hawk
SCBA units
with masks
from
Rockyview
County
immediately at
a cost of
\$11,000.00.

WARNOCK moved that the Town of Trochu purchase the 10 – 2007 MSA M7 Fire Hawk SCBA units with masks from Rockyview County immediately at a cost of \$11,000.00.

CARRIED

2013-07-29-19
Motion that
after reviewing
the Fire Dept.
Reserves of
the Town of
Trochu and

REEDS moved that after reviewing the Fire Dept. Reserves of the Town of Trochu and reviewing the history of how these reserves were established that at this time the Town of Trochu would like to keep a large portion of these reserves for unexpected circumstances however the Town is prepared to provide \$10,000.00 toward the Horizontal Breathing Air Compressor and DF Fill Station , that the Fire Dept. could use any surplus of their 2013 budget and that the Fire Dept. be encouraged to fund raise for the balance.

CARRIED

reviewing the history of how these reserves were established that at this time the Town of Trochu would like to keep a large portion of these reserves for unexpected circumstances however the Town is prepared to provide \$10,000.00 toward the Horizontal Breathing Air Compressor and DF Fill Station , that the Fire Dept. could use any surplus of their 2013 budget and that the Fire Dept. be encouraged to fund raise for the balance.

9) Policy # 2013-29-07 – Motion required to Pass (Forgiveness of Payment of Utility Accounts)

REEDS moved to pass policy 2013-29-07, Forgiveness of Payment of Utility Accounts

CARRIED

2013-07-29-20
Motion to pass policy 2013-29-07, Forgiveness of Payment of Utility Accounts

15. ADJOURNMENT

WAGSTAFF moved the meeting adjourn at 9:20 p.m.

CARRIED

2013-07-29-21
Motion to adjourn



CAO Maureen Chalack



Mayor Barry Kletke