

TOWN OF TROCHU -MINUTES
 FOR THE COUNCIL MEETING
 HELD
 September 30, 2013

Motion #/Notes	#		
	1.	<u>CALL TO ORDER:</u> The meeting will be called to order at 6:00 p.m. Mayor Barry Kletke called the meeting at 6:00 pm. Councillors Kevin Helmer, Chris Reeds, Darcy Wagstaff, Cheryl Lumley, Val Warnock, CAO Maureen Chalack, recording secretary Robin Dueck and Councillor in waiting Edward Stephan were in attendance. Regrets Deputy Mayor Cunningham Debi Moon from the Three Hills Capital entered at 6:13 pm	
	2.	<u>ACCEPTANCE OF THE AGENDA</u> a) Additions to the Agenda AUMA added to housekeeping Orientation added to housekeeping Ag Society added to CAO report b) Agenda Acceptance – Motion to Accept the Agenda LUMLEY moved to adopt the agenda with additions	CARRIED
2013-09-30-01 Motion to adopt the agenda with additions			
	3.	<u>ADOPTION OF THE MINUTES OF PREVIOUS MEETINGS – September 9, 2013</u> LUMLEY moved to adopt minutes of September 9, 2013	CARRIED
2013-09-30-02 Motion to adopt minutes of September 9,2013			
	4.	<u>HOUSEKEEPING</u> “ See attached listing which will indicate pending events, a calendar and a listing of upcoming courses, seminars and conventions” Motion to have the next Regular Meeting of Council to October 7, 2013 <u>Motion to accept the Housekeeping information and file for future reference</u> Moved to have a regular meeting October 7 th after organizational meeting	CARRIED
2013-09-30-03 Motion to have a regular meeting October 7 th after organizational meeting			
		WAGSTAFF moved to file housekeeping information and file for future reference	CARRIED
2013-09-30-04 Motion to file housekeeping information and file for future reference			
	5.	<u>PUBLIC HEARINGS:</u> None scheduled for this meeting.	
	6.	<u>DELEGATIONS:</u> No delegations for this meeting	

7. REPORTS

a) Staff Reports

I. CAO Report - Information and Tasks

2013-09-30-05
Motion to
plant 75th
anniversary
tree at the
arboretum

REEDS moved to plant 75th ATB anniversary tree at the arboretum

CARRIED

2013-09-30-06
Motion to
approve the Ag
Society in
asking the
Trochu Lions to
supply water
for use and fire
protection

WARNOCK moved to approve Ag Society in asking the Trochu Lions to supply water for use and fire protection.

CARRIED

2013-09-30-07
Motion to
accept CAO
report

WAGSTAFF moved to accept CAO report

CARRIED

II. Director of Operations

none for this meeting

III. Other Staff Reports

b) Committee Reports

Nothing for this item

c) Council Reports

i. Councillor Helmer

Attended CAC meeting and discussed staff changes with the RCMP

ii. Councillor Lumley

Working on possibility of holding "the longest lunch" celebrating town events (end of harvest, opening of new school, etc) with local foods next fall. Looking for input from council.

iii. Councillor Reeds

Nothing to report

iv. Councillor Wagstaff

Attended FCSS meeting and discussed provincial building issues, approval of hours needed and internet access, and reported that the budget was approved for year
Gave recognition to town staff, Maureen, present and past council, people of Trochu and people of Trochu for the past 9 years on council.

v. Councillor Warnock

Update on Chamber of Commerce progress

Involved with Restorative Justice as a volunteer

Attended Doctors R & R event at Kiever's Lake, awards given to support staff. Trochu's Isabel Whyte awarded.

September 24th building committee meeting attended and reported.

Attended SAEWA meeting, moving along positively

Trochu Bottle Depot recognized for volunteer work on Nov 4 in province

vi. Deputy Mayor Cunningham

Not present

vii. Mayor Barry Kletke

Thanked Councillor Wagstaff and Helmer for 9 years on council

viii. Motions from Items in Councillor Reports

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

HELMER moved to file council reports

CARRIED

2013-09-30-08
Motion to file
council reports

c) Correspondence Listing

i) CAEP – Membership Certificate

ii) Alberta Trail Net Map Project - Interesting Trochu Not Included

REEDS to file correspondence

CARRIED

2013-09-30-09
Motion to file
correspondenc
e

8. FINANCE

a) Write off Account in the amount of 190.05 for a meter replacement

WAGSTAFF moved to write off account 266 for \$190.05 to bad debt

CARRIED

2013-09-30-10
Motion to
write off
account 266 for
\$190.05 to bad
debt

b) 2014 Budget

i) Email was sent from Bev Olver, Pool Manager to CAO regarding the condition of the pool. This item should have a motion to research costs involved and make a recommendation for budget 2014. We received information that the Swim Club has some money to put toward this project.

REEDS moved to put pool maintenance item for consideration for 2014 budget

CARRIED

2013-09-30-11
Motion to put
pool
maintenance
item for
consideration
for 2014
budget

c) August Bank Reconciliation Report

LUMLEY moved to accept August 2013 Bank Reconciliation

CARRIED

2013-09-30-12
Motion to
accept August
2013 Bank
Reconciliation

d) Request from SRO for \$200.00 for Trees at SRO Fundraising Event

Recommended Action: This is an out of scope request and it should be denied.

We support this organization in the amount of \$15,000.00 per year plus board time and accounting and allowance for volunteer time.

HELMER moved to donate \$200.00 for Christmas trees to SRO fundraiser

DEFEATED

2013-09-30-13
Motion to
donate \$200.00
for Christmas
trees for SRO
fundraiser

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

- a) A complaint was received regarding the condition of the trees and bushes on the paths – staff needs a direction in this regard and a budget needs to be set up for future maintenance and set this as a priority area. Perhaps their needs to be staff assigned to this area for 2014, also there is concern about the watering and Communities in Bloom (a direction that a meeting be held with this group in the spring) and further a concern about the condition of weeding in the Town

2013-09-30-14
Motion to discuss item of trees and bushes on path in strategic meetings

Warnock moved to discuss item of trees and bushes on path in strategic planning meetings

CARRIED

- b) Payment of the \$5000.00 allocation to Communities in Bloom

2013-09-30-15
Motion to allocate funds of \$500.00 to communities in Bloom

LUMLEY moved to allocate funds of \$500.00 to Communities in Bloom

CARRIED

- c) Tree from ATB to Commemorate their 75th Anniversary and 25 saplings Where will these be planted?

Discussed earlier

10. BYLAWS, POLICIES AND AGREEMENTS

None for this agenda item

11. NEW BUSINESS

- a) ATCO Electric – Annual Franchise Fee 2014 – We are presently at 3.5% and Administration recommends we stay at this fee. This is one area where we are less than other communities.

2013-09-30-16
Motion to accept the 2014 ATCO Franchise Fee at 3.5 %

WARNOCK moved to accept the 2014 ATCO Franchise Fee at 3.5 %

CARRIED

- b) Library Board Member Recruitment – needs new membership and recruitment to the board – we will advertise- what else?

Council discussed item

- c) Organizational Meeting Agenda for October 7, 2013

- i) Supper
- ii) Swearing in of all Councillors – Oaths of Office
- iii) Election of the Mayor
 - In 1995 – By-law 95-02 was established which outlines how the Mayor is elected from the Councillors that have been elected in a General Election.
 - In 2013 the Act was changed to make the term of office of a Councillor 4 years
 - There was not time from the time the government changed the act to change the by-law. Things need to be done a certain number of days before an election and our 95-02 By-law was in fact challenged in court which allows for this. The only problem is that our By-law states the Mayor is elected for three years and that is what this appointment must be and sometime during

the next three years a new by-law will have to be passed, advertised to the public after first reading and a public hearing should be held. You may find there is other items you want to add to this or to your Procedural By-law at that time.

- *Note from Maureen – I have checked this out with legal counsel as I was putting together the agenda for the Organizational Meeting. For that one year you may want to do a bridge by-law (one that bridges the gap between the three and four years) or just include that one year in the new By-law.

- iv) Election of the Deputy Mayor
- v) 2013-2017 Photo – note this would be taken again when the new CAO arrives
- vi) Appointments to Committees (we may want to wait on this as other municipalities will not be making their appointments until later in the month and as other municipalities have to have their election first these meetings cease during an election year)
- vii) Banking
- viii) Signing authorities and Designated Officers
- ix) Procedural Items
 - Written reports
- x) Questions and Comments
- xi) The Regular meeting of Council. (Time and dates)
 - Suggest – October 21,2013
 - October 28, 2013 now poses a problem due to a Doctor appointment
 - November 12 and November 25 - 2nd and fourth Mondays leaves the week of AUMA Open
 - December 4th and 18th

Council discussed items for Organizational meeting

12 SPECIAL PROJECTS

No items for this agenda item

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.

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

Motion Carried

a) School Resource Project/ Restorative Justice Project

This matter was discussed.

b) Attendance at School Resource Officer Dinner and Fundraiser by Staff

- Several staff members have indicated they would like to do something as just staff perhaps with spouses and Council.

This matter was discussed.

Councillor Wagstaff moved that the meeting come out of camera at 7:50 p.m.

2013-09-30-17
Motion to go in camera at 7:00 pm

2013-09-30-18
Motion to come out of in camera at 7:23 pm

CARRIED

c) Christmas Closure

2013-09-30-19
Motion that
after the
review of
present policy
the Town office
be closed and
staff use
holidays or
time in lieu
hours from
4:00 p.m. on
December 20,
2013 to 8:30
a.m. on
January 2,
2014.

REEDS moved that after the review of present policy the Town office be closed and staff use holidays or time in lieu hours from 4:00 p.m. on December 20, 2013 to 8:30 a.m. on January 2, 2014.

CARRIED

Recording Secretary Robin Dueck left the meeting at 8:00 p.m. Guest Councillor in waiting Ed Stephan stayed.

2013-09-30-20
Motion to go in
camera

Councillor Wagstaff moved the meeting go in camera at 8:02 p.m.

CARRIED

2013-09-30-21
Motion to
come out of in
camera

Councillor Wagstaff moved the meeting come out of Camera at 8:10 p.m.

CARRIED

d) CAO -Kneehill Regional Fire Management Agreement

The new recommendation of the hiring committee was reviewed and an offer will be made. A discussion followed.

15. ADJOURNMENT

2013-09-30-22
Motion to
adjourn

Councillor Helmer moved the meeting adjourn at 8:12 p.m.

Motion Carried



CAO Maureen Chalack



Mayor Barry Kletke