16. RETURN TO OPEN MEETING

2023-12-11-20
Motion to return to an open session at 8:01pm

Motion by REEDS to return to an open session at 8:01pm **CARRIED**

Meeting recessed to allow return of public at 8:01pm
Meeting reconvened with public present at 8:02pm

2023-12-11-21
Motion to accept the Civic Solutions contract as presented

Motion by CUNNINGHAM to accept the Civic Solutions contract as presented **CARRIED**

2023-12-11-22
Motion to accept the salary grid as presented

Motion by REEDS to accept the salary grid as presented **CARRIED**

2023-12-11-23
Motion to provide a Rural Entrepreneur Community Endorsement Letter for Danish Ahmand Khan & Chaudhry Muhammad Shadid Iqbal

Motion by ARMSTRONG to provide a Rural Entrepreneur Community Endorsement Letter for Danish Ahmand Khan & Chaudhry Muhammad Shadid Iqbal **CARRIED**

2023-12-11-24
Motion to provide a Rural Entrepreneur Community Endorsement Letter for Khawar Saleem

Motion by MARTEL to provide a Rural Entrepreneur Community Endorsement Letter for Khawar Saleem **CARRIED**

17. ADJOURNMENT

Mayor Kletke adjourned the meeting at 8:04pm

X _____
Barry Kletke
Mayor

X _____
Carl Peterson
CAO

TOWN OF TROCHU – MINUTES

FOR THE COUNCIL MEETING HELD
December 11, 2023
At Trochu Town Office

#	Item and Information
	Regular Meeting – December 11, 2023

1. CALL TO ORDER

Mayor Kletke called the meeting to order at 6:00pm. In attendance were Mayor Barry Kletke, Deputy Mayor Chris Reeds, Councillors Chris Armstrong, Cerilo De La Cruz, Jenny Lyver, and Jaime Martel, Director of Operations Dave Nelson, Grantwriter Jamie Collins, Recording Secretary Toni Nelson, and Three Hills Capital Reporter Nicolle Ioanidis.

In attendance virtually were Councillor Bill Cunningham, CAO Carl Peterson, and Finance Officer Lavinia Henderson.

2. ACCEPTANCE OF THE AGENDA

a) Additions to the Agenda
- Closed Session: Land Item, Land Sales (FOIP 16)

b) Agenda Acceptance

2023-12-11-01 Motion to accept the agenda with additions

Motion by CUNNINGHAM to accept the agenda with additions **CARRIED**

3. ADOPTION OF THE MINUTES OF PREVIOUS MEETING

a) Adoption of the November 14th, 2023, Regular Meeting Minutes

2023-12-11-02 Motion to adopt the November 14th, 2023, Regular Meeting Minutes

Motion by LYVER to adopt the November 14th, 2023, Regular Meeting Minutes **CARRIED**

b) Adoption of the November 27th, 2023, Committee of the Whole Minutes

2023-12-11-03 Motion to adopt the November 27th, 2023, Committee of the Whole Minutes

Motion by MARTEL to adopt the November 27th, 2023, Committee of the Whole Minutes **CARRIED**

c) Adoption of the December 4th, 2023, Capital Budget Meeting Minutes

2023-12-11-04 Motion to adopt the December 4th, 2023, Capital Budget Meeting Minutes

Motion by REEDS to adopt the December 4th, 2023, Capital Budget Meeting Minutes **CARRIED**

d) Adoption of the December 5th, 2023, Operating Budget Meeting Minutes

2023-12-11-05 Motion to adopt the December 5th, 2023, Operating Budget Meeting Minutes

Motion by DE LA CRUZ to adopt the December 5th, 2023, Operating Budget Meeting Minutes **CARRIED**

4. HOUSEKEEPING

a) Housekeeping Acceptance

2023-12-11-06
Motion to accept the Housekeeping and file for future reference

Motion by ARMSTRONG to accept the Housekeeping and file for future reference

CARRIED

5. PUBLIC HEARINGS

a) Nothing for this agenda item

6. DELEGATIONS

a) Lorenza Labangco, CAFFTT President, 6:10pm
- Introduced Council to their Filipino community group, CAFFTT (Community Association Families of Filipinos in Trochu and Three Hills
- They focus on helping local families, seniors, and newcomers and want to be involved in town events and programs, like Tidy Up Trochu and Flapjack Fiesta

b) Shelley Jackson-Berry, KHFCSS, 6:30pm
- Discussed Kneehill Dementia Friendly Communities, a community group focused on dementia awareness in the area and host programs like Minds in Motion and the Dementia Experience
- Asked if Council would be willing to participate in a Dementia Experience session, after which more sessions could be arranged with business owners/ employees, Council is happy to participate

7. REPORTS:

A. STAFF REPORTS:

a) Grant Reports

2023-12-11-07
Motion to accept the Grantwriter reports and file for future reference

Motion by CUNNINGHAM to accept the Grantwriter reports and file for future reference

CARRIED

b) Director of Operations Report

2023-12-11-08
Motion to accept the Director of Operations report and file for future reference

Motion by LYVER to accept the Director of Operations report and file for future reference

CARRIED

c) Water/Wastewater Report

2023-12-11-09
Motion to accept the Water/ Wastewater Report and file for future reference

Motion by DE LA CRUZ to accept the Water/Wastewater Report and file for future reference

CARRIED

d) Administrator's Report

2023-12-11-10
Motion to accept the Administrator's Report and file for future reference

Motion by ARMSTRONG to accept the Administrator's Report and file for future reference CARRIED

2023-12-11-11
Motion to proceed with the Geotech proposal from MPE

Motion by MARTEL to proceed with the Geotech proposal from MPE CARRIED

B. COMMITTEE REPORTS

a) Nothing for this agenda item

C. COUNCIL REPORTS

a) Councillor Armstrong
- Attended a Community Futures Wild Rose meeting, discussed the 2024 budget

b) Councillor Cunningham
- Nothing to report

c) Councillor De La Cruz
- Written report on Dr. R & R Task Force included in agenda package

d) Councillor Lyver
- Attended a Marigold Libraries meeting
  - Reviewed 2024 budget
  - Reported that Marigold is in contact with their contractors regarding leaks in the roof of the new building
  - Planning events for Freedom to Read Week, February 18th to 24th
- Attended a Trochu Library meeting
  - 18 new memberships in November
  - Community Calendars are done and now being distributed
  - They are starting a new book club for adults

e) Councillor Reeds
- Attended a Drumheller & District Solid Waste Association meetings
  - Held Organizational meeting, Councillor Reeds is now on the EPR Steering Committee
  - Toured the landfill site
  - Completed employee review of Landfill Manager
- Attended the Palliser Annual General Meeting, the board has increased to 8 members

f) Deputy Mayor Martel
- Attended Kneehill Family & Social Services Organizational & Regular meetings
  - 2024 Budget now passed
  - In discussion with the Golden Hills School Division regarding funding
- Attended the Alberta FCSS Association Conference in Edmonton
  - Attended several sessions on topics like Boards, community inclusion, indigenous relationships, Alberta support options, etc.
- Discussed a project idea to use unrented community garden plots for classes in gardening and canning

g) Mayor Kletke
- Attended an AB Munis Infrastructure Committee meeting, GIS and mapping issues were a main topic

h) Motions from Items in Councillor Reports

i) Acceptance of Council Reports and filing for future reference

2023-12-11-12 Motion to accept the Council Reports and file for future reference

Motion by DE LA CRUZ to accept the Council Reports and file for future reference

CARRIED

8. CORRESPONDENCE LISTING:

a) Nothing for this agenda item

10. FINANCE:

a) November 2023 Bank Reconciliation

2023-12-11-13 Motion to accept the October 2023 Bank Reconciliation

Motion by MARTEL to accept the October 2023 Bank Reconciliation **CARRIED**

b) RFD 2023-13 2024 Capital Budget and 5 Year Capital Plan

2023-12-11-14 Motion to approve the 2024 Capital Budget and 2025 – 2029 Capital Plan

Motion by ARMSTRONG to approve the 2024 Capital Budget and 2025 – 2029 Capital Plan

CARRIED

c) RFD 2023-14 2024 Operating Budget and 3 Year Financial Plan

2023-12-11-15 Motion to adopt the 2024 Operating Budget and 2025 – 2027 Financial Plan as presented

Motion by REEDS to adopt the 2024 Operating Budget and 2025 – 2027 Financial Plan as presented **CARRIED**

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

a) Nothing for this agenda item

12. BYLAWS, POLICIES and AGREEMENTS

a) RFD 2023-11 Restricted Surplus Policy 2023-12-11-01

2023-12-11-16 Motion to adopt Restricted Surplus Policy 2023-12-11-01

Motion by CUNNINGHAM to adopt Restricted Surplus Policy 2023-12-11-01 CARRIED

b) Policy 2023-12-11-02 Fire Level of Service

2023-12-11-17 Motion to adopt Fire Level of Service Policy 2023-12-11-02

Motion ARMSTRONG to adopt Fire Level of Service Policy 2023-12-11-02 CARRIED

c) RFD 2023-12 Draft MDP Bylaw 2023-05 - First Reading

2023-12-11-18 Motion to give Municipal Development Plan Bylaw 2023-05 first reading

Motion by REEDS to give Municipal Development Plan Bylaw 2023-05 first reading CARRIED

13. NEW BUSINESS

a) Endorsement Letter Requests

14. SPECIAL PROJECTS

a) Nothing for this agenda item

Dave Nelson, Toni Nelson, and Nicolle Ioanidis left the meeting at 7:40pm

15. CONFIDENTIAL MATTERS – CLOSED SESSION

2023-12-11-19 Motion that Council convenes in closed session at 7:42pm to discuss the following: a) Land Item, Potential Development, FOIP 16, b) Legal Item, Contract, FOIP 16, c) Labour, Salary, FOIP 17, d) Land Item, Land Sales, FOIP 16

Motion by REEDS that Council convenes in closed session at 7:42pm to discuss the following:

a) Land Item, Potential Development (FOIP 16)
b) Legal Item, Contract (FOIP 16)
c) Labour, Salary (FOIP 17)
d) Land Item, Land Sales (FOIP 16) CARRIED

CAO Carl Peterson stayed to provide information and administration.
Grantwriter Jamie Collins stayed to provide information and administration.
Finance Officer Lavinia Henderson stayed to provide information.