

TOWN OF TROCHU – MINUTES

FOR THE COUNCIL MEETING HELD

July 13th, 2026

At Trochu Town Office

Minutes	#	Item and Information	
		Regular Meeting – July 13th, 2026	
	1.	CALL TO ORDER	
		Mayor Kletke called the meeting to order at 6:30 pm. In attendance were Mayor Barry Kletke, Deputy Mayor Chris Reeds, Councillors Chris Armstrong, Bill Cunningham, Cerilo Dela Cruz, Jaime Martel, and Carl Peterson, CAO Jamie Collins, Director of Operations Dave Nelson, Recording Secretary Toni Nelson, and Three Hills Capital Reporter Nicole Ioanidis. In attendance remotely was Financial Officer Lavinia Henderson.	
	2.	ACCEPTANCE OF THE AGENDA	
		a) Additions to the Agenda	
		b) Agenda Acceptance	
2026-07-13-01 Motion to accept the agenda as presented		Motion by DELA CRUZ to accept the agenda as presented	CARRIED
	3.	ADOPTION OF THE MINUTES OF PREVIOUS MEETING	
		a) Adoption of June 8 th , 2026, Regular Council Meeting Minutes	
2026-07-13-02 Motion to adopt the June 8th, 2026, Regular Council Meeting Minutes		Motion by ARMSTRONG to adopt the June 8th, 2026, Regular Council Meeting Minutes	CARRIED
		b) Adoption of June 22 nd , 2026, Committee of the Whole Meeting Minutes	
2026-07-13-03 Motion to adopt the June 22nd, 2026, Committee of the Whole Meeting Minutes		Motion by MARTEL to adopt the June 22nd, 2026, Committee of the Whole Meeting Minutes	CARRIED
	4.	HOUSEKEEPING	
		a) Housekeeping Acceptance	
		Accepted for information.	
	5.	PUBLIC HEARINGS	
		a) Nothing for this Agenda Item	
	6.	DELEGATIONS	
		a) Nothing for this agenda item	
	7.	BYLAWS, POLICIES and AGREEMENTS	
		a) RFD Urban Hen Bylaw	

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2026-07-13-04

Motion give first reading to Bylaw No. 2026-13, Amendment to Urban Hen Bylaw 2024-05

Motion by CUNNINGHAM to give first reading to Bylaw No. 2026-13, Amendment to Urban Hen Bylaw 2024-05

CARRIED

2026-07-13-05

Motion to give second reading to Bylaw No. 2026-13, Amendment to Urban Hen Bylaw 2024-05

Motion by PETERSON to give second reading to Bylaw No. 2026-13, Amendment to Urban Hen Bylaw 2024-05

CARRIED

2026-07-13-06

Motion to unanimously agree to consider third reading of Bylaw No. 2026-13, Amendment to Urban Hen Bylaw 2024-0

Motion by DELA CRUZ to unanimously agree to consider third reading of Bylaw No. 2026-13, Amendment to Urban Hen Bylaw 2024-05

CARRIED UNANIMOUSLY

2026-07-13-07

Motion to give third and final reading to Bylaw No. 2026-13, Amendment to Urban Hen Bylaw 2024-05

Motion by ARMSTRONG to give third and final reading to Bylaw No. 2026-13, Amendment to Urban Hen Bylaw 2024-05

CARRIED

2026-07-13-08

Motion to approve the Town of Trochu Privacy Management Program, including General Program Policy 2026-07-13-01, Privacy Policy 2026-07-13-02, Access Policy 2026-07-13-03, and Security Policy 2026-07-13-04

b) RFD Town of Trochu Privacy Management Program

Motion by MARTEL to approve the Town of Trochu Privacy Management Program, including General Program Policy 2026-07-13-01, Privacy Policy 2026-07-13-02, Access Policy 2026-07-13-03, and Security Policy 2026-07-13-04

CARRIED

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c) RFD CAO Bylaw

2026-07-13-09

Motion to give first reading to Bylaw No. 2026-14, Chief Administrative Officer Bylaw

Motion by CUNNINGHAM to give first reading to Bylaw No. 2026-14, Chief Administrative Officer Bylaw **CARRIED**

2026-07-13-10

Motion to give second reading to Bylaw No. 2026-14, Chief Administrative Officer Bylaw

Motion by ARMSTRONG to give second reading to Bylaw No. 2026-14, Chief Administrative Officer Bylaw **CARRIED**

2026-07-13-11

Motion to unanimously agree to consider third reading of Bylaw No. 2026-14, Chief Administrative Officer Bylaw

Motion by DELA CRUZ to unanimously agree to consider third reading of Bylaw No. 2026-14, Chief Administrative Officer Bylaw **CARRIED UNANIMOUSLY**

2026-07-13-12

Motion to give third and final reading to Bylaw No. 2026-14, Chief Administrative Officer Bylaw

Motion by PETERSON to give third and final reading to Bylaw No. 2026-14, Chief Administrative Officer Bylaw **CARRIED**

2026-07-13-13

Motion to approve the Kneehill Regional Family and Community Support Services Regional Governance and Accountability Agreement, subject to the following amendments:

1. That the term "in kind" be removed from Section 3.2; and 2. That Section 7.1 be amended to read "unless otherwise covered by this or a separate agreement"

d) RFD KRFCSS Agreement

Motion by ARMSTRONG to approve the Kneehill Regional Family and Community Support Services Regional Governance and Accountability Agreement, subject to the following amendments:

1. That the term "in kind" be removed from Section 3.2; and
 2. That Section 7.1 be amended to read "unless otherwise covered by this or a separate agreement."
- CARRIED**

8. REPORTS:

A. STAFF REPORTS:

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2026-07-13-14

Motion to accept
the Director of
Operations Report

a) Director of Operations Report

Motion by REEDS to accept the Director of Operations Report

CARRIED

2026-07-13-15

Motion to accept
the Administrator's
Report

b) Administrator's Report

Motion by PETERSON to accept the Administrator's Report

CARRIED

B. COMMITTEE REPORTS, MINUTES & OTHER REPORTS

- a) Trochu Arboretum Budget
- b) Trochu Arboretum Minutes
- c) June Regional Grant Writer Report
- d) May 25th, 2026, MPC Minutes

Accepted for information.

C. COUNCIL REPORTS

- a) Councillor Armstrong
 - Also attended CFWR annual meeting, reports that they have given loans totaling over \$40 million since 1989, the highest in the province
- b) Councillor Cunningham
 - asked Council for questions or topic suggestions for the upcoming Police Action Committee meeting
- c) Councillor De La Cruz
- d) Councillor Martel
 - Reported that the 100 Women Who Care program awarded the Food Security project \$9,400 in donations for supplies and programming
- e) Councillor Peterson
 - Reported that the Library's Canada Day book sale made over \$1,100, thanked the Trochu Elks for their support
- f) Deputy Mayor Reeds
- g) Mayor Kletke
 - Discussed Delburne pilot program for driving golf carts on streets
 - Discussed derelict property tax model from St. Paul & Westlock
- h) Motions from Items in Councillor Reports
- i) Acceptance of Council Reports and filing for future reference

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2026-07-13-16

Motion to accept the Council Reports and file for future reference

Motion by CUNNINGHAM to accept the Council Reports and file for future reference

CARRIED

9. CORRESPONDENCE LISTING:

- a) Municipal Affairs Grant Allocation Letter
- b) RFD St. Mary's Letter

2026-07-13-17

Motion to give a \$200 donation from the Town to the St. Mary's Trochu Foundation for the 2026 Annual Golf Tournament

Motion by REEDS to give a \$200 donation from the Town to the St. Mary's Trochu Foundation for the 2026 Annual Golf Tournament

CARRIED

10. FINANCE:

- a) May Bank Rec

2026-07-13-18

Motion to accept the May 2026 Bank Reconciliation and file it for future reference

Motion by MARTEL to accept the May 2026 Bank Reconciliation and file it for future reference

CARRIED

- b) RFD Borrowing Bylaws

2026-07-13-19

Motion to give first reading to Bylaw No. 2026-11, Borrowing Bylaw Land Purchasing

Motion by ARMSTRONG to give first reading to Bylaw No. 2026-11, Borrowing Bylaw Land Purchasing

CARRIED

2026-07-13-20

Motion to give second reading to Bylaw No. 2026-11, Borrowing Bylaw Land Purchasing

Motion by PETERSON to give second reading to Bylaw No. 2026-11, Borrowing Bylaw Land Purchasing

CARRIED

2026-07-13-21

Motion to unanimously agree to consider third reading of Bylaw No. 2026-11, Borrowing Bylaw Land Purchasing

Motion by CUNNINGHAM to unanimously agree to consider third reading of Bylaw No. 2026-11, Borrowing Bylaw Land Purchasing

CARRIED UNANIMOUSLY

2026-07-13-22

Motion to give third and final reading to Bylaw No. 2026-11, Borrowing Bylaw Land Purchasing

Motion by MARTEL to give third and final reading to Bylaw No. 2026-11, Borrowing Bylaw Land Purchasing

CARRIED

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2026-07-13-23

Motion to give first reading to Bylaw No. 2026-12, Northwest Area Subdivision Phase 1 ATB Revolving Loan Bylaw

Motion by REEDS to give first reading to Bylaw No. 2026-12, Northwest Area Subdivision Phase 1 ATB Revolving Loan Bylaw **CARRIED**

2026-07-13-24

Motion to give second reading to Bylaw No. 2026-12, Northwest Area Subdivision Phase 1 ATB Revolving Loan Bylaw

Motion by CUNNINGHAM to give second reading to Bylaw No. 2026-12, Northwest Area Subdivision Phase 1 ATB Revolving Loan Bylaw **CARRIED**

2026-07-13-25

Motion to unanimously agree to consider third reading of Bylaw No. 2026-12, Northwest Area Subdivision Phase 1 ATB Revolving Loan Bylaw

Motion by PETERSON to unanimously agree to consider third reading of Bylaw No. 2026-12, Northwest Area Subdivision Phase 1 ATB Revolving Loan Bylaw **CARRIED UNANIMOUSLY**

2026-07-13-26

Motion to give third and final reading to Bylaw No. 2026-12, Northwest Area Subdivision Phase 1 ATB Revolving Loan Bylaw

Motion by ARMSTRONG to give third and final reading to Bylaw No. 2026-12, Northwest Area Subdivision Phase 1 ATB Revolving Loan Bylaw **CARRIED**

2026-07-13-27

Motion to approve the 2026 Economic Development Incentive for Roll #545000 and direct Administration to advise the property owner in writing that the incentive will not apply to the property in future years

c) RFD 2 Evron Place

Motion by DELA CRUZ to approve the 2026 Economic Development Incentive for Roll #545000 and direct Administration to advise the property owner in writing that the incentive will not apply to the property in future years **CARRIED**

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d) Q1 Financial Report

2026-07-13-28
Motion to accept
the First Quarter
Financial Report
and file for future
reference

Motion by CUNNINGHAM to accept the First Quarter Financial Report and file for future reference **CARRIED**

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

a) RFD Flower Show Request

2026-07-13-29
Motion to authorize
Administration to
provide in-kind
printing services for
the 2026 Trochu
Flower, Baking and
Photography Show,
including the event
booklet and
promotional
materials, in lieu of
a cash contribution

Motion by PETERSON to authorize Administration to provide in-kind printing services for the 2026 Trochu Flower, Baking and Photography Show, including the event booklet and promotional materials, in lieu of a cash contribution **CARRIED**

12. NEW BUSINESS

a) RFD Salary Continuation & Short-Term Disability

- Item moved to Closed Session

b) RFD High Intensity Residential Fire Requirements

- Council discussed

13. SPECIAL PROJECTS

a) Nothing for this Agenda Item

Nicole Ioanidis, Lavinia Henderson, Dave Nelson, Toni Nelson left the meeting at 7:53pm

14. CONFIDENTIAL MATTERS – CLOSED SESSION

2026-07-13-30
Motion to move to
a closed session at
7:55pm to discuss
the following: a)
RFD Salary
Continuation &
Short-Term
Disability

Motion by REEDS to move to a closed session at 7:55pm to discuss the following:
a) RFD Salary Continuation & Short-Term Disability **CARRIED**

CAO Jamie Collins stayed to provide information and administration.

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15. RETURN TO OPEN MEETING

2026-07-13-31

Motion to return to
a public meeting at
8:40pm

Motion by REEDS to return to a public meeting at 8:40pm

Meeting to be recessed to allow return of public and reconvened with public present.

2026-07-13-32

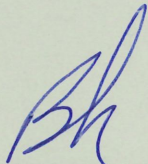
Motion that the
Town of Trochu
cover 100% of the
employee portion
of benefit costs for
the current
employee that is on
medical leave,
ending upon return
to work or moving
to long term
disability

Motion by ARMSTRONG that the Town of Trochu cover 100% of the employee portion of benefit costs for the current employee that is on medical leave, ending upon return to work or moving to long term disability **CARRIED**

16. ADJOURNMENT

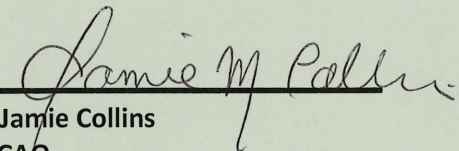
Mayor Kletke adjourned the meeting at 8:43pm

X



Barry Kletke
Mayor

X



Jamie Collins
CAO