TOWN OF TROCHU – AGENDA

Committee of the Whole Meeting
September 28th, 2026
At 6:00pm at Trochu Town Office

 # Agenda Item and Information
Committee of the Whole Meeting
September 28th, 2026

1. CALL TO ORDER:

Meeting to be called to order at 6:30pm.

2. ACCEPTANCE OF AGENDA

a) Additions to the agenda
b) Agenda acceptance

3. DELEGATIONS

a) Sgt. Justin Dawley

4. ITEMS OF DISCUSSION

a) FCSS Agreement
b) Trochu Senior Gala Donation
c) Three Hills Health Centre Fundraiser
d) Rates and Fees Bylaw Amendment
e) Linden ACP Grant Support
f) Speed Limit Reduction Letter

5. CONFIDENTIAL MATTERS TO BE HELD IN CLOSED SESSION

Confidential Matters: Council to move to a session closed to the public for items dealing with Land, Legal or Labor 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 closed sessions and material circulated will be returned to the CAO and destroyed unless otherwise noted.

a) Nothing for this Agenda Item

6. RETURN TO OPEN MEETING

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

7. ADJOURNMENT

Meeting to be adjourned by Deputy Mayor Reeds

Delegation Request Form

Please submit completed form to
jamie.collins@townoftrochu.ca

MEETING DETAILS

Meeting Type: C.O.W Meeting

Date & Time: September 28, 2026 at 6:35pm

GUIDELINES

- Presentations are not to exceed 15 minutes, followed by questions from Council, unless an extension is permitted by the Presiding Officer.
- The Delegation Request Form and related documents will become part of the public record and will be released/published in the agenda and minutes and will be made available to the pubic in a variety of methods.
- Persons interested in presenting to Town of Trochu Council must supply all information (links, documents, presentations, etc.) no later than 4:00 p.m. on the Wednesday prior to the scheduled Monday meeting. If your material is not published in the agenda, bring ten (10) copies with you to the meeting. Note: distributed documents will become part of the public record.
- Town of Trochu Council values respectful and constructive proceedings. All presenters are expected to engage with Council, staff, and other attendees in a courteous manner.
- Disrespectful or inappropriate behaviour will not be tolerated and may result in the Presiding Officer concluding the presentation. The Presiding Officer may also direct anyone causing a disturbance or acting improperly to leave the meeting.
- The purpose of a delegation is to provide information to Council. The delegation is not intended to be a “back and forth” engagement or to function as a “question period”.

PRESENTER DETAILS

Name of Presenter(s):	Sgt. Justin Dawley
Company or Group Represented:	Three Hills RCMP Detachment
Contact Number:	780-213-0770
Email Address:	justin.dawley@rcmp-grc.gc.ca
Mailing Address:	Box 520, Three Hills, AB, T0M 2A0

This personal information is being collected under the authority of *Section (c) of the Freedom of Information and Protection of Privacy Act* and will be used in scheduling you as a delegation before Council. If you have any questions about the collection of this information, please contact the FOIP Coordinator at 403-442-3085.

Delegation Request Form

Please submit completed form to
jamie.collins@townoftrochu.ca

PRESENTATION TOPIC

Will the presentation require Audio/Video facilities? Yes ○ No ◉

The topic of the discussion is (be specific, provide details, and attach additional information, if required so that all necessary details may be considered.):

As the new Three Hills Detachment Commander, I would like the opportunity to introduce myself during the C.O.W meeting on September 28, 2026.

PURPOSE OF PRESENTATION

Information Only ◉ Request Action/Support ○ Request Funds ○ Other ○

Desired Resolution (What is the decision you are asking Council to make?):

N/A

CHECKLIST

- ☑ *Have you included all attachments?*
- ☑ *Does your summary contain all pertinent information?*
- ☑ *Have you provided enough information to enable Council to make an informed decision?*
- ☑ *Have you reviewed your presentation to ensure that it will fit within the specified timelines?*

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TOWN OF TROCHU
(26-67)
Request to Council for Decision

Meeting:	**Committee of the Whole Meeting**
Date:	**September 28th, 2026**
Prepared By:	**Jamie Collins, CAO**
Originated By:	**Jamie Collins, CAO**
Approved By:	**Jamie Collins, CAO** _____ (initials)
Title:	**FCSS Agreement**

BACKGROUND:

The Town of Trochu previously approved a revised Kneehill Regional Family and Community Support Services (FCSS) agreement. The agreement was not approved by every participating municipal council.

Following that outcome, the CAOs of the participating municipalities and a representative designated by the Kneehill County CAO met to review the agreement and develop wording they believed could be acceptable to all councils. The resulting September 9, 2026, draft was subsequently approved by the FCSS Board. Administration understands that Kneehill County's representative voted against its approval.

The September 9 draft is now before Council for review and discussion. Administration intends to bring the agreement to the October regular Council meeting for a decision, following any direction received at this Committee of the Whole meeting.

DISCUSSION/ALTERNATIVES:

The September 9 draft incorporates most of the changes considered during the regional administrative review. These include clearer Board responsibilities for staffing, the budget and the Director's performance review; a budget process requiring approval by a majority of participating municipalities; provisions for alternate Board members; and clarification of the Corporate Administrator's role in employment, reporting and insurance matters. The draft also changes the agreement review cycle from annual to every three years.

Two areas merit Council's attention:

- Grant Writer and Family Wellness Worker: A proposed reference to these services was not added to Section 2.3, but the services are expressly identified in the Director's reporting duties in Section 7.3(i).
- Cost recovery and office space: Section 3.2(e) says office space will be provided under a separate lease agreement but does not expressly say the lease will be on a cost recovery basis. Section 4 states that the costs to be recovered and the specific cost recovery arrangements will be established through a separate lease agreement. This appears to place arrangements for administrative services, such as payroll and human resources support, within the lease agreement as well. Council may wish to consider whether it is

comfortable with that approach, particularly because the landlord and Corporate Administrator could be different entities in the future.

The September 9 draft provides a regional framework for governance and administration, but approval of the agreement by the FCSS Board does not itself constitute approval by each participating municipal council. Council's discussion at this meeting will help administration determine whether to bring the draft forward for approval in October as presented or seek further clarification on specific provisions.

COLLABORATION OPPORTUNITIES:

This is a regional agreement involving Kneehill County, Three Hills, Trochu, Acme, Carbon and Linden. Any proposed change to the September 9 draft would need to be discussed with the other participating municipalities.

STRATEGIC PLAN ALIGNMENT:

Fiscal Responsibility: Reviewing the cost recovery and budget approval provisions supports oversight of the Town's financial commitments.

Partnerships: A workable regional agreement supports the continued joint delivery of preventive social services.

IMPACT ON BUDGET:

There is no immediate budget impact from discussing the agreement at this meeting. The Town's annual FCSS contribution will be considered through the budget process set out in the agreement.

RECOMMENDED ACTION:

That the Committee of the Whole review and discuss the September 9, 2026 draft Kneehill Regional Family and Community Support Services Agreement and provide administration with any questions or concerns to address before the agreement is brought to the October regular Council meeting for a decision.

Attachment: September 9, 2026, draft Kneehill Regional Family and Community Support Services Regional Governance and Accountability Agreement.

Prepared by: _____ Approved by: _____

THE KNEEHILL REGIONAL FAMILY AND COMMUNITY SUPPORT SERVICES

Regional Governance and Accountability Agreement

Made effective this ___ day of _____, 2026.

BETWEEN:

KNEEHILL COUNTY

THE TOWN OF THREE HILLS

THE TOWN OF TROCHU

THE VILLAGE OF ACME

THE VILLAGE OF CARBON

THE VILLAGE OF LINDEN

(collectively referred to as the "Parties")

WHEREAS:

a. the Family and Community Support Services Act, RSA 2000, c. F-3, authorizes municipalities to establish, administer, and operate Family and Community Support Services ("FCSS") programs jointly with other municipalities;

b. the Parties wish to continue operating a regional FCSS program known as Kneehill Regional Family and Community Support Services ("Kneehill Regional FCSS");

c. Kneehill County has entered into a funding agreement with the Province of Alberta on behalf of the participating municipalities and serves as the Corporate Administrator for the Program;

d. the Parties acknowledge the importance of transparent governance, accountability, measurable outcomes, preventive social service delivery, fiscal responsibility, and compliance with the FCSS Act, the FCSS Regulation, the Provincial FCSS Accountability Framework and the Provincial Funding Agreement;

e. This agreement replaces and supersedes the previous multi-municipal agreements (February 17, 1998; October 24, 2012; October 23, 2024).

THEREFORE, IN CONSIDERATION OF THESE PREMISES AND COVENANTS CONTAINED THEREIN, THE PARTIES AGREE AS FOLLOWS:

1. DEFINITIONS

"Approved Budget" means the annual operating and capital budget approved by the Board and participating municipalities in accordance with this Agreement.

"Board" means the Kneehill Regional FCSS Board established under this Agreement.

"Corporate Administrator" means the administrative and financial administrator for the Program.

"Council" means the Council of the Municipality as defined in the Municipal Government Act, R.S.A. 2000.

"Director" means the individual appointed to oversee the day-to-day administration and operations of the Program.

"FCSS Accountability Framework" means the Provincial FCSS Accountability Framework as amended from time to time by the Province of Alberta.

"FCSS Act" means the Family and Community Support Services Act, RSA 2000, c. F-3, as amended.

"FCSS Regulation" means Alberta Regulation 218/94, as amended.

"Ministry" means the Alberta Ministry responsible for Family and Community Support Services.

"Parties" means the participating municipalities that are signatories on this Agreement.

"Program" means the Kneehill Regional Family and Community Support Services Program established under this Agreement.

"Provincial Funding Agreement" means the FCSS funding agreement between Kneehill County and the Province of Alberta.

2. PURPOSE, MISSION, AND ACCOUNTABILITY

2.1 Purpose

The Parties agree to jointly establish, administer, govern, and operate a regional FCSS Program in accordance with the FCSS Act, the FCSS Regulation, the FCSS Accountability Framework, the Provincial Funding Agreement, applicable provincial policies and guidelines and this Agreement.

The Program shall provide preventive social services intended to enhance the social well-being of individuals, families, and communities.

2.2 Mission

"To maintain and strengthen the quality of life for all residents of participating municipalities by supporting volunteerism and providing preventive social initiatives and programs."

2.3 Accountability Framework Alignment

The Program shall operate in alignment with the FCSS Accountability Framework and shall:

a. support preventive social services;
b. utilize evidence-informed and outcome-based approaches;
c. align local programming with provincial prevention priorities and prevention strategies;
d. support continuous improvement, accountability, transparency, and measurable outcomes; and
e. comply with all applicable provincial reporting and evaluation requirements.

3. CORPORATE ADMINISTRATION

3.1 Appointment of Corporate Administrator

Kneehill County is hereby appointed as the Corporate Administrator for the Program.

3.2 Duties of the Corporate Administrator

To decrease the costs of administration and ensure the maximum amount of funding is provided to the Program, the Corporate Administrator agrees to:

a. act as the signing authority for Provincial FCSS funding applications and agreements;
b. receive and administer funding for purposes related to the Program;
c. provide financial administration, payroll, banking, and accounting services;
d. provide audit and reporting support;
e. ensure the provision of office space (under a separate lease agreement);
f. provide human resources support;
g. perform other administrative services approved by the Board;
h. maintain Program records; and
i. sign legal agreements as are needed for the Program.
j. provide IT Services.

All Program records shall be maintained in accordance with applicable legislation and municipal record retention policies. Parties shall have reasonable access to Program records upon request, subject to privacy legislation.

3.3 Provincial Accountability

The Parties acknowledge that:

a. The Corporate Administrator is the legal signatory to the Provincial Agreement;
b. The Corporate Administrator remains accountable to the Province of Alberta for financial reporting, eligible expenditures, audit compliance, repayment obligations and Program administration;
c. nothing in this Agreement limits the Corporate Administrator's obligations under the Provincial Agreement.

The Parties further acknowledge that the Corporate Administrator is responsible for financial, reporting, audit, operational, employment, and compliance matters arising under the Provincial Agreement. Where reasonably believed that a Board decision may place the Program in non-compliance with the FCSS Act, Regulation, Provincial Agreement, audit requirements, or provincial directives, the Corporate Administrator may delay implementation pending Board reconsideration.

3.4 Indemnification of Corporate Administrator

The Parties agree to proportionately indemnify and hold harmless the Corporate Administrator, its Council, employees, and agents from liabilities, damages, costs, or claims arising from Board-approved decisions, program delivery or actions authorized under this Agreement, except where caused by the gross negligence or willful misconduct.

Liability shall be proportionate to each municipality's approved annual contribution unless otherwise agreed in writing.

4. COST RECOVERY

The Parties agree to utilize the same cost-funding formula as the applicable provincial funding formula. The costs to be recovered, and the specific cost-recovery arrangements, will be established through a separate lease agreement between the applicable Parties.

Should the Corporate Administrator sub-lease the building, any revenues generated through the sub-lease will be incorporated into the cost-recovery calculation in accordance with the provincial funding formula, thereby reducing the municipalities' respective contributions.

5. ORGANIZATION OF THE BOARD

5.1 Establishment

The Program shall be governed by the Board.

5.2 Composition

Each Party shall, at their organizational meeting and no later than November 15, appoint for the term of 1 year:

a. one Board member; and
b. one (1) alternate member to serve for a one-year term and to act in the absence or incapacity of the appointed Board member. The Board member and alternate member may both attend meetings; however, only one representative from each Party shall have discussion and voting rights at any meeting, and the alternate may vote only when acting in place of the appointed Board member.

Board members may resign at any time during their appointment by submitting their resignation to their Council and the Board.

The Board may request the resignation of any member through the appointed municipality if:

a. it appears in the best interest of the public;
b. a member and/or their alternate is absent from three (3) consecutive meetings without excuse.

Councils shall ensure that a position on the Board is not vacant longer than three (3) consecutive months.

5.3 Roles of the Board (Meeting Structure)

a. the Board shall annually elect from its members a Chairperson and Vice-Chairperson;
b. the Board shall hold regular meetings, with the time and place to be determined by the Board;
c. special meetings may be called by the Chairperson, or by a majority of the Board, provided members have received 48 hours' notice;
d. where a Board member is unable to attend, it shall be the Board member's responsibility to notify their Alternate;
e. record minutes of all meetings and distribute approved minutes to all participating Parties.
f. act as Committee of the Whole with respect to confidential matters such as personnel and other contractual matters in consultation with the Corporate Administrator's Human Resources department;

Per diems paid to Board members shall be the responsibility of their respective Councils.

The Board may agree to provide programming to residents of municipalities who are no longer a Party of the Program on a cost recovery basis.

5.4 Voting and Quorum

Each participating municipality shall have one equal vote; a quorum shall be a simple majority of the Board.

Any decisions made by the Board within its jurisdiction and approved budget shall be binding on all Parties to this Agreement.

Board members shall declare any pecuniary or conflict of interest in accordance with applicable legislation and shall abstain from discussion and voting where required.

6. POWERS AND DUTIES OF THE BOARD

6.1 Powers and Duties

The Board:
a. maintains and periodically reviews a multi-year strategic plan;
b. approves Program priorities and services;
c. approves policies related to Program operations;
d. approves the annual budget, including staffing levels and organizational structure;
e. monitors compliance with provincial legislation and requirements;
f. oversees outcome reporting and evaluation;
g. establishes and administers personnel policies, salary rates and benefits within the Approved Budget;
h. approves, defers or rejects any project proposed to it;
i. has the power to terminate funding to any program in accordance with the signed funding agreements with the Board;
j. appoints the Director or an Acting Director with the same powers and duties if the Director is absent for an extended period or when the position of Director is vacant; ~~and~~
k. provides regular updates to their respective Councils regarding Program activities, priorities and budget matters; and
l. shall be responsible for the Director's performance review process.

6.2 Accountability Responsibilities

The Board:

a. ensures Program services align with the FCSS Act, the FCSS Regulation and the FCSS Accountability Framework;
b. ensures local services are aligned, where appropriate, with provincial prevention priorities identified by the Province of Alberta.

6.3 Limitations on Board Authority

The Board shall not:
a. incur debt;
b. borrow money;
c. pledge municipal credit;
d. enter financial commitments beyond the Approved Budget;
e. establish permanent staffing positions outside the Approved Budget; or
f. bind participating municipalities beyond approved funding levels.

Any borrowing or long-term financial obligation requires prior written approval from participating municipal Councils.

7. EMPLOYMENT AND PERSONNEL

7.1 Employer Status

a. all Program personnel shall be employees of the Corporate Administrator as per the Provincial Agreement and will be subject to the policies and procedures of the Corporate Administrator unless otherwise covered by a separate agreement or policies of the Board;
b. suspensions and terminations of Program personnel shall be undertaken by the Board and/or Director in consultation with Corporate Administrator Human Resources department, and in accordance with applicable employment legislation;
c. All personnel shall be bonded, and the Board shall pay any premiums.

7.2 Support by the Corporate Administrator

The Corporate Administrator shall provide support for:

a. recruitment;
b. payroll;
c. benefits administration;
d. discipline;
e. termination;
f. workplace investigations; and

g. employment law compliance.

In the event the Corporate Administrator has concerns with an employment action taken by the Director, they may send a letter addressed to the Board within 10 business days of when the concern is raised.

7.3 Director Duties

The Director shall:

a. be accountable to the Board;
b. be an ex officio member of the Board with no voting rights;
c. oversee day-to-day Program operations subject to Board direction;
d. adhere to Corporate Administrator and Program policies and procedures, where applicable;
e. prepare the annual budget for the coming year by September 1st;
f. invoice the Parties for their financial contributions as per the Approved budget;
g. prepare the annual report for the Province and Board detailing program activities in the previous year;
h. provide regular operational, financial, and program outcome reports to the Board;
i. report to the Board on matters relating to Program planning, service delivery, budget implementation, and operational performance; and other programs and/or services (i.e. Grant Writer and Family Wellness Worker Program).
j. be accountable to the Corporate Administrator for consulting on employment matters and human resource policies, where applicable; and
k. shall follow the policies and procedures of the Corporate Administrator for financial administration (i.e. credit card usage, accounts payable process, etc.), legislative compliance, and administrative requirements, where applicable.

8. FINANCIAL MATTERS, REPORTING, AND ACCOUNTABILITY

8.1 Annual Budget

The Director shall prepare the proposed annual budget for Board review. The Board shall approve an annual budget for review by participating municipalities no later than October 31 each year.

8.2 Budget Approval

The annual budget shall become effective upon approval by a majority of the participating municipalities and shall be binding upon all participating Parties. The annual budget shall be developed and approved through the following process:

a) The Director prepares the proposed annual budget.

b) The Board reviews and approves the proposed budget for submission to the participating municipalities.

c) Municipal Councils consider and approve their contributions.

d) The budget becomes effective.

8.3 Financial Requisition

In June, the Program shall invoice the Parties for their financial contributions as per the approved budget and requisition notice provided in October.

8.4 Financial Reporting

Financial reporting shall comply with the FCSS Act, the FCSS Regulation, the Provincial Funding Agreement, provincial audit and reporting requirements and generally accepted accounting principles applicable to municipalities.

The Program shall submit all required financial and program reports within timelines established by the Province of Alberta. The Board shall furnish Councils with a financial statement of its receipts and payments for the preceding year if requested.

8.5 Audit

The Board shall use the Corporate Administrator's auditor to examine the financial statements and complete a Review Engagement Report.

8.6 Outcome Measurement and Accountability

The Program shall implement the outcome-based planning, monitoring, evaluation, and reporting processes in alignment with the FCSS Accountability Framework.

8.7 Risk Management

The Parties acknowledge that accountability and risk management are essential components of effective governance and stewardship of public resources.

The Program shall maintain governance, financial, operational, reporting, and oversight practices intended to:

a. support compliance with provincial legislation and agreements;
b. ensure responsible stewardship of public funds;
c. support transparency and accountability;
d. identify and mitigate operational and financial risks;
e. support informed decision-making; and
f. maintain appropriate internal controls and reporting mechanisms.

9. SURPLUS AND DEFICIT

9.1 Surplus

Any operating surplus shall:

a. remain within the Program in a reserves account for FCSS purposes only, unless otherwise directed by the Province; and
b. be allocated according to provincial requirements.

9.2 Provincial Recovery

If the Province requires repayment of funding, repayment responsibility shall be proportionately shared among participating municipalities unless caused by unauthorized actions of one Party.

9.3 Deficits

Any Program deficit shall be allocated among participating municipalities in proportion to their approved annual municipal contributions unless otherwise agreed in writing by the Parties.

10. INSURANCE

The Program shall maintain insurance through the Corporate Administrator, which at a minimum includes:

a. general liability insurance;
b. employment-related coverage; and
c. any additional insurance deemed necessary by the Parties.

11. WITHDRAWAL AND TERMINATION

Any Party to this Agreement may terminate its participation in the Program by providing written notice to the Corporate Administrator, the Board, and the Province on or before September 1 of any year.

Upon receipt of such notice, the withdrawing Party shall cease participation in the Program effective December 31 of the calendar year following the year in which notice is given.

Upon withdrawal or termination of a Party:

a. A financial reconciliation shall be completed, including all outstanding obligations;
b. Any transition costs shall be the responsibility of the withdrawing Party unless otherwise agreed by the Parties;
c. A transition plan shall be developed to ensure continuity of services;

d. the withdrawing Party shall remain responsible for its proportionate share of any financial commitments approved by the Board prior to the effective date of withdrawal; and
e. all reserve funds and other Program assets shall remain with the Program and shall not be distributed to the withdrawing Party.

Notwithstanding this section, the Corporate Administrator may terminate its participation in accordance with this Article, provided that it continues to fulfill its obligations under this Agreement. The Corporate Administrator shall continue to carry out those obligations until they have been transitioned to one or more participating Parties, for a period not exceeding six (6) months following the effective date of withdrawal.

Where notice of termination is provided by any Party, the remaining Parties shall convene within sixty (60) calendar days of receiving such notice to review this Agreement and determine the continued operation and governance of the Program.

12. DISPUTE RESOLUTION

Any dispute arising under this Agreement shall proceed as follows:

a. discussion by the Board;
b. discussions between senior administrative officials;
c. if the dispute remains unresolved after thirty (30) days, mediation facilitated by a mutually agreed mediator; and
d. if mediation is unsuccessful, binding arbitration in accordance with the Arbitration Act (Alberta).

13. GENERAL PROVISIONS

13.1 Compliance with Law

The Parties shall comply with all applicable federal, provincial and municipal legislation.

13.2 Privacy

All collection, use, and disclosure of personal information shall comply with applicable privacy legislation.

13.3 Amendments

This Agreement may only be amended in writing and signed by all Parties.

13.4 Entire Agreement

This Agreement supersedes all previous regional FCSS agreements.

14. TERM AND INTERPRETATION

14.1 Term

This Agreement shall remain in effect until terminated in accordance with this Agreement.

14.2 Conflict with Provincial Requirements

In the event of any conflict between this Agreement and the FCSS Act, the FCSS Regulation, the Provincial Funding Agreement or the FCSS Accountability Framework, the applicable provincial legislation, regulation, agreement, or framework shall prevail.

14.3 Agreement Review

This Agreement shall be reviewed every three (3) years by the Board in January of the final year of the Provincial Funding Agreement. The review shall include:

a. a report to participating Councils; and
b. identification of recommended amendments.

IN WITNESS WHEREOF, the parties have affixed their Corporate Seals, as attested by the signature of their duly authorized signing officers.

KNEEHILL COUNTY

Per: _____
Reeve

Per: _____
CAO

TOWN OF THREE HILLS

Per: _____
Mayor

Per: _____
CAO

TOWN OF TROCHU

Per: _____
Mayor

Per: _____
CAO

VILLAGE OF ACME

Per: _____
Mayor

Per: _____
CAO

VILLAGE OF CARBON

Per: _____
Mayor

Per: _____
CAO

VILLAGE OF LINDEN

Per: _____
Mayor

Per: _____
CAO

TOWN OF TROCHU
(26-71)
Request to Council for Decision

Meeting:	**Committee of the Whole Meeting**
Date:	**September 28th, 2026**
Prepared By:	**Jamie Collins, CAO**
Originated By:	**Jamie Collins, CAO**
Approved By:	**Jamie Collins, CAO** JC (initials)
Title:	**Trochu Senior Housing Society Fundraising Request**

BACKGROUND:

Trochu Housing Corporation and the Trochu Seniors Housing Society have requested a $3,000 donation to support the upcoming Trochu Seniors Housing Gala. The request states that the funds would help cover gala expenses and support a proposed raffle featuring a golf membership and six dozen golf balls. The organizers intend to raise funds for the new Trochu seniors supportive living facility through the event.

Administration has already approved and prepared two contributions for the gala: a pool rental valued at $125 and a family swim pass valued at $200. Administration also intends to collaborate with the local pickleball group, which is offering a punch pass, by matching it with a pool punch pass valued at up to $50.

DISCUSSION/ALTERNATIVES:

The Town has provided $325 in pool-related contributions, with a further contribution of up to $50 planned. These contributions are separate from the $3,000 cash donation now requested for Council's consideration.

Council may wish to discuss whether to approve the requested cash donation, contribute a different amount, or provide no additional support beyond the pool-related contributions.

This item is before the Committee of the Whole for discussion only. If Council wishes to make a cash donation, administration will bring a motion specifying the amount to the October regular Council meeting for consideration.

COLLABORATION OPPORTUNITIES:

The Town's pool contributions support the local fundraising event. The planned punch pass contribution would also complement the pickleball group's donation.

STRATEGIC PLAN ALIGNMENT:

Partnerships: Supports a local fundraising effort for seniors housing.

Fiscal Responsibility: Allows Council to consider the cash request alongside the support already provided and the remaining donation budget.

IMPACT ON BUDGET:

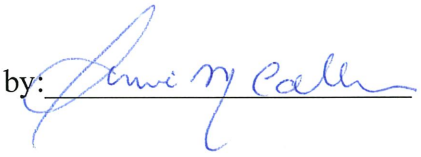
$3,059 remains in Council's donation budget. Any donation approved in October could be funded from that balance, up to the amount available at the time of approval. No expenditure is authorized by this discussion.

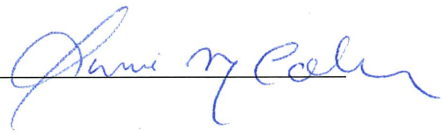
The pool rental and family swim pass have a combined stated value of $325. The planned pool punch pass would bring the total stated value of the Town's pool contributions to up to $375. These are in-kind contributions; their stated value should not be treated as a cash expenditure from Council's donation budget.

RECOMMENDED ACTION:

That the Committee of the Whole discuss the Trochu Seniors Housing Soicety fundraising request and provide administration with direction on whether to bring a proposed donation or sponsorship to the October regular Council meeting for consideration.

Attachment: Trochu Seniors Housing Gala donation request

Prepared by: 

Approved by: 

Jamie Collins

From: Trochu Housing Fundraising Consultant
Sent: September 15, 2026 11:16 AM
To: Jamie Collins
Subject: RE: Request letter - Upcoming Gala

HI Jamie:

We are reaching out to ask if you would consider making a $3,000 donation to support our upcoming Trochu Seniors Housing Gala.

The funds would help us cover expenses associated with the Gala, as well as support a special raffle we are planning. We would like to offer a golf membership and six dozen golf balls as the prize.

Our idea is to sell raffle tickets for $20 each. Six winners would first be drawn, and those six names would then go into a final draw. The last name drawn would win their choice of a Junior, Senior, Ladies, or Men's golf membership, along with six dozen golf balls. A family membership would be excluded.

We feel this would be a wonderful way to raise funds for our new Trochu Seniors Supportive Living Facility, while also supporting our local golf course and encouraging people in our community to enjoy the facility.

We would sincerely appreciate if council would consideration of a $3,000 donation toward this initiative. Your generosity would make a meaningful difference to our seniors.

Thank you for your continued support and consideration.

Sincerely,
Carolyn Kung
Trochu Housing Corporation / Trochu Seniors Housing Society

TOWN OF TROCHU
(26-70)
Request to Council for Decision

Meeting:	**Committee of the Whole Meeting**
Date:	**September 28th, 2026**
Prepared By:	**Jamie Collins, CAO**
Originated By:	**Jamie Collins, CAO**
Approved By:	**Jamie Collins, CAO** JC (initials)
Title:	**Three Hills Health Centre Long-Term Care Fundraising Request**

BACKGROUND:

The Three Hills Health Initiative has invited the Town of Trochu to support a fundraising project for the long-term care unit at the Three Hills Health Centre.

The project is intended to improve spaces used by residents and their families. The first phase focuses on the outdoor area, with proposed improvements including secure fencing, shade, seating, landscaping and accessible gardens. If funding permits, later work would improve indoor shared spaces.

The Three Hills Health Initiative and the Three Hills Health Care Centre Auxiliary Society are holding an *Evening Under the Stars* fundraising gala on December 12, 2026. The Initiative has invited support through sponsorship, a monetary donation or an auction item.

DISCUSSION/ALTERNATIVES:

The Three Hills Health Centre serves residents from the surrounding area, including Trochu. Council may wish to consider whether a contribution to the long-term care project is an appropriate use of its donation budget and, if so, what amount or form of support it would prefer.

The attached request describes the intended improvements but does not ask the Town for a specific amount. Council could discuss a monetary donation, gala sponsorship, an auction item, or no contribution at this time.

This item is before the Committee of the Whole for discussion only. If Council wishes to contribute, administration will bring a proposed motion, including the amount and source of funding, to the October regular Council meeting.

COLLABORATION OPPORTUNITIES:

A contribution would support a community-led project intended to improve the experience of long-term care residents and their visitors in the region.

STRATEGIC PLAN ALIGNMENT:

Partnerships: Supports a regional community initiative serving seniors and families.

Fiscal Responsibility: Allows Council to consider the request against the funds remaining in its donation budget.

IMPACT ON BUDGET:

$3,059 remains in Council's donation budget. Any donation approved in October could be funded from that balance, up to the amount available at the time of approval. No expenditure is authorized by this discussion.

RECOMMENDED ACTION:

That the Committee of the Whole discuss the Three Hills Health Initiative's fundraising request and provide administration with direction on whether to bring a proposed donation or sponsorship to the October regular Council meeting for consideration.

Attachment: Three Hills Health Initiative fundraising request and project overview

Prepared by: Approved by:

Three Hills Health Initiative
Box 939
Three Hills, Alberta
T0M 2A0

May 1, 2026

Dear Community Partner,

We are pleased to announce an upcoming fundraising Gala to support with the redesign of both the outdoor and interior spaces within our long-term care unit at the Three Hills Health Centre. This fundraising initiative aims to create safe, accessible and engaging environments that enhance the quality of life for our residents, while also supporting family and friends. We are reaching out to local and surrounding community partners to invite your support in bringing this project to life. As a valued part of our rural communities, the facility is home to individuals who lived, worked and contributed to this region for many years. This project is an opportunity to give back to them in a meaningful and lasting way.

The outdoor area serves as a vital extension of daily life for our residents, offering a place where they can enjoy fresh air, connect with nature, and spend quality time with friends, family and staff. Currently, the outdoor space is underutilized due to limited accessibility, minimal seating and lack of protection from sun and wind. Similarly, several internal spaces within the long-term care unit limit opportunities for social interaction, comfort and therapeutic engagement.

Our vision is to create a welcoming outdoor environment that features secure fencing, landscaping, shaded spaces, seating areas and accessible flower gardens that encourage residents to spend time outdoors in a safe, accessible and welcoming environment that promotes comfort, dignity and social connection. In addition, as funds allow, we plan to redesign indoor shared spaces such as common rooms to improve functionality and to create inviting spaces for residents to connect with their loved ones, other residents and staff. This project will be implemented in phases, beginning with the outdoor space redesign, followed by targeted improvements to interior spaces.

On December 12th, 2026, the Three Hills Health Initiative in partnership with the Three Hills Health Care Centre Auxiliary Society, will be hosting 'An Evening Under the Stars' Gala event at the Three Hills Community Centre. The evening will include supper, a silent and live auction, entertainment and a dance.

Event tickets can be purchased at Adam B Young Insurance, ATB Financial Three Hills/Linden/Trochu, Three Hills Servus Credit Union, Bigfoot & Co. Inc, and online via e transfer at gala43hills@yahoo.com for $100.00/ticket. 50/50 raffle tickets will be available online through Raffle Box.

We would be honored to partner with you in making this project a reality for our residents. Sponsorship opportunities are available at a variety of levels. Please find enclosed a summary of our sponsorship opportunities. If you are planning to partner with us as a sponsor, please let us know by December 1, 2026, to ensure appropriate recognition and inclusion in event materials.

We hope you will consider supporting our event by donating a silent or live auction item. Whether it is a gift basket, service package, gift certificate or unique experience, your generosity will make a significant difference. We kindly ask that items be received by December 1, 2026 to ensure inclusion in our event materials.

Tax receipts will be available. Monetary donations can be made at gala43hills@yahoo.com.

We appreciate your thoughtful consideration of this opportunity to create a more engaging and supportive environment for those who call out long-term care unit home. We welcome the opportunity to further discuss this project. Please do not hesitate to reach out to either individual below if you have any questions.

Sincerely,

Ruth Wold
Three Hills Health Initiative Chairperson (403-994-1392)

Edna Stankievech
Three Hills Health Initiative Treasurer (403-412-4453)


THE THREE HILLS INITIATIVE INVITES YOU TO
An Evening Under the stars
A FUNRAISING EVENT
To support the Three Hills Health Centre
SATURDAY, DECEMBER 12, 2026
THREE HILLS COMMUNITY CENTRE
Tickets $100 each
Cocktails ~ Dinner ~ Quartet ~ Live & Silent Auction ~ Dance

Three Hills
HEALTH INITIATIVE

An Evening Under the Stars

Sponsorship Opportunities

Would you like to promote your business while making a meaningful impact on local health care?

Our sponsorship opportunities provide outstanding exposure and highlight your organization's dedication to supporting our community.

Donations are available by emailing gala43hills@yahoo.com.

Gold

Sponsorship $5000 and plus

- Complimentary 8 Banquet Tickets
- Corporate Recognition on tent cards in all dinner tables
- Opportunity to display corporate banner at the event
- Corporate Name Recognition in the Printed Event Program
- Corporate recognition in the Three Hills Health Initiative Website

Silver

Sponsorship $2500 - $4999

- Complimentary 4 Banquet Tickets
- Corporate Recognition on tent cards in all dinner tables
- Opportunity to display corporate banner at the event
- Corporate Name Recognition in the Printed Event Program
- Corporate recognition in the Three Hills Health Initiative Website

Bronze

Sponsorship $1000 - $2499

- Corporate Recognition on tent cards in all dinner tables
- Opportunity to display corporate banner at the event
- Corporate Name Recognition in the Printed Event Program
- Corporate recognition in the Three Hills Health Initiative Website

Three Hills Health Centre Long Term Care

Enhancing Quality of Life for Continuing Care Residents and Their Family and Friends – Fundraising Proposal

Executive Summary

*This proposal requests funding to support comprehensive **Quality of Life Enhancement Initiative** designed to improve the physical, emotional, and social well-being of senior residents, while strengthening meaningful connections with their families and friends. By investing in creating a welcoming and supportive environment we aim to create a space where our residents and their family and friends feel engaged and connected.*

Background and Needs

As seniors age, they face increasing challenges such as reduced mobility, social isolation, cognitive decline, and emotional stress related to transitions in health and daily living. Families, likewise, often struggle with maintaining connection, navigating care processes, end ensuring their loved one's experience joy, dignity, and fulfillment.

Proposed Enhancements *(AI-generated concept. Final project may differ.)*

Gazebo Area – Project # 1



Proposed Improvements

Upgrade outdoor seating area and furnishings

Soft patio lighting for evening events and large self-watering planters

Upgraded privacy fencing that keeps our residents safe while providing a warm, comfortable and inviting environment

Sunshine Room – Project #2



Proposed Improvements

Install privacy curtains and track

Wall Mount Television

Add Electric Fireplace

Provide Comfort Seating and a Lift Recliner to accommodate mobility needs

Resident Television Lounge – Project #3



Proposed Improvements

Install privacy curtains and track

Enclosed Portable Coffee & Refreshment Bar

Comfortable Seating

Multi-use layout that supports family meals, group visits, or small gatherings

Warm, inviting décor including artwork, and plants to create a home like atmosphere

Investing in the Quality-of-Life Enhancement Initiative will create a lasting, positive impact on senior residents and their families. This funding will help build a compassionate, connected community where seniors experience dignity, joy, and meaningful engagement, and families feel supported and involved.

We respectfully request your consideration and partnership in bringing this vision to life.

TOWN OF TROCHU
(26-69)
Request to Council for Decision

Meeting:	**Committee of the Whole Meeting**
Date:	**September 28th, 2026**
Prepared By:	**Jamie Collins, CAO**
Originated By:	**Jamie Collins, CAO**
Approved By:	**Jamie Collins, CAO** JC (initials)
Title:	**Proposed Rates and Fees Bylaw Amendments — Garbage Collection**

BACKGROUND:

The Town is transitioning its garbage collection service to Empringham Disposal. Administration has prepared proposed changes to Schedule A of the Rates and Fees Bylaw to reflect the residential, commercial and cardboard collection options under the new service arrangement.

The draft bylaw is being presented at this Committee of the Whole meeting for Council's review and discussion. Following that discussion, administration intends to bring a finalized bylaw to the October regular Council meeting for consideration of readings.

DISCUSSION/ALTERNATIVES:

The proposed Schedule A lists garbage rates on the Town's existing two-month billing cycle. It includes residential pickup, commercial bins of various sizes and collection frequencies, commercial cardboard pickup, and a rolling bin fee. The draft states that commercial bin rates include collection and bin rental.

The proposed rates include:

Service	**Proposed rate per two months**
Basic residential pickup	$41.00
Kings Court	$43.00
Commercial garbage, 3-yard bin	$244.00
Commercial garbage, 4-yard bin, pickup every two weeks	$164.00
Commercial garbage, 4-yard bin	$284.00
Commercial garbage, 6-yard bin	$344.00
Commercial garbage, 8-yard bin	$404.00
Commercial rolling bin	$44.00
Commercial cardboard, 4-yard bin, pickup every two weeks	$164.00
Commercial cardboard, 4-yard bin	$284.00

Rolling bin fee, residential and small commercial $11.00

Schedule A also proposes revised wording confirming that Council establishes garbage collection rates on the CAO's recommendation, taking into account contractor charges and other service delivery costs. The CAO would determine how Council's established rates apply to individual customers, with disputed applications eligible for Council review.

Council may wish to discuss whether the listed service categories and rates accurately reflect the collection options that will be available when Empringham begins service.

The version attached for discussion carries the existing bylaw number, reading dates and July 1, 2026 effective date. These will be updated in the bylaw presented for Council's consideration in October.

COLLABORATION OPPORTUNITIES:

Clear rates and service categories will help the Town, Empringham and customers make the transition to the new collection arrangement.

STRATEGIC PLAN ALIGNMENT:

Infrastructure: Supports implementation of the Town's new garbage collection service.

Fiscal Responsibility: Allows Council to consider contractor charges and other costs when establishing service rates.

IMPACT ON BUDGET:

The proposed rates will determine revenue collected for garbage and cardboard services under the new arrangement. Administration will confirm the expected financial effect of the proposed rates against contractor and other service delivery costs before bringing the bylaw to the October regular Council meeting.

RECOMMENDED ACTION:

That the Committee of the Whole review and discuss the proposed amendments to Schedule A of the Rates and Fees Bylaw and provide administration with any requested changes before the bylaw is brought to the October regular Council meeting for consideration.

Attachment: Draft Rates and Fees Bylaw — Garbage and Cardboard Update

Prepared by: Approved by:

TOWN OF TROCHU
BYLAW NO. 2026-06
RATES & FEES BYLAW

BEING A BYLAW IN THE TOWN OF TROCHU IN THE PROVINCE OF ALBERTA TO ESTABLISH A RATES, FEES & PENALTIES BYLAW.

WHEREAS pursuant to the *Municipal Government Act, Statutes of Alberta, 2000, Chapter M-26* as amended or replaced from time to time, Council may pass a bylaw respecting rates, fees & penalties;

AND WHEREAS the Council of the Town of Trochu deems it necessary to set the rates, fees & penalties as set out in Schedule A (Garbage); Schedule B (Water and Sewer); Schedule C (Animal Control); Schedule D (Cemetery); Schedule E (Campground); Schedule F (Arboretum Rental Fees); Schedule G (Public Works); Schedule H (Arena); Schedule I (Swimming Pool); Schedule J (Administration); and Schedule K (Fire Related Offence Fees);

NOW THEREFORE THE COUNCIL OF THE TOWN OF TROCHU DULY ASSEMBLED ENACTS AS FOLLOWS:

1. That Schedules A; B; C; D; E; F; G; H; I; J; and K hereto attached and forming part of this bylaw establishes the rates, fees & penalties for this Bylaw.

2. That Bylaw NO. 2026-03 is hereby rescinded.

This Bylaw takes effect as of **July 1st, 2026.**

Read a first time this 11th day of May, 2026.

Read a second time this 11th day of May, 2026.

UNANIMOUS permission for third reading given this 11th day of May, 2026.

Read a third time and passed this 11th day of May, 2026.

_____ _____
Mayor Barry Kletke Chief Administrative Officer Jamie Collins

Date _____ Initials_____ Initials_____

"SCHEDULE A – GARBAGE COLLECTION"

GST EXEMPT

*** All rates are based on a two-month billing period***

RESIDENTIAL GARBAGE RATES	RATE (2 months)	Monthly Equivalent
Basic Residential Pickup	**$41.00**	$20.50
Kings Court (Cost of 6-yard bin shared by 8 units)	**$43.00**	$21.50

COMMERCIAL GARBAGE RATES*	RATE (2 months)	Monthly Equivalent
Commercial Bin, 3 Yard Volume	**$244.00**	$122.00
Commercial Bin, 4 Yard Volume (Pickup every 2 weeks)	**$164.00**	$82.00
Commercial Bin, 4 Yard Volume	**$284.00**	$142.00
Commercial Bin, 6 Yard Volume	**$344.00**	$172.00
Commercial Bin, 8 Yard Volume	**$404.00**	$202.00
Rolling Bin	**$44.00**	$22.00
*Commercial Bin rates include garbage collection and bin rental		

COMMERCIAL CARDBOARD PICKUP RATES*	RATE (2 months)	Monthly Equivalent
Commercial Bin, 4 Yard Volume (Pickup every 2 weeks)	**$164.00**	$82.00
Commercial Bin, 4 Yard Volume	**$284.00**	$142.00
* Commercial Bin rates include cardboard collection and bin rental		

ROLLING BIN RATE	RATE (2 months)	Monthly Equivalent
Rolling Bin Fee (Residential and Small Commercial)	**$11.00**	$5.50

Garbage collection rates shall be established by Council on the recommendation of the Chief Administrative Officer. In making a recommendation, the Chief Administrative Officer shall consider contractor charges and any other costs associated with delivering the service.

The Chief Administrative Officer shall determine how the established rates apply to individual customers. A customer who disputes the application of a rate may request that Council review the determination. After considering the relevant facts, Council may confirm or vary how the established rate applies to that customer.

TRANSFER SITE RATES	RATE
Dropping off FREON appliances (Fridges, freezers, etc.), per appliance	**$20.00**
Non-Resident Transfer Site Fee (Outside Town of Trochu & Kneehill County)	**$50.00**

Date _____ Initials_____ Initials_____

"SCHEDULE B – WATER AND SEWER RATES"

GST EXEMPT

*** All rates are based on a two-month billing period***

Those meters currently reading imperial measurements will be converted to metric measurements for billing purposes. (1m^3 is equal to 220 gallons)

UTILITY SERVICE BASIC RATES	RATE (2 months)	Monthly Equivalent
Basic Water Service Fee	$32.00	$16.00
Basic Sewer Service Fee	$20.00	$10.00
Basic Storm Water Management Fee	$10.00	$5.00
If a residential customer has a property that will not be occupied for more than 3 months, they may request that their account be put "on Holiday" by giving Town Office one month notice. There will be no utilities charged except for basic service charges and the residential recycling fee in this case.		

WATER USAGE RATES	RATE	Monthly Equivalent
Residential and Commercial customers	$4.40/m^3	n/a
Trochu Golf and Country Club	$3.18/m^3	n/a
Unmetered accounts	$60.00	$30.00

SEWER USAGE RATES	RATE	Monthly Equivalent
Residential and Commercial customers	$1.00/m^3	n/a
Unmetered accounts	$60.00	$30.00
The Trochu Golf and Country Club's and the Arboretum's irrigation systems are exempt from the sewer usage rate.		

UTILITY ACCOUNT PENALTIES
Any utility charges that remain unpaid for more than thirty (30) days will incur a penalty of 1.5 % per month, totaling 18% per annum.
Any utility account that remains unpaid for 3 billing periods or holds a balance over $1000.00 is subject to shut-off of services and a transfer of the balance to the property tax roll with a $50.00 administrative fee. A final notice will be mailed to the utility account holder and owner of the property, if different from the utility account holder, informing of shut off and associated fees.
RECONNECTION FEE
In the event of a shut off due to non-payment there will be a $200.00 reconnection fee payable prior to water being reconnected.

Date _____ Initials_____ Initials_____

"SCHEDULE C – ANIMAL CONTROL"

SECTION C-1 – LICENSING FEES

	On or Before January 31st	After January 31st	GST
Dog owners			
Altered Animal	$15	$30	Exempt
Unaltered Animal	$40	$60	Exempt
Cat owners			
Altered Animal	$15	$30	Exempt
Unaltered Animal	$36	$40	Exempt
Other Fees			
Replacement Tags	$5		Exempt
Vicious Animal Fee	$250		Exempt

"SECTION C-2 – IMPOUND FEES AND CHARGES"

Description	Rate	GST
Impoundment Fee	$100 *plus tax*	Extra
Care and Subsistence	$25 *plus tax* per day or any portion thereof	Extra
Veterinary Services	As incurred *plus tax*	Extra

Date _____ Initials_____ Initials_____

"SECTION C-3 – SPECIFIED PENALTIES"

- **Column A = specified penalties in lieu of prosecution – first offence.**
- **Column B = specified penalties for second/subsequent offence and/or for violation tickets.**

Section	Description of Offence	A	B	GST
PART 4	**SPECIFIC PROHIBITIONS**			
4.1	Possession of wildlife	$300	$500	Exempt
4.2	Possession of prohibited animal	$300	$500	Exempt
PART 5	**LICENSING**			
5.1	Owner failure to obtain annual license	$250	$350	Exempt
5.9	Providing false/misleading information	$250	$350	Exempt
5.14	Keep/harbor/have more than 2 dogs/2 cats/3 animals	$250	$350	Exempt
5.15	Failure to obtain kennel permit/license	$250	$400	Exempt
5.17	Owner failure to have tag attached when off property	$200	$300	Exempt
5.21	Breeding animals without kennel license	$150	$300	Exempt
5.22	Provide pet care service without permit/license	$250	$400	Exempt
PART 6	**RESPONSIBILITIES**			
6.1 (a)	Failure to ensure animal not running at large (cats are exempt)	$250	$350	Exempt
6.1(b)	Failure to ensure animal under control of a competent person	$250	$350	Exempt
6.1(c)	Failure to remove/dispose of animal feces on public/private property	$250	$350	Exempt
6.2	Failure to keep female animal in heat confined	$250	$350	Exempt
6.3	Failure to provide animal with food/fresh water/adequate shelter	$300	$500	Exempt
6.4	Failure to vaccinate animal over 3 months for rabies	$250	$350	Exempt
6.5	Owner of animal with communicable disease who:			
6.5(a)	• Permits animal to be in a public place	$300	$500	Exempt
6.5(b)	• Keeps animal in proximity of animal free of disease	$300	$500	Exempt
6.5(c)	• Fails to keep animal secured	$300	$500	Exempt
6.5(d)	• Fails to report the disease as required	$300	$500	Exempt
6.6	Causing unreasonable disturbance	$250	$400	Exempt
6.7	Causing garbage to be scattered on public/private property	$250	$400	Exempt
6.8	Owner allows animal to:			
6.8(a)	• Bite or chase stock/motor vehicle/bicycle/animal	$300	$500	Exempt
6.8(b)	• Chase or threaten person	$250	$400	Exempt
6.8(c)	• Cause damage to public/private property	$250	$400	Exempt
6.8(d)	• Cause injury to a person	$350	$600	Exempt
6.8(e)	• Bite a person	$350	$600	Exempt
6.8(f)	• Attack a person	$350	$600	Exempt
6.8(g)	• Attack a person or animal, causing injury	$350	$600	Exempt
6.8(h)	• Cause death of another animal	COURT	COURT	Exempt
6.10(a)	• Enter in a swimming pool/wading pool/water park/play-ground apparatus/play sand area intended for public use	$250	$400	Exempt
6.10(b)	• Be on property where prohibited by sign	$250	$400	Exempt
6.11	Owner abandons an animal	$250	$400	Exempt
6.12(a)	Leaving animal inside unattended vehicle without adequate ventilation/temperature control	$300	$500	Exempt

Date _____ Initials_____ Initials_____

6.12(b)	Failure to properly restrict/restrain animal in vehicle to prevent escape/access to persons/animals	$250	$400	Exempt
6.13	Allowing animal to impede driver	$250	$400	Exempt
6.14	Allowing animal to be outside passenger cab of motor vehicle	$250	$400	Exempt
6.16(a)	Allowing vicious dog in off leash area	$200	$300	Exempt
6.17	Failure to carry leash in off leash area	$200	$300	Exempt
6.18	Failure to secure/remove threatening animal from off-leash area	$300	$400	Exempt
6.19(a)	Untying/loosening animal's restraint	$250	$500	Exempt
6.19(b)	Willfully/negligently opening gate/door/fence/pen/enclosure	$250	$400	Exempt
6.20	Abusing/teasing/tormenting/provoking an animal	$300	$500	Exempt
PART 7	**VICIOUS ANIMALS**			
7.1	Owner of vicious animal failure to have liability insurance	$400	$600/C	Exempt
7.2(a)	Owner of vicious animal failure to display signs at entrance to property	$100	$600	Exempt
7.3	Owner failure to immediately make written application for license	$350	$600	Exempt
7.4(c) i	Owner failure to provide proof of tattoo/implant	$350	$600	Exempt
7.4(c) iii	Owner failure to provide proof of altering	$350	$600	Exempt
7.6	Owner of vicious animal having more than one vicious animal	$350	$600	Exempt
7.9	Owner of vicious animal failure to license within two days after appeal	$350	$600	Exempt
7	Owner of a vicious animal failure to:			
7.10(a)	• Ensure animal wearing license tag	$300	$500	Exempt
7.10(b)	• Fully inform new owner that animal is "vicious"	$300	$500	Exempt
7.10(c)	• Notify Town of ownership change/death within two business days	$300	$500	Exempt
7.11	Failure to properly confine vicious animal	$350	$600	Exempt
7	Owner of vicious animal failure to ensure animal does not:			
7.12(a)	• Chase person/animal	$600	COURT	Exempt
7.12(b)	• Damage/destroy public/private property	$600	COURT	Exempt
7.12(c)	• Bite a person	$600	COURT	Exempt
7.12(d)	• Attack a person/animal causing injury	COURT	COURT	Exempt
7.12(e)	• Cause death to another animal	COURT	COURT	Exempt
7	Owner of vicious animal failure to ensure:			
7.15(a)	• Animal is securely muzzled	$350	$600	Exempt
7.15(b)	• Animal in harness/leash not exceeding 1.0 meter	$350	$600	Exempt
7.15(c)	• Animal is under control of competent person	$350	$600	Exempt
7.15(d)	• Animal is not running at large	$350	$600	Exempt
7.16	• Town is notified when animal is running at large	$350	$600	Exempt
PART 8	**ANIMAL CONTROL AUTHORITY**			
8.4	Providing false/misleading information to Animal Control Officer	$300	$500	Exempt
8.5	Interfering with/obstructing Animal Control Officer	$300	$500	Exempt
8.6	Springing/damaging/tampering with live trap	$300	$500	Exempt
PART 9	**EXOTIC ANIMALS**			
9.1	Failure to keep fish/snake/reptile/lizard/insect/arachnid in an escape-proof enclosure.	$400	$500	Exempt

Date _____ Initials_____ Initials_____

"SCHEDULE D – CEMETERY FEES"

CEMETERY	SERVICE	COST		GST
Trochu Public Cemetery	Cemetery Plot (incl monument fee)	$425.00 *plus tax*		Extra
	Columbarium Niche & 1st Urn	$1000.00 *plus tax*		Extra
	Columbarium, Placing 2nd Urn	$150.00 *plus tax*		Extra
Public & Baptist Cemeteries	**Opening/Closing**	**Summer**	**Winter**	
	Vault	$400.00 *plus tax*	$600.00 *plus tax*	Extra
	Cremation	$100.00 *plus tax*	$175.00 *plus tax*	Extra
Funeral Home must Provide a Rough Box or Fiberglass liner for Vault/Casket				
Catholic & Lutheran Cemeteries	**Opening/Closing**	**Summer**	**Winter**	
	Vault	$450.00 *plus tax*	$650.00 *plus tax*	Extra
	Cremation	$125.00 *plus tax*	$200.00 *plus tax*	Extra
Dis-Interment & Interment	Dis-Interment of Body	$1000.00 *plus tax*		Extra
	Dis-Interment of Cremated Remains	$100.00 *plus tax*		Extra
	Re-interment	$300.00 *plus tax*		Extra
We would supervise by locating the grave; however, it would be up to those wishing to do the dis-interment to hire a qualified contractor or funeral home.				

"SCHEDULE E – CAMPGROUND FEES"

CATEGORY	USE	COST	GST
Bruce Guard Centre	Per Day	$150.00	Included
Bruce Guard Centre	Per Weekend (Friday to Sunday)	$350.00	Included
Ball Diamonds	Baseball	$50/day per diamond	Included
Ball Diamonds	Other Uses	$100/day per diamond	Included
Ball Diamonds	Minor Ball	No fee	n/a
Campsite	Per Day	$35.00	Included
Campsite	Per Week	$210.00 ($30/day)	Included
Campsite	Per Month	$750.00 ($25/day)	Included
Campsite (w/ Golf membership)	Per Month	$650.00	Included
Unserviced Campsite	Per Day	$20.00	Included

Date _____ Initials_____ Initials_____

"SCHEDULE F – ARBORETUM RENTAL FEES"

** Note - Visitor Interpretive Centre referred to as VIC

USE	COST	GST	Notes
Weddings			
Ceremony	$700	Incl	Incl. grounds, + limited photo access during the ceremony
Ceremony & Photos	$800	Incl	Incl. grounds + unlimited photo access
Reception	$750	Incl	Incl grounds – no VIC access
Reception & Photos	$850	Incl	Incl grounds + unlimited photo access
Ceremony, Reception, & Photos	$1,200	Incl	Incl full day access to grounds + unlimited photo access. NOTE VIC fees and add-ons may apply
Photos Only	$150	Incl	Incl. unlimited photo access to the grounds
Wedding Add-Ons			
Addition for use of VIC for staging	$50	Incl	Required if the VIC is used for staging/changing – staging does not include caterer use.
Addition for use of VIC for reception	$150	Incl	Required if the VIC is used to host all or part of the reception
Outdoor Grounds Add-On (For VIC Rentals)	See Above	Incl	Outdoor use with a VIC wedding rental will be billed at the standard wedding ceremony or reception rate.
Addition for more than 100 guests	$2/guest	Incl	To cover wear, staffing etc.
Other Events			
Outdoor Event (showers, birthdays gatherings of less than 50 people)	$250	Incl	No access to VIC
Outdoor Event (groups of over 50 people)	$350	Incl	No access to VIC
Addition for more than 100 guests	$2/guest	Incl	Does not apply to funerals/celebrations of life
VIC Full day	~~$~~175	Incl	Does not include access to the grounds
VIC 4 hours or less	$100	Incl	Does not include access to the grounds
Outdoor Grounds Add-On with VIC Rental	$100	Incl	Add on fees may apply
Funeral/Celebration of Life Outdoor	$200	Incl	No access to VIC, chair & table fees only apply if set up is required
Funeral/Celebration of Life in VIC	$100	Incl	No event activities on grounds
Funeral/Celebration of Life VIC + Outdoor	$250	Incl	Chair & table fees only apply if set up is required
Miscellaneous Add-Ons			
Use of BBQ	$25/day		
Chairs	$2 each	Incl	Setup not included
Tables	$10 each	Incl	Setup not included
Full Setup & Takedown (optional)	$500 Flat	Incl	

Damage deposit required, equal to rental fee (refundable if no damage)
Chairs & Tables not included unless specifically added
Outdoor Space Add-On: Required when any indoor VIC rental also uses Arboretum Grounds for seating, ceremony, photos etc.

Date _____ Initials_____ Initials_____

"SCHEDULE G – PUBLIC WORKS FEES"

MATERIAL	COST	GST
Gravel: ¾ road crush per yard	$80.00 *+ tax*	Extra
Gravel: ¾ screened rock per yard	$85.00 *+ tax*	Extra
Sand: Bulk per yard	$70.00 *+ tax*	Extra
Gravel and Sand: 5-gallon (20 litre) pail	$5.00 *+ tax*	Extra
Salt and Sand: delivery & spread with truck	$100.00/yard *+ tax*	Extra
Water meters (e.g., replacement of frozen meter)	Cost of meter + 15% + $75 installation *+ tax*	Extra
All other material (e.g., water and sewer fittings)	Cost + 10% *plus tax*	Extra
EQUIPMENT RENTAL	**COST**	**GST**
Backhoe with operator (Min. 1 hr)	$100/hr. *+ tax*	Extra
Skid Steer with operator (Min. 1 hr)	$100/hr. *+ tax*	Extra
2 Ton truck with operator (Min. 1 hr)	$100/hr. *+ tax*	Extra
3 Ton truck with operator (Min. 1 hr)	$100/hr. *+ tax*	Extra
Mower with operator (Min. 1 hr)	$70/hr. *+ tax*	Extra
Plate Tamper/Jumping Jack Tamper (Min. 1 day)	$50/day *+ tax*	Extra
LABOUR COST	**COST**	**GST**
General Labour (Min. 1 hr)	$50.00/hr. *+ tax*	Extra

"SCHEDULE H – ARENA FEES"
To Be Effective July 1st,2026

Non-local includes any groups based outside of Kneehill County

WINTER USE	RATES	GST
Youth Group / Minor Hockey	$110.00/hr. *+ tax*	Extra
Youth Group	$98.00/hr. *+ tax*	Extra
Youth Group / Minor Hockey /non-local	$120.00/hr. *+ tax*	Extra
Adult Group	$135.00/hr. *+ tax*	Extra
Adult Group / non-local	$155.00/hr. *+ tax*	Extra
Non-Prime Time	$80.00/hr. *+ tax*	Extra
Non-Prime Time ½ Ice	$40.00/hr. *+ tax*	Extra
Drop In/daily (No Season Pass required)	No Charge	N/A
Snake Pit Room	$40.00/day *+ tax*	Extra
Snake Pit Room / Non-Profit group	No Charge	N/A
SUMMER USE	**RATES**	**GST**
Hourly Group – (concrete) up to 4 hours	$50.00/hr. *+ tax*	Extra
Day – (concrete) over 4 hours	$250/day + *tax*	Extra

Date _____ Initials_____ Initials_____

"SCHEDULE I – SWIMMING POOL FEES"

GENERAL ADMISSION	**AGE**	**COST**	**GST**
Child	0-3 years	FREE	N/A
Child	4-5 years	$3.00	Included
Youth	6-17 years	$5.00	Included
Adult	18+ years	$6.00	Included
Senior	55+ years	$5.00	Included
Family (Immediate Only)	N/A	$15.00	Included
SEASON PASSES	**AGE**	**COST**	**GST**
Youth	6-17 years	$70.00	Included
Adult	18+ years	$100.00	Included
Senior	55+ years	$70.00	Included
Family (immediate Only)	N/A	$200.00	Included
BOOK OF 15 TICKETS	**AGE**	**COST**	**GST**
Child	4-5 years	$30.00	Included
Youth	6-17 years	$60.00	Included
Adult	18+ years	$75.00	Included
Senior	55+ years	$60.00	Included
Family (Immediate Only)	N/A	$175.00	Included
LESSONS		**COST**	**GST**
Preschool 1-5		$40.00	Exempt
Swimmer 1 - 6		$45.00	Exempt
Rookie, Ranger, Star Patrol		$50.00	Exempt
Bronze Cross*		$130.00	Exempt or Extra
Bronze Medallion*		$150.00	Exempt or Extra
*GST charged extra on lessons for ages 18+			
RENTALS PER HOUR *Must be booked minimum 2 weeks in advance*		**COST**	**GST**
1 – 50 People		$125.00	Included
51 – 100 People		$150.00	Included
101 – 150 People		$175.00	Included
1 – 50 People, School Rate		$100.00	Included
51 – 100 People, School Rate		$125.00	Included
101 – 150 People, School Rate		$150.00	Included

Date _____ Initials_____ Initials_____

"SCHEDULE J – ADMINISTRATION FEES"

OFFICE SALES & SERVICES		**COST**	**GST**
Faxing	1st page Each additional page	$1.50 $0.50	Included
Printing	Per page Per page, 11" x 17"	$0.30 $0.60	Included
Printing, Service Group	Per page, Black & White Per page, B & W, 11" x 17"	$0.10 $0.20	Included
Printing, Service Group	Per page, Colour Per page, Colour, 11" x 17"	$0.15 $0.30	Included
Laminating	Per page Per page, 11" x 17"	$1.25 $2.50	Included
Bumper Stickers		$4.00	Included
Garbage Bag Tags		$1.00	Exempt
Community Gardens (free for Seniors)	Plot	$20.00	Included
	Box	$5.00	Included
PERMITS & CERTIFICATES		**COST**	**GST**
Compliance Certificate		$50	Exempt
Tax Certificate		$40	Exempt
Development Permit	Less than $10,000 value	$50	Exempt
	$10,001 - $50,000 value	$75	Exempt
	$50,001 plus value	$125	Exempt
Development Permit Appeal		$500	Exempt
OTHER FEES		**COST**	**GST**
Assessment Appeal	Refunded if appeal is successful	$50	Exempt
NSF Cheque Fee		$40	Exempt
Other administration services not listed	Cost includes supplies, labour, and other expenses	Cost + 15%	Included
ACCESS TO INFORMATION ACT (ATIA) (Only the fees to produce a copy are charged if an applicant is requesting their own information)			
Initial fee for one-time request		$25.00	Exempt
Initial fee for on-going request		$50.00	Exempt
Searching for, locating, and retrieving a record		$6.75 per 1/4 hour	Extra
Supervising the examination of a record		$6.75 per 1/4 hour	Extra
Paper copy of a record (black & white up to 8.5"x14")		$0.25 per page	Included
Paper copy of a record (other formats)		$0.50 per page	Included
Services not listed above		Actual cost to public body	Extra

Date _____ Initials_____ Initials_____

SCHEDULE K – "FIRE RELATED OFFENCE FEES"

ALL PENALTIES/FINES ARE IN ADDITION TO ANY COSTS INCURRED BY THE TOWN OF TROCHU OR THE TROCHU FIRE DEPARTMENT, IN RELATION TO THE OFFENCE. ALL PENALTIES/FINES ARE GST EXEMPT.

Section	Offence	Fine Fee
15.1	Causing a False Alarm, 1st Offence	$100
15.1	Causing a False Alarm, 2nd Offence – *within the current calendar year of the 1st Offence*	$250
15.1	Causing a False Alarm, 3rd and Further Offences – *within the current calendar year of the 2nd Offence*	$500
15.2	Failure to comply with duly issued fire ban	$250
15.3	Failure to properly supervise a fire	$150
15.4	Failure to ensure a fire is at least 3 metres (10 feet) from a structure or combustible material	$500
15.5	Conducting burning in any park or other property owned by the Town of Trochu without authorization	$500
15.6	Conducting of burning when weather conditions are conductive to a fire readily spreading	$500
15.7	Failure to use an acceptable burning pit / enclosure	$500
15.8	Conducting a fire that exceeds 1 metre (3 feet) above an acceptable pit/enclosure	$150
15.9	Burning anything except non treated wood, charcoal, natural gas or propane	$250
15.10	Conducting an 'open fire' without a fire permit duly issued by the Kneehill County	$250
15.11	Conducting a fire and deemed by the Enforcement Officer, Fire Chief or designate to present a danger to the public or adjacent property	$500
15.12	Failure to comply with an order issued by the Fire Chief	$500
15.13	Impede, obstruct, abuse, or in any way hinder a Fire Chief, Incident Commander, or any Officer or Member of the Fire Department, at any incident or anytime during the execution of their duties assigned by this bylaw	$500
15.14	Interfere, obstruct, or in any way hinder Fire Department equipment or apparatus, in the execution of duties assigned in this bylaw	$500
15.15	In any way block a fire hydrant, service connection or access to a fire hydrant service connection	$500
15.16	Move any hose or drive a vehicle over any hose at any fire without permission of the Fire Chief	$250
15.17	Unauthorized use of a fire hydrant	$1000
15.18	Obstruct or otherwise interfere with road and street access or other approaches to any fire hydrants or bodies of water designated for firefighting purposes	$500
15.19	In any way obstruct, prevent, or refuse to admit a Safety Codes Officer, Fire Inspector, or Investigator in, to or upon any land, premises, yards, or buildings for the purpose of fire investigating	$500
15.20	Willfully or maliciously destroy or injure any property at a fire or any Apparatus or Equipment belonging to the Department	$1000
15.21	In any way have possession or control of any official badge, identification, or uniform of the Fire Department without the express written consent of the Fire Chief	$250
15.22	Falsely represent oneself as an employee, a member of, or connected with the Fire Department	$150
15.23	Falsely state to have the ability to sanction the Department in soliciting any person, agency, society, or company on any matter	$500
15.24	In any way refuse to provide or furnish any information required under this Bylaw when requested	$150
15.25	Allowing property to become a fire hazard.	$500

Date _____ Initials_____ Initials_____

TOWN OF TROCHU
(26-68)
Request to Council for Decision

Meeting:	**Committee of the Whole Meeting**
Date:	**September 28th, 2026**
Prepared By:	**Jamie Collins, CAO**
Originated By:	**Jamie Collins, CAO**
Approved By:	**Jamie Collins, CAO** _____ (initials)
Title:	**Support for Linden's Alberta Community Partnership Application — Regional Stormwater Master Plan**

BACKGROUND:

The Village of Linden is preparing a 2026/27 Alberta Community Partnership (ACP) grant application for a stormwater master plan. Linden has invited the Town of Trochu to participate in and support the application. Linden would manage the project and fulfill the grant reporting requirements.

The proposed work will examine Linden's stormwater management needs. It is expected to include a review of existing conditions, site surveys, environmental and engineering assessments, drainage and flood risk analysis, preliminary designs, cost estimates, and recommendations for future planning. Trochu's stormwater infrastructure will not be assessed under this project.

DISCUSSION/ALTERNATIVES:

Trochu's benefit from participating is the opportunity to learn from Linden's approach, the resulting analysis, and the practices developed through the project. That information may provide a useful framework when Trochu undertakes its own stormwater planning and infrastructure projects.

The municipalities would be working together in the spirit of collaboration on responsible stormwater management, while recognizing that the project's direct planning and infrastructure benefits are for Linden.

The estimated project cost is $166,667, comprising a $150,000 provincial grant and a $16,667 municipal contribution. Linden's proposal states that it will cover the full municipal contribution, subject to grant approval. Trochu is being asked to provide a supporting resolution as a project participant, with no financial contribution.

COLLABORATION OPPORTUNITIES:

Participation will allow the municipalities to share knowledge about stormwater planning and establish an approach that could inform similar work in Trochu in the future.

STRATEGIC PLAN ALIGNMENT:

Infrastructure: Lessons from the project may inform Trochu's future stormwater planning.

Partnerships: Supporting Linden's application strengthens cooperation between the municipalities.

Fiscal Responsibility: Trochu can benefit from the project's findings without committing Town funds to the study.

IMPACT ON BUDGET:

There is no financial contribution required from Trochu for this project. Linden has proposed to cover the $16,667 municipal portion of the estimated project cost.

RECOMMENDED ACTION:

That the Town of Trochu supports the Village of Linden, as managing partner, in submitting a 2026/27 Alberta Community Partnership grant application for its Stormwater Master Plan project; and further, that Council acknowledges the estimated project cost of $166,667, consisting of a $150,000 provincial grant and a $16,667 municipal contribution to be covered by the Village of Linden, subject to grant approval. If this is council's desire another RFD will be brought forward to the October Regular Council Meeting.

Prepared by: _____ Approved by: _____

ALBERTA
TRANSPORTATION and ECONOMIC CORRIDORS

Office of the Minister
MLA, Innisfail-Sylvan Lake

September 17, 2026 AR 110302

His Worship Barry Kletke
Mayor
Town of Trochu
PO Box 340
Trochu, AB T0M 2C0
Barry.kletke@townoftrochu.ca

Dear Mayor Kletke:

The Honourable Tara Sawyer, MLA for Olds-Didsbury-Three Hills, forwarded your concerns regarding a speed limit amendment request for Highway 21 near the Town of Trochu. As Minister of Transportation and Economic Corridors, I am able to provide the following information.

Highway safety is a priority for Transportation and Economic Corridors, and I appreciate your concerns. I can assure you the department is committed to providing a safe, efficient, and sustainable transportation system which meets the needs of Albertans. This commitment includes regularly monitoring, inspecting, and assessing needs on our highways.

As per Transportation and Economic Corridors' speed limit review process, MLA Sawyer submitted a letter of support for a speed reduction on Highway 21 near the Town of Trochu on October 24, 2025.

I understand the Town specifically requested a speed reduction from 100 kilometres per hour to 80 kilometres per hour on either side of the main intersection access into the Town from Highway 21.

…/2

In response to the Town's request, department staff conducted a technical review of the location. The review considered the following:

- surrounding development and its proximity;
- current speed and its suitability;
- highway classification;
- collision history;
- level of urbanization; and
- highway geometry and hazards.

I recognize the department's recent meeting with the Town and Kneehill County, potential created a misunderstanding. I assure you the department takes speed limit reduction requests seriously. Although collision history is one factor considered as part of the technical review, speed limit amendment requests are not determined by a single criterion, such as a specific collision or fatality threshold. Each request is assessed based on a range of safety, operational, and site-specific factors to determine whether a change may be appropriate.

The findings of the technical review are currently under department review. In the meantime, department staff would be pleased to meet with Town staff to review the analysis. Stuart Richardson, Regional Director, will contact the Town's Chief Administrative Officer to schedule a meeting.

Should you have further questions, please contact Stuart Richardson toll-free in Alberta by first dialing 310-0000, then 403-340-4867, or at stuart.richardson@gov.ab.ca.

Thank you for taking the time to write.

Sincerely,

Honourable Devin Dreeshen, ECA
Minister of Transportation and Economic Corridors

cc: Honourable Tara Sawyer, ECA, MLA for Olds-Didsbury-Three Hills
Stuart Richardson, Regional Director, Transportation and Economic Corridors