

TOWN OF TROCHU -MINUTES

FOR THE COUNCIL MEETING

HELD

October 25, 2010

At 6:00 p.m.

Motion #/Notes

Organizational Meeting

1. CALL TO ORDER: CAO Maureen Malaka called the meeting to order at 5:38 pm. Councillors Barry Kletke, Kevin Helmer, Valerie Warnock, Bill Cunningham, Chris Reeds, Cheryl Lumley and Darcy Wagstaff were in attendance. CAO Maureen Malaka and recording secretary Robin Dueck were also in attendance. Debi Moon from the Three Hills Capital entered at 6:30 pm.

- a) Additions to Agenda for the Organization Portion of the Meeting Only:
No additions to organization portion of the meeting.
- b) Agenda Acceptance (Organizational Meeting)
HELMER moved to accept the agenda.

2010-10-25-01
Motion to accept the agenda.

CARRIED

2. BUSINESS

- a) Election of the Mayor for a Three Year Term Per our By-law

CAO Maureen Malaka called for nominations for Mayor for a three year term. REEDS nominated Barry Kletke for mayor. Kletke accepted nomination. LUMLEY nominated Bill Cunningham for mayor. Cunningham declined nomination. WARNOCK nominated Kevin Helmer for mayor. Helmer declined nomination. WARNOCK nominated Cheryl Lumley for mayor. Lumley accepted nomination.

2010-10-25-02
Motion to cease nominations for Mayor.

HELMER moved nominations for Mayor to cease.

CARRIED

In the November 1, 2010 Minutes, Warnock moved the her comment which stated just prior to the election of Mayor be included in the October 25, 2010 Minutes and that comment be

“that the record show that the order of the voters outcome be re-called before the vote was made”

The motion (2010-11-01-03) was carried.

Each candidate was given three to four minutes to speak on why they should be mayor.

A secret vote was taken and CAO and Recording secretary tallied the votes.

CAO Maureen Malaka declared Barry Kletke as mayor of the Town of Trochu.

2010-10-25-03
Motion to keep
number of
votes for each
candidate a
secret.

HELMER moved to keep number of votes for each candidate a secret.

CARRIED

b) Election of Deputy Mayor for a One Year Term Per legislation in the MGA, CAO by tradition calls for nominations for Deputy Mayor for a one year term.

CAO Maureen Malaka called for nominations for Deputy Mayor for a One Year Term.

REEDS nominated Bill Cunningham. Cunningham accepts nomination.
WAGSTAFF nominated Kevin Helmer. Helmer declines nomination.
WARNOCK nominated Cheryl Lumley. LUMLEY accepts nomination.

2010-10-25-04.
Motion to
cease
nominations
for Deputy
Mayor.

WAGSTAFF moved nominations for Deputy Mayor to cease.

CARRIED

A secret vote was taken and CAO and Recording secretary tallied the votes.

CAO Maureen Malaka declared Bill Cunningham Deputy Mayor of the Town of Trochu.

2010-10-25-05.
Motion to keep
number of
votes for
Deputy Mayor
a secret.

LUMLEY moved to keep number of votes for Deputy Mayor a secret.

CARRIED

c) CAO administers oath of office to the Mayor and Deputy Mayor.
d) The picture of the New Council was taken by Robin Dueck, Secretary to Council.

REEDS moved to recess the meeting at 5:50 pm. for supper.

CARRIED

2010-10-25-06.
Motion to
recess the
meeting at 5:50
pm.

3. Motion to re-convene the meeting.

2010-10-25-07.
Motion to re-
convene at
6:30 pm.

HELMER moved to re- convene at 6:30 pm.

CARRIED

4. Committees of Council

- (i) Review of Committees
- ii) New Committees – At this time Councillor’s can indicate what committees they would be interested in serving on. * Recommended actions that this item be postponed by motion until the next Council Meeting to allow the Mayor and Deputy Mayor time to assign committees. (* Note that this is another item of tradition that the Mayor, Deputy

Mayor and CAO meet to assign on a fair and equitable basis the committee listing)- See listing after agendas

5.

a) Signing Authorities

LUMLEY moved that signing authority is given to Mayor Barry Kletke, Deputy Mayor Bill Cunningham, CAO Maureen Malaka and Accounting Director Sharon Westgate.

CARRIED

It is noted that the Town has several accounts including the General Account, SRO Account, and Neighbourhood Place Account – signing authorities should be the same.

2010-10-25-08.
Motion that signing authority is given to Mayor Barry Kletke, Deputy Mayor Bill Cunningham, CAO Maureen Malaka and Director of Finance Sharon Westgate.

b) Banking Arrangements

HELMER moved to continue banking until such times as Council deems otherwise at Alberta Treasury Branch Trochu.

CARRIED

2010-10-25-09.
Motion to continue banking until such times as Council deems otherwise at Alberta Treasury Branch Trochu.

6. Meetings of Council – 2nd and 4th Mondays at 6:00 p.m. Unless changed by motion of Council at a Regular Meeting. Originally we set 6:00 p.m. as Committee of the Whole Meeting and then went into Council Discussion at 7:00 p.m.

1. Change of the November and December Meetings for 2010 to November 1, November 15, November 29, and December 13, 2010

DEPUTY MAYOR CUNNINGHAM moved to accept Council meetings to be held on the 2nd and 4th Monday of the month at 6pm unless changed be a motion of council.

CARRIED

2010-10-25-10.
Motion to accept Council meetings to be held on the 2nd and 4th Monday of the month at 6pm unless changed be a motion of council.

DEPUTY MAYOR CUNNINGHAM moved to change the November and December Meetings for 2010 to November 1, November 15, November 29, and December 13, 2010.

CARRIED

2010-10-25-11
Motion to change the November and December Meetings for 2010 to

November 1,
November 15,
November 29,
and December
13, 2010

- December 13, 2010 – Recognition of Volunteers, Staff and Past Council
7. Retreat/ Strategic Planning Session – Suggest the Jan. 14th and 15th weekend
8. Procedure By-law – Is in place and a brief review – (see By-laws)
9. Christmas Policies

2010-10-25-12.
Motion to close
the office from
December 23rd
and reopen
January 3rd.

REEDS moved to close the office from December 23rd at 4:00 pm and reopen January 3rd.

CARRIED

2010-10-25-13.
Motion that
the Town have
a community
event to
acknowledge
volunteers in
the spring of
2011. This
event will
include light
snacks and
non-alcoholic
beverages.

WARNOCK moved that the Town have a community event to acknowledge volunteers in the spring of 2011. This event will include light snacks and non-alcoholic beverages.

CARRIED

2010-10-25-14.
Motion that
council has a
zero tolerance
on alcohol.

WARNOCK moved that council have a zero tolerance on alcohol.

MOTION DEFEATED

In the November 1, 2010 Minutes Councillor WARNOCK moved that her motion from the October 25, 2010 be reworded to reflect her intention from:

that council have a zero tolerance on alcohol.

MOTION DEFEATED

To “that the Council have a zero tolerance of taxpayers money being spent on alcohol. “
REWORDING MOTION (2010-11-01-02) CARRIED

*It is noted that this wording change does not change the outcome of the original motion just the wording of it.

2010-10-25-15.
Motion to
table the
Christmas
bonus agenda
item.

**Christmas Bonus – Annually the Town of Trochu has given a \$50.00
Christmas Bonus to staff.**
**Recommended Action: That in lieu of the change to the policy for the Christmas event the
bonus is raised to \$75.00.**

REEDS moved to table the Christmas bonus agenda item.

CARRIED

- 10. Statement of Pecuniary Interest Per By-law 95-11.
- 11. Payment of Fees

2010-10-25-16.
Motion to
accept Policy
#2010-25-10-
01, Policy for
Councillor Fees
and Payments

a) Policy for Councillors Fees and Payment of these Fees – See new Policy for Passage
LUMLEY moved to accept Policy #2010-25-10-01, Policy for Councillor Fees and Payments.
CARRIED

2010-10-25-17.
Motion to
accept Policy
#2010-25-10-
02; Policy for
Staff Mileage
and
Subsistence.

b) Policy for Staff Mileage and Subsistence
LUMLEY moved to accept Policy #2010-25-10-02; Policy for Staff Mileage and Subsistence.
CARRIED

- 12. Orientation – Trochu Hall, November 3, 2010 – See Russell Farmer and Associates Topics of Discussion - Need to know if you are not attending.
Everyone is attending.

- 13. g) Other Business Pertaining to Organization
 - Business Cards – Who needs them?
 - Name Plates/ Name Tags – Who needs them? New nametags
 - Municipal Government Acts have been ordered.
 - Clothing for events.

- TDI's need to be filled in – they are in your Council Books
- You will need to purchase new laptops and may spend up to \$1800.00
- AUMA Convention Registrations should all be in.

14. Goals and Priorities for Next Year – Set at Strategic Planning Seminar in January however at the end of the second meeting there will be time to discuss this in camera. 2009 and 2010 Strat Plans are attached.

**15. Adjournment of the Organizational Meeting
WAGSTAFF moved to adjourn organizational meeting at 8:57 pm.**

2010-10-25-18.
Motion to adjourn organizational meeting.

CARRIED

Motion #/Notes

#

**Regular Council Meeting Minutes
October 25, 2010**

1. CALL TO ORDER: - Mayor Kletke called the meeting to order at 9:00 p.m. with Deputy Mayor Cunningham and Councillors Warnock, Helmer, Lumley, Reeds and Wagstaff in attendance. CAO Maureen Malaka was in attendance. Robin Dueck was in attendance as recording secretary.

2. ACCEPTANCE OF THE AGENDA
a) Additions to the Agenda
Low cost housing will be an addition to the agenda.

b) Agenda Acceptance – Motion to Accept the Agenda
REEDS moved to accept agenda with additions.

2010-10-25-19.
Motion to accept agenda with additions.

CARRIED

**3. ADOPTION OF THE MINUTES OF PREVIOUS MEETINGS – October 12, 2010
DEPUTY MAYOR CUNNINGHAM moved to accept the October 12, 2010 minutes.**

2010-10-25-20.
Motion to accept the October 12, 2010 minutes.

CARRIED

4. HOUSEKEEPING

a) See attached listing

b) Additions to Housekeeping

Windfarm Tour – It is really hard to get commitment for a date, please give me some of the dates you would like and we will do our best.

2010-10-25-21
Motion to accept Housekeeping information and file for future reference.

c) Motion to accept the Housekeeping information and file for future reference.
WAGSTAFF moved to accept Housekeeping information and file for future reference.

CARRIED

5. PUBLIC HEARINGS (if Required)

6. DELEGATIONS:

7. REPORTS

a) STAFF REPORTS

ii) CAO Report

a) Items From Report

b) Acceptance of the Report

HELMER moved to accept the CAO report.

CARRIED

2010-10-25-22
Motion to
accept the CAO
report.

B) COMMITTEE REPORTS ,CORRESPONDENCE LISTING, INFORMATION

- See attached listing

No items for this agenda item.

C) REPORTS OF COUNCIL MEMBERS

Deputy Mayor Cunningham

Deputy Mayor Cunningham spoke with Andy Woodland of Sunterra and Andy is eager to incorporate the Pilipino community into the Taste of Trochu event and centennial events. Cunningham's sister suggested to him that we have a Canadian citizenship day in which landed immigrants who have applied for Canadian citizenship receive the citizenship, would have to find out what this involves. Centennial Meeting this Wednesday at 7pm – all welcomed. Centennial Calendars are ready, will be for sale at Town Office, Library, and Balkwill's.

Councillor Helmer

Councillor Helmer congratulated councilors on being elected and feels council needs to lobby for the Tro-Val School and stay active in the school.

Mayor Kletke

Mayor Kletke feels the Trochu school is here to stay and we should plan for modernization and changes to come for the school.

Mayor Kletke met with Andy Woodland of Sunterra and announced Trochu is going ahead with the low cost housing project. Mayor Keltke requested council have a tour of the Sunterra plant.

Councillor Lumley

Nothing to report.

Councillor Reeds

Nothing to report.

Councillor Wagstaff

Councillor Wagstaff congratulated councilors on being elected and looks forward to the future.

Councillor Warnock

Councillor Warnock commented that it was nice to be a part of council.

Attended the ARP in Jasper for ACE communities. Trochu was well received at the event and it was timely to be named “the pinkest town in the west” at the same time.

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

8. FINANCIAL MATTERS

a) September Bank Reconciliation Report

HELMER moved to accept September Bank Reconciliation Report with correction of date to 2010.

CARRIED

2010-10-25-23.
Motion to accept September Bank Reconciliation Report with correction of date to 2010.

b) Quote for New Server

HELMER moved to purchase a new server.

CARRIED

2010-10-25-24.
Motion to purchase new server.

c) September Bank Reconciliation Report – School Resource Officer

CUNNINGHAM moved to accept September Bank Reconciliation Report for School Resource Officer.

CARRIED

2010-10-25-25.
Motion to accept September Bank Reconciliation Report for School Resource Officer.

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

a) Retirement Seminar for Older Employees available on Nov. 5, 2010 – Would like to send some of them and Maureen would like to attend. Senior’s Outreach is putting it on.

WAGSTAFF moved to send 4 employees to the retirement seminar.

CARRIED

2010-10-25-26.
Motion to send 4 employees to the retirement seminar

10. BYLAWS, POLICIES AND AGREEMENTS

No items for this agenda item.

11. NEW BUSINESS

2010-10-25-27.
Motion that
CAO Maureen
Malaka and
Delburne's
Karen Fegan
put a
submission in
for the CAEP
award for
collaboration.

a) CAEP Award for Collaboration
DEPUTY MAYOR CUNNINGHAM moved that CAO Maureen Malaka and Delburne's
Karen Fegan put a submission in for the CAEP award for collaboration.

CARRIED

2010-10-25-28.
Motion to pay
requested
amount to
SPCA for
services.

b) SPCA fee for Services – Request for \$1000.00
WAGSTAFF moved to pay requested amount to SPCA for services.

MOTION DEFEATED

2010-10-25-29.
Motion to
write letter of
support to
CAEP for 2017
Expo bid.

c) CAEP Support for 2017 Expo Bid – Edmonton
REEDS moved to write letter of support to CAEP for 2017 Expo bid.

CARRIED

12. d) Low Cost Housing
SPECIAL PROJECTS

a) PROJECTS AND ITEMS FROM STRATEGIC PLANNING SESSION –
No items for this agenda item

13. COMMITTEE OF THE WHOLE / CONFIDENTIAL/IN CAMERA
Meeting in Camera: Confidential Matters to be held in Camera dealing with Land, Legal or
Labour in accordance with Section 197 and the Freedom of Information and Protection of
Privacy Act – Division 2 of Part 1

- a) Discussion of Items You would Like to Pursue
- b) Previously Discussed In Camera Items

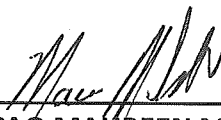
2010-10-25-30.
Motion to
adjourn
meeting.

13. ADJOURNMENT
REEDS moved to adjourn at 10:05 pm.

CARRIED



MAYOR BARRY KLETKE



CAO MAUREEN MALAKA