

The Regular Meeting of Sedgewick Town Council was held in the Council Chambers of the Sedgewick Town Office, Sedgewick, Alberta on Thursday, June 25<sup>th</sup>, 2015 at 6:00 pm.

<b>Present</b>	Perry Robinson	Mayor
	Fred Watkins	Councillor
	Wayne Dame	Councillor
	Greg Sparrow	Councillor
	Grant Imlah	Councillor
	Cindy Rose	Councillor
	Erik Skoberg	Councillor

<b>Present</b>	Amanda Davis	Chief Administrative Officer
	Maxine Steil	Recording Secretary

**Call to Order** Mayor P. Robinson called the meeting to order at 6:00 PM.

### Agenda

**2015.06.149** MOTION by Clr. F. Watkins that the agenda be approved as with the following additions:

**Reports:**

1. Clr. E. Skoberg - Committee Report
2. Clr. F. Watkins - Committee Report

**Business:**

1. B5 - Public Works - GIS Proposal

CARRIED.

### Correspondence

#### FCMRRC

Flagstaff Community Medical Recruitment and Retention Committee's June 8<sup>th</sup>, 2015 meeting minutes were reviewed.

#### Flagstaff County

Letter from Flagstaff County providing notification that they have rejected the revised Protocol for Regional Cooperation due to lack of regional cooperation efforts and lack of adherence of some of the guiding principles.

#### FIP

Flagstaff Intermunicipal Partnership's (FIP) June 1<sup>st</sup> 2015 meeting minutes were reviewed.

#### FIRST

Flagstaff Initiative to Relationship and Spousal Trauma's (FIRST) April 7<sup>th</sup>, 2015 meeting minutes were reviewed.

#### Fire Chief

Nominations for the National Fire Chief of the Year are being accepted; deadline for applications is August 1<sup>st</sup>, 2015.

#### 2016.06.150

MOTION by Clr. G. Imlah that the Town of Sedgewick nominate Fire Chief Joey Hebert for the National Fire Chief of the Year Award and further that Clr. G Sparrow and Mayor P. Robinson prepare the submission with administration.

CARRIED.

#### LOC

A list of correspondence items was reviewed by council, as per the list attached and forming part of these minutes.

CARRIED.

#### 2015.06.151

MOTION by Clr. G. Sparrow to accept correspondence items and file as information.

CARRIED.

#### Financial Statements

Council reviewed the Financial Statement for the month ending May 31<sup>st</sup>, 2015 as attached and forming part of these minutes.

#### 2015.06.152

MOTION by Clr. C. Rose that the Financial Statement for the month ending May 31<sup>st</sup>, 2015 be approved as presented.

CARRIED.

#### Withdraw

Pursuant to Section 172 of the Municipal Government Act (MGA), Clr. C. Rose withdrew from discussions on the next business matter.

#### Accounts

Council reviewed the issuance of General Cheques and Payroll Cheques for the month ending May 31<sup>st</sup>, 2015 as attached to and forming part of these minutes.

#### 2015.06.153

MOTION by Clr. F. Watkins to approve issuance of General Cheques #3982-4037, totaling \$105,632.96 and Payroll Cheques #0439-0456, totaling \$21,826.61 for the month ending May 31<sup>st</sup>, 2015.

CARRIED.

- Entrance** Clr. C. Rose resumed discussions.
- Committee Reports:** Council provided written reports to June 25<sup>th</sup>, 2015 as attached to and forming parts of these minutes.
- SLP** A twenty year operational lease between the Town of Sedgewick and the Sedgewick Lake Park Association was presented.
- 2015.06.154** MOTION by Mayor P. Robinson that Council authorize signatures on the twenty year operational lease between the Town of Sedgewick and Sedgewick Lake Association retroactive to January 1<sup>st</sup>, 2015. CARRIED.
- The Sedgewick Lake Park Association sought permission to install signage along 50<sup>th</sup> Street pertaining to the Community Spray Park Project.
- 2015.06.155** MOTION by Clr. C. Rose authorizing the request of the Sedgewick Lake Park Association for the installation of signage along 50<sup>th</sup> Street pertaining to the Community Spray Park Project pending conversations with Alberta Transportation and Public Works. CARRIED.
- 2015.06.156** E. Skoberg elaborated on his attendance to the Battle River Alliance for Economic Development (BRAED) Annual General Meeting as per the written report attached. Discussion held regarding the keynote speaker, Killick Leadership Group Consulting and the exceptional presentation on Regional Collaboration and why it is more than just a “nice-to-do”.
- 2015.06.157** MOTION by Clr. E. Skoberg directing Administration to forward information to the FIP committee pertaining to Killick Leadership Group Consulting whereby recommending them as a guest speaker during the annual forum. CARRIED.
- Clr. E. Skoberg briefed Council on a further BRAED initiative called the Lemonade Game. The game is an entrepreneurial game intended to teach youth the importance of developing and operating a business.
- 2015.06.158** MOTION by Clr. E. Skoberg directing Administration to forward information pertaining to the “Lemonade Game” to Central High Sedgewick Public School (CHSPS). CARRIED.
- Discussion held regarding BRAED’s Business Walk venture. Clr. E. Skoberg and CAO Davis to obtain further information on this venture.
- FRHG** Clr. F. Watkins reported attendance to the June 23<sup>rd</sup>, 2015 Flagstaff Regional Housing Group meeting.
- 2015.06.159** MOTION by Clr. W. Dame that the Committee Reports be approved as presented. CARRIED.
- Public Works Report:** A written Public Works report was provided to June 25<sup>th</sup>, 2015 as attached to and forming part of these minutes.
- 2015.06.160** MOTION by Mayor P. Robinson that the Public Works report be approved as presented. CARRIED.

- Parks and Recreation Report:** A written Director of Parks and Recreation report was provided to June 25<sup>th</sup>, 2015 as attached to and forming part of these minutes.
- Operational Policies** Discussion held regarding standardizing operational procedures for all local board that are responsible to report to council. The Policy Committee and Administration were directed to develop draft procedures and present to council for further discussion.
- 2015.06.161** MOTION by Clr. E. Skoberg that the Director of Parks and Recreation report be approved as presented. CARRIED.
- CAO Report:** CAO Davis provided a written Administration report to June 25<sup>th</sup>, 2015 as attached to and forming part of these minutes.
- Social Services** Discussion held regarding social services and mental health gaps within the community and region.
- 2015.06.162** MOTION by Clr. G. Imlah authorizing Administration to enter discussions with Flagstaff Family and Community Service pertaining to gaps in social services/mental health programs and further that a letter and/or information package be prepared for our residents and surrounding communities in an effort to educate the public and gain support should matters need to be addressed further. CARRIED.
- Regional Bylaw Enforcement** Pursuant to discussion at the May 25<sup>th</sup>, 2015 CAO meeting, CAO Davis request an update from Council as to their interest in contracting services should a Regional Bylaw Enforcement become available. Council advised that they are satisfied with the service provided in house at this time.
- 2015.06.163** MOTION by Clr. F. Watkins that the CAO report be approved as presented. CARRIED.
- Minutes:** Council reviewed the minutes of the May 21<sup>st</sup>, 2015 regular council meeting.
- 2015.06.163** MOTION by Clr. G. Sparrow that the minutes of the May 21<sup>st</sup>, 2015 regular council meeting be approved as presented. CARRIED.
- Matters Arising**  
**Compost Bins** As per Council direction, Administration was to investigate alternate locations for the compost bins; no viable solution was presented. Council directed Administration to seek public input into this discussion whereby engaging comments through the use of the monthly newsletter.
- Fundraiser Initiative** Discussion held regarding the collection of recycled bottles for specified community initiatives.
- 2015.06.164** MOTION by Clr. G. Sparrow that the Town of Sedgewick not take action on the fundraising initiative and further direct Administration to include “fundraising ideas” in the newsletter and engage with user groups. CARRIED.
- Recess**
- 2015.06.165** MOTION by Mayor P. Robinson to recess the meeting at 8:00 P.M. CARRIED.
- 2015.06.166** MOTION by Mayor P. Robinson that the meeting reconvene at 8:07 PM. CARRIED.
- Business**  
**IDP** Pursuant to section 3.5 of the Intermunicipal Development Plan (IDP) between the Town of Sedgewick and Flagstaff County a formal review is required in 2015.
- 2015.06.167** MOTION by Clr. F. Watkins directing Administration to send a letter to Flagstaff County Council seeking input into the review of the IDP specifically inquiring as to the County’s focus areas for growth and development and further that the matter of the IDP’s formal review be deferred until a response is received. CARRIED.
- SKNGS** The Sedgewick Killam Natural Gas System (SKNGS) Financial Statement for the year ending December 31<sup>st</sup>, 2014 was presented.
- 2015.06.168** MOTION by Clr. G. Imlah that the Town of Sedgewick approve the SKNGS financial statement for the year ended December 31<sup>st</sup>, 2014 as presented. CARRIED.

- Tax Rebate** As per the request of the Town an agreement is held with the owner of Plan 5755S; Block J; Lots 14-22 for the use of the land to stockpile snow throughout the winter months in exchange for site maintenance which commenced in 2014. A request was since received from the owner seeking an additional 25% municipal taxation rebate.
- 2015.06.169** MOTION by Mayor P. Robinson that council reject the applicants request of a 25% tax rebate on Plan 5755S; Block J; Lots 14-22 as maintenance of lands is consistent with other agreements in town. CARRIED.
- Public Works Incident Report** A letter was received seeking compensation for the replacement of a windshield that was damaged by the public works department on June 1<sup>st</sup>, 2015 during routine mowing; all parties were partial to the incident as it occurred.
- 2015.06.170** MOTION by Clr. G. Sparrow that the Town of Sedgewick replace the windshield as request in accordance with the Public Works Incident Report on June 1<sup>st</sup>, 2015 and further that the complainant supply three quotes from which to choose from. CARRIED.
- Revised Policy F.2.D Public Works Operational Mowing was presented for review.
- 2015.06.171** MOTION by Clr. G. Imlah that Council approve the revised F.2.d Public Works Operational Mowing policy as presented. CARRIED.
- Further discussion was held regarding the Town's mowing equipment. Council directed Administration to review equipment with public works and present possible options for replacement.
- GIS** Administration complete a presentation on a municipal Geographical Information System (GIS); two phases were discussed.
- 2015.06.172** MOTION by Clr. G. Imlah that Sedgewick Town Council approve the purchase of Phase I of the GIS program offered through DGE Civil Engineering Consultants with the use of Municipal Sustainability Initiative operating funds and further that Administration complete review of all additional proposals recommending the next course of action and interest from surrounding municipalities. CARRIED.
- FIP** Pursuant to direction from the FIP Committee a revised Protocol for the Regional Cooperation was presented.
- 2015.06.173** MOTION by Mayor P. Robinson that Sedgewick Town Council approve the FIP revised Protocol for Regional Cooperation as presented. CARRIED.
- Fire Services** A revised Fire Service Agreement and Regional Fire Chief Agreement was presented by Flagstaff County.
- 2015.06.174** MOTION by Mayor P. Robinson that Sedgewick Town Council defer signatures on both the Fire Services Agreement and the Regional Fire Chief Agreement until further review of the agreements have been concluded in support of our efforts to draft a more inclusive Fire Agreement. CARRIED.
- Beaver County** Beaver Emergency Services Commission (BESC) provided a formal Mutual Aid Fire Agreement for review.
- 2015.06.175** MOTION by Clr. C. Rose that the Town of Sedgewick defer signatures on the proposed Mutual Aid Agreement with recommendations to BESC requesting additional clauses be included that state:
- Review process - informal review annually and formal review every five years to ensure all parties are current and knowledgeable of the terms and conditions;
  - Timeline process - that the agreement be in effect for twenty years in support of the review process;
  - Request the inclusion of the Town's Fees and Charges Bylaw in accordance to equipment and labor costs. CARRIED.
- Tripartite Rescue Services Agreement** A response was received from Flagstaff County pertaining to the Town of Sedgewick's request for revisions to the Tripartite Rescue Services Agreement.
- 2015.06.176** MOTION by Clr. C. Rose that the Town of Sedgewick further defer signatures on the Tripartite Rescue Services Agreement as the response from Flagstaff County did not clearly address the concerns and further that Administration send a second letter requesting that

additional clauses be included in the agreement with reference to:

- a) Annual requisition process;
- b) Rate schedule and/or process for payment or donation of services. CARRIED.

<b>Cemetery Bylaw #519</b>	Revised Cemetery Bylaw #519 was presented as a result of a numbering error in Cemetery Bylaw #513.	
<b>2015.06.177</b>	MOTION by Clr. W. Dame that Council give first reading to Bylaw #519.	<u>CARRIED.</u>
<b>2015.06.178</b>	MOTION by Clr. F. Watkins that Council give second reading to Bylaw #519.	<u>CARRIED.</u>
<b>2015.06.179</b>	MOTION by Clr. E. Skoberg that Council have third reading of Bylaw #519.	<u>CARRIED.</u>
<b>2015.06.180</b>	MOTION by Clr. G. Imlah that Council give third and final reading to Bylaw #519.	<u>CARRIED.</u>
<b>Council Meeting</b>	Discussion held regarding regularly scheduled meetings for July and August 2015.	
<b>2015.06.181</b>	MOTION by Mayor P. Robinson that the July 16 <sup>th</sup> , 2015 council meeting be changed to July 29 <sup>th</sup> , 2015 at 6:00 PM and further that the August meeting be cancelled unless imminent matters of business arise at which point a special meeting shall be called.	<u>CARRIED.</u>
<b>Round Table</b>	A round table session was held; discussion ensued.	
<b>Concerns</b>	Discussion held regarding dogs being off leash in public parks and the lack of owner's responsibility to clean up dog excrement.	
<b>2015.06.182</b>	MOTION by Clr. W. Dame that the Town of Sedgewick permit signage at public parks that all dogs must be on leashes.	<u>CARRIED.</u>
<b>Adjournment</b>		
<b>2015.06.183</b>	MOTION by Mayor P. Robinson for adjournment at 9:50 PM.	<u>CARRIED.</u>

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Perry Robinson, Mayor

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Amanda Davis, CAO