



TOWN OF
SEDGEWICK

Minutes

Regular Meeting of Council

March 22, 2018

Town of Sedgewick Town Office

6:00pm

Council Present
Mayor Perry Robinson Councillor Grant Imlah Councillor Stephen Levy Councillor Tim Schmutz Councillor Greg Sparrow

Also Present
Jim Fedyk CAO

1. Call to Order – 6:02pm

2. Agenda

2018-03-35	MOTION by Clr. Sparrow		CARRIED
That the agenda be approved as presented.			

3. Minutes

2018-03-36	MOTION by Clr. Levy		CARRIED
That the Regular Meeting Minutes from February 15, 2018 be approved as presented.			

4. Old Business

None			
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5. New Business

5.1 Policy 18-04 – Respectful Workplace Policy			
2018-03-37	MOTION by Clr. Imlah		CARRIED
That Respectful Workplace Policy 18-04 be approved as presented.			

5.2 Bylaw 538 – Code of Conduct			
2018-03-38	MOTION by Clr. Levy		CARRIED
That Council give first reading to Bylaw 538, the Town of Sedgewick Code of Conduct Bylaw.			

2018-03-39	MOTION by Clr. Schmutz		CARRIED
That Council give second reading to Bylaw 538, the Town of Sedgewick Code of Conduct Bylaw.			

2018-03-40	MOTION by Clr. Robinson		CARRIED UNANIMOUSLY
That Council proceed to third reading of Bylaw 538, the Town of Sedgewick Code of Conduct Bylaw.			

2018-03-41	MOTION by Clr. Sparrow		CARRIED
That Council give third and final reading to Bylaw 538, the Town of Sedgewick Code of Conduct Bylaw.			

5.3 Sedgewick Lake Park Pasture Lease			
2018-03-42	MOTION by Clr. Imlah		CARRIED
That Council endorse a three-year agreement with Tim Guhle for the lease of 132 acres of pasture at Sedgewick Lake Park for \$3,000 per year.			



Mayor
22-Mar-2018



CAO
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5.4 Policy 18-05 – Snow Removal Policy

2018-03-43	MOTION by Clr. Levy		CARRIED
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That Snow Removal Policy 18-05 be approved as presented.

5.5 Subdivision Lot 14 Estimate

2018-03-44	MOTION by Clr. Imlah		CARRIED
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That Council approve the development of Lot 14 to be included in Phase I of the 54th Avenue residential subdivision at an estimated additional cost of \$109,375.

5.6 Spruce Drive Servicing

2018-03-45	MOTION by Clr. Schmutz		CARRIED
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That Council approve including \$10,000 within the 2018 operational budget to have engineers conduct a tabletop evaluation of the existing sanitary sewer capacity.

5.7 Electronic LED Sign

2018-03-46	MOTION by Clr. Imlah		CARRIED
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That Council approve Option 2 as presented and direct Administration to upgrade to an 8' by 4' full color LED messaging sign and allocate a further \$30,000 to the LED Sign Reserve from GL#49741992 to build, install and upgrade the design of a pylon sign on Highway 13.

Further, that Council direct the CAO to enter into an agreement as presented with 1410521 Alberta Ltd. to encroach on their property for the purpose of erecting a pylon sign.

5.8 Walking Trail Lighting

2018-03-47	MOTION by Mayor Robinson		CARRIED
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That Council approve the installation of walking path lighting in the 2018 Capital Budget with \$3,000 in funding to come from the Walking Trail Reserve GL#49772995 and the remaining \$90,000 to come from the Recreation Capital Reserve GL#49700998.

5.9 Recreation Centre Naming Rights

2018-03-48	MOTION by Clr. Levy		CARRIED
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That Council approve an agreement with Performance Sponsorship Group for a term of three months to sell corporate sponsorship on behalf of the Town and to be funded from the Recreation Operating Reserve, with all revenues received to be returned to the same Reserve.

5.10 Bylaw 539 – Tax Payment And Penalty Bylaw

2018-03-49	MOTION by Mayor Robinson		CARRIED
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That Council accept the proposed Bylaw as information and direct Administration to make it their practise to send out a notice prior to August 15th to all property owners whose taxes are outstanding as of August 1st, and further;

That tax payers be allowed to join the monthly payment plan at any time prior to the last business day in July on the condition that by this date an amount equal to seven months of the previous year's taxes has been paid to the Town.

Mayor
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5.11 Sedgewick Public Library Board – Records Inspection			
2018-03-50	MOTION by Clr. Levy		CARRIED
That Council approve the appointment of Ms. Cori Lecours, pursuant to the Libraries Act, to review the Sedgewick Public Library's 2017 financial records per the request of the Alberta Municipal Affairs Library Branch with the understanding that at this time there is no conflict of interest between the parties as Ms. Lecours does not sit on the Library board.			

5.12 Proposal of Assessment Services			
2018-03-51	MOTION by Clr. Imlah		CARRIED
That Council approve the three-year agreement for the period April 1, 2018 to March 31, 2021 for assessment services with Wainwright Assessment Group Ltd .			

5.13 Emergency Services Committee – Draft Business Plan			
2018-03-52	MOTION by Clr. Levy		CARRIED
That Council approve the draft Flagstaff Regional Emergency Services Society Business Plan as presented with requisitions to the Town of Sedgewick in the amounts of \$92,960, \$75,748, \$75,772, \$77,118 and \$68,591 from the years 2019 to 2023 respectively.			

6. Reports


6.1 Committee Reports			
2018-03-53	MOTION by Mayor Robinson		CARRIED
That Council formally appoint Clr. Levy to the Flagstaff Rural Crime Watch Association as an adhoc subcommittee of the Citizen's Advisory Committee.			
2018-03-54	MOTION by Clr. Schmutz		CARRIED
That the Committee Reports be accepted as information.			

6.2 Staff Departmental Reports			
2018-03-55	MOTION by Clr. Sparrow		CARRIED
That the Public Works Report be accepted as information.			


6.3 CAO Report			
2018-03-56	MOTION by Clr. Levy		CARRIED
That the CAO Report be accepted as information.			

7. Correspondence

7.1 Alberta Health Services – Municipalities and Cannabis Regulation
7.2 Alberta Cannabis Secretariat – Municipal Fact Sheet
7.3 BRAED – Value-Added Agricultural Project Update
7.4 FRSWMA – Post-Closure Funding Update
7.5 Sedgewick Public Library – Christmas Event 2018
7.6 Letter from AUMA to Minister of Justice – re: advocating for municipalities to receive a share of cannabis excise tax
7.7 ToofartoofastCanada – Motion to ban Cannabis Outlets
7.8 Sedgewick Recreation Centre – December & January Financial Reports
7.9 Letter from W. Cumberland – Tax Arrears
7.10 Flagstaff Intermunicipal Partnership – Presentation from Chair to Council



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2018-03-57	MOTION by Clr. Levy		CARRIED
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That Council direct Administration to send a letter of support to the Sedgewick Library in regards to the Christmas events they are planning for 2018.

2018-03-58	MOTION by Clr. Sparrow		CARRIED
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That the 18% tax penalty imposed to the account of W. Cumberland on January 1st be waived.

2018-03-59	MOTION by Mayor Robinson		CARRIED
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That Council direct Administration to send a letter to the Flagstaff Intermunicipal Partnership Committee stating that as Sedgewick Town Council has no new council members they will respectfully decline Chair Coutt's offer to provide an update of projects at a future council meeting.

2018-03-60	MOTION by Clr. Schmutz		CARRIED
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That the correspondence items be accepted as information.

8. In-Camera

2018-03-61	MOTION by Mayor Robinson		CARRIED
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That the meeting go "In-Camera" at 8:45pm, pursuant to Section 197(2) of the Municipal Government Act, 2000, Chapter M-26 and amendments thereto, and Division 2 of Part 1 of the Freedom of Information & Protection of Privacy Act, Revised Statutes of Alberta 2000, Chapter F-25 and amendments thereto, to discuss the Agenda Items "8.1 Security Upgrades" and "8.2 Recreation Plan" with all persons except Town Council and the CAO excluded from the meeting.

2018-03-62	MOTION by Mayor Robinson		
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That the meeting return to an open meeting at 9:59pm.

8.1 Security Upgrades

2018-03-63	MOTION by Clr. Levy		CARRIED
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That Council approve allocating up to \$8,500 from the Office Equipment Reserve (GL #49712900) towards the purchase of a security/surveillance system, custom server and offsite backup hardware for the Town office and enter into a three-year contract with Nutec Electro-tel for support services.

8.2 Recreation Plan

2018-03-64	MOTION by Clr. Sparrow		CARRIED
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That Council approve allocating \$50,000 from Recreation Operating Reserves (GL #49700997) to the recreation operating budget to use towards hiring the permanent position of Parks Foreman.

9. Round Table/Question Period

None

10. Adjournment

2018-03-65	MOTION by Mayor Robinson		CARRIED
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22-Mar-2018

CAO
22-Mar-2018



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That the meeting be adjourned at 10:04 pm.

Perry Robinson, Mayor

Jim Fedyk, CAO

Mayor
22-Mar-2018

CAO
22-Mar-2018