

The Special Meeting of Sedgewick Town Council was held in the Council Chambers of the Sedgewick Town Office, Sedgewick, Alberta on Thursday, October 22<sup>nd</sup>, 2015 at 6:00 pm.

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

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

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

**Agenda 2015.10.276** MOTION by Clr. G. Imlah that the agenda be approved with the following additions:

*Correspondence:*

A10 - Village of Forestburg Fire Services

*Business:*

B15 - Budget Meeting Dates

B16 - Round Table.

CARRIED.

Correspondence

**SLP** The Sedgewick Lake Park Association (SLP) meeting minutes of June 7<sup>th</sup>, 2015 were reviewed.

**SLP** The SLP Association meeting minutes of August 10<sup>th</sup>, 2015 were reviewed.

**Rec Board** The Sedgewick Rec Board meeting minutes of August 5<sup>th</sup>, 2015 were reviewed.

**RFC** The unapproved Recreation Funding Committee (RFC) meeting minutes of October 8<sup>th</sup>, 2015 were reviewed.

**FIRST** The Flagstaff Initiative to Relationship and Spousal Trauma (FIRST) meeting minutes of June 22<sup>nd</sup>, 2015 were reviewed.

**Flagstaff Physician Recruitment** The Physician Recruitment Committee meeting minutes of September 14<sup>th</sup>, 2015 were reviewed.

**SDAB** Due to the resignation of members from the Flagstaff Regional Subdivision and Development Appeal Board (SDAB) new member appointments were recommended by the Secretary.

**2015.10.277** MOTION by Clr. E. Skoberg that the Town of Sedgewick appoint the following members to the SDAB:

1. Brenda McDermott
2. Gordon Thompson
3. Leslie Cholowsky
4. Linda Simpson
5. Trent Swainson
6. Harold Haugen

*Sedgewick*

CARRIED.

**Flagstaff County** Flagstaff County's Fire Protection for Rural Residents, Update #2, October 14<sup>th</sup>, 2015 was reviewed.

**FFCS** Flagstaff Family and Community Services (FFCS) provided a Director Evaluation for completion. Mayor P. Robinson and CAO Davis to complete the evaluation.

**Village of Forestburg** A notice was received from the Village of Forestburg requesting that Flagstaff County explore the possibility of taking over fire services and contracting such services to the Village.


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

  
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- 2015.10.278 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 August 31<sup>st</sup>, 2015 as attached to and forming part of these minutes.
- 2015.10.279 MOTION by Clr. W. Dame that the Financial Statement for the month ending August 31<sup>st</sup>, 2015 be approved as presented.  
CARRIED.
- Council reviewed the Financial Statement for the month ending September 30<sup>th</sup>, 2015.
- 2015.10.280 MOTION by Clr. G. Sparrow that the Financial Statement for the month ending September 30<sup>th</sup>, 2015 be approved as presented.  
CARRIED.
- Accounts** Council reviewed the issuance of General Cheques and Payroll Cheques for the month ending September 30<sup>th</sup>, 2015 as attached to and forming part of these minutes.
- 2015.10.281 MOTION by Clr. C. Rose to approve issuance of General Cheques #4211-4254, totaling \$63,605.17 and Payroll Cheques #0522-0536, totaling \$19,626.12 for the month ending September 30<sup>th</sup>, 2015.  
CARRIED.
- Committee Reports** Council provided written committee reports to October 22<sup>nd</sup>, 2015 as attached to and forming part of these minutes.
- FIP** Discussion held regarding the Flagstaff Intermunicipal Partnership (FIP) Regional Governance Survey and proposed Fall Forum.
- Mayor P. Robinson, Clr. 's Rose, Dame and potential Clr. Higginson to attend the fall forum.
- Flagstaff County Rebranding** Clr. C. Rose reported attendance to Flagstaff County's rebranding session held on September 24<sup>th</sup>, 2015.
- 2015.10.282 MOTION by Clr. G. Imlah that the Committee Reports be approved as presented.  
CARRIED.
- Public Works Report** A written Public Works report was provided to October 22<sup>nd</sup>, 2015 as attached to and forming part of these minutes.
- 2015.10.283 MOTION by Clr. G. Sparrow that the Public Works report be approved as presented.  
CARRIED.
- CAO Reports** CAO Davis provided a written Administration report to October 22<sup>nd</sup>, 2015 as attached to and forming part of these minutes.
- 2015.10.284 MOTION by Mayor P. Robinson confirming Council's authorization to sign the Fire Services Agreement with Flagstaff County pursuant to email communication on August 14<sup>th</sup>, 2015 with CAO Davis retroactive to January 1<sup>st</sup>, 2015.  
CARRIED.
- Seniors Housing** Council discussed the plans presented by the Flagstaff Regional Housing Group's (FRHG) Building Committee in regards to the proposed ten unit self-contained independent living facility.
- Council measured out room sizes due to public concern and further addressed the closure of the Flagstaff Lodge
- 2015.10.285 MOTION by Clr. G. Sparrow that the property in question being PRT NE8-44-12W4M belongs to the FRHG. It is understood that the Flagstaff Lodge will be demolished and replaced with a ten unit self-contained independent living facility under the auspice of the Government of Alberta. The Town of Sedgewick has no authority over this matter as the decision was made by the FRHG. The Town's responsibility at this time is to deal with the rezoning of the land. Any further questions regarding this matter are to be directed to the FRHG board representatives.  
CARRIED.
- Organizational Restructuring** Administration sought direction of Council regarding the proposal for Organization Restructuring as deferred from September 17<sup>th</sup>, 2015.
- 2015.10.286 MOTION by Clr. C. Rose to defer discussions regarding organizational restructuring until

  
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January 21<sup>st</sup>, 2016 regular council meeting. CARRIED.

**2015.10.287** MOTION by Clr. E. Skoberg that the CAO report be approved as presented. CARRIED.

**Minutes** Council reviewed the minutes of the October 13<sup>th</sup>, 2015 special council meeting.

**2015.10.288** MOTION by Mayor P. Robinson that the minutes of the October 13<sup>th</sup>, 2015 special council meeting be approved as presented. CARRIED.

Business

**Policy Manual - Council** Pursuant to motion 2015.09.091 administration developed a draft policy B.7 titled **Unscheduled Business Communication.**

**2015.10.289** MOTION by Clr. G. Imlah that the Town of Sedgewick adopt policy B.7 Council – **Unscheduled Business Communication** as presented. CARRIED.

**Policy Manual - Elections** Pursuant to motion 2015.09.196 administration developed a draft policy A.5 titled **Municipal Elections - Advanced Poll.**

**2015.10.290** MOTION by Mayor P. Robinson that the Town of Sedgewick adopt policy A.5 **Municipal Elections Advance Poll** as presented. CARRIED.

**Policy Manual - Asset Rotation** Pursuant to motion 2015.09.218 administration developed a draft policy D.1 titled **Public Works - Asset Rotation.**

**2015.10.291** MOTION by Clr. E. Skoberg that the Town of Sedgewick adopt policy D.1 **Public Works - Asset Rotation** as amended. CARRIED.

**Capital Purchase - Asset Replacement** In accordance with the municipal budget and asset rotation policy three quotes were received for the purchase of a new ½ ton public works truck.

**2015.10.292** MOTION by Clr. C. Rose that the quote provided by Campbell McLennan Chrysler for a 2016 Dodge Ram be accepted in the amount of \$27,128.25 + GST. CARRIED.

**RFC** The RFC provided recommendations for the award of Phase II grant applications.

**2015.10.293** MOTION by Clr. E. Skoberg that Council approve the RFC recommendation for Phase II recreation grants:  

- Battle River Football Association - \$3,000;
- Sedgewick Mixed Bowling League - \$7,500 noting the need to focus on fundraising in the future;
- Sedgewick Playschool - \$5,000.

CARRIED.

**2015.10.294** MOTION by Clr. G. Sparrow directing administration to prepare a letter addressed to Flagstaff County seeking an update on recreation funding for 2016 and the benefits such financial assistance has garnered for the region. CARRIED.

**SPL** The Sedgewick Public Library’s (SPL) 2016 proposed budget was presented.

**2015.10.295** MOTION by Clr. C. Rose that the Town of Sedgewick approve the SPL 2016 budget as presented with a municipal operating grant of \$6,550. CARRIED.


**PRL** The Parkland Regional Library’s (PRL) 2016 proposed budget was presented.


**2015.10.296** MOTION by Clr. C. Rose that the Town of Sedgewick approve the 2016 PRL budget as presented with a \$6,753 requisition. CARRIED.

**FIP** FIP’s 2016 proposed budget was presented.


**2015.10.297** MOTION by Mayor P. Robinson that the 2016 FIP budget be approved as recommended by the committee with a requisition of \$8,613.60 for the Town of Sedgewick. CARRIED.

**2015.10.298** MOTION by Mayor P. Robinson that Council support the FIP Committees recommendation to apply for an application for an ACP grant for Phase II of the Regional Governance Study with the Village of Forestburg being the Managing Partner. CARRIED.

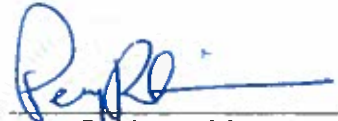
  
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- Request for Funding** Pursuant to the delegation of September 17<sup>th</sup>, 2015 a request for financial assistance of the Mennonite Liaison Program was presented.
- 2015.10.299** MOTION by Clr. G. Imlah that Council defer any actions for financial contributions to the Mennonite Liaison Program until a more detailed budget is prepared and a specific financial request is made. CARRIED.
- CAO Contract** Pursuant to motion 2015.07.186 the Administrative Committee presented a template CAO Contract.
- 2015.10.300** MOTION by Clr. G. Imlah that Council approve the template CAO Contract as recommended by the Administration Committee. CARRIED.
- Employment Policy** A revised Employee Policy was presented for review.
- 2015.10.301** MOTION by Clr. C. Rose that Council approve the revised Employee Policy Manual as recommended by the Administration Committee. CARRIED.
- Salary Chart** A revised salary chart was presented for review.
- 2015.10.302** MOTION by Mayor P. Robinson that Council approve the revised Salary Chart as recommended by the Administrative Committee. CARRIED.
- In - Camera**  
**2015.10.303** MOTION by Mayor P. Robinson to go in-camera at 8:26 PM to discuss personnel with all persons excluded except Town Council. CARRIED.
- Revert**  
**2015.10.304** MOTION by Mayor P. Robinson to revert to regular meeting at 9:13 PM. CARRIED.
- 2015.10.305** MOTION by Mayor P. Robinson that based on the discussion held in camera any action be deferred to the November 19<sup>th</sup>, 2015 council meeting in accordance with the annual review. CARRIED.
- IDP** Flagstaff County sent an application for rezoning of NE5-44-12-W4M.
- 2015.10.306** MOTION by Mayor P. Robinson that the Town support the rezoning of NE5-44-12 W4M from Multi-lot Country Residential to Highway Commercial and that should rezoning proceed that the Intermunicipal Development Plan be updated to reflect such revisions in 2016. CARRIED.
- Fire Services** Discussion held regarding Fire Services and Shared Equipment.
- 2015.10.307** MOTION by Clr. E. Skoberg that the Town of Sedgewick accept the valuation of the Pumper Midship Side control, 2008 Freightliner LLC Chassis Serial #1FVACYBS68HHZ81008 and purchase the unit based on the value of \$152,501.17 at 50% being \$76,250.59 which would be all inclusive to accessories and equipment that have been purchased between the Town of Sedgewick and Flagstaff County since 2008. CARRIED.
- 2015.10.308** MOTION by Clr. E. Skoberg directing administration to send an invitation to Flagstaff County in an effort to have an open discussion regarding fire services and further that the Town's attendance at such a meeting consist of Clr.'s Skoberg, Imlah with Sparrow as an alternate with the exclusion of administration and further that Flagstaff County set any additional terms for a meeting. CARRIED.
- Unstoppable Conversations** Clr. E. Skoberg attended the Unstoppable Conversations on October 2<sup>nd</sup>-3<sup>rd</sup>, 2015 arranged through Generative Conversations. A review of the presentation was provided.
- Special Meeting Dates** Council discussed dates for a special budget meeting.
- 2015.10.309** MOTION by Clr. W. Dame that December 3<sup>rd</sup>, 2015 be set for a special budget meeting at 5:00 PM. CARRIED.
- Round Table** A round table session was held. Discussion ensued.
- Adjournment**  
**2015.10.310** MOTION by Mayor P Robinson for adjournment at 10.05 PM. CARRIED.

  
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CAO



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Perry Robinson, Mayor



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Amanda Davis, CAO



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CAO