

The Regular Meeting of Sedgewick Town Council was held in the Council Chambers of the Sedgewick Town Office, Sedgewick, Alberta on Thursday February 20<sup>th</sup>, 2014 at 7:00 pm.

<b>Present</b>	Clem St. Pierre	Mayor
	Perry Robinson	Councillor
	Fred Watkins	Councillor
	Carol Williams	Councillor
	Wayne Dame	Councillor
	Greg Sparrow	Councillor
	Cindy Rose	Councillor
<b>Present</b>	Amanda Davis	Chief Administrative Officer
	Lindsay Dallyn	Recording Secretary

**Call to Order** Mayor St. Pierre called the meeting to order at 7:11 pm.

**Agenda**

**2014.02.29**

MOTION by Clr. W. Dame that the agenda be approved with the following additions:

**Correspondence**

6A. Flagstaff County – Meeting Request

**Committee Report** – Mayor St. Pierre

**Business**

10B. Public Works Concern

CARRIED.

**Correspondence:**

**Tri-County Job Fair**

The Battle River Training Hub, Flagstaff County, Beaver County, Paintearth County and Alberta Works are hosting a Tri-County Job & Career Fair Wednesday May 21<sup>st</sup>, 2014 at the Killam Arena.

**PFFF**

The Parents for Fun in Flagstaff (PFFF) is accepting proposals to host the 2014 End of Summer Celebration Movie in the Park; application deadline, March 31<sup>st</sup>, 2014.

**2014.02.30**

MOTION by Clr. C. Rose directing Administration to submit a proposal to host the 2014 End of Summer Celebration Movie in the Park. CARRIED.

**Red Surge Ball**

The 8<sup>th</sup> Annual Red Serge Ball will be held March 29<sup>th</sup>, 2014 at the Killam Community Hall; proceeds go to Flagstaff Victim Services and Flagstaff Public Libraries.

**Flagstaff County**

Flagstaff County submit a letter to the Minister of Municipal Affairs, Honourable Ken Hughes, regarding the grant to be provided to the Big Knife Lodge in Forestburg.

**Flagstaff County**

Flagstaff County invited Council and CAO Davis to a meeting regarding Senior's Housing at the County Office March 3<sup>rd</sup>, 2014 from 7:00 p.m. to 9:00 pm; Mayor, St. Pierre, Clr.'s Watkins, Dame, Williams, Rose and CAO Davis to attend.

**Flagstaff County**

Flagstaff County invited two members of Council and/or Administration to attend the Economic Development Workshop on March 13<sup>th</sup>, 2014 from 3:00 p.m. – 8:00 p.m. at the Flagstaff County Office; Clr.'s Watkins, Rose and Dame to attend.

**LOC**

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

**2014.02.31**

MOTION by Clr. P. Robinson to accept correspondence items and file as information. CARRIED.

**Delegation:**

Auditor, Brian King entered the meeting at 8:30 p.m.

**TOS Audit**

King presented the Town of Sedgewick's audited Financial Statement for the year ending December 31<sup>st</sup>, 2013.

**2014.02.32**

MOTION by Clr. P. Robinson that the Town of Sedgewick transfer \$260,973 to the recreation reserve account. CARRIED.





19-Mar-14  
Mayor




19-Mar-14  
CAO


- 2014.02.33 MOTION by Clr. C. Rose that Council approve the Town of Sedgewick's audited Financial Statement for the year ending December 31<sup>st</sup>, 2013 as amended. CARRIED.
- Departure** King departed at 9:00 p.m.
- Recess**
- 2014.02.34 MOTION by Clr. P. Robinson to recess the meeting at 9:04 p.m. CARRIED.
- Reconvene**
- 2014.02.35 MOTION by Clr. P. Robinson that the meeting reconvene at 9:10 p.m. CARRIED.
- Financial Statements** Council reviewed the Financial Statement for the month ending January 31<sup>st</sup>, 2014, as attached to and forming part of these minutes.
- 2014.02.36 MOTION by Clr. C. Williams to approve the financial statement for the month ending January 31<sup>st</sup>, 2014 as presented. CARRIED.
- MGA Section 172** Pursuant to Section 172 of the Municipal Government Act (MGA) Clr. C. Williams declared a pecuniary interest in the next item.
- Accounts** Council reviewed the issuance of General Cheques and Payroll Cheques for the month ending January 31<sup>st</sup>, 2014 as attached to and forming part of these minutes.
- 2014.02.37 MOTION by Clr. P. Robinson to approve issuance of General Cheques #3055-3126, totaling \$228,073.75 and Payroll Cheques #0165-0176, totaling \$16,475.93 for the month ending January 31<sup>st</sup>, 2014. CARRIED.
- Committee Reports:** Council provided written reports to February 20<sup>th</sup>, 2014 as attached to and forming parts of the minutes.
- Mayor St. Pierre submit his committee report to February 20<sup>th</sup>, 2014 as an addition attached to and forming part of the minutes.
- Lake Board** Clr. P. Robinson reported attendance to the Sedgewick Lake Park Association Board Meeting on February 9<sup>th</sup>, 2014.
- Hall Board** The Sedgewick Community Hall board sought Council's support regarding Richard Debock's appointment as a volunteer member.
- 2014.02.38 MOTION by Clr. C. Williams that Council appoint Richard Debock to the Community Hall Board, effective February 20<sup>th</sup>, 2014. CARRIED.
- 2014.02.39 MOTION by Clr. P. Robinson that the committee reports be approved as presented. CARRIED.
- Public Works Report:** A written Public Works report was provided to February 20<sup>th</sup>, 2014 as attached to and forming part of these minutes.
- 2014.02.40 MOTION by Clr. G. Sparrow that the Public Works report be approved as presented. CARRIED.
- CAO Report:** CAO Davis provided a written Administration report to February 20<sup>th</sup>, 2014 as attached to and forming part of these minutes.
- Harvest Operations** Harvest Operations donated \$750 towards new bunker gear for the Sedgewick Volunteer Fire Department.
- Community Hall** The Legion donated \$488.25 towards the Sedgewick Community Hall.
- DEM** The Town of Sedgewick Director of Emergency Management successfully completed the ICS100 Training Course.

  
19-Mar-14  
Mayor

  
19-Mar-14  
CAO

- Transportation** A Transportation Committee meeting with Alberta Transportation, Bill Heaslip, is to be held March 13<sup>th</sup>, 2014 at 11:00 a.m.; Clr's St. Pierre, Watkins and Williams to attend.
- TOK** A supper meeting with the Town of Killam is to be held February 27<sup>th</sup>, 2014 at the County Office.
- 2014.02.41** MOTION by Clr. P. Robinson that the CAO report be approved with the amendments;  
Regional Recreation Meeting, Flagstaff County, should state "... attendance with Clr's Sparrow, Robinson", *not* "Sparrow, Watkins". CARRIED.
- Minutes:** Council reviewed the minutes of the January 23<sup>rd</sup>, 2014 regular council meeting.
- 2014.02.42** MOTION by Clr. W. Dame that the minutes of the January 23<sup>rd</sup>, 2014 regular council meeting be approved as presented. CARRIED.
- Business:**  
**MSI Operating** Council reviewed an update on Municipal Sustainability Initiative (MSI) Operating Funding.
- 2014.02.43** MOTION by Clr. P. Robinson to approve the remaining allocation of the 2012 MSI Operating funding in the amount of \$28,819 to the Central High Sedgewick Public School (CHSPS) Playground replacement project. CARRIED.
- CHSPS Parent Support Assoc.** Item addressed in conjunction with business item number one.
- Emergency Management** Council reviewed the vacancies within the Town of Sedgewick Emergency Management Plan.
- 2014.02.44** MOTION by Clr. C. Rose that Council appoint Mayor St. Pierre and Clr. Robinson to serve on the Emergency Management Committee pursuant to the Municipal Emergency Management Bylaw #485. CARRIED.
- 2014.02.45** MOTION by Clr. P. Robinson that Council appoint Richard Debock as the Deputy Director of Emergency Management effective February 20<sup>th</sup>, 2014. CARRIED.
- 2014.02.46** MOTION by Clr. C. Williams that Council appoint Clr. F. Watkins as the Emergency Management Public Information Officer effective February 20<sup>th</sup>, 2014. CARRIED.
- 2014.02.47** MOTION by Clr. G. Sparrow that Council appoint Clr. W. Dame as the Emergency Management Security Officer effective February 20<sup>th</sup>, 2014. CARRIED.
- 2014.02.48** MOTION by Clr. F. Watkins that Council appoint CAO Davis as the Emergency Management Scribe effective February 20<sup>th</sup>, 2014. CARRIED.
- RESC** The Regional Fire Chief Services Agreement expires December 31<sup>st</sup>, 2014; notice of renewal required prior to April 1<sup>st</sup>, 2014.
- 2014.02.49** MOTION by Clr. C. Williams that Council support the renewal of the Regional Fire Chief Services Agreement as presented. CARRIED.
- RESC** The Fire Services Agreement expires December 31<sup>st</sup>, 2014; notice of renewal required prior to April 1<sup>st</sup>, 2014.
- 2014.02.50** MOTION by Clr. P. Robinson that Council support the renewal of the Fire Services Agreement as presented. CARRIED.
- Bylaw # 508** Fees and Charges Bylaw #508 was presented for approval.
- 2014.02.51** MOTION by Clr. P Robinson to give first reading of Bylaw #508. CARRIED.
- 2014.02.52** MOTION by Clr. G. Sparrow to give second reading of Bylaw #508. CARRIED.

  
19-Mar-14  
Mayor

  
19-Mar-14  
CAO

- 2014.02.53 MOTION by Clr. F. Watkins that Council have a third reading of Bylaw #508. CARRIED.
- 2014.02.54 MOTION by Clr. C. Rose that Council have third and final reading of Bylaw #508. CARRIED.
- TOS Council reviewed the Town of Sedgewick's Ethical Guidelines of Conduct for Members of Council.
- 2014.02.55 MOTION by Clr. P. Robinson that Council adopt the Town of Sedgewick's Municipal Code of Conduct as presented.

Town of Sedgewick

**Ethical Guidelines of Conduct for Members of Council**

The proper operation of democratic local government requires that elected officials be independent, impartial and duly responsible to the people.

To this end it is imperative that:

- Government decisions and policy be made through the proper channels of government structure.
- Public office not to be used for personal gain.
- The public have confidence in the integrity of its government.

Accordingly it is the purpose of these guidelines of conduct to outline certain basic rules for elected municipal government officials in Alberta so that they may carry out their entrusted duties with impartiality and dignity, recognizing that the function of council members is, at all times, service to their community and the public.

To further these objectives, certain ethical principles should govern the conduct of members of council in Alberta in order that they shall maintain the highest standards in public office and faithfully discharge the duties of office.

**Member of Council Shall:**

1. Govern their conduct in accordance with the requirements and obligations set out in the municipal legislation of the Province of Alberta.
2. Not use confidential information for the personal profit of themselves or any other person.
3. Not communicate confidential information to anyone not entitled to receive same.
4. Not use their position to secure special privileges, favours, or exemptions for themselves or any other person.
5. Preserve the integrity and impartiality of Council.
6. For a period of twelve (12) months after leaving office, abide by the ethical standards of conduct listed above, except those related to confidential information which shall apply in perpetuity.

Members of a Municipal Council shall not assume that any unethical activities not covered by or specifically prohibited by these ethical guidelines of conduct, or by any legislation, are therefore condoned.

Member of this Council agree to uphold the intent of these guidelines and to govern their actions accordingly. CARRIED.

- Phoenix Land Agents Council received a letter from Phoenix Land Services on behalf of Enbridge Pipelines Inc. requesting permission to temporarily utilize the Town of Sedgewick's road (NW 16-44-12 W4M) in order to access the proposed pipeline and for permanent pipeline crossing consent in various locations (NE 24-44-13 W4M & SW 16-44-12-W4M).


- 2014.02.56 MOTION by Clr. F. Watkins that Council approve the temporary use of the existing road as described in Schedule A. CARRIED.


- 2014.02.57 MOTION by Clr. F. Watkins that Council approve the permanent pipeline crossing as described in Schedule A. CARRIED.

- BRWA Council received an update regarding involvement with the Battle River Watershed Alliance (BRWA).

Council directed Administration to distribute information to Town residents regarding ways to protect our water source and solutions for decommissioning private water wells.

- Public Works Discussion held regarding repairs to the bucket truck.

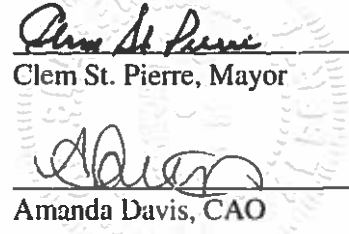
  
 19-Mar-14  
 Mayor


  
 19-Mar-14  
 CAO


Adjournment  
2014.02.58


MOTION by Clr. P. Robinson for adjournment at 10:04 p.m.


CARRIED.



  
Clem St. Pierre, Mayor

  
Amanda Davis, CAO

  
19-Mar-14  
Mayor

  
19-Mar-14  
CAO