



Town of Penhold

REGULAR MEETING MINUTES

April 13th, 2015
Town Council Chambers

Council

Mayor:

Mayor Dennis Cooper

Staff

CAO

Rick Binnendyk – CAO

Dallis Smith – Legislative Assistant

Councillors:

Kathy Sitter
Mike Walsh
Mike Yargeau
Julia King
Sharolyn Sánchez

Staff – Tricia Willis Corporate Services Manager

Guest

Katie Barron – Heywood Holmes LLP – Presenter.
John Nesom – Resident Observer
Monique McBride – Resident Observer
Jean Orchison – Resident Observer

Absent

Cory Kingsfield

Mayor Cooper called the meeting to order at 6:00 pm.

1. ADDITIONS to the AGENDA

1.1. Additions, Deletions or Changes to the Agenda.

1.2. Adoption of the Agenda with the request to Delete Item #6.1. – Charity Check stop request for Community TIES.

2015-137

Councillor Sitter moved to adopt the agenda for April 13th, 2015 as amended.

CARRIED

2. MINUTES

2.1. Adoption of Minutes for Regular Council Meeting March 23rd, 2015.

2015-138

Councillor Sánchez moved to accept the Regular Council meeting minutes as amended for March 23rd, 2015.

CARRIED

3. BUSINESS ARISING OUT OF THE MINUTES

None

4. DELEGATIONS /PRESENTATIONS

4.1. Presentation to Council – Heywood Holmes & Partners LLP: 2014 Financial Audit for Town of Penhold. Financial Statements for December 31, 2015.

Katie Barron presenting

- All items distributed to Council prior to Council Meeting.
- Ms. Barron went through each page with descriptions.
- No questions along the presentation.
- Page 20 – Mayor Cooper asked for Clarification around benefits for Mayor and Council.
- Overall Town of Penhold is in a healthy financial position to move forward. The financial forecast is positive for Town of Penhold.

2015-139

Councillor Yargeau moved to accept the Presentation made by Katie Barron representing Heywood Holmes & Partners LLP of the year ended December 31st, 2014 financial statements for Town of Penhold.

CARRIED

2015-140

Councillor Walsh moved to accept the 2014 Financial Statement for December 31, 2015 for approval and signing by Mayor Cooper and CAO Rick Binnendyk.

CARRIED

5. REPORTS

5.1. Financial

a. Monthly Financial Accounts for Payments and Online Payments.

2015-141

Councillor Yargeau moved to approve the online payments for March 19th – April 8th, 2015 accounts and online payments statement as presented.

CARRIED

b. Investment Statement for Town of Penhold for February 28th, 2015.

2015-142

Councillor Sánchez moved to approve the February 28th, 2015 Investment Statement for the Town of Penhold as presented.

CARRIED

5.2.

Mayor Cooper – Report Summary

- Committee of the Whole/SRDWC meeting/Easter event at Multiplex/EDA 3 day Conference in Kananaskis – great presentations on Small Businesses for Small

Towns/Waste Commission meeting coming up/Annual Meeting for Regional Sewage commission.

2015-143

Councillor King moved that the Town investigate and forward a letter to the Central Waste Management Commission recommending dissolution of the commission.

IN Favour: Mayor Cooper, Councillor(s) King, Sánchez, Sitter

Opposed: Walsh, Yargeau

CARRIED

2015-144

Councillor King moved that the Mayor Cooper's verbal report be accepted as information.

CARRIED

5.3.

CAO Mr. Binnendyk

- Distributed in council.
- Covered Highlights of the report.

2015-145

Councillor Sitter moved to accept the CAO's report as information.

CARRIED

5.4

Fire Department – Jim Pendergast

- Distributed in Council Package

2015-146

Councillor Walsh moved to accept the Fire Department Report for information.

CARRIED

5.5

Public Works – Nancy McAteer

- Distributed in Council Package
- Dirt in front of Penhold Manor? Who originally did the digging and when will it be resolved. Follow up item for public works.

2015-147

Councillor Yargeau moved to have administration place down sod in this spot in front of the Penhold Manor to repair the damage from the past digging.

CARRIED

2015-148

Councillor King moved to accept the Public Works monthly report as information.

CARRIED

Mayor Cooper moved to break at 7:00pm

Mayor Cooper motioned to reconvene at 7:15pm

5.6

Multiplex – Michael Szewczuk

- Distributed in Council Package

2015-149

Councillor Sánchez moved to accept the Multiplex monthly Manager report as information.
CARRIED

6. NEW BUSINESS

None

7. OUTSTANDING BUSINESS

7.1. Strategic Priorities & Planning Document 2013-2017.

2015-150

Councillor Sitter moved to have council approve the Town of Penhold Strategic Priorities & Planning Document 2013-2017.

In Favour: Mayor Cooper, Councillor(s) Walsh, Sánchez, King

Opposed: Councillor Yargeau

CARRIED

8. REPORTS from COUNCIL BOARDS and COMMITTEES (Formal Reports)

8.1. Central Waste Management Commission (CWMC) communication items for acceptance.

- Minutes from January 22, 2015
- Financial Statement for year ended December 31st, 2015.

2015-151

Councillor Sánchez moved to accept the communication package from the CWMC for information.

CARRIED

8.2. Penhold & District Library information package items for acceptance by council for information.

- Penhold & District Library 2014 – A year in Review newsletter
- Penhold & District Library 2014 Financial Statement
- Penhold & District Library 2015 Board Members

2015-152

Councillor Yargeau moved to accept the communication package from the Penhold & District Library for information.

CARRIED

2015-153

Councillor Sitter moved to accept the 2015 Board Members for the Penhold & District Library.

CARRIED

- 8.3. **Parkland Community Planning Services meeting minutes from February 18th, 2015 for information.**

2015-154

Councillor Sánchez moved to accept the Parkland Community Planning Meeting minutes from February 18th, 2015 for information.

CARRIED

9. BYLAW(s)

- 9.3. **Bylaw #719.15 Chief Administrative Officer Bylaw – First, Second and proceed to third and final reading with the Amendment of Section 7 will now be indicated “Not applicable” for section 7.**

2015-155

Councillor King moved to accept the First (1st) Reading of Bylaw #719.15 Chief Administrative Officer Bylaw with Section 7 as amended.

CARRIED

2015-156

Councillor Sánchez moved to accept the Second (2nd) Reading of Bylaw #719.15 Chief Administrative Officer Bylaw.

CARRIED

2015-157

Councillor Sitter moved to grant permission to proceed with Third (3rd) and Final Reading of Bylaw #719.15 Chief Administrative Officer Bylaw.

CARRIED

2015-158

Councillor Walsh moved to accept the Third (3rd) and Final Reading of Bylaw #719.15 Chief Administrative Officer Bylaw.

CARRIED

10. CORRESPONDENCE and INFORMATION

- 10.1. **General Correspondence**

2015-159

Councillor King moved to have a committee create and submit a Nomination for the CAO of the Town of Penhold through the AUMA for Awards of Excellence 2015.

CARRIED

2015-160

Councillor Walsh moved to recognize a day of Mourning for April 28th, for WCB workers that have been killed, injured or disabled at work. As per direction within request, flags to be set at half-mast for the day.

CARRIED

2015-161

Councillor Sitter moved to have Mayor Cooper attend on behalf of the Town of Penhold, the Caroline & District Big Horn Rodeo Parade.

CARRIED

2015-162

Councillor Sitter moved to accept all correspondence for information.

CARRIED

11. COUNCIL REPORTS

Councillor Yargeau

- Photos provided for snow issue behind manor.

Councillor Walsh

- Website meeting/Easter Event/Strategic planning meeting/Alberta Transportation Meeting/Secondary suites open house/Spring Cleanup question for suggestion of kick it to the curb/Playground at Hawkridge with diagrams for swing set requirements.

2015-163

Councillor Walsh moved to have administration add “kick it to the curb” to the Town of Penhold spring clean-up period. May 22nd – June 1st, 2015.

AND FURTHER: that a communication plan getting the information out to residents is done.

CARRIED

2015-164

Councillor Walsh moved to have Public Works lower the swings located at Hawkridge BLVD as per Alberta Health recommended Specifications.

CARRIED

Councillor Sitter

- Strat plan/Alberta transportation/Community TIES/Community Service Advisory Board/Plant Sale coming up with Museum,/Fall Festival meeting/Vendors Market will be moving to Sundays 2:00-5:00

2015-165

Councillor Sitter moved to have administration move forward with crosswalk designs work for signage on Highway 2A, Waskasoo Avenue and Highway 42.

CARRIED

Councillor Kingsfield

- Absent

Councillor King

- Easter Event/Strategic Plan/Alberta Transportation/Penhold Market comments/Secondary Suites Open House

Councillor Sánchez

- Website Meeting/Mayor's Prayer Breakfast Red Deer/Library brochure meeting/SDAB Training/Strat Plan meeting/Secondary suites open house/Museum meeting/CSAB/Fall Festival Event – After Hours for evening event

2015-166

Councillor Walsh moved to accept council Reports for information.

CARRIED

12. QUESTIONS FROM GALLERY

12.1.

- Grass Clippings program question
- Community TIES maintenance - who is responsible? Shingles.
- Fence at Sea Pacific - Administration to follow up.
- Pave in the back of Manor suggestion.
- Vehicle, Truck and Motorcycle noise in town?

2015-167

Councillor Yargeau moved that administration do a follow up on the dilapidated fence on Fleming Avenue by sea pacific.

CARRIED

2015-168

Councillor Sitter moved to go in Camera at 8:07pm for Contract Matters discussion.

CARRIED

13. IN CAMERA

2015-169

Councillor Sitter moved to come out of Camera at 8:23pm.

CARRIED

2015-170

Councillor Walsh moved that Administration be granted permission to negotiate a possible settlement with Alberta Infrastructure for the mezzanine area within the Multiplex.

In Favour: Mayor Cooper, Councillor(s) Walsh, King, Yargeau, Sitter

Opposed: Councillor Sánchez

CARRIED

14. **ADJOURNMENT**

2015-171

Councillor Yargeau moved to adjourn Council Meeting at 8:24pm

CARRIED

Mayor

CAO