

The Regular Meeting of Sedgewick Town Council was held in the Council Chambers of the Sedgewick Town Office, Sedgewick, Alberta on Thursday October 20th, 2011 at 7:35 pm.

Present	Helen Whitten	Mayor
	Tom Chaisson	Councillor
	Clem St. Pierre	Councillor
	Barbara McArthur	Councillor
	David Wylie	Councillor
	Pat Whitehead	Councillor
	Cory Gagnon	Councillor

Present	Amanda Davis	Acting Chief Administrative Officer
	Lorna Polege	Municipal Secretary
	Sarah Zimmer	Municipal Intern

Call to Order Mayor Whitten called the meeting to order at 7:35 pm.

Agenda MOTION by Clr. C. Gagnon that the agenda be approved with the following additions:

2011.10.599

Business:

10. Municipal Sustainability Initiative Capital Funding
11. Village of Loughheed 100th Anniversary

CARRIED.

Correspondence:
Finding Balance

Alberta Centre for Injury Control & Research sought support proclaiming November as Seniors' Fall Prevention Month.

2011.10.600

MOTION by Clr. D. Wylie that the Town of Sedgewick proclaims November as Seniors' Falls Prevention Month:

WHEREAS seniors are a vital part of our families, communities and province, giving generously of the wisdom, experience and love; and

WHEREAS one in three seniors will fall each year, with 50% of the falling repeatedly; and

WHEREAS seniors have 9 times more falls than other groups in Alberta; and

WHEREAS falls amount our seniors will result in over 7,200 hospital admissions and over 19,400 emergency department visits each year; and

WHEREAS falling, and the fear of falling, can lead to depression and hopelessness, loss of mobility, and loss of independence; and

WHEREAS individuals and organizations from a multitude of disciplines across Alberta are working together to increase awareness of this issue and encourage Albertans to take steps to prevent falling; and

WHEREAS the quality of life is improved for Alberta seniors who remain healthy, active and independent;

NOW THEREFORE, I, Mayor, Helen Whitten, do hereby proclaim the month of November 2011 to be *Seniors' Falls Prevention Month* in Sedgewick. CARRIED.

Flagstaff County Information was provided regarding the Flagstaff County Business of the Month Program.

2011.10.601

MOTION by Clr. T. Chaisson to accept all correspondence items and file as information.

CARRIED.

Delegation:

Public Works

Public Works Foreman, T. Langton entered the meeting at 7:45 pm.

Langton reported on Public Work activities to October 20th, 2011.

Discussion held regarding the urgency of a third public works employee. Langton informed that a third employee is required once a suitable candidate is found. Council directed Administration to continue advertising for a public works position.

Lake Park


Sedgewick Lake Park Vice President, R. Djos and Director, S. Higginson entered the meeting at 8:00 pm.

- Dump Site** Discussion held regarding the dump site on the SE quarter section near the Sedgewick Lake. The Lake Board requested input into the location of the new dump site. The Lake Board offered to meet with the Public Works Committee and Public Works to view/determine an appropriate location for the new site.
- Departures** Djos and Higginson departed at 8:15 pm.
Langton departed at 8:16 pm.
- 2011.10.602** MOTION by Clr. D. Wylie that the Public Works Committee and Public Works Foreman Langton meet with the Lake committee to determine a new location for the dump site. CARRIED.
- Financial Statement** Council reviewed the Financial Statement for the month ending September 30th, 2011.
2011.10.603 MOTION by Clr. C. St. Pierre to approve the Financial Statement for the month ending September 30th, 2011. CARRIED.
Council directed Administration to obtain quotes for well servicing.
- Accounts** Council reviewed the issuance of general cheques and payroll cheques for the month ending September 30th, 2011.
- 2011.10.604** MOTION by Clr. P. Whitehead to approve issuance of General Cheques #1454-1516 totaling \$115,264.83 and Payroll Cheques #4799-4811 totaling \$16,498.89 for the month ending September 30th, 2011 as attached to and forming part of these minutes. CARRIED.
- Committee Reports** Council provided written reports to October 20th, 2011 as attached to and forming part of these minutes.
- SBA** Mayor Whitten reported attendance to Flagstaff County's Small Business Awards evening in Galahad on October 19th, 2011; accompanied by A. Davis and L. Polege.
Council directed Administration to send a congratulatory letter to Bonness Oilfield Supply Limited for receiving the 2011 Small Business, Community Spirit Award.
- Lions Club** Clr. C. St. Pierre reported on behalf of the Sedgewick Lions Club.
 - The Lions Club volunteered their time and planted twenty-five (25) trees throughout the Town on October 10th, 2011
Council directed Administration to acknowledge the Sedgewick Lions Club volunteer efforts in both the Community Press and in the Town Newsletter.
- FFCS** Clr. D. Wylie reported on the Flagstaff Family & Community Services (FFCS) meeting on October 12th, 2011.
- FFCS Budget** Council reviewed FFCS's 2012 proposed budget.
- 2011.10.605** MOTION by Clr. D. Wylie that the Town of Sedgewick approve the 2012 FFCS Budget at \$7.10 per capita. CARRIED.
- Golf Club** Clr. D. Wylie reported on the Sedgewick Golf Club's Annual General meeting on October 19th, 2011.
- Fire Dept.** Clr. C. Gagnon reported on the Sedgewick Fire Department meeting on October 6th, 2011.
 - New member – Rob Djos.
- 2011.10.606** MOTION by Clr. T. Chaisson to appoint R. Djos as a member of the Sedgewick Fire Department. CARRIED.
- Recreation** Clr. P. Whitehead reported on the Sedgewick & District Recreation Board meeting on October 15th, 2011.
- 2011.10.607** MOTION by Clr. T. Chaisson to accept Committee Reports as presented. CARRIED.
- Administration Report** A. Davis provided a written Administration Report to October 20th, 2011 as attached to and forming part of these minutes.
- Recreation Funding** Council directed Administration to seek clarification on Flagstaff County's Recreation Capital and Operational funding applications.


- Trees** Discussion held regarding the development of a tree replacement/removal policy.
- CAO Supper** Mizane's Family Restaurant submitted an invoice for the fairwell supper held on October 14th, 2011; Council authorized 10% gratuity.
- Stalled Development** Administration provided on update on the stalled development at Plan 792 0256, Block 01, Lot 10.
- 2011.10.608** MOTION by Clr. P. Whitehead that the Town of Sedgewick issue a Stop Order on Plan 792 0256, Block 01, Lot 10 immediately, stating:
- Soffit
 - Fascia
 - Eavestroughs
 - Siding
 - Exterior Doors
 - Garage Doors
- be complete within sixty (60) days. If the work is not completed the Town of Sedgewick will proceed with the exterior completion and charge it to the tax roll. CARRIED.
- Land Use Bylaw** Council directed Administration to investigate Land Use Bylaws regarding development/completion clauses.
- 2011.10.609** MOTION by Clr. C. Gagnon to accept the Administration Report as presented. CARRIED.
- 2011.10.610** MOTION by Clr. D. Wylie to recess the meeting at 9:35 pm. CARRIED.
- 2011.10.611** MOTION by Clr. C. Gagnon that the meeting reconvene at 9:45 pm. CARRIED.
- Minutes:**
- Council Meeting** Council reviewed the minutes of the September 15th, 2011 Regular Council Meeting.
- 2011.10.612** MOTION by Clr. P. Whitehead that the minutes of the September 15th, 2011 Council meeting be approved as presented. CARRIED.
- Matters Arising**
- Sedgewick Lake** Discussion held regarding the visual appearance of the swimming hole at the Sedgewick Lake Park. Council directed T. Chaisson to seek clarification from the Lake Park regarding future plans for the site and report at the next Council meeting.
- SKNGS** Administration provided clarification as requested regarding the Sedgewick Killam Natural Gas System (SKNGS) 2010 unaudited Financial Statement.
- 2011.10.613** MOTION by Clr. C. Gagnon that the Town of Sedgewick approve the SKNGS 2010 unaudited Financial Statement as presented. CARRIED.
- Special Meeting** Council reviewed the minutes of the October 3rd, 2011 Special Meeting.
- 2011.10.614** MOTION by Clr. D. Wylie that the minutes of the October 3rd, 2011 Special Meeting be approved as presented. CARRIED.
- Business:**
- PRL Budget** Parkland Regional Library (PRL) proposed 2012 budget was presented.
- 2011.10.615** MOTION by Clr. B. McArthur that the Town of Sedgewick approve PRL 2012 budget as presented; \$7.07 per capita (\$6,299.37 per annum). CARRIED.
- MEMB #485** Municipal Emergency Management Bylaw #485 was presented for review.
- 2011.10.616** MOTION by Clr. P. Whitehead to give second reading of Bylaw #485. CARRIED.
- 2011.10.617** MOTION by Clr. T. Chaisson to give third reading of Bylaw #485. CARRIED.
- Canadian Heritage Grant Application** Canadian Heritage is providing financial support for the 2012 Diamond Jubilee community celebrations to mark the 60th anniversary of the reign of Her Majesty the Queen of Canada. Administration sought direction on an event.
- 2011.10.618** MOTION by Clr. B. McArthur that the Town of Sedgewick submit an application to the Canadian Heritage – 2012 Diamond Jubilee Community Celebration Grant to host a Block/Tree Planting Party on August 14, 2012 to mark the reign of Her Majesty the Queen of Canada. CARRIED.

- FRSWMA Recycling Proposal** Flagstaff Regional Solid Waste Management Association (FRSWMA) presented a Regional Community Paper Recycling Program.
- 2011.10.619** MOTION by Clr. P. Whitehead that the Town of Sedgewick supports FRSWMA Regional Community Paper Recycling Initiative proposal with funding scenario two; placement of bins in the larger communities within Flagstaff County with a \$1.00 per capita requisition. CARRIED.
- Recycling Bins** Discussion held regarding the current location of recycling bins within the Town of Sedgewick. Council directed Administration to seek the functionality of relocating the recycling bins to the east parking lot at the Sedgewick Recreation Centre.
- Town Logo** Discussion held regarding the long standing Town of Sedgewick Logo, ‘Town of Sedgewick – Best Water in Alberta’.
- 2011.10.620** MOTION by Clr. C. Gagnon for continuance past 10:30 pm.
- KS Airport** Killam Sedgewick Airport Administrator requested funding support from the Town of Sedgewick for the replacement of lighting at the Airport.
- Council referred discussion regarding replacement of lighting to the Killam Sedgewick Airport Committee.
- FIP – Economic Development** Council reviewed Flagstaff’s Regional Economic Development Plan. Flagstaff Intermunicipal Partnership (FIP) Committee requested input into the initiative. Council made the following suggestions for the initiatives:
- Tourism is a valuable asset in many of our communities and needs to be promoted. Encourage business owners to work together to develop ‘package deals’ to successfully attract a wide variety of individuals and groups. People are seeking a tourism experience, lodging activities etc. our ‘Community of Communities’ has the capability of providing these experiences with ample support and direction from the region.
 - Seniors’ Housing is in high demand and the demand is only going to increase in the near future. Seek private developers to assist our communities with housing initiatives.
 - Create a Marketing/Communication Plan for the Flagstaff Region. Seek entrepreneurs and assist with encouragement and development of services that are beneficial to the area for example, year-round green houses.
- CAO Bylaw #486** Chief Administrative Officer Bylaw #486 was presented for Council approval.
- 2011.10.621** MOTION by Clr. D. Wylie to give first reading of Bylaw #486. CARRIED.
- 2011.10.622** MOTION by Clr. C. St. Pierre to give second reading of Bylaw #486. CARRIED.
- 2011.10.623** MOTION by Clr. C. Gagnon to have third reading of Bylaw #486 at this meeting. CARRIED UNANIMOUSLY.
- 2011.10.624** MOTION by Clr. B. McArthur to give third and final reading of Bylaw #486. CARRIED
- 2011.10.625** MOTION by Clr. T. Chaisson that the Town of Sedgewick appoint A. Davis as Acting Chief Administrative Officer with the provision of a six (6) month probationary period. CARRIED.
- Administration sought Council approval to advertize for a part-time Administrative Assistant. Council authorized approval for a part-time Administrative Assistant.
- Christmas Party** Discussion held regarding a Staff Christmas Party. The date of December 2nd, 2011 was set pending staff availability.
- MSI Grant** The Town of Sedgewick is required to submit a Municipal Sustainability Initiative (MSI) Multi-Year Capital Plan (MYCP) to be eligible to receive MSI Capital grant funding.
- MOTION by Clr. B. McArthur that the Town of Sedgewick submit a MSI –MYCP with the following priorities:
- I. Recreation Centre Roof Reparation
 - II. Redevelopment of Former Commercial Site for Municipal Use/Eco Centre
 - III. Main Street Park Replacement
 - IV. Underground Infrastructure Replacement
- CARRIED.

- 2011.10.626** MOTION by Clr. T. Chaisson to authorize signatures for the application of MSI-Capital grant funding pursuant to the Town of Sedgewick’s MYCP. CARRIED.
- VOL 100th Birthday** Mayor Whitten informed that the Village of Lougheed would be celebrating its 100th Birthday in November.
- 2011.10.627** MOTION by Clr. P. Whitehead that the Town of Sedgewick expend \$75 on a bouquet to honour the Village of Lougheed on their 100th Birthday. CARRIED.
- Adjournment**
2011.10.628 MOTION by Clr. C. Gagnon for adjournment at 11:25 pm. CARRIED.



Helen Whitten, Mayor



Amanda Davis, Acting CAO