



SPECIAL COUNCIL MEETING MINUTES
July 18, 2018
Council Chambers 7:00 pm
 Approve by Motion 2018-247

<p><u>PRESENT</u> Mayor Winnie Cadieux Deputy Mayor Joe Lalonde Councillor Daniel Harley Councillor Chaal Cadieux</p>	<p><u>ABSENT</u> Councillor Darren Sopel</p>	<p><u>STAFF</u> SAO, Tammy Neal</p> <p><u>MINUTES PREPARED BY</u> SAO, Tammy Neal</p>
<p><u>GALLERY</u></p>	<p><u>DELEGATES</u></p>	

1. CALL TO ORDER

Mayor Winnie Cadieux called the meeting to order at 7:09 pm

2. COUNCILLOR ABSENCES

Resolution 2018-212

Motion to accept the absence of the following Councillor/s:

- Councillor Darren Sopel, with reason

Moved By: Councillor Chaal Cadieux
Seconded By: Councillor Daniel Harley

ALL IN FAVOUR – MOTION CARRIED

Resolution 2018-213

Motion to accept the written resignation Councillor Alan Kimble, as he accepted the Public Works Foreman position with the Hamlet of Enterprise, as of July 16, 2018.

Moved By: Councillor Chaal Cadieux
Seconded By: Councillor Daniel Harley

ALL IN FAVOUR – MOTION CARRIED

Council discussed the need to fill vacant Council seats.

Consensus Decision: Council agreed to Leave the two seats open until the election in December. Councillors need to commit to attending all meetings.

Initials: Mayor JC SAO TM

3. AGENDA ADDITIONS

There were no agenda additions.

4. ADOPTION OF THE AGENDA

Resolution 2018-214

Motion that the July 18, 2018 Special Meeting Agenda be approved, as presented.

Moved By: Councillor Daniel Harley

Seconded By: Deputy Mayor Joe Lalonde

ALL IN FAVOUR – MOTION CARRIED

5. DISCLOSURE OF CONFLICT OF INTEREST

There were no disclosures of Conflict of Interest

6. DELEGATIONS - *NIL*

7. REPORTS - *NIL*

8. ADOPTION OF MINUTES FROM PREVIOUS MEETING(S) - *NIL*

9. DEFERRED BUSINESS AND TABLED ITEMS (*ALL TABLED JULY 3, 2018*)

a. Fire Chief Report

- i. Meeting Minutes: June 27, 2018
- ii. Quarterly Report: April – June, 2018

Resolution 2018-215

Motion that the Fire Department Meeting Minutes of June 27, 2018 and the Fire Chief's Quarterly Report for April to June 2018, be accepted as information.

Moved By: Councillor Daniel Harley

Seconded By: Councillor Chaal Cadieux

ALL IN FAVOUR – MOTION CARRIED

b. Wellness/Recreation Leader's Report

- i. April, May and June, 2018

Resolution 2018-216

Motion that the Wellness/Recreation Leader's Reports for April, May & June 2018, be accepted as information.

Moved By: Councillor Daniel Harley

Seconded By: Deputy Mayor Joe Lalonde

ALL IN FAVOUR – MOTION CARRIED

Initials: Mayor *jc* SAO *M*

c. Council Procedures Bylaw – Agenda

Mayor Winnie Cadieux explained that the SAO provided samples of agendas used in other communities. The documents are for information only and can be referred to when Council reviews ways to improve the current agenda. This process will require an amendment to the Council Procedures Bylaw.

d. Contracting Bylaw (tabled June 5) – Final Draft

Table until August 7, 2018 Meeting

e. Motion 2018-192 - Motions Required

i. Quad & Trailer

Resolution 2018-217

Motion that the SAO move forward with the purchase of a quad and trailer (8'), as per the recommendation of the Public Works Foreman to a maximum of \$12,000, out of the Recreation – Parks/Trails/Equipment project in the 2018-2019 Capital Plan.

Moved By: Councillor Chaal Cadieux

Seconded By: Deputy Mayor Joe Lalonde

ALL IN FAVOUR – MOTION CARRIED

ii. Sewage Lagoon Feasibility Study & Drainage Study

The SAO is to ask for a revised quote that includes the additions to the scope of work from both contractors.

f. Mackenzie Valley Land and Water Board Reporting (MVLWB)

There were discussions regarding the hiring of a contractor to maintain the Mackenzie Valley Land and Water Board Reporting and O&M Plans. The SAO suggested waiting a while before making a decision, as the Public Works Foreman Position will be filled soon and a sewage lagoon study will be conducted; reporting might be easier in the future.

g. Council Honorarium Review

Mayor Winnie Cadieux explained that the SAO provided a spreadsheet outlining the honorariums paid in other communities. This spreadsheet is for information to be considered when reviewing the indemnities bylaw. A section on committees should also be added to the Indemnities bylaw.

h. Job Descriptions – Review for August 7 Council Meeting

- i. Janitor*
- ii. Gardener*
- iii. Labourer*
- iv. Summer Student*
- v. Finance Manager Trainee*
- vi. Finance Manager*

Table items h.i.-vi. to the August 7, 2018 Council Meeting.

Initials: Mayor jc SAO M

i. **GIS Mapping Project Update**

Note: If one has the chance to go look at Edmonton’s GIS on their website, it is quite impressive.

Resolution 2018-218

Motion to enter into a six (6) month contract with Katka Napiorkowski, to conduct GIS Mapping for the Hamlet of Enterprise, at the rate of \$40.00 per hour to a maximum of \$40,000, with the work to begin on or about October 2018. The expense is to come out of the 2018-2019 Capital Plan.

Moved By: Deputy Mayor Joe Lalonde
Seconded By: Councillor Chaal Cadieux

ALL IN FAVOUR – MOTION CARRIED

- j. **Contracting Bylaw 2018-12 – First Reading**
- k. **Contracting Bylaw 2018-12 – Second Reading**

Table items j. and k. to the August 7, 2018 Council Meeting.

10. NEW BUSINESS

- a. **Loader Rims**

Resolution 2018-219

Motion to purchase the Loader rims, as per the quote from Kal Tire (Quote #27200006683) dated July 4, 2018, in the amount of \$5,538.22 before GST, to come out of the 2018-2019 Capital Budget – Unplanned Spending.

Moved By: Councillor Daniel Harley
Seconded By: Deputy Mayor Joe Lalonde

ALL IN FAVOUR – MOTION CARRIED

- b. **Council Training Dates**

Council discussed the available training and decided:

- SAO Team Resource – July 14-15 or July 21-22 (weekend availability only) – Schedule after the election
- Conflict, Codes, and Legal Responsibilities - August 8, 2018 – Schedule after the election
- Roles & Responsibilities – August 11, 2018 – Schedule after the election
- Financial Awareness – Flexible Dates - schedule in conjunction with the audit presentation (shortly before the audit presentation)

Policy training must take place in January after each election and should be mandatory for ALL Councillors. If planning to run for council it should be advertised that resources available at the Hamlet Office (advertise this at election time).

11. STRATEGIC PLAN REVIEW - NIL

12. BYLAWS & POLICIES - NIL

13. COUNCIL ISSUES AND CONCERNS

- a. Raffle Tickets – set up a day to sit at Northern and Super A with the quad to sell tickets

Initials: Mayor *JL* SAO *M*

14. CORRESPONDENCE OUTGOING - *NIL*

15. CORRESPONDENCE AND INFORMATION - *NIL*

16. ADJOURNMENT

- a. **Upcoming Meeting/s**
 - i. *Tourism Plan Meetings (July 17-25)*

The Consultant will be coming in September rather than July.

- ii. *August 7, 2018*

Resolution 2018-220

Motion to adjourn the July 18, 2018 Special Council Meeting at 8:26 pm

Moved By: Councillor Daniel Harley

Seconded By: Councillor Chaal Cadieux

ALL IN FAVOUR – MOTION CARRIED



Mayor Winnie Cadieux,
Mayor



Tammy Neal,
Senior Administrative Officer



Initials: Mayor WC SAO TN