

MINUTES OF THE TOWN MANAGEMENT AND GOVERNANCE COMMITTEE OF THE TOWN OF SUNDRE IN THE PROVINCE OF ALBERTA HELD MONDAY, SEPTEMBER 9, 2013, IN THE SUNDRE COUNCIL CHAMBERS

MEMBERS PRESENT:

Mayor Annette Clews, and Councillors Tony Jordan, Pat Toone, Paul Isaac, Cheri Funke and Myron Thompson

MEMBERS ABSENT:

Councillor Chris Vardas

STAFF PRESENT:

Doug Wright, Interim CAO
Wanda Watson-Neufeld, Director of Corporate Services
Ron Baker, Director of Operational Services
Erin O'Neill, Manager, Planning and Development
Jacci Hager, Manager, Community Services
Kelly Starling, Economic Development Consultant
Kim Galloway, Economic & Development Officer
Denica Crosbie, Assistant Development Officer

CALL TO ORDER:

Mayor Annette Clews called the meeting to order at 6:00 p.m. with a moment of reflection.

AGENDA:

Councillor Paul Isaac moved that the Governance Committee approve the agenda as amended with Councillor Pat Toone's Councillor report, In-Camera – Personnel, In-Camera Policies C-009 and C-017.

CARRIED

MINUTES:

Councillor Cheri Funke moved that the Governance Committee approve the Minutes of the August 12, 2013 Governance Meeting as presented. **CARRIED**

COUNCIL REPORT:

Round Table Discussions

Councillor Pat Toone discussed the Parkland Regional Library Board meeting of September 5th, 2013. The 3-year budgets were passed and will come back to the Local Municipalities for final approval. 2015 and 2016 will have a 5% increase to the per capita fee's.

Councilor Paul Isaac moved to receive the report as information. **CARRIED**

Staff Council Event

Mayor Annette Clews discussed the cancellation of the staff planned event on September 14th. Requested Council's recommendations on what to do with the allocated money.

Mayor Annette Clews would like all correspondence to be scanned and brought forward to the next Council meeting.

PRESENTATIONS:**Mountain View Regional Waste Management Commission**

Al Graham, CAO of Mountain View Regional Waste Management Commission discussed improving customer service to Sundre. The Waste Commission would like to improve recycling and the service level. Currently two trucks pick up waste and compost on Thursdays; the waste commission would like to have one truck come over two days being Thursday and Friday. There would be no additional cost and the service level would be improved. Discussions regarding curb side recycling, Council was advised that this would be at their discretion however, blue boxes are a different pick up system and is more labour intensive. Another option could be to use roll out blue boxes.

Councilor Cheri Funke moved to receive this presentation from Mountain View Regional Waste as information. **CARRIED**

NEW BUSINESS:**Policy B-012 Multi-Year Business and Budgeting**

Councilor Cheri Funke moved to present Policy B-012 to the next council meeting of September 16, 2013 with changes to 6.7 Capital Adjustment fee changed from "\$200,000" to "\$50,000" and Section 8.2 "approved by Director of Corporate Services **and/or** Chief Administrative Officer" to "approved by Director of Corporate Services **and** Chief Administrative Officer". **CARRIED**

Policy F-004 Mobile Digital Devices

Councilor Myron Thompson moved to present Policy F-004 as presented to the next council meeting of September 16, 2013. **CARRIED**

Policy C-002A Council Code of Conduct

Councilor Paul Isaac moved to present Policy C-002A as presented to the next council meeting of September 16, 2013. **CARRIED**

Policy C-003 Employee Selection

Councilor Tony Jordan moved to present Policy C-003 as presented to the next council meeting of September 16, 2013. **CARRIED**.

Policy C-004 Employee Process

Councilor Cheri Funke moved to present Policy C-004 to the next council meeting of September 16, 2013 with changes to Section 2.6 for all Employees, Managers and Directors to serve a 6-month probationary period with the possibility of an additional term. **CARRIED**.

Policy C-008 Hours of Work

Councilor Paul Isaac moved to present Policy C-008 as presented to the next council meeting of September 16, 2013. **CARRIED**.

Policy C-010 Employee Benefits - LAPP

Councilor Paul Isaac moved to present Policy C-010 as presented to the next council meeting of September 16, 2013. **CARRIED**.

Policy C-011 Pay Period

Councilor Tony Jordan moved to present Policy C-011 as presented to the next council meeting of September 16, 2013. **CARRIED**.

Policy C-012 Employee Benefits

Councilor Paul Isaac moved to present Policy C-012 as presented to the next council meeting of September 16, 2013. **CARRIED.**

Policy C-013 Benefits While on Disability

Councilor Myron Thompson moved to present Policy C-013 as presented to the next council meeting of September 16, 2013. **CARRIED.**

Policy C-014 Sick Leave Entitlements

Councilor Cheri Funke moved to present Policy C-014 as presented to the next council meeting of September 16, 2013. **CARRIED.**

Policy C-016 Holidays

Councilor Tony Jordan moved to present Policy C-016 as presented to the next council meeting of September 16, 2013. **CARRIED.**

Improvement of Alleyway between 3rd and 4th Street

The alleyway between 3rd and 4th Street has now been cleaned up. Estimates were provided to Council should they wish to hot mix asphalt the alley.

Councilor Myron Thompson withdraws the motion as long as alley continues to stay in the current shape. **CARRIED**

Chief Administrative Officer, Doug Wright reported to Council they would receive the full report on the Arena at the next council meeting of September 13, 2013.

Mayor Clews called a recess at 7:41 p.m.

Mayor Clews reconvened the meeting at 7:50 p.m.

Councilor Cheri Funke moved to go In Camera at 7:50 p.m. CARRIED

Councillor Cheri Funke moved to come out of In Camera at 9:00 p.m. CARRIED

Policy C-009 Overtime

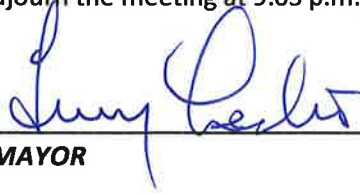
Councilor Cheri Funke moved to present Policy C-009 as presented to the next council meeting of September 16, 2013. **CARRIED.**

Policy C-017 Annual Vacation

Councilor Cheri Funke moved to present Policy C-017 to the next council meeting of September 16, 2013 with the review change date from "May 2015" to "May 2014". **CARRIED.**

ADJOURNMENT:

Councillor Myron Thompson moved to adjourn the meeting at 9:03 p.m. **CARRIED**



MAYOR

I hereby certify these minutes are correct.



CHIEF ADMINISTRATIVE OFFICER