



**TOWN OF CLARESHOLM**  
**PROVINCE OF ALBERTA**  
**REGULAR COUNCIL MEETING MINUTES**  
**APRIL 11, 2016**

**Place: Council Chambers**  
**Town of Claresholm Administration Office**  
**221 – 45 Avenue West**

**COUNCIL PRESENT:** Mayor Rob Steel; Councillors: Jamie Cutler, Betty Fieguth, Shelley Ford, Mike McAlonan, and Lyal O'Neill.

**REGRETS:** Councillor Chris Dixon

**STAFF PRESENT:** Chief Administrative Officer: Marian Carlson; Finance Assistant: Karine Wilhauk

**MEDIA PRESENT:** Rob Vogt, Claresholm Local Press

**CALL TO ORDER:** The meeting was called to order at 7:00 p.m. by Mayor Rob Steel.

**AGENDA:** Moved by Councillor Ford that the Agenda be accepted as presented.

**CARRIED**

**MINUTES:** **REGULAR MEETING – MARCH 29, 2016**

Moved by Councillor Cutler that the Regular Meeting Minutes of March 29, 2016 be accepted as presented.

**CARRIED**

**DELEGATION:** **YOUNG PARKYN McNAB – Darren Adamson, CPA, CA**

Darren Adamson, CPA, CA from Young Parkyn McNab presented the 2015 Audited Financial Statements to Council.

**ACTION ITEMS:**

**1. REQUEST FOR DECISION: Transfers to Reserves**

**MOTION #16-035** Moved by Councillor McAlonan to transfer unrestricted funds of \$379,801 to Reserves and to transfer from Reserves \$46,598 for operations for the year ended December 31, 2015 as follows:

General Reserves

Transfers to Reserves:

General – \$15,900

Physician recruitment fund – \$15,800

Economic development – \$30,000

Transfers from Reserves:

Landfill closure – \$38,598

Airport general – \$8,000

Capital Reserves

Transfers to Reserves:

General – \$157,400

Multi-use community building – \$150,000

**CARRIED**

**2. REQUEST FOR DECISION: 2015 Financial Statements**

**MOTION #16-036** Moved by Councillor Ford to accept the Audited Financial Statements for the year ended December 31, 2015 as presented.

**CARRIED**

A short recess was taken at 7:15 pm to sign the Audited Financial Statements.

**3. CORRES: Hon. Danielle Larivee, Minister of Municipal Affairs**  
**RE: Alberta Community Partnership (ACP) Program**

Administration was directed to send a thank you note to the MD of Willow Creek for their support of the application.

**4. CORRES: Hon. Danielle Larivee, Minister of Municipal Affairs**  
**RE: Ongoing Safety Codes Exemption for Specified Residences under the Persons with Developmental Disabilities (PDD) Program**

Received for information.

**5. CORRES: Workers' Compensation Board Alberta**  
**RE: April 28 – National Day of Mourning**

Referred to Administration to acknowledge the National Day of Mourning on April 28, 2016.

**6. CORRES: Mayor Jim Ahn, Town of Fox Creek  
RE: Business License Bylaw 736-2014**

Received for information.

**7. INFORMATION BRIEF: Pitch-in Canada Week**

Received for information.

**8. INFORMATION BRIEF: Council Resolution Status**

Received for information.

**9. ADOPTION OF INFORMATION ITEMS**

Moved by Councillor Ford to adopt information items as presented.

**CARRIED**

**10. IN CAMERA: Personnel; Legal; Annexation; Board Appointment**

Moved by Councillor Fieguth that the meeting go In Camera at 7:25 p.m.

**CARRIED**

Moved by Councillor McAlonan that this meeting come out of In Camera at 7:45 p.m.

**CARRIED**

MOTION #16-037 Moved by Councillor O'Neill that as per the Fair Hiring Policy, Council supports the hiring of Alex Kinsey, who is a relative of a current employee of the Town, for a temporary summer position.

**CARRIED**

MOTION #16-038 Moved by Councillor Cutler to appoint Joan Ritzen to the Claresholm Housing Authority Board.

**CARRIED**

**ADJOURNMENT:** Moved by Councillor Cutler that the meeting adjourn at 7:47 p.m.

**CARRIED**

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Mayor – Rob Steel

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Chief Administrative Officer – Marian Carlson