



**TOWN OF CLARESHOLM**  
**PROVINCE OF ALBERTA**  
**REGULAR COUNCIL MEETING MINUTES**  
**AUGUST 14, 2017**

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

**COUNCIL PRESENT:** Deputy Mayor Lyal O’Neill; Councillors: Jamie Cutler, Chris Dixon, Betty Fieguth and Mike McAlonan

**ABSENT:** Mayor Rob Steel; Councillor Shelley Ford

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

**MEDIA PRESENT:** Lawrence Gleason, Claresholm Local Press

**CALL TO ORDER:** The meeting was called to order at 7:02 p.m. by Deputy Mayor Lyal O’Neill

**AGENDA:** Moved by Councillor Fieguth to add Donna Courage as a Delegation regarding an Outdoor Fitness Park.

**DEFEATED**

Donna Courage insisted on being heard and Deputy Mayor O’Neill noted Donna was out of order, but allowed her 10 minutes to speak.

Donna wants to know why there is only one fitness park in the Recreation Master Plan and why is it on the west side and not the east side. They have applied for grants for two parks. The prices are not going to stay the same and they do not want to lose out on the funding.

Moved by Councillor McAlonan that the Agenda be accepted as presented.

**CARRIED**

**MINUTES:** **REGULAR MEETING – JULY 17, 2017**

Moved by Councillor Dixon that the Regular Meeting Minutes July 17, 2017 be accepted as presented.

**CARRIED**

**ACTION ITEMS:**

1. **DELEGATION RESPONSE: Harvey Dippel**  
**RE: Concerns with 53<sup>rd</sup> Avenue East**

Council stipulated that all work done to date is deemed to be all that can be done to correct Harvey Dippel’s concerns regarding 53<sup>rd</sup> Avenue East.

2. **CORRES: Hon. Shaye Anderson, Minister of Municipal Affairs**  
**RE: Municipal Sustainability Initiative (MSI) Capital**

Received for information.

3. **CORRES: Hon. Shaye Anderson, Minister of Municipal Affairs**  
**RE: Municipal Sustainability Initiative (MSI) Operating**

Received for information.

4. **CORRES: Hon. Shaye Anderson, Minister of Municipal Affairs**  
**RE: Alberta Emergency Services Medal Program**

Referred to the Emergency Services Committee.

5. **CORRES: Hon. Shaye Anderson, Minister of Municipal Affairs**  
**RE: Minister’s Message – Regulation Review**

Received for information.

6. **CORRES: Southern Alberta Emergency Management Resource Sharing Agreement (SAEMRSA) Leadership Group**  
**RE: Updated Version of the 2007 Agreement on Area Resource Sharing**

**MOTION #17-078** Moved by Councillor Fieguth to approve the Southern Alberta Emergency Management Resource Sharing Agreement as presented.

**CARRIED**

7. **CORRES: The Municipal District of Willow Creek No. 26**  
**RE: Notice of Municipal Planning Commission Meeting August 16, 2017**

Received for information.

**8. CORRES: The Municipal District of Willow Creek No. 26**  
**RE: Notice of Decision Application No. .54-17**

Received for information.

**9. CORRES: ATCO Gas, Lethbridge Region**  
**RE: ATCO Gas & Pipelines Ltd. Franchise Agreement Clause 4(a)**

MOTION #16-079 Moved by Councillor Cutler to keep the franchise fee percentage the same at 10% for 2018 as per Clause 4(a) of the Natural Gas Distribution System Franchise Agreement with ATCO Gas and Pipelines Ltd.

**CARRIED**

**10. CORRES: The Bridges at Claresholm Golf Club**  
**RE: Water License**

MOTION #17-080 Moved by Councillor Cutler to direct Administration to pursue completing an application for a water license for the Claresholm Golf Club in partnership with the Claresholm Golf Club Board for the purpose of irrigation with application costs to be covered by the golf club.

**CARRIED**

**11. REQUEST FOR DECISION: Tax Recovery Sale – Real Estate Offer Extension**

MOTION #17-081 Moved by Councillor McAlonan to accept the contract extension for the purchase of #4 Skyline Crescent until September 28, 2017.

**CARRIED**

**12. REQUEST FOR DECISION: 8<sup>th</sup> Street West Pathway Extension**

MOTION #17-082 Moved by Councillor McAlonan to accept the Pathway Extension Planning and Design contract with Associated Engineering at a cost of \$8,635 to be funded out of the Parks and Pathways Capital Reserve fund.

**CARRIED**

**13. REQUEST FOR DECISION: Community Initiatives Program (CIP) Grant Application – Walking Paths**

MOTION #17-083 Moved by Councillor Fieguth to send a letter of support for the Walking Paths project by the Claresholm Kinsmen and the Claresholm Kinettes with in-kind donations to include labour and equipment to a maximum value of \$7,000.

**CARRIED**

**14. REQUEST FOR DECISION: Audit & Accounting Services Contract**

MOTION #17-084 Moved by Councillor Cutler to award the audit and accounting services contract to Avail LLP for a three (3) year term with the option of two (2) one (1) year renewals as per their proposal dated July 11, 2017 for a total value over three (3) years of \$72,000 (Option A).

**CARRIED**

**15. REQUEST FOR DECISION: Centennial 50<sup>th</sup> Anniversary Monument & Flag Pole**

MOTION #17-085 Moved by Councillor McAlonan to erect a flag pole and monument in Centennial Park in 2017 to commemorate Centennial Park's 50<sup>th</sup> Anniversary and Canada's 150<sup>th</sup> Anniversary at a cost not to exceed \$5,500. This is to be an out of budget project and will be funded from General Reserves.

**CARRIED**

**16. REQUEST FOR DECISION: Preliminary Engineering – Storm Water Management Phase 2**

MOTION #17-086 Moved by Councillor Dixon that whereas applications for funding through the Alberta Community Resilience Program which include preliminary engineering plans will be looked on more favourably; and whereas the preliminary engineering costs would become part of the eligible costs for the project funding, therefore be it resolved to proceed with the preliminary engineering on Phase 2 of the Stormwater Management Plan upgrades, put forth by Associated Engineering in the amount of \$26,500 plus GST, with funds allocated from Capital General Reserves.

**CARRIED**

**17. REQUEST FOR DECISION: Rocky Mountain Drift Club Camping Request**

MOTION #17-087 Moved by Councillor Dixon to approve the use of the green space north of Moffat Park by the Rocky Mountain Drift Club for tenting and the parking of trailers for August 26<sup>th</sup>, 2017 contingent on approval from the Willow Creek Ag Society as the leasees of the property.

**CARRIED**

**18. REQUEST FOR DECISION: Rocky Mountain Drift Club Runway Request**

MOTION #17-088 Moved by Councillor Dixon to approve the use of the active runway by the Rocky Mountain Drift Club on Sunday, August 27, 2017 from 10am to 6pm.

**CARRIED**

**19. FINANCIAL REPORT: Statement of Operations – June 30, 2017**

Moved by Councillor McAlonan to accept the Consolidated Statement of Operations for the month ended June 30, 2017 as presented.

**CARRIED**

**20. FINANCIAL REPORT: Statement of Operations – July 31, 2017**

Moved by Councillor Fieguth to accept the Consolidated Statement of Operations for the month ended July 31, 2017 as presented.

**CARRIED**

**21. INFORMATION BRIEF: Designated Industrial Property Assessments**

MOTION #17-089 Moved by Councillor Fieguth to send a letter to Alberta Municipal Affairs requesting that the Town provide the Designated Industrial Property Assessments through our current contractor, subject to the province paying the cost of the assessments.

**CARRIED**

**22. INFORMATION BRIEF: Traffic Study**

Received for information.

**23. INFORMATION BRIEF: CAO Report**

Received for information.

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

Received for information.

**25. ADOPTION OF INFORMATION ITEMS**

Moved by Councillor McAlonan to adopt the information items as presented.

**CARRIED**

**26. IN CAMERA: Legal; Land**

Moved by Councillor Dixon that this meeting go In Camera at 8:29 p.m.

**CARRIED**

Moved by Councillor Dixon that this meeting come out of In Camera at 9:25 p.m.

**CARRIED**

MOTION #17-090 Moved by Councillor Cutler to move the office of the Economic Development Officer to the municipally owned building that is designated for the Multi-Use Building located at 5318 – 2 Street West.

**CARRIED**

**ADJOURNMENT:** Moved by Councillor Cutler that the meeting adjourn at 9:28 p.m.

**CARRIED**

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Deputy Mayor – Lyal O'Neill

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Chief Administrative Officer – Marian Carlson