



**TOWN OF CLARESHOLM**  
**PROVINCE OF ALBERTA**  
**REGULAR COUNCIL MEETING MINUTES**  
**FEBRUARY 12, 2018**

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

**COUNCIL PRESENT:** Mayor Doug MacPherson; Councillors: Kieth Carlson, Donna Courage, Gaven Moore, Brad Schlossberger, Lise Schulze and Craig Zimmer

**ABSENT:** None

**STAFF PRESENT:** Chief Administrative Officer: Marian Carlson, Development Officer: Tara VanDellen

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

**NOTICE OF RECORDING:** Mayor MacPherson provided notice that live streaming and recording of the Council meeting would begin immediately at 7:00 p.m. and that recording would continue until such time as the meeting goes In Camera and/or is adjourned.

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

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

**CARRIED**

**MINUTES:**

**1. REGULAR MEETING – JANUARY 22, 2018**

Moved by Councillor Courage to amend the minutes from January 22, 2018 to remove item 13.

**DEFEATED**

Moved by Councillor Moore to amend the minutes of January 22, 2018 for the adoption of the regular minutes of January 8, 2018, instead of January 22, 2018.

**CARRIED**

Moved by Councillor Schlossberger that the Regular Meeting Minutes of January 22, 2018 be accepted as amended.

**CARRIED**

**2. SPECIAL MEETING – JANUARY 31, 2018**

Moved by Councillor Courage that the Special Meeting Minutes of January 31, 2018 be accepted as presented.

**CARRIED**

**3. SPECIAL MEETING – FEBRUARY 1, 2018**

Moved by Councillor Carlson that the Special Meeting Minutes of February 1, 2018 be accepted as presented.

**CARRIED**

**DELEGATIONS:**

**1. KAREN BAKER**

**RE: Walking path on 8<sup>th</sup> street.**

Karen Baker and others from within the Derochie subdivision were present to speak to Council regarding their request for a walking path at the north end of Claresholm along 8<sup>th</sup> Street West. She proposed some solutions in the interim, bus stop, painting a strip down the road, granting opportunities, then to widen road, or create a pathway/sidewalk off the road, etc.

**2. ROXANNE THOMPSON**

**RE: Taxpayer Subscriptions**

Roxanne Thompson is the Publisher of the Claresholm Local Press. Amanda Zimmer is the General Manager of the Claresholm Local Press. Their request is that each taxpayer in Claresholm gets a subscription to the Local Press by way of a cost sharing contract with the Town. Their hope is to allow everyone access to information and promote the community.

**ACTION ITEMS:**

**1. BYLAW #1638 – Road Closure**

**RE: 1<sup>st</sup> Reading**

Moved by Councillor Moore to give Bylaw #1638, regarding a road closure, 1<sup>st</sup> Reading.

**CARRIED**

**2. DELEGATION RESPONSE: Chad Besplug**

**RE: Invitational Bull Riding Event**

Councillors who are available will volunteer their time to support and partner.

**3. CORRES: Hon. Shaye Anderson, Minister of Municipal Affairs  
RE: 17<sup>th</sup> Annual Minister's Awards for Municipal Excellence**

Referred to Administration to provide further information on possible categories for nomination.

**4. CORRES: Alberta Urban Municipalities Association (AUMA)  
RE: Municipal Leaders' Caucus – March 14<sup>th</sup> & 15<sup>th</sup>, 2018**

Referred to Administration to be brought forward at the next Council meeting.

**5. CORRES: Reynolds Mirth Richards & Farmer LLP  
RE: 2018 Municipal Law Seminar**

MOTION #18-020 Moved by Councillor Carlson to send Marian Carlson, CAO to the 2018 RMRF Municipal Law Seminar.

**CARRIED**

**6. CORRES: Barry Morishita, President, AUMA  
RE: New Policing Funding Model**

Referred to Administration to prepare a letter requesting clarification on the proposed funding model and the financial impact to smaller municipalities.

**CARRIED**

**7. CORRES: Claresholm Rodeo Club  
RE: Funding Request**

MOTION #18-021 Moved by Councillor Courage to support the Claresholm Junior Rodeo Club with a donation of \$250.

**CARRIED**

**8. CORRES: Farm Safety Centre  
RE: Funding Request**

MOTION #18-022 Moved by Councillor Schulze to support the Farm Safety Centre's Safety Smarts program with a donation of \$300.

**CARRIED**

**9. REQUEST FOR DECISION: Designated Officer Appointment**

MOTION #18-023 Moved by Councillor Schlossberger to appoint a staff member from Oldman River Regional Services Commission (ORRSC), as the Designated Officer for the Town of Claresholm, as Clerk to the Subdivision and Development Appeal Board.

**CARRIED**

**10. REQUEST FOR DECISION: Safety Codes Service Agreement**

MOTION #18-024 Moved by Councillor Moore to extend the Safety Codes Services Agreement for an additional three-year term with Superior Safety Codes.

**CARRIED**

**11. REQUEST FOR DECISION: Alberta Community Partnership (ACP) Grant**

MOTION #18-025 Moved by Councillor Zimmer to support the application submitted by administration on behalf of the Town of Claresholm to the Alberta Community Partnership (ACP) grant, the Mediation and Cooperative Processes component for a total value of \$50,000.

**CARRIED**

**12. REQUEST FOR DECISION: Free Swim**

MOTION #18-026 Moved by Councillor Courage to donate twenty-six (26) hours of pool rental time for the Claresholm Healthy Community Coalition's free public swim initiative for the term January 1 to March 31, 2018.

**CARRIED**

**13. REQUEST FOR DECISION: Policy #GA 02-18: Miscellaneous Fees & Facility Rent**

MOTION #18-027 Moved by Councillor Schulze to amend the schedule to Policy #REC 04-15 "Recreational Facility & Miscellaneous User Charges" to remove Water/Sewer/Garbage and Miscellaneous Facility/User Fees, effective February 12, 2018 as presented.

**CARRIED**

MOTION #18-028 Moved by Councillor Schlossberger to adopt Policy #GA 02-18 "Miscellaneous Fees & Facility Rent" effective February 12, 2018 as presented.

**CARRIED**

**14. REQUEST FOR DECISION: Letter of Support – Co-op Community Spaces Grant**

MOTION #18-029 Moved by Councillor Zimmer to write a letter of support towards Claresholm Minor Hockey's application to the Co-op Community Spaces grant for the purpose of completing upgrades at the Claresholm Arena.

**CARRIED**

**15. REQUEST FOR DECISION: Arena Floor & Board Replacement**

MOTION #18-030 Moved by Councillor Courage to award the contract for the Arena Floor and Boards project to Bry Sand Ice Arena Ltd. for \$709,706 plus GST.

**CARRIED**

**16. FINANCIAL REPORT: Statement of Operations – January 31, 2018**

Moved by Councillor Schulze to accept the Consolidated Statement of Operations for the month ended January 31, 2018 as presented.

**CARRIED**

**17. INFORMATION BRIEF: Office / Arena Floor Testing Results**

Received for information.

**18. INFORMATION BRIEF: Revised ATCO Working Space Agreement**

Received for information.

**19. INFORMATION BRIEF: Water Servicing Agreement – MD of Willow Creek**

Received for information.

**20. INFORMATION BRIEF: Open House Questions Received**

Referred to Administration to make available the questions from the Open House and Trade Fair at the Council Planning Session for further review. Administration will continue to follow up with the people who submitted the questions.

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

Received for information.

**22. ADOPTION OF INFORMATION ITEMS**

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

**CARRIED**

**23. IN CAMERA:**

- a. CONTRACT – Claresholm Animal Rescue Society – FOIP Sec 16.1
- b. PERSONNEL – FOIP Section 17.2 (c)

Moved by Councillor Carlson to go In Camera at 8:24 p.m.

**CARRIED**

**NOTICE OF RECORDING CEASED:** Mayor MacPherson stated that the live stream has ended at 8:25 p.m.

Moved by Councillor Moore to come out of In Camera at 8:55 p.m.

**CARRIED**

**NOTICE OF RECORDING:** Mayor MacPherson provided notice that live streaming and recording of the Council meeting would begin again at 8:55 p.m.

- a. CONTRACT – Claresholm Animal Rescue Society: FOIP Sec 16.1

MOTION #18-031 Moved by Councillor Zimmer to approve the CARES Lease and Facility Holding agreement as presented.

**CARRIED**

**ADJOURNMENT:** Moved by Councillor Carlson that the meeting adjourn at 8:56 p.m.

**CARRIED**

**NOTICE OF RECORDING CEASED:** Mayor MacPherson noted that recording ceased at 8:57 p.m.

---

Mayor – Doug MacPherson

---

Chief Administrative Officer – Marian Carlson