



**TOWN OF CLARESHOLM**  
PROVINCE OF ALBERTA  
REGULAR COUNCIL MEETING MINUTES  
FEBRUARY 26, 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, Finance Assistant: Karine Wilhauk

**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 Schlossberger that the Agenda be accepted as presented.

**CARRIED**

**MINUTES:** **REGULAR MEETING – FEBRUARY 12, 2018**

Moved by Councillor Schulze to amend the February 12, 2018 Regular Meeting Minutes to start the first motion at Motion #18-020 rather than Motion #18-017.

**CARRIED**

Moved by Councillor Moore that the Regular Meeting Minutes of February 12, 2018 be accepted as amended.

**CARRIED**

**ACTION ITEMS:**

1. **DELEGATION RESPONSE: Karen Baker**  
**RE: Walking Path on 8<sup>th</sup> Street West**

Referred to budget discussions.

2. **DELEGATION RESPONSE: Roxanne Thompson**  
**RE: Claresholm Local Press Taxpayer Subscriptions**

Councillor Zimmer declared a pecuniary interest and left the meeting at 7:04 p.m. Referred to Administration to gather more information. Councillor Zimmer rejoined the meeting at 7:10 p.m.

3. **CORRES: Highway 3 Twinning Development Association**  
**RE: Questions**

Received for information.

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

Received for information.

5. **CORRES: Claresholm Legion #41 – February 20, 2018**  
**RE: Letter of Support for Grant Funding**

MOTION #18-032 Moved by Councillor Courage to write a letter of support for the Claresholm Legion Branch #41's application to the Community Facility Enhancement Grant for the purpose of completing renovations and repairs to their building's roof.

**CARRIED**

6. **CORRES: 2A Boys Basketball Provincial Game – March 15, 2018**  
**RE: Mayor MacPherson Invitation**

Mayor MacPherson will attend the opening ceremonies on March 15<sup>th</sup> to represent the Town of Claresholm.

7. **CORRES: Town of Black Diamond**  
**RE: Diamond Valley Parade – June 2, 2018**

Received for information.

8. **CORRES: MD of Willow Creek**  
**RE: Thank You – Legacy of Our Land Banquet**

Received for information.

**9. CORRES: Alberta Municipal Affairs  
RE: ACP Grant Approval**

Received for information.

**10. CORRES: Claresholm & District Chamber of Commerce  
RE: Economic Development Committee Nomination**

MOTION #18-033 Moved by Councillor Schlossberger to appoint Lauren Billey as the Chamber of Commerce's representative to the Economic Development Committee.

**CARRIED**

**11. CORRES: Claresholm Gun Show  
RE: Request for Funding**

MOTION #18-034 Moved by Councillor Carlson to deny the request of the Claresholm Gun Show to supplement their rental fees at the Claresholm Community Centre.

**CARRIED**

**12. REQUEST FOR DECISION: ORRSC Memorandum of Understanding  
RE: Geographic Information System (GIS)**

MOTION #18-035 Moved by Councillor Schulze to enter into the Memorandum of Understanding with the Oldman River Regional Services Commission under the Oldman River Region Urban GIS Project for GIS services.

**CARRIED**

**13. REQUEST FOR DECISION: Amalgamate Reserve Funds**

MOTION #18-036 Moved by Councilor Zimmer to amalgamate reserve funds as follows to better communicate and utilize these funds as intended;

- Transfer the balance of operating reserves sewer main replacement, waterworks, water pumps and waterline replacement and the capital reserve water supply to the Water and Sewer Capital Reserve, totaling \$88,078.
- Transfer the balance of fire truck operating reserve in the amount of \$8,819 to the Fire Truck Capital Reserve.
- Transfer the balance of arena renovation operating reserve in the amount of \$8,500 to the Arena ice slab/boards capital reserve and rename it as the Arena Building Capital Reserve.
- Transfer the balance of the garbage truck operating reserve and the tipping fees operating reserve totaling \$44,158 to a new Garbage and Recycling Equipment Capital Reserve.
- Transfer the balance of capital reserves, residential land sales, town land, airport land sales, subdivision, and industrial land sales totaling \$81,055 to a new Land & Development Capital Reserve.

**CARRIED**

**14. REQUEST FOR DECISION: Campground Attendant**

MOTION #18-037 Moved by Councillor Schulze to approve the Campground Attendant Position expenditure in the amount of \$23,000 with funding to be referred to the 2018 Budget.

**CARRIED**

**15. INFORMATION BRIEF: AUMA Police Funding Letter**

MOTION #18-038 Moved by Councillor Schlossberger to approve the letter to be sent to AUMA regarding police funding as presented.

**CARRIED**

**16. INFORMATION BRIEF: EMERCOR Discontinuance**

Received for information.

**17. INFORMATION BRIEF: Council Committees**

Received for information.

**18. INFORMATION BRIEF: CAO Report**

Received for information.

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

Received for information.

**20. ADOPTION OF INFORMATION ITEMS**

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

**CARRIED**

**21. IN CAMERA:**

**a. LAND – Unightly Properties – FOIP Section 16.1**

**b. LAND – Tax Recovery Property – FOIP Section 16.1**

**c. CONFIDENTIAL EVALUATIONS – Committee Structure – FOIP Section 19.1**

- d. **PERSONNEL – FOIP Section 17.2 (c)**
- e. **LEGAL(2) – FOIP Section 27.1 (a)**

Moved by Councillor Carlson to go In Camera at 7:48 p.m.

**CARRIED**

**NOTICE OF RECORDING CEASED:** Mayor MacPherson stated that the live stream has ended at 7:48 p.m.

Councillor Courage declared a pecuniary interest and was excused for discussion of a legal matter at 8:28 p.m.

Councillor Courage rejoined the meeting at 8:50 p.m.

Moved by Councillor Schulze to come out of In Camera at 8:51 p.m.

**CARRIED**

**NOTICE OF RECORDING:** Mayor MacPherson provided notice that live streaming and recording of the Council meeting would begin again at 8:51 p.m.

- c. **Confidential Evaluations – Committee Structure: FOIP Sec 19.1**

MOTION #18-039 Moved by Councillor Moore to appoint Carl Hopf to the Claresholm & District Museum Board.

**CARRIED**

MOTION #18-040 Moved by Councillor Carlson to appoint Councillor Brad Schlossberger to the Claresholm & District Chamber of Commerce.

**CARRIED**

- d. **PERSONNEL – FOIP Sec 17.2 (c)**

MOTION #18-041 Moved by Councillor Schlossberger to approve the Chief Administrative Officer (CAO) Contract as presented.

**ADJOURNMENT:** Moved by Councillor Carlson that the meeting adjourn at 8:54 p.m.

**CARRIED**

**NOTICE OF RECORDING CEASED:** Mayor MacPherson noted that recording ceased at 8:54 p.m.

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Mayor – Doug MacPherson

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Chief Administrative Officer – Marian Carlson