



TOWN OF CLARESHOLM
PROVINCE OF ALBERTA
REGULAR COUNCIL MEETING MINUTES
JULY 17, 2017

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

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

ABSENT: None

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

MEDIA PRESENT: None

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

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

CARRIED

MINUTES: **REGULAR MEETING – JUNE 26, 2017**

Moved by Councillor Fieguth that the Regular Meeting Minutes June 26, 2017 be accepted as presented.

CARRIED

PUBLIC HEARING: **BYLAW #1631 – Land Use Bylaw Amendment**

Mayor Steel declared the hearing open at 7:01 p.m.

Councillor McAlonan declared a conflict of interest and left the meeting at 7:01 p.m.

Mayor Steel introduced the public hearing and gave background on the proposed bylaw. Mayor Steel asked Council for any comments. None noted.

Mayor Steel made the first call for submissions from the public.

Judy Jutras asked if the building could be increased in floors after the rezoning goes through and the purchase is completed. It was explained that the purchaser wishes to use the building as is, but there is a possibility for a higher building, whether by renovation or by tearing the existing building down and constructing a new one at some point in the future.

Further questions regarding parking and other logistical issues were posed, however it was noted that these types of issues would be addressed at the municipal planning commission level.

Graham Boyle expressed concern that property values will decrease, there will be increased traffic and noise, as right now it is a quiet neighbourhood. He is also concerned about the possible transient type of tenants an apartment like this may attract.

Mayor Steel stated that Council needs to make the decision based on the facts relative to the zoning and how that rezoning application correlates to planning.

Tara VanDellen, Development Officer, spoke about the logistics of the application that has been submitted.

Carla Van Langen expressed her concerns about the neighbourhood, and said that maybe the building could be 55+ to stay in line with the neighbourhood.

Mayor Steel stated that is up to the purchaser and is not an option to be decided at this meeting.

Councillor Ford stated that the Town has a bylaw officer to assist with noise concerns.

Gavin Scott from the Oldman River Regional Services Commission stated that the minimum apartment size as per the Land Use Bylaw is 500 square feet. These units are 325 square feet. A variance would need to be granted to allow these units to be zoned as an apartment.

Mayor Steel made the second and third calls for submissions from the public.

No further submissions either verbal or written were noted.

Mayor Steel declared the hearing closed at 7:34 p.m.

Councillor McAlonan rejoined the meeting at 7:34 p.m.

DELEGATION: **HARVEY DIPPEL**

RE: Concerns with 53rd Avenue East

Mr. Dippel was present to speak to Council regarding his concerns with his street – 53rd Avenue East. He would like to know who patched the road and who paid them. He stated he cannot get into his driveway with his trailer and he wants his driveway fixed so he doesn't have to park in the street. He and neighbors have also had sewer issues.

ACTION ITEMS:

**1. BYLAW #1631 – Land Use Bylaw Amendment
RE: 2nd & 3rd Readings**

Councillor McAlonan declared a conflict of interest at 7:42 p.m. and left the meeting.

Moved by Councillor Ford to give Bylaw #1631, a land use bylaw amendment, 2nd Reading.

DEFEATED

Councillor McAlonan rejoined the meeting at 7:44 p.m.

**2. BYLAW #1632 – Printing Ballots in Lots
RE: 1st Reading**

Moved by Councillor Cutler to give Bylaw #1632 regarding printing ballots in lots 2nd Reading.

CARRIED

Moved by Councillor O’Neill to give Bylaw #1632 regarding printing ballots in lots 3rd & Final Reading.

CARRIED

**3. CORRES: Hon. Ricardo Miranda, Minister of Culture and Tourism
RE: The Stars of Alberta Volunteer Awards**

Received for information.

**4. CORRES: Alberta Municipal Affairs
RE: Designated Industrial Property Assessment**

Referred to administration to get more information on cost.

**5. CORRES: Alberta Urban Municipalities Association
RE: 2016 Rebate**

Received for information.

**6. CORRES: MD of Willow Creek Municipal Planning Commission
RE: Establish and Intensive Horticulture Tree Farm**

MOTION #17-069

Moved by Councillor McAlonan to direct administration to write a letter to the Municipal District of Willow Creek’s Municipal Planning Commission to state that the Town of Claresholm is not adverse to a tree farm, however the Town is not willing to provide further access to raw water from the Pine Coulee Pipeline at this time.

CARRIED

**7. CORRES: Alberta Good Sam Club
RE: 2017 Alberta Provincial RV Rally in Claresholm – June 13-18, 2017**

Received for information.

**8. CORRES: Royal Canadian Legion – Alberta/NWT Command
RE: Commemorative History Book**

MOTION #17-070

Moved by Councillor Fieguth to support the Military Service Recognition Book produced by the Royal Canadian Legion Campaign Office in the amount of \$441.75 plus GST for 2018.

CARRIED

**9. CORRES: The Bridges at Claresholm Golf Club
RE: Watering Procedures**

Received for information.

**10. CORRES: The Bridges at Claresholm Golf Club
RE: Municipal Portion of 2017 Property Taxes**

MOTION #17-071

Moved by Councillor Cutler to forgive the municipal portion of the 2017 property taxes of the Claresholm Golf Club in the amount of \$3,000.93.

CARRIED

**11. CORRES: West Meadow Elementary School Fundraising
RE: Request for In-Kind Donation to the Playground**

MOTION #17-072

Moved by Councillor Fieguth to provide an in-kind donation to the West Meadow Elementary School Fundraising Group at the discretion of administration.

CARRIED

**12. CORRES: Claresholm & District Health Foundation
RE: Request for Donation to 11th Annual Gala – November 25, 2017**

MOTION #17-073

Moved by Councillor McAlonan to support the Claresholm & District Health Foundation's 11th Annual Gala in the amount of \$500.

CARRIED

13. REQUEST FOR DECISION: 8th Street Ditch Upgrade Tenders

MOTION #17-074 Moved by Councillor O'Neill to award the contract for the 8th Street Ditch Upgrade project to Whissell Contracting Ltd. as per Associated Engineering's recommendation for \$2,063,614.05 plus GST.

CARRIED

14. REQUEST FOR DECISION: Closure of 49th Avenue for an Event

MOTION #17-075 Moved by Councilor Ford to approve closure of 49th Avenue from the 2nd Street West intersection to the north-south alley that runs adjacent ATB and Pharmasave for a period of up to 12 hours as required to facilitate the Fair Days 'Downtown Tour.'

CARRIED

15. REQUEST FOR DECISION: Farmers Market

MOTION #17-076 Moved by Councilor Fieguth to approve the use of the nine (9) parking stalls running north from the southwest corner of the downtown parking lot between 4:00pm and 8:30pm for the purpose of adding the Claresholm Farmers Market to the Wednesday Evening Open Mic and evening shopping initiative.

CARRIED

16. REQUEST FOR DECISION: Audit & Accounting Services

Referred to the Audit & Finance Committee.

17. FINANCIAL REPORT: Statement of Operations – May 31, 2017

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

CARRIED

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 Cutler to adopt the information items as presented.

CARRIED

21. IN CAMERA: Land; Employment

Moved by Councillor Ford that this meeting go In Camera at 8:26 p.m.

CARRIED

Moved by Councillor McAlonan that this meeting come out of In Camera at 9:17 p.m.

CARRIED

MOTION #17-077 Moved by Councillor Cutler to amend the non-union employee wage grid to move the Community Outreach Worker position from an annual salary to an hourly rate due to the change to a part-time position.

CARRIED

ADJOURNMENT: Moved by Councillor Ford that the meeting adjourn at 9:19 p.m.

CARRIED

Mayor – Rob Steel

Chief Administrative Officer – Marian Carlson