



**TOWN OF CLARESHOLM**  
**PROVINCE OF ALBERTA**  
**REGULAR COUNCIL MEETING MINUTES**  
**JUNE 11, 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, Lise Schulze and Craig Zimmer

**ABSENT:** Councillor Brad Schlossberger

**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 Moore that the Agenda be accepted as presented.

**CARRIED**

**MINUTES:** **REGULAR MEETING – MAY 28, 2018**

Moved by Councillor Zimmer that the Regular Meeting Minutes of May 28, 2018 be accepted as presented.

**CARRIED**

**DELEGATIONS:**

**1. WILLOW CREEK AGRICULTURAL SOCIETY – David Hansma**  
**RE: Update on New Building**

David Hansma, Manager of the Claresholm Agriplex as well as members of the Willow Creek Agricultural Society Board were present to speak to Council regarding the new building at the Claresholm Agriplex. Approximately \$1.8 million has been spent so far on the building with \$805,000 from grants and the rest from rental revenue. \$500,000 to \$600,000 is needed to be spent in the building to make it ready to use. Fundraising is ongoing and they will be applying for more grants. They are willing to wait to get the funds to finish the building as there is no rush. Council did have a tour prior to the Council meeting.

**2. COORDINATED COMMUNITY RESPONSE TO ELDER ABUSE – Gabrielle Kirk**

Gabrielle Kirk, Coordinator for the Elder Abuse Response Program, was present to speak to Council regarding their initiatives on elder abuse. A committee was started in August 2015 for a community response plan for elder abuse. 36% of the population of Claresholm are over the age of 60, which is higher than the provincial average. Their committee received two years of funding and a coordinator was hired. Their focus is to develop and implement a coordinated response model to address elder abuse, where multiple agencies must be engaged to assist. It took one year to develop their response model. Education & advertising will be important going forward.

**ACTION ITEMS:**

**1. BYLAW #1645 – Borrowing Bylaw**  
**RE: 2<sup>nd</sup> & 3<sup>rd</sup> Readings**

Chief Administrative Office (CAO), Marian Carlson reported that a petition was received at approximately 11:30 a.m. on June 11, 2018 regarding Bylaw #1645, and per the *Municipal Government Act*, the CAO has 45 days to deem whether the petition is sufficient and declare the sufficiency to Council.

Bylaw #1645 was tabled until such time as the CAO provides the declaration of sufficiency on the petition.

**2. BYLAW #1647 – Procedural Bylaw**  
**RE: 2<sup>nd</sup> & 3<sup>rd</sup> Readings**

Moved by Councillor Zimmer that prior to 2<sup>nd</sup> Reading of Bylaw #1647, the Procedural Bylaw, that the Bylaw be amended as follows:

11.3 Chair

- c) Members of Council shall not chair any **external** boards or committees except in the instance where the board or committee is comprised of only elected officials. **Internal boards or committees may be chaired by members of Council.**

**CARRIED**

Moved by Councillor Moore to give Bylaw #1647, the Procedural Bylaw, 2<sup>nd</sup> Reading.

**CARRIED**

Moved by Councillor Schulze to give Bylaw #1647, the Procedural Bylaw, 3<sup>rd</sup> & Final Reading.

**CARRIED**

**3. BYLAW #1648 – Water Conservation  
RE: 2<sup>nd</sup> & 3<sup>rd</sup> Readings**

Moved by Councillor Carlson to give Bylaw #1648, regarding water conservation, 2<sup>nd</sup> Reading.

**CARRIED**

Moved by Councillor Schulze to give Bylaw #1648, regarding water conservation, 3<sup>rd</sup> & Final Reading.

**CARRIED**

**4. BYLAW #1649 – Land Use Bylaw Amendment  
RE: 1<sup>st</sup> Reading**

Moved by Councillor Courage to give Bylaw #1649 regarding a land use bylaw amendment, 1<sup>st</sup> Reading.

**CARRIED**

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

Received for information.

**6. CORRES: Hon. Shaye Anderson, Minister of Municipal Affairs  
RE: Emergency Management Legislative Framework**

It was recommended that the CAO and the Council members who serve on the Emergency Management Advisory Committee attend the information sessions offered by Municipal Affairs.

**7. CORRES: Granum & District Canada Day Society  
RE: Canada Day Festivities**

Received for information.

**8. CORRES: Lauren Billey, Event Coordinator  
RE: Canada Day 2018**

Mayor MacPherson, Councillor Schulze and Councillor Carlson confirmed they are able to attend the flag raising and cake cutting ceremony on July 1<sup>st</sup>.

**9. CORRES: Town of Coaldale Settler Days & Candy Parade Working Group  
RE: Annual Settler Days & Candy Parade July 7, 2018**

Received for information.

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

MOTION #18-089 Moved by Councillor Zimmer to support the Military Service Recognition Book produced by the Royal Canadian Legion Campaign Office in the amount of \$442.86 plus GST for 2019.

**CARRIED**

**11. CORRES: Royal Canadian Legion Branch #41  
RE: Municipal Portion of 2018 Property Taxes**

MOTION #18-090 Moved by Councillor Courage to forgive the municipal portion of the 2018 property taxes of the Royal Canadian Legion Branch No.41 in the amount of \$1,144.96.

**CARRIED**

**12. REQUEST FOR DECISION: Old Water Treatment Plant Property Land Sale**

MOTION #18-091 Moved by Councillor Carlson to advertise the land sale by way of closed bid process for the Old Water Treatment Plant located at 4;28;12;23;NE. to be sold “as is, where is” with a bid deadline of August 1, 2018 at 2:00pm.

**CARRIED**

**13. REQUEST FOR DECISION: Property Tax Sale Properties**

MOTION #18-092 Moved by Councillor Courage that the tax recovery public auction date be set for Tuesday, August 21<sup>st</sup>, 2018 at 9 a.m. in Council Chambers.

**CARRIED**

MOTION #18-093 Moved by Councillor Schulze that the 2018 tax recovery reserve bids be set as follows:

Lot 17-18, Block 124, Plan 2496R, reserve bid \$104,000;  
2646/10000, Unit 1, Condominium Plan 0914229, reserve bid \$59,000;  
3323/10000, Unit 2, Condominium Plan 0914229, reserve bid \$60,790;  
4031/10000, Unit 3, Condominium Plan 0914229, reserve bid \$90,000.

**CARRIED**

MOTION #18-094 Moved by Councillor Zimmer that the 2018 tax recovery sale is subject to the terms and conditions of sale as recommended.

**CARRIED**

**14. REQUEST FOR DECISION: Policy #REC 06-18 – Arena Advertising**

MOTION #18-095 Moved by Councillor Carlson to adopt Policy #REC 06-18, the Arena Advertising Policy, effective June 11, 2018.

**CARRIED**

**15. REQUEST FOR DECISION: Capital Infrastructure Projects**

MOTION #18-096 Moved by Councillor Courage to approve the amended project list for the 2018 Capital Infrastructure Projects to include 49th Avenue roadwork, 49th Avenue sanitary sewer phasing repairs program and 55th Avenue overlay as the 2018 Infrastructure Projects.

**CARRIED**

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

MOTION #18-097 Moved by Councillor Schulze to approve the over budget expenditure for the Campground Attendant contract in the amount of \$3,500 to be funded out of general operational reserves.

**CARRIED**

**17. REQUEST FOR DECISION: Kin Walking Path Maintenance Agreement**

MOTION #18-098 Moved by Councillor Zimmer to enter into the Letter of Understanding with the MD of Willow Creek for the purpose of maintenance of the Kin Walking Path located at SHORT LEGAL: RW423; RW; 12.

**CARRIED**

**18. REQUEST FOR DIRECTION: Parade Attendance**

Received for information.

**19. FINANCIAL REPORT: Statement of Operations – April 30, 2018**

Moved by Councillor Carlson to accept the Consolidated Statement of Operations for the month ended April 30, 2018 as presented.

**CARRIED**

**20. INFORMATION BRIEF: “Planning for Growth” Project Update**

Received for information.

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

Received for information.

**22. ADOPTION OF INFORMATION ITEMS**

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

**CARRIED**

**23. IN CAMERA:**

- a. LAND – FOIP Section 16.1
- b. PERSONNEL – FOIP Section 17.2(c)
- c. LEGAL – FOIP Section 27

Moved by Councillor Carlson to go In Camera at 8:08 p.m.

**CARRIED**

**NOTICE OF RECORDING CEASED:** Mayor MacPherson stated that the live stream has ended at 8:08 p.m.

Councillor Courage declared a pecuniary interest and left the meeting at 8:40 p.m.

Councillor Courage rejoined the meeting at 8:44 p.m.

Moved by Councillor Moore to come out of In Camera at 8:45 p.m.

**CARRIED**

**NOTICE OF RECORDING:** Mayor MacPherson provided notice that live streaming and recording of the Council meeting would begin again at 8:45 p.m.

**ADJOURNMENT:** Moved by Councillor Zimmer that the meeting adjourn at 8:45 p.m.

**CARRIED**

**NOTICE OF RECORDING CEASED:** Mayor MacPherson noted that recording ceased at 8:45 p.m.