



Claresholm

TOWN OF CLARESHOLM
PROVINCE OF ALBERTA
REGULAR COUNCIL MEETING MINUTES
MARCH 8, 2021

Place: **Electronic Only due to COVID-19 Pandemic**

Livestream: <https://www.youtube.com/channel/UCe3OPyLhTzPajvPVAtNL1KA/live>

COUNCIL PRESENT: Mayor Doug MacPherson; Councillors: Kieth Carlson, Mike Cutler, Gaven Moore, Brad Schlossberger, Councillor Lise Schulze and Craig Zimmer

ABSENT: None

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

MEDIA PRESENT: None

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 MacPherson.

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

CARRIED

MINUTES: **REGULAR MEETING – FEBRUARY 22, 2021**

Moved by Councillor Schulze that the Regular Meeting Minutes of February 22, 2021 be accepted as presented.

CARRIED

DELEGATION: **BYLAW ENFORCEMENT OFFICER – Kyle Aikema**
RE: Introduction to Council

Bylaw Enforcement Officer Kyle Aikema who started working for the Town on February 1, 2021, introduced himself to Council.

ACTION ITEMS:

1. **BYLAW #1721 – Municipal Emergency Management Bylaw**
RE: 2nd & 3rd Readings

Moved by Councillor Carlson to give Bylaw #1721, the Municipal Emergency Management Bylaw, 2nd Reading.

CARRIED

Moved by Councillor Schlossberger to give Bylaw #1721, the Municipal Emergency Management Bylaw, 3rd & Final Reading.

CARRIED

2. **NEWS RELEASE – Government of Alberta: Minister of Energy Sonya Savage**
RE: Coal Consultation to Start March 29th

Received for information.

3. **CORRES: Hon. Ric McIver, Minister of Municipal Affairs**
RE: Budget 2021 Message

Received for information.

4. **CORRES: Hon. Ric McIver, Minister of Municipal Affairs**
RE: 20th Annual Minister's Awards for Municipal Excellence

MOTION #21-032

Moved by Councillor Schulze to submit the Rural & Northern Immigration Pilot (RNIP) Project for the 20th Annual Minister's Award for Municipal Excellence under the Building Economic Strength Category.

CARRIED

Councillor Zimmer joined the meeting at approximately 7:15 p.m.

5. **CORRES: Office of the Deputy Minister, Alberta Municipal Affairs**
RE: Disaster Funding Changes

Received for information.

6. **CORRES: Alberta Urban Municipalities Association (AUMA)**
RE: Initial Assessment of Budget

Received for information.

7. **CORRES: Rural Municipalities of Alberta (RMA) Bulletin**
RE: Alberta Budget Initial Analysis

Received for information.

8. **CORRES: Westlock County**
RE: Concerns Regarding Proposed Changes to AER Directive 067

Received for information.

9. CORRES: Municipality of the Crownsnest Pass
RE: Concerns Regarding the Proposed Alberta Provincial Police Force

Received for information.

10. CORRES: Mayor Craig Snodgrass, Town of High River
RE: Coal Policy Public Consultation

Received for information.

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

MOTION #21-033 Moved by Councillor Cutler to support the Military Service Recognition Book produced by the Royal Canadian Legion Campaign Office in the amount of \$442.86 plus GST for 2022.

CARRIED

12. REQUEST FOR DECISION: Letter of Support – Claresholm Skatepark Association

MOTION #21-034 Moved by Councillor Zimmer to write a letter of support towards the Claresholm Skatepark Association's application to the Canada Community Foundation, Healthy Communities Initiative Grant, for the purpose of constructing the skatepark at 111 – 55th Avenue West (site of the new multi-use facility in which the Town has allocated land for the skatepark construction).

CARRIED

13. REQUEST FOR DECISION: Letter of Support – Bridges at Claresholm Golf Club

MOTION #21-035 Moved by Councillor Moore to write a letter of support towards the Bridges at Claresholm Golf Club's application to the Canada Community Foundation, Healthy Communities Initiative Grant, for the purpose of replacement of the irrigation system on the original 9 holes of the golf course.

CARRIED

14. REQUEST FOR DECISION: Park Benches Proposal

MOTION #21-036 Moved by Councillor Schlossberger to approve the installation of park benches in the Frog Creek Wetlands provided by Grant and Faye Jordan, with locations to be finalized in discussions with Infrastructure Services and Administration that provide the least impact to roads and the wetlands area, and to send a thank you basket to the Jordans from the Town.

CARRIED

15. REQUEST FOR DECISION: Patterson Pathways East Side Link

MOTION #21-037 Moved by Councillor Moore to support the Town of Claresholm's Healthy Communities Initiative Grant Application for two pathways on the East Side of town.

CARRIED

MOTION #21-038 Moved by Councillor Cutler to amend the Recreation Master Plan to include the pathway extension on 5th Street East.

CARRIED

MOTION #21-039 Moved by Councillor Carlson to amend the Recreation Master Plan to include the pathway within the East Side Off-Leash Park.

CARRIED

16. REQUEST FOR DECISION: Aquatic Centre Rentals

MOTION #21-040 Moved by Councillor Schlossberger to reduce the Household Rental Fees to \$50/hour for March and April 2021 to increase rentals at the Claresholm Aquatic Centre.

CARRIED

17. REQUEST FOR DECISION: Wastewater Lagoons Holding Cells Upgrade

MOTION #21-041 Moved by Councillor Zimmer to award the Wastewater Lagoon Holding Cells Upgrade project to Whissell Contracting Ltd. in the amount of \$767,489.55 plus GST.

CARRIED

18. REQUEST FOR DECISION: Transportation Society New Building Rent Request

MOTION #21-042 Moved by Councillor Schulze to enter into a lease agreement with the Claresholm & District Transportation Society for one community office (with phone and Wi-fi) and six parking stalls at the new multi-use building located at 111 – 55th Avenue West at an annual rate of \$6,600 per year.

CARRIED

19. REQUEST FOR DECISION: Rec Policy Update & Community Offices Rent Policy

MOTION #21-043 Moved by Councillor Cutler to adopt the updated Policy 5.7.10 (v2) Rec Fees Policy, as amended (to change the hourly for-profit rental rate for Council Chambers to an additional \$20 per hour, bringing it to \$60 per hour), effective March 8, 2021.

CARRIED

MOTION #21-044 Moved by Councillor Carlson to adopt Policy 5.8.30 (v1) Community Offices Rental Policy, as presented effective March 8, 2021.

CARRIED

MOTION #21-045 Moved by Councillor Zimmer to send notification to The Station in regards to the use of Mackin Hall coming to an end, and to discontinue the use by June 30, 2021.

CARRIED

20. REQUEST FOR DECISION: Town Operations – Move to a New Building

MOTION #21-046 Moved by Councillor Cutler to allow scheduled “tours” of the new multi-use building, following all COVID procedures and guidelines, for March 24th to 26th, 2021 with additional dates of March 29th and 30th if required.

CARRIED

MOTION #21-047 Moved by Councillor Carlson to close the Town Administration Office on March 31st and April 1st, 2021 to allow staff to move into the new building.

CARRIED

MOTION #21-048 Moved by Councillor Schlossberger to send a letter of apology to the Livingstone Range School Division that they were missed in the videos regarding the construction of the new daycare / playschool facility on 8th Street West and how much their contribution to the project was appreciated.

CARRIED

21. REQUEST FOR DECISION: Council Evaluation Session

MOTION #21-049 Moved by Councillor Moore to set April 17, 2021 at 9:00 a.m. as the date to hold a Council Evaluation Session in person at the new Town Administration Building located at 111 – 55th Avenue West, as this location allows for physical distancing and will be conducive to having open, candid and productive conversations.

CARRIED

22. INFORMATION BRIEF: 2020 Safety Codes Internal Audit

Received for information.

23. INFORMATION BRIEF: Community Takes Root Project – ASIP Grant

Received for information.

24. INFORMATION BRIEF: Skatepark Concept Plans

Received for information.

25. INFORMATION BRIEF: Strategic Plan Report

Received for information.

26. INFORMATION BRIEF: Council Resolution Status

Received for information.

27. ADOPTION OF INFORMATION ITEMS

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

CARRIED

28. IN CAMERA

a. **LAND – FOIP Section 16.1**

b. **LAND – FOIP Section 16.1**

c. **Intergovernmental Relations – FOIP Section 21**

Moved by Councillor Moore to go In Camera at 8:40 p.m. for the following items:

a. **LAND – FOIP Section 16.1**

b. **LAND – FOIP Section 16.1**

c. **Intergovernmental Relations – FOIP Section 21**

NOTICE OF RECORDING CEASED: Mayor MacPherson stated that the live stream has ended at 8:40 p.m.

Moved by Councillor Zimmer to come out of In Camera at 9:23 p.m.

CARRIED

NOTICE OF RECORDING: Mayor MacPherson provided notice that live streaming and recording of the Council meeting would begin again at 9:23 p.m.

a. LAND – FOIP Section 16.1

MOTION #21-050 Moved by Councillor Cutler to allow a one-year extension to Southline Real Estate Ltd. For Plan 7910032 Block 10 Lots 1-4 to March 17, 2022, with the costs to register the extension to be borne by the owner.

CARRIED

MOTION #21-051 Moved by Councillor Carlson to allow a one-year extension to Southline Real Estate Ltd. For Plan 7910032 Block 11 Lot 1 to March 5, 2022, with the costs to register the extension to be borne by the owner.

CARRIED

b. LAND – FOIP Section 16.1

MOTION #21-052 Moved by Councillor Schlossberger to accept the offer to purchase from DJ and Terryl Woodward for the property located at Lot 3, Block 12, Plan 7910032 and the west portion of Lot 12, Block RW, Plan RW 423 (subject to subdivision) in the amount of \$20,000 (plus GST) and an access agreement to be registered on title for the purpose of continued monitoring & that all costs in regards to subdivision and registration are to be borne by the purchaser.

CARRIED

ADJOURNMENT: Moved by Councillor Carlson that the meeting adjourn at 9:25 p.m.

CARRIED

NOTICE OF RECORDING CEASED: Mayor MacPherson noted that recording ceased at 9:25 p.m.

Mayor – Doug MacPherson

Chief Administrative Officer – Marian Carlson