



Claresholm

**TOWN OF CLARESHOLM
PROVINCE OF ALBERTA
REGULAR COUNCIL MEETING MINUTES
MAY 14, 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: Director of Corporate Services: Blair Bullock, Finance Assistant: Karine Wilhauk, 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 Courage that the Agenda be accepted as presented.

CARRIED

MINUTES: **REGULAR MEETING – APRIL 23, 2018**

Moved by Councillor Moore that the Regular Meeting Minutes of April 23, 2018 be accepted as presented.

CARRIED

DELEGATIONS:

1. **PORCUPINE HILLS EARLY CHILDHOOD COALITION – Ruth Mueller**
RE: Update

Ruth Mueller and Elaine Mahan were present to speak to Council with an update regarding the Porcupine Hills Early Childhood Coalition. Their focus is children under the age of five. They provided Council with the results of the Early Development Instrument (EDI) that was collected in 2016. The EDI Community Profile Report from the Government of Alberta provides communities with information about how their youngest members are doing. They would like to have a member of Council join in on their monthly meetings on the first Thursday of each month, which are done remotely over the lunch hour.

2. **DARCY ERICKSON**
RE: Status of the Roads in Mountainview Estates

Darcy Erickson was present to speak to Council regarding the condition of roads at the acreages located at Mountainview Estates. Darcy presented a proposal regarding how the roads can be dealt with in the future.

ACTION ITEMS:

1. **BYLAW #1638 – Road Closure Bylaw**
RE: 2nd & 3rd Readings

Moved by Councillor Schlossberger to give Bylaw #1638, regarding a road closure, 2nd Reading.

CARRIED

Moved by Councillor Zimmer to give Bylaw #1638, regarding a road closure, 3rd and Final Reading.

CARRIED

2. **BYLAW #1643 – 2018 Mill Rate Bylaw**
RE: 2nd & 3rd Readings

Moved by Councillor Moore that prior to 2nd Reading, Bylaw #1643, a Bylaw to authorize the rates of taxation to be levied against assessable property within the Town of Claresholm for the 2018 taxation year, be amended as follows:

- General Municipal Residential and Vacant Residential and Farmland mill rates be changed from 6.8000 to 6.7997;
- General Municipal Annexed Non-Residential mill rate be changed from 7.4890 to 7.7930;
- ASFF mill rate for Non-Residential be changed from 3.4141 to 3.4159;
- ASFF mill rate for Annexed Residential be changed from 2.4960 to 2.5010;
- ASFF mill rate for Annexed Non-Residential be changed from 4.1220 to 3.7180;
- Porcupine Hills Lodge Foundation mill rate for Residential, Non-Residential, Vacant Residential and Farmland be changed from 0.2671 to 0.2672;

- Porcupine Hills Lodge Foundation mill rate for Annexed Residential, Non-Residential, Vacant Residential and Farmland be changed from 0.3120 to 0.3030.

CARRIED

Moved by Councillor Carlson to give Bylaw #1643 regarding the 2018 Mill Rate, 2nd Reading.

CARRIED

Moved by Councillor Courage to give Bylaw #1643 regarding the 2018 Mill Rate 3rd & Final Reading.

CARRIED

**3. BYLAW #1644 – Municipal Development Plan Bylaw
RE: 1st Reading**

Moved by Councillor Zimmer to give Bylaw #1644 regarding the Municipal Development Plan, 1st Reading.

CARRIED

**4. BYLAW #1645 – Borrowing Bylaw, Multi-use Community Building
RE: 1st Reading**

Moved by Councillor Schlossberger to give Bylaw #1645, regarding a borrowing bylaw for the Multi-use Community Building, 1st Reading.

Councillor Courage requested a recorded vote.

FOR: Mayor MacPherson, Councillors Carlson, Moore, Schlossberger, Schulze and Zimmer.

AGAINST: Councillor Courage

CARRIED

**5. BYLAW #1646 – Land Use Bylaw Amendment
RE: 1st Reading**

Moved by Councillor Schulze to give Bylaw #1646 regarding a land use bylaw amendment, 1st Reading.

CARRIED

**6. DELEGATION RESPONSE: Prairie Winds Clubhouse – Mel Lyster
RE: Board Position**

MOTION #18-062

Moved by Councillor Carlson to appoint Councillor Schulze, as a member of the Claresholm & District FCSS Board, to attend a few meetings of the Prairie Winds Clubhouse Society's Board to act as a liaison between the Town of Claresholm and the Society to determine whether a permanent member is warranted.

CARRIED

**7. DELEGATION RESPONSE: Darla Slovak
RE: Downtown Market Dates for 2018**

MOTION #18-063

Moved by Councillor Moore to allow the organizers of the downtown markets to use the downtown parking lot for the dates and times as proposed for the 2018 season. The Town will provide barricades for the events and set up the barricades for the Wednesday Farmers Market. Other than the west side parking stalls, barricades are not to be placed to block off entrances and exits to the parking lot for these events. If the markets become too large, this could be amended as necessary.

CARRIED

**8. CORRES: Alberta Urban Municipalities Association (AUMA)
RE: Summer 2018 Municipal Leaders' Caucus**

Received for information.

**9. CORRES: Alberta Urban Municipalities Association (AUMA)
RE: Letter of Support for Trans Mountain Pipeline Expansion Project from AUMA and our Members**

MOTION #18-064

Moved by Councillor Courage to allow AUMA to use the Town of Claresholm's logo and the Mayor's name on their letter of support for the Trans Mountain Pipeline Project to be sent to Prime Minister Justin Trudeau, copying the Premiers of Alberta and British Columbia, as well as the federal minister of Natural Resources Canada.

CARRIED

**10. CORRES: FortisAlberta
RE: 2018 Approved Rates**

Received for information.

**11. CORRES: Alberta SouthWest
RE: Annual General Meeting – June 6, 2018**

Councillor Donna Courage to attend on behalf of Council as well as Economic Development Officer Brady Schnell.

**12. CORRES: Nanton Boosters Club
RE: Nanton Days Parade – August 6, 2018**

MOTION #180-65 Moved by Councillor Courage to approve sending the Town of Claresholm float to up to six parades including larger centers if possible in 2018 plus our Fair Days Parade, contingent on staff or volunteers being able to take the float, with a budget for parade candy of up to \$1,250.

CARRIED

**13. CORRES: Claresholm Kraken Swim Club
RE: Request for Donation**

MOTION #18-066 Moved by Councillor Schulze to support the Claresholm Kraken Swim Club's Annual Swim Meet June 8 & 9, 2018 and waive the cost of the pool rental fees to a maximum of \$700.

CARRIED

**14. CORRES: Claresholm & District Transportation Society
RE: Policy #TRAN 01-15**

MOTION #18-067 Moved by Councillor Schulze to refer discussion on taxi tokens to Administration for further research and information and to report back to Council, and also have the Claresholm & District Transportation Society come and make a presentation to Council as a delegation if possible.

CARRIED

**15. CORRES: Claresholm & District Museum
RE: Invitation to Seasonal Grand Opening – May 18, 2018**

Received for information.

16. REQUEST FOR DECISION: Letter of Support – Kin Clubs of Claresholm

MOTION #18-068 Moved by Councillor Schlossberger to write a letter of support for the grant application being submitted to the Community Facility Enhancement Program (CFEP) by the Claresholm Kinsmen for the purpose of expanding the walking path system along 8th Street West.

CARRIED

17. REQUEST FOR DECISION: Development Permit Fee Refund Request

MOTION #18-069 Moved by Councillor Courage to approve a prorated refund of \$78.00 of the application fee regarding application number D2017.066 submitted by Art Friesen and Cheryl Guenther.

CARRIED

18. REQUEST FOR DECISION: Appointing an Assessor

MOTION #18-070 Moved by Councillor Zimmer to appoint the Town's current Assessor, Logan Wehlage, an employee of Benchmark Assessments Consultants Inc, as the Assessor for the Town of Claresholm.

CARRIED

19. REQUEST FOR DECISION: Policy #COUN 05-18

MOTION #18-071 Moved by Councillor Carlson to adopt Policy #COUN 05-18 regarding Streaming and Recording of Council meetings effective May 14, 2018 as presented.

Councillor Courage requested a recorded vote.

FOR: Mayor MacPherson, Councillors Carlson, Moore, Schlossberger, Schulze and Zimmer.

AGAINST: Councillor Courage

CARRIED

20. REQUEST FOR DECISION: Recycling Contract

MOTION #18-072 Moved by Councillor Courage to approve the out of budget expenditure for recycling cages in the amount of \$7,343.63 to be funded from operational reserves.

CARRIED

MOTION #18-073 Moved by Councillor Zimmer to enter into a contract with Cascade Recovery on a one year trial basis, keeping the existing recycling program.

CARRIED

21. REQUEST FOR DECISION: Storm Pond Revegetation & Pathways Tender

MOTION #18-074 Moved by Councillor Carlson to approve the over budget project expenditure of \$32,000 funded from Capital General Reserves to complete the priority pathway projects.

CARRIED

MOTION #18-075 Moved by Councillor Schulze to award the contract for the Storm Water Management Facility Revegetation and Pathway Project to Bos Scapes Inc. for \$1,514,314 plus GST with the understanding that the contract will be amended to the amount of \$1,292,747 plus GST based on proposed change orders.

CARRIED

22. REQUEST FOR DECISION: Increase of 70 km/h Zone

MOTION #18-076 Moved by Councillor Schulze to apply for speed zone extensions from Alberta Transportation as follows:

- Move the 70 km/h zones from their current locations; 200 meters north and south, which effectively stretches the 50 km/h zones 200 meters north and south, on Highway #2 in Claresholm, on both north and south bound lanes.

CARRIED

23. REQUEST FOR DECISION: Museum ATCO Funds

MOTION #18-077 Moved by Councillor Courage to approve the \$6,000 contribution to the “Honouring Women in Agriculture” Project and the \$4,000 Exhibit Hall Lighting Project expenditure with funding to be taken from the Museum Operational Reserves (ATCO Donation).

CARRIED

24. INFORMATION BRIEF: Arena Project Funding Update

Received for information.

25. INFORMATION BRIEF: Stormwater Project Phase 2 – ACRP Funding

Received for information.

26. INFORMATION BRIEF: RFP – “Planning for Growth” Project

Received for information.

27. INFORMATION BRIEF: Gateway Signage

Referred to Administration to gather more information.

28. INFORMATION BRIEF: Council Resolution Status

Received for information.

29. ADOPTION OF INFORMATION ITEMS

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

CARRIED

30. IN CAMERA:

a. LEGAL – FOIP Section 27

b. LEGAL – FOIP Section 27

c. ADVICE FROM OFFICIALS – FOIP Section 24.1(b)(i)

Moved by Councillor Zimmer to go In Camera at 8:43 p.m.

CARRIED

NOTICE OF RECORDING CEASED: Mayor MacPherson stated that the live stream has ended at 8:43 p.m.

Moved by Councillor Schulze to come out of In Camera at 9:26 p.m.

CARRIED

NOTICE OF RECORDING: Mayor MacPherson provided notice that live streaming and recording of the Council meeting would begin again at 9:26 p.m.

c. ADVICE FROM OFFICIALS – FOIP Sec 24.1(b)(i)

MOTION #18-078 Moved by Councillor Carlson to engage the services of Robert Harvie with Huckvale LLP to investigate a complaint in regards to the Councillor Code of Conduct Bylaw – Bylaw #1641.

CARRIED

MOTION #18-079 Moved by Councillor Zimmer to approve the fees charged in relation to the investigation regarding the Councillor Code of Conduct complaint as an out-of-budget expenditure to be funded through general operational reserves.

CARRIED

ADJOURNMENT: Moved by Councillor Carlson that the meeting adjourn at 9:28 p.m.

CARRIED

NOTICE OF RECORDING CEASED: Mayor MacPherson noted that recording ceased at 9:28 p.m.

Mayor – Doug MacPherson

Chief Administrative Officer – Marian Carlson