



Claresholm

TOWN OF CLARESHOLM
PROVINCE OF ALBERTA
REGULAR COUNCIL MEETING MINUTES
MAY 28, 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 Carlson that the Agenda be accepted as presented.

CARRIED

MINUTES: **REGULAR MEETING – MAY 14, 2018**

Moved by Councillor Zimmer that the Regular Meeting Minutes of May 14, 2018 be accepted as presented.

CARRIED

PUBLIC HEARINGS:

1. BYLAW #1644 – Municipal Development Plan

Moved by Councillor Carlson to adjourn the regular meeting to hold the Public Hearings at 7:01 p.m.

CARRIED

Moved by Councillor Schulze to open the Public Hearings regarding Bylaw #1644 and Bylaw #1646 at 7:01 p.m.

CARRIED

Gavin Scott, Planner from the Oldman River Regional Services Commission, spoke regarding the Plan and why the update is needed. With updates to the *Municipal Government Act*, annexation of new lands, the South Saskatchewan Regional Plan, along with general clean-up of bylaw and planning directions, the plan needed to be updated. This bylaw is a living document and will be revisited in the future, especially as the Intermunicipal Development Plan with the MD of Willow Creek is worked on.

Mayor MacPherson opened the floor to individuals for comment.

A question was raised about the zoning of land.

No further requests were received from the public regarding Bylaw #1644.

2. BYLAW #1646 – Land Use Bylaw Amendment

Gavin Scott spoke about the reasons for this update to the Land Use Bylaw. Some items included in this amendment are updates to definitions, modification of the shipping container regulation, addition of a new use that includes a data farm, change of an amusement facility, fitness centres definition has been updated and a new use has been added to include a drive-in theatre.

Mayor MacPherson opened the floor to individuals for comment.

Some discussion was held regarding shipping containers.

No further requests were received from the public regarding Bylaw #1646.

Moved by Councillor Schlossberger to close the Public Hearings at 7:09 p.m.

Moved by Councillor Courage to reconvene to the regular meeting at 7:09 p.m.

ACTION ITEMS:

1. BYLAW #1644 – Municipal Development Plan Bylaw
RE: 2nd & 3rd Readings

Moved by Councillor Moore to give Bylaw #1644, regarding the Municipal Development Plan, 2nd Reading.

CARRIED

Moved by Councillor Schlossberger to give Bylaw #1644, regarding the Municipal Development Plan, 3rd and Final Reading.

CARRIED

2. BYLAW #1646 – Land Use Bylaw Amendment

Moved by Councillor Zimmer to give Bylaw #1646 regarding a Land Use Bylaw Amendment, 2nd Reading.

CARRIED

Moved by Councillor Schulze to give Bylaw #1646 regarding a Land Use Bylaw Amendment, 3rd & Final Reading.

CARRIED

**3. BYLAW #1647 – Procedural Bylaw
RE: 1st Reading**

Moved by Councillor Schulze to give Bylaw #1647, the Procedural Bylaw, 1st Reading.

CARRIED

**4. BYLAW #1648 – Water Conservation
RE: 1st Reading**

Moved by Councillor Schlossberger to give Bylaw #1648, regarding water conservation, 1st Reading.

CARRIED

**5. DELEGATION RESPONSE: Porcupine Hills Early Childhood Coalition
RE: Update**

Received for information.

**6. DELEGATION RESPONSE: Darcy Erickson
RE: Status of Roads in Mountainview Estates**

MOTION #18-080

Moved by Councillor Schlossberger to refer the roads in Mountainview Estates to capital budget discussions to possibly be reconstructed in sections over the next four years.

CARRIED

**7. CORRES: Alberta Environment and Parks
RE: Livingstone-Porcupine Hills Land Footprint Management Plan**

Received for information.

8. REQUEST FOR DECISION: Claresholm Medical Clinic Taxes

Councillor Schlossberger declared a pecuniary interest and left the meeting at 7:40 p.m.

MOTION #18-081

Moved by Councillor Zimmer to cancel the municipal portion of the 2018 property taxes levied on the property owned by the MD of Willow Creek located at 4215 – 3rd Street West in the amount of \$6,387.79 in the spirit of cooperation with our municipal neighbour. This cancellation is equitable to the parties involved in recognition of the support the MD of Willow Creek provides to the Town of Claresholm by way of the unconditional recreation grant and the Town's support of public health by way of supporting the Claresholm Medical Clinic.

CARRIED

Councillor Schlossberger rejoined the meeting at 7:43 p.m.

9. REQUEST FOR DECISION: Intermunicipal Agreement – MD of Willow Creek

MOTION #18-082

Moved by Councillor Courage to authorize Administration to execute the Lease Agreement and the Transfer of Asset Agreement with the MD of Willow Creek as presented.

CARRIED

10. REQUEST FOR DECISION: Open Mic Night

Councillor Moore declared a pecuniary interest and left the meeting at 7:48 p.m.

MOTION #18-083

Moved by Councillor Schulze to support the continuation of contracting the services of Gaven Moore to host Open Mic Night in the downtown parking lot on Wednesday evenings from June 6 to September 26, 2018.

CARRIED

Councillor Moore rejoined the meeting at 7:55 p.m.

11. REQUEST FOR DECISION: Assessment Services

MOTION #18-084

Moved by Councillor Courage that the Town enter into a 5-year contract with Benchmark Assessment Consultant Inc. commencing August 1, 2018 for a contracted price of \$23/parcel in year 1, \$24/parcel in years 2-4 and \$25/parcel in year 5.

CARRIED

12. REQUEST FOR DECISION: Policy #PLDE 04-09 Amendment (Planning & Development Fees)

MOTION #18-085 WHEREAS the Town of Claresholm Council has amended the Land Use Bylaw No. 1525 for the addition of temporary shipping containers;
Therefore be it resolved by Councillor Zimmer to amend Policy #PLDE 04-09 Planning & Development fees as presented.

CARRIED

13. REQUEST FOR DECISION: Policy #COUN 05-18(a) – Public Participation

MOTION #18-086 Moved by Councillor Schlossberger to adopt Policy #COUN 05-18(a), the Public Participation Policy, effective May 28, 2018.

CARRIED

14. REQUEST FOR DECISION: Closure of 49th Avenue West for Fair Days

MOTION #18-087 Moved by Councillor Moore to approve closure of 49th Avenue from the 2nd Street West intersection to the north-south alley that runs adjacent ATB Financial and Pharmasave for a period of up to 12 hours as required to facilitate the Fair Days Street Festival on August 11, 2018.

CARRIED

15. REQUEST FOR DIRECTION: Regional Subdivision & Development Appeal Board

MOTION #18-088 Moved by Councillor Schlossberger to direct administration to work with the Oldman River Regional Services Commission (ORRSC) regarding a Regional Subdivision and Development Appeal Board.

CARRIED

16. INFORMATION BRIEF: CAO Report

Received for information.

17. INFORMATION BRIEF: Council Resolution Status

Received for information.

18. ADOPTION OF INFORMATION ITEMS

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

CARRIED

19. IN CAMERA:

- a. **LAND – FOIP Section 16.1**
- b. **LAND – FOIP Section 16.1**
- c. **LEGAL – FOIP Section 27**

Moved by Councillor Schlossberger to go In Camera at 8:19 p.m.

CARRIED

NOTICE OF RECORDING CEASED: Mayor MacPherson stated that the live stream has ended at 8:19 p.m.

Moved by Councillor Zimmer to come out of In Camera at 8:42 p.m.

CARRIED

NOTICE OF RECORDING: Mayor MacPherson provided notice that live streaming and recording of the Council meeting would begin again at 8:42 p.m.

ADJOURNMENT: Moved by Councillor Carlson that the meeting adjourn at 8:42 p.m.

CARRIED

NOTICE OF RECORDING CEASED: Mayor MacPherson noted that recording ceased at 8:42 p.m.

Mayor – Doug MacPherson

Chief Administrative Officer – Marian Carlson