



**TOWN OF CLARESHOLM**  
PROVINCE OF ALBERTA  
REGULAR COUNCIL MEETING MINUTES  
SEPTEMBER 10, 2018

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

**COUNCIL PRESENT:** Mayor Doug MacPherson; Councillors: Kieth Carlson, 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 Schulze for unanimous consent to add the following to the Agenda:

**19. REQUEST FOR DECISION: Letter of Support – Willow Creek Ag Society**

**CARRIED**

Moved by Councillor Zimmer that the Agenda be accepted as amended.

**CARRIED**

**MINUTES: REGULAR MEETING – AUGUST 13, 2018**

Moved by Councillor Schlossberger that the Regular Meeting Minutes of August 13, 2018 be accepted as amended.

**CARRIED**

**DELEGATION: CLARESHOLM & DISTRICT FCSS  
RE: Community Needs Assessment**

Barbara Bell, Director of Claresholm & District FCSS (Family & Community Support Services), was present to speak to Council regarding their Community Needs Assessment survey that will be going out to the public. The purpose is to help their organization and their partners to create a Plan of Service and to deliver to the public those services that they want to see in their community. The last survey was done in 2014. Barb asked for Council's input for any changes that should be made to the survey. The survey will be available online and also in hard copy. They will also be attending some locations in person for feedback.

**ACTION ITEMS:**

**1. BYLAW #1653 – Tax Penalty Bylaw  
RE: 1<sup>st</sup> Reading**

Moved by Councillor Moore to give Bylaw #1653, the Tax Penalty Bylaw, 1<sup>st</sup> Reading.

**CARRIED**

**2. DELEGATION RESPONSE: Claresholm Citizens on Patrol  
RE: Information & Request for Financial Support**

MOTION #18-136 Moved by Councillor Schlossberger to support Claresholm Citizens on Patrol with a donation of \$2,500 to assist them with their patrolling efforts in Claresholm and area.

**CARRIED**

**3. CORRES: Hon. Shannon Phillips, Minister of Environment and Parks  
RE: Alberta Community Resilience Program (ACRP) Update**

Received for information.

**4. CORRES: Hon. Shaye Anderson, Minister of Municipal Affairs  
RE: 2018 Fall AUMA Convention**

Received for information.

**5. CORRES: Alberta Transportation, Southern Region  
RE: AUMA Convention**

Received for information.

**6. CORRES: Livingstone Range School Division  
RE: Electoral Ward Boundary Review**

Received for information.

**7. CORRES: Alberta Urban Municipalities Association (AUMA)  
RE: AUMA's 2018 Resolutions Book**

Received for information.

**8. CORRES: Alberta Recreation & Parks Association  
RE: Communities ChooseWell Award Winner**

Received for information.

**9. CORRES: Chinook Arch Regional Library System  
RE: Chinook Arch Library Board 2019-2022 Budget and Member Levy**

MOTION #18-137

Moved by Councillor Schulze to approve the Chinook Arch Library Board's 2019 – 2022 Municipal Levy Schedule as presented.

**CARRIED**

**10. CORRES: Terry Fox Run  
RE: Sunday, September 16, 2018**

Received for information.

**11. CORRES: Claresholm & District Chamber of Commerce  
RE: Invitation to 2018 Claresholm Business Conference**

Received for information.

**12. CORRES: Claresholm Recreation  
RE: Invitation to Claresholm Arena Grand Opening**

Received for information.

**13. CORRES: Don Campbell  
RE: Request for Referendum**

Received for information.

**14. CORRES: Dave Wicks  
RE: 2<sup>nd</sup> Appeal of Property Tax Penalty**

Received for information.

**15. REQUEST FOR DECISION: Tax Sale Property**

MOTION #18-138

Moved by Councillor Zimmer for the Town of Claresholm to assume ownership of 232, 234 and 236 – 50 Avenue West under tax recovery regulations.

**CARRIED**

**16. REQUEST FOR DECISION: Playschool CFEP Project Support & Funding Request**

MOTION #18-139

Moved by Councillor Schlossberger to provide a letter of support and commitment for municipal funding in the amount of \$122,107.50 for the Claresholm Learn-a-Lot Playschool CFEP Grant Application for the Multi-Use Community Building.

**CARRIED**

**17. REQUEST FOR DECISION: Day Care CFEP Project Support & Funding Request**

MOTION #18-140

Moved by Councillor Carlson to provide a letter of support and commitment for municipal funding in the amount of \$230,013.50 for the Claresholm Child Care Society CFEP Grant Application for the Multi-Use Community Building.

**CARRIED**

**18. REQUEST FOR DECISION: Library 2019 CFEP Project**

MOTION #18-141

Moved by Councillor Moore to provide a letter of commitment for municipal funding up to \$6,340 for the Town of Claresholm Public Library Board CFEP Grant Application matching funds for their flooring replacement project, and defer funding to 2019 budget discussions.

**CARRIED**

**19. REQUEST FOR DECISION: Letter of Support – Willow Creek Ag Society**

MOTION #18-142

Moved by Councillor Moore to write a letter of support towards the Willow Creek Ag Society's application to the Community Facility Enhancement Program (CFEP) Grant for the purpose of the completion of the interior of the new riding facility recently constructed at the Claresholm Agriplex.

**CARRIED**

**20. REQUEST FOR DECISION: Policy #GA 09-18 – Cell Phone for Business Use**

MOTION #18-143 Moved by Councillor Schlossberger to adopt Policy #GA 09-18, the Business Cell Phone Policy, effective September 10, 2018 as presented.

**CARRIED**

**21. REQUEST FOR DECISION: Land Inquiry – Skating Rink on Municipal Property**

MOTION #18-144 Moved by Councillor Schlossberger to approve the request from Dave Perez to create an outdoor rink on the empty lot owned by the Town of Claresholm located at Block 69 Lot 118 Plan 8010781 with the following stipulations:

- that he signs a lease agreement for \$1 per year,
- that he carries liability insurance for a minimum of \$2 Million,
- that he names the Town of Claresholm as an additional named insured,
- that the site be cleaned up in the spring of 2019, and
- that the site will be cleared upon notice of sale of the property.

**CARRIED**

**22. REQUEST FOR DECISION: ATCO Gas Franchise**

MOTION #18-145 Moved by Councillor Zimmer to keep the franchise fee percentage the same at 10% for 2019 as per Clause 4(a) of the Natural Gas Distribution System Franchise Agreement with ATCO Gas and Pipelines Ltd.

**CARRIED**

**23. REQUEST FOR DECISION: Committee Structure**

MOTION #18-146 Moved by Councillor Carlson to appoint Councillor Schlossberger to Alberta SouthWest.

**CARRIED**

MOTION #18-147 Moved by Councillor Zimmer to appoint Mayor MacPherson to the Joint Economic Development Initiative.

**CARRIED**

MOTION #18-148 Moved by Councillor Schlossberger to appoint Councillor Zimmer to the Physician Recruitment Committee.

**CARRIED**

MOTION #18-149 Moved by Councillor Schulze to appoint Councillor Carlson to the Municipal Planning Commission.

**CARRIED**

MOTION #18-150 Moved by Councillor Zimmer to appoint Councillor Moore to the Wage Negotiating Committee.

**CARRIED**

**24. REQUEST FOR DECISION: Draft Strategic Plan**

MOTION #18-151 Moved by Councillor Schlossberger to approve the Town of Claresholm Strategic Plan 2017/2018 – 2020/2021 as amended.

**CARRIED**

**25. INFORMATION BRIEF: Red Light Camera Investigation**

Received for information.

**26. INFORMATION BRIEF: Service Alberta – Biz Pal Program Participation**

Received for information.

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

Received for information.

**28. ADOPTION OF INFORMATION ITEMS**

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

**CARRIED**

**29. IN CAMERA:**

a. LAND – FOIP Section 16.1

b. LEGAL – FOIP Section 27

c. CONFIDENTIAL EVALUATIONS – FOIP Section 19.1

Moved by Councillor Zimmer to go In Camera at 8:14 p.m.

**CARRIED**

**NOTICE OF RECORDING CEASED:** Mayor MacPherson stated that the live stream has ended at 8:14 p.m.

Moved by Councillor Schulze to come out of In Camera at 9:02 p.m.

**CARRIED**

**NOTICE OF RECORDING:** Mayor MacPherson provided notice that live streaming and recording of the Council meeting would begin again at 9:02 p.m.

**c. CONFIDENTIAL EVALUATIONS – FOIP Section 19.1**

MOTION #18-152 Moved by Councillor Zimmer to appoint James Coupland to the Economic Development Committee.

**CARRIED**

MOTION #18-153 Moved by Councillor Schulze to appoint Vanessa McKenzie to the Claresholm & District FCSS Board.

**CARRIED**

**ADJOURNMENT:** Moved by Councillor Moore that the meeting adjourn at 9:03 p.m.

**CARRIED**

**NOTICE OF RECORDING CEASED:** Mayor MacPherson noted that recording ceased at 9:03 p.m.

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Mayor – Doug MacPherson

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Chief Administrative Officer – Marian Carlson