



**TOWN OF CLARESHOLM  
PROVINCE OF ALBERTA  
REGULAR COUNCIL MEETING MINUTES  
MARCH 26, 2012**

**CALL TO ORDER:** The meeting was called to order at 7:00pm by Mayor David Moore

**PRESENT:** Mayor David Moore; Councillors: Betty Fieguth, David Hubka, Doug MacPherson, Connie Quayle, Daryl Sutter and Judy Van Amerongen; Chief Administrative Officer: Kris Holbeck; Secretary-Treasurer: Karine Wilhauk

**ABSENT:** None

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

**CARRIED**

**MINUTES:** **REGULAR MEETING – MARCH 12, 2012**

Moved by Councillor Quayle that the Regular Meeting Minutes of March 12, 2012 be accepted as presented.

**CARRIED**

**DELEGATIONS:**

**1. YOUNG PARKYN McNAB LLP  
RE: Audit**

Darren Adamson, CA presented the draft 2011 Financial Statements to Council. They do not become the actual financials until approved by Council. This should happen at the next regular Council meeting after Council has discussed the accumulated surplus and how it should be allocated.

**2. CLARESHOLM LIBRARY BOARD  
RE: 2012 Budget**

Shirley Leonard, Chairperson of the Claresholm Library Board, spoke on their behalf. New directives given to the Library Board by the Town Administration, there is an increase in their expenses of \$42,000 over the previous year. Also, they will have to increase their staff to help cover their increase in bookkeeping tasks. In 2011 the board did a community needs assessment, and they realized they need to increase their hours to help serve the community better. The requisition from Chinook Arch Regional Library System can be removed from their budget and added to the Town's requisition from Chinook Arch. 2013 marks the 75<sup>th</sup> Anniversary of the Library.

**ACTION ITEMS:**

**1. BYLAW #1573 – Street Maintenance Tax  
RE: 2<sup>nd</sup> & 3<sup>rd</sup> Readings**

Moved by Councillor Quayle to give Bylaw #1573, regarding a Street Maintenance Tax, 2<sup>nd</sup> Reading.

**CARRIED**

Moved by Councillor Hubka to give Bylaw #1573, regarding a Street Maintenance Tax, 3<sup>rd</sup> and Final Reading.

**CARRIED**

**2. DELEGATION RESPONSE: Claresholm Lions Club  
RE: Lions Park**

Moved by Councillor MacPherson to accept the proposal from the Claresholm Lions Club for Lions Park and refer the project to administration.

**CARRIED**

**3. CORRES: Hon. Ray Danyluk, Minister of Transportation  
RE: 2012 Transportation Grant Programs**

Received for information.

**4. CORRES: Alberta Transportation  
RE: Pedestrian Crossing Review**

Received for information.

**5. CORRES: Willow Creek Agricultural Society  
RE: Liability Insurance**

Moved by Councillor Hubka to cover the public liability insurance of the Willow Creek Agricultural Society, for the 2012 year only, in the amount of \$3,977.

**CARRIED**

**6. CORRES: Cicon Engineering  
RE: 2012 Infrastructure**

Moved by Councillor Quayle to award the 59<sup>th</sup> Avenue West Upgrade project to McNally Contractors as recommended by Cicon Engineering for \$718,288.00 plus GST.

**CARRIED**

Moved by Councillor Fieguth to award the Reservoir Supply Line project to OssaTerra Ltd. as recommended by Cicon Engineering for \$158,822.25 plus GST.

**CARRIED**

**7. STAFF REPORT: Surplus Transfers to Capital Reserves 2011**

Moved by Councillor MacPherson to approve the capital reserve transfers for 2011 as follows:

- ▲ \$80,000 arena project
- ▲ \$100,000 fire truck
- ▲ \$80,000 backhoe
- ▲ \$20,000 park redevelopment
- ▲ \$43,000 8<sup>th</sup> Street sanitary sewer project
- ▲ \$36,000 capital equipment

**CARRIED**

Moved by Councillor Van Amerongen to approve capital equipment purchases in 2012 of an enforcement vehicle for \$52,000 and a backhoe for \$160,000.

**CARRIED**

**8. COMMUNITY STANDARDS COMMITTEE: Requests for Proposal  
– General Contractor Services**

Moved by Councillor Fieguth to accept Umbrella Enterprises Ltd.'s proposal for on-demand contractor services outlined in the request for proposal from the Regulatory & Property Services Department.

**CARRIED**

**9. WESTHILL PARK REDEVELOPMENT PROJECT**

Received for information.

**10. ADOPTION OF INFORMATION ITEMS**

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

**CARRIED**

**11. IN CAMERA: PERSONNEL**

Moved by Councillor Van Amerongen that this meeting go In Camera.

**CARRIED**

Moved by Councillor Fieguth that this meeting come out of In Camera.

**CARRIED**

Moved by Councillor Fieguth to approve the adjustment in work schedule for inside workers to 8:00am to 4:00pm from April 1<sup>st</sup> to September 30<sup>th</sup> and 8:30am to 4:30pm from October 1<sup>st</sup> to March 31<sup>st</sup>.

**CARRIED**

**ADJOURNMENT:** Moved by Councillor Van Amerongen that this meeting adjourn at 8:26pm.

**CARRIED**

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Mayor – David Moore

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Chief Administrative Officer – Kris Holbeck