



**TOWN OF CLARESHOLM
PROVINCE OF ALBERTA
REGULAR COUNCIL MEETING MINUTES
MAY 12, 2008**

PRESENT: Mayor Rob Steel, Councillors: Shirley Isaacson, Don Leonard, David Moore, Connie Quayle and Daryl Sutter; CAO: Kris Holbeck, Secretary-Treasurer: Karine Wilhauk

ABSENT: Councillor Doug MacPherson

AGENDA: Moved by Councillor Leonard that the agenda be accepted as presented.

CARRIED

MINUTES: **REGULAR MEETING – APRIL 28, 2008**

Moved by Councillor Quayle that the Regular Meeting Minutes of April 28, 2008 be accepted as presented.

CARRIED

DELEGATIONS:

**1. CHINOOK EMS – CHRIS MOORE
RE: Ambulance Contract**

Chinook Emergency Medical Services has been providing ambulance service to this area for the past 25 years, and every three years a new contract must be negotiated. Chinook is asking for a 20% increase in their contract mostly due to the great increase in costs. The main issue they have is with staffing and also their call volume has gone up significantly. Chinook feels that the request for an increase is fair.

**2. YOUNG PARKYN McNAB LLP – DARREN ADAMSON, CA
RE: 2007 Audit**

Darren Adamson, CA from Young Parkyn McNab LLP spoke about the financial statements for the year ended December 31, 2007 and did a brief overview of the highlights. The amount of audit work that needs to be done now has greatly increased, so they must go through the systems and check to see if there are any issues. The only recommendation being made is approval of the credit and debit card purchases and making sure that they are looked over more thoroughly. The post-audit letter states what the audit findings are and there were no major issues found. The tangible capital assets project will be the most significant change in 2009.

**3. ROY MANCHULENKO
RE: 2007 Property Taxes Penalty**

Mr. Manchulenko appeared before Council to once again ask that the 2007 tax penalty applied to his account be returned to him as he feels that it was unfair. He appeared on the same issue on November 26, 2007 and again on January 14, 2008. Both times his request was denied at the subsequent meeting. He has now waited his 90 days and once again is asking for the penalty to be refunded.

ACTION ITEMS:

**1. BYLAW #1507 – 2008 MILL RATES
RE: 1st Reading**

Moved by Councillor Leonard to give Bylaw #1507, regarding 2008 Mill Rates, 1st Reading.

CARRIED

Moved by Councillor Leonard to have the Annual General Meeting Monday, May 26, 2008 at 7:00pm at the Claresholm Community Centre with the regular council meeting to follow.

CARRIED

**2. BYLAW #1508 – STREET MAINTENANCE TAX
RE: 1st Reading**

Moved by Councillor Moore to give Bylaw #1508, regarding street maintenance tax, 1st Reading.

CARRIED

Moved by Councillor Leonard to give Bylaw #1508, regarding street maintenance tax, 2nd Reading.

CARRIED

3. BYLAW #1509 – LAND USE AMENDMENT
RE: 1st Reading

Moved by Councillor Leonard to give Bylaw #1509, a land use amendment, 1st Reading.

CARRIED

4. BYLAW #1510 – WATER-WORKS, SEWERS & PLUMBING
RE: 1st Reading

Moved by Councillor Leonard to give Bylaw #1510, regarding Water-works, Sewers and Plumbing, 1st Reading as amended.

CARRIED

5. FINANCIAL STATEMENTS FOR THE YEAR ENDED DECEMBER 31, 2007

Moved by Councillor Sutter to accept the Financial Statements for year ended December 31, 2007 as presented.

CARRIED

6. CORRES: ALBERTA INFRASTRUCTURE & TRANSPORTATION
RE: Alberta Municipal Water/Wastewater Partnership Grant

Received for information.

7. CORRES: ALBERTA MUNICIPAL AFFAIRS
RE: Linear Property Assessment – 2008 Tax Year Change Report

Received for information.

8. CORRES: MPE ENGINEERING LTD.
RE: Water Treatment Plant Upgrade

Moved by Councillor Isaacson for administration to sign the “Request for Change Order Approval” presented by PALL Corporation in the amount of \$93,400 plus GST, to increase the membrane filtration system in the water plant upgrade as recommended by MPE Engineering Ltd.

CARRIED

9. CORRES: BETTER LIGHTING
RE: Free Lighting Audit

Referred to administration.

10. CORRES: ALBERTA EMERGENCY MANAGEMENT AGENCY
RE: Fire & Emergency Management Services in Alberta

Referred to administration.

11. CORRES: VICTORY CHURCH OF CLARESHOLM
RE: Request Regarding Summer Vacation Bible School

Moved by Councillor Sutter to allow the Victory Church of Claresholm to close 1A Street West from 52 Avenue to 53 Avenue from 8:30am to 12:30pm on July 7th to 11th, 2008 for their vacation bible school.

CARRIED

12. CORRES: CLARESHOLM COMMUNITY CENTRE ASSOCIATION
RE: Funding for Floor Repairs & Interior Painting

Moved by Councillor Isaacson to write a letter of support for the grant application to be submitted by the Claresholm Community Centre Association for their upgrades.

CARRIED

13. OPTION TO PURCHASE AGREEMENT

Moved by Councillor Moore to approve the Option to Purchase Agreement as presented with the Faith Community Baptist Church.

CARRIED

14. POLICY #74 – ASSET CLASSIFICATION

Moved by Councillor Quayle to adopt Policy #74 regarding Asset Classification effective May 12, 2008.

CARRIED

15. TOWN OF CLARESHOLM 2008 OPERATING BUDGET

Received for information.

16. ADOPTION OF INFORMATION ITEMS

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

CARRIED

17. IN CAMERA – DEVELOPMENT / PERSONNEL

Moved by Councillor Sutter that this meeting go In Camera.

CARRIED

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

CARRIED

ADJOURNMENT: Moved by Councillor Sutter that this meeting adjourn.

CARRIED

MAYOR – ROB STEEL

SECRETARY-TREASURER – KARINE WILHAUK