

**MINUTES OF COUNCIL MEETING OF THE COUNCIL OF THE  
TOWN OF FORT MACLEOD, AT COUNCIL CHAMBERS,  
MONDAY DECEMBER 14, 2015 AT 7:00 PM**

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**In Attendance:** Mayor Rene Gendre, Deputy Mayor Brent Feyter, Councillors Gord Wolstenholme, Trish Hoskin, Keith Trowbridge and Michael Dyck. Interim CAO Jill Henderson, CFO Kris Holbeck, Administrative Assistant Liisa Gillingham.

**Absent:** Councillor Mike Collar

**Deputy Mayor Feyter Called the meeting to order at 7:00 pm**

**A. APPROVAL OF THE AGENDA**

Additions: IN CAMERA 1) Personnel

**R.669.2015** Moved by Councillor Hoskin that the Agenda be accepted with the addition.

**CARRIED**

**B. ADOPTION OF THE MINUTES**

1. Committee Meeting Minutes November 3, 2015

**R.670.2015** Moved by Councillor Wolstenholme to approve the minutes as presented from the November 3, 2015 meeting.

**CARRIED**

2. Committee Meeting Minutes November 17, 2015

**R.671.2015** Moved by Councillor Trowbridge to approve the minutes as presented from the November 17, 2015 meeting.

**CARRIED**

3. Council Meeting Minutes November 23, 2015

Amendments: R.653.2015 add unanimously carried.

R.654.2015 remove unanimously carried.

**R.672.2015** Moved by Councillor Dyck to approve the minutes as amended from the November 23, 2015 meeting.

**CARRIED**

4. Special Committee Meeting Minutes December 7, 2015

Mayor Gendre would like an addition to the minutes stating an acknowledgement to Mr. Bill Kells for a great presentation and report and would like it reflected in the minutes from that meeting. Deputy Mayor Feyter suggested that it be noted in these meeting minutes as the accolade did not happen at that meeting so it should not be added to those minutes. It was concluded that "All of Council thanked Mr. Kells for the presentation" would be added to the minutes from December 7, 2015.

**R.673.2015** Moved by Mayor Gendre to approve the minutes as amended from the December 7, 2015 meeting.

**CARRIED**

**G. UNFINISHED BUSINESS**

1. Snow Removal Bylaw 1823 and Policy

Councillor Wolstenholme would like to remove from the bylaw that the Town will clear the avenues but he would like it added to the Town Policy with the clause "if time permits"

Councillor Hoskin suggests that in 3 e) 48 hours should read 24 hours.

Mayor Gendre would like only 24 hours given after a notice is given.

Administration reminded Council that soft enforcement with heavy education is more the direction this Bylaw was intended to take.

**R.674.2015** Moved by Mayor Gendre that Bylaw 1823, being a Bylaw of the Town of Fort Macleod in the Province of Alberta for the regulation of snow removal be amended to read 3.a) 24 hours rather than 48 hours and 3.e) 24 hours after a notice and be given second reading.

**CARRIED**

**R.675.2015** Moved by Councillor Hoskin that Bylaw 1823, being a Bylaw of the Town of Fort Macleod in the Province of Alberta for the regulation of snow removal be given third reading and finally be declared passed.

**CARRIED**

Councillor Hoskin would like it noted a request was asked of Administration that the Town Snow Policy be brought before council in the New Year.

2. Ag Society /Kids First Family Centre- Donation Request

Review of Bullarama Sponsorship package and administration report. It was asked how much in the past has been donated to the Ag. Society, CFO Kris Holbeck stated that she didn't think anything but would have look back and see.

**R.676.2015** Moved by Councillor Trowbridge that Council donates \$2000.00 from 2015 Grants to Organizations to Fort Macleod Kids First Family Centre for the Bullarama and New Year's event.

Mayor Gendre requested a recorded vote:

**For:** Mayor Gendre, Deputy Mayor Feyter, Councillors Trish Hoskin, Keith Trowbridge, Michael Dyck and Gordon Wolstenholme.

**CARRIED**

### 3. Property Tax Dispute

Administration reviewed details of the tax dispute. Councillor Hoskin suggested that in the New Year the taxation bylaw be revisited to possibly make an amendment to the minimum tax amount for owners of multiple lots.

Administration feels that the matter should not need to come back to Council.

**R.677.2015** Moved by Mayor Gendre that the report for the property tax dispute be accepted as information and that Administration continue to work with the land owner.

**CARRIED**

### 4. Bylaw 1833 Water Utility Bylaw

CFO Kris Holbeck reviewed with Council the process, bylaw and Administrative procedure that will be changed.

**R.678.2015** Moved by Councillor Dyck that Bylaw 1833 being a bylaw of the Town of Fort Macleod, in the Province of Alberta, for the purpose of regulation of the Utilities of Water and Sewer within the municipality of the Town of Fort Macleod be given second reading.

**CARRIED**

**R.679.2015** Moved by Councillor Trowbridge that Bylaw 1833 being a Bylaw of the Town of Fort Macleod, in the province of Alberta, for the purpose of regulation of the Utilities of water and sewer within the municipality of the Town of Fort Macleod, be given third reading be finally be declared passed.

**CARRIED**

### 5. Bylaw 1834- Sewer Utility Bylaw amendment to Bylaw 1805

CFO Kris Holbeck reviewed the amendments to the existing sewer Bylaw, changes were made to the billing and administrative processes.

**R.680.2015** Moved by Councillor Wolstenholme that Bylaw 1834 being a bylaw of the Town of Fort Macleod, in the Province of Alberta, for the purpose of regulation of the Utilities of Water and Sewer within the Municipality of the Town of Fort Macleod, be given second reading.

**CARRIED**

**R.681.2015** Moved by Councillor Dyck that Bylaw 1834 being a bylaw of the Town of Fort Macleod, in the Province of Alberta, for the purpose of regulation of the Utilities of Water and Sewer within the Municipality of the Town of Fort Macleod, be given third reading be finally be declared passed.

Mayor Rene Gendre requested a recorded vote:

**For:** Mayor Rene Gendre, Deputy Mayor Brent Feyter, Councillors: Gord Wolstenholme, Keith Trowbridge, Trish Hoskin, Mike Collar and Michael Dyck.

**CARRIED**

## **H. NEW BUSINESS**

### 1. Highway 3 - Letter of Support Request

Opportunity for Highway 3 Economic Development Association in light of Provincial Budget and encourage a letter of support conveying a commitment to the association.

**R.682.2015** Moved by Councillor Wolstenholme that Administration send a letter of support to the Highway 3 association.

**CARRIED**

### 2. Affordable Housing: Angie O'Connor, Rhonda Reach and Katherine Done

Letter was submitted to Council with a request to rezone land to be available for multi residential use. A \$10,000.00 grant from CMHC has just been brought to the attention of the Committee and the committee is looking for support and approval from Council to move forward with the grant.

Mayor Gendre asked when the land would have to be ready. Ms. Done informed Council that through conversation it seemed likely that in the next year the land would need to be ready.

Ms. O'Connor asked if Council would consider submitting another expression of interest to ARDN when the call for submissions comes. Deputy Mayor Feyter assured Ms. O'Connor that he felt Council was still committed to that project.

**R.683.2015** Moved by Councillor Hoskin that Council direct administration to investigate land for rezoning for the purpose of multi-residential.

**CARRIED**

3. Land Owner Request – Lot Adjustment

Mr. Darcy Donahue of 657 19<sup>th</sup> street submitted a letter to Council with the request to recover the southeast and northwest corners of his property as they are no longer used as roadways or access points and would like the title transferred to his name.

Mr. Spencer Croil of ORRSC submitted a report indicating the steps required to fulfill the request should Council choose to proceed.

**R.684.2015** Moved by Councillor Dyck to approve the lot adjustment request and proceed as recommended by Town Planner Mr. Croil as per memo dated December 9, 2015 file # 60-101.

Mayor Rene Gendre requested a recorded vote:

**For:** Mayor Rene Gendre, Deputy Mayor Brent Feyter, Councillors: Gord Wolstenholme, Keith Trowbridge, Trish Hoskin, Mike Collar and Michael Dyck.

**CARRIED**

4. CARE – Funding Request

Claresholm Animal Shelter receives animals from Fort Macleod and area regularly, as such; the Claresholm Animal Rescue Society (CARES) is asking Council to support an operating grant in the amount of \$600.00.

**R.685.2015** Moved by Councillor Hoskin to refer the grant request to 2016 Budget consideration.

**CARRIED**

5. Fort Museum- Grants to Organization

Request for an advance of \$10,000.00 from the 2016 grant from the Town.

**R.686.2015** Moved by Councillor Dyck that the \$10,000 advance from the Fort Museum's 2016 grant be approved.

**CARRIED**

6. Altalink – package sent to Council

**R.687.2015** Moved by Councillor Trowbridge to accept the Altalink package as information.

**CARRIED**

7. Council Committee & Board Meeting Remuneration

Councillor Hoskin brought to the attention of all Council that the Mayor had attended a Traffic Safety Committee meeting and while at this meeting committed the Town to getting LED lighting. Councillor Hoskin asks that in the future the Mayor not attend committee meetings that another Councillor is already appointed to.

Mayor Gendre stated that he stated the Town was proceeding with LED lights. Discussion ensued regarding the minutes from the Traffic Safety meeting.

Mayor Gendre called a point of order.

Deputy Mayor Feyter asked Mayor Gendre if he accepted the concerns brought forward? Mayor Gendre stated that he did.

Councillor Hoskin would like to discuss at a later date the possibility of a flat fee for Council remuneration rather than a fee per attendance.

Jill Henderson Interim CAO suggests that the conversation happen once the new CAO starts.

**R.688.2015** Moved by Councillor Hoskin that administration bring the previously gathered information regarding Council Remuneration back to Council in April.

**CARRIED**

8. Tourism Member Request- Deputy Mayor Feyter

Deputy Mayor Feyter is asking Council to approve his request to sit on the Fort Macleod Tourism Alliance board. Discussion ensued.

**R.689.2015** Moved by Councillor Dyck that Council approve Deputy Mayor Feyter's request to sit on the Fort Macleod Tourism Alliance board.

**CARRIED**

9. Pincher Creek Traffic Study

Request for Fort Macleod to participate in a traffic study to determine if a need for transport services exists, possible travel locations include Calgary and Lethbridge.

**R.690.2015** Moved by Councillor Wolstenholme that Administration express an interest to participate in the proposed traffic study.

**CARRIED**

10. Out of Scope Wages

Administrative report presented to Council regarding a 3% wage increase (out of scope positions and Fire Department) to coincide with the Union Wage increase.

**R.691.2015** Moved by Councillor Wolstenholme that the recommended 3% wage increase to out of scope positions as well as the Fire department be approved.

**CARRIED**

11. Information Items

- a) Chinook Arch – Board Report December 2015
- b) Christmas Invite – John Barlow

**R.692.2015** Moved by Councillor Dyck that the information items be accepted as presented.

**CARRIED**

**I. CONSIDERATION OF PUBLIC HEARINGS/DELEGATIONS**

**J. OPERATIONS REPORTS**

- 1. Economic Development Managers Report
- 2. FCSS – Coordinator Report

**R.693.2015** Moved by Mayor Gendre that the operations report be accepted as information.

**CARRIED**

**K. COUNCIL REPORTS**

- 1. Councillor Wolstenholme: asked that it be stated in his report that regarding the Pioneer Lodge is was a very tough decision for the Board, and they believe it was the best choice out of all the possibilities that were left.
- 2. Councillor Hoskin
- 3. Deputy Mayor Feyter

**R.694.2015** moved by Councillor Trowbridge that Council reports be accepted as information.

**CARRIED**

**L.FINANCIALS**

- 1. Payables

**R.695.2015** moved by Councillor Wolstenholme that the payables be accepted as information.

**CARRIED**

**R.696.2015** Moved Councillor Dyck to recess at 8:36 pm.

**CARRIED**

**Meeting called back to order at 8:45 pm**

**M. IN CAMERA**

- 1. Personnel

**R.697.2015** Moved by Councillor Trowbridge to go in Camera at 8:45 pm.

**CARRIED**

**R.698.2015** Moved by Councillor Dyck to come out of In Camera at 9:05 pm.

**CARRIED**

**R.699.2015** Moved by Councillor Wolstenholme to adjourn at 9:05 pm.

**CARRIED**

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**Deputy Mayor, Brent Feyter**

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**Interim CAO-Jill Henderson**