

**TOWN OF MAGRATH  
REGULAR COUNCIL MEETING  
TUESDAY, MARCH 25, 2025  
6:00 PM**

Present at the meeting were Mayor Byrne Cook and the following Council members: Ken Baker, Josh Bouelle, Gerry Baril, Darryl Christensen, Cynthia Ralph and Aaron Zaugg; CAO James Suffredine, Operations Manager, Trevor Millward and Carolyn Law from Administration.

- 1) CALL TO ORDER
- 2) PRAYER OR REFLECTION – Councillor Christensen
- 3) PUBLIC FORUM – Magrath Arts – Falene Wolsey made a request to build an addition to their storage shed located on the Town Shop property.
- 4) DELEGATIONS - none
- 5) ADOPTION OF AGENDA

2025-03-01 Motion from Councillor Christensen to adopt the agenda as presented.  
Carried

- 6) APPROVAL OF MINUTES
  - a) Regular Council Meeting Minutes: February 25, 2025

2025-03-02 Motion from Councillor Ralph to approve the February 25, 2025, Regular Council Meeting minutes.  
Carried

- 7) BUSINESS FROM MINUTES - none

- 8) NEW BUSINESS
  - a) Library Board Appointment

2025-03-03 Motion from Councillor Christensen to appoint Katie Cook-Ward to the library board for a 3-year term.  
Carried

- b) Recycling Service Agreements

2025-03-04 Motion from Councillor Ralph to direct Administration to sign the Recycling Service Agreements as presented.  
Carried

c) Closed Session [FOIPPA 19(1)] – moved to the end of the meeting

9) FINANCIAL REPORTS

a) Payables Cheques #20250101 to #20250132  
and Electronic Fund Transfers #235 to #328

2025-03-05 Motion from Councillor Baker to approve the financial reports as presented.

Carried

b) January & February 2025 Bank Reconciliations

2025-03-06 Motion from Councillor Baker to approve the January and February 2025 Bank Reconciliations.

Carried

10) CORRESPONDENCE

a) Municipal Affairs – Provincial Priorities Act

2025-03-07 Motion from Councillor Bourelle to accept the letter as information.

Carried

b) Municipal Affairs – Budget 2025

2025-03-08 Motion from Councillor Baker to accept the letter as information.

Carried

c) Municipal Affairs – Budget 2025 – Education Property Tax

2025-03-09 Motion from Councillor Zaugg to accept the letter as information.

Carried

d) Alberta Public Safety & Emergency Services – Police Funding Model

2025-03-10 Motion from Councillor Ralph to accept the letter as information.

Carried

11) ADMINISTRATOR'S REPORT

Highlights of Town Administration include the following items:

- Assessment information has been received from the Assessor for the upcoming year and is in the process of being put into the system and balanced.

- The town has sent its old grader on consignment to the Lethbridge dealership.
- Phase one of our solar array has been approved by all regulatory agencies. We are generating Power!
- I negotiated recycling contracts with both the funder as well as our subcontractor for the Council's approval.
- The Auditors were on site on March 18<sup>th</sup> for the annual site review. The process went without any significant surprises.
- The Town sent two staff to take part in drone pilot training and knowledge courses to learn more about the positive possibilities a drone can make to typical municipal tasks.
- Carolyn and I both met with representatives from Park Enterprises, it is time to sign a contract extension with them regarding their contracted safety codes inspection services. Following that meeting, we are waiting to receive the contract extension from them to bring to the Council for review.
- Interviews were held for the Intern position and an offer was made and accepted by the successful application. I am excited to bring him onto the staff and I believe he is going to bring a youthful positive energy to the Town of Magrath team and be able to immediately help us with a few ongoing priorities.

James Suffredine, CAO

2025-03-11 Motion from Councillor Baril to accept the Administrator's Report.

Carried

## 12) COUNCILLOR'S REPORTS

### a) Councillor Zaugg

#### i. Emergency Services

- The department is investigating the costs and availability of training options to complete their Hazardous Materials - Level 1 to be better prepared for chemical leaks. The Town has sites with chlorine and ammonia that they would like to be better prepared for an incident.
- They have completed some more ice rescue training.
- They are having some issues with some of the County's new subdivisions only having one inlet and no other exit point.

#### ii. Museum

- They have applied for federal funding for summer staff and are just waiting to hear if they have been approved.
- A job advertisement has been posted on the Town's website and Facebook page.
- The museum is looking for videos of the pool being built.
- Friends of the Museum – will do a scavenger hunt for celebration again this year.

- b) Councillor Christensen
  - i. MPC
    - Approved an application for a new home to be built with a secondary suite on the property where the house was destroyed by fire.
  - ii. Library
    - April 22 – 23 they will receive the first shipment of new shelving, and it will be installed on April 26.
    - On April 11 the library will be closed for the librarians to attend the Southern Alberta Library Conference.
  
- c) Councillor Baker
  - i. Magrath Days
    - It is time for the Council to start reaching out to contacts for sponsorship donations.
    - Plans are coming together.
  - ii. Recreation Committee
    - Held their AGM and there were no real changes to the board.
    - They are still working towards a linked calendar for the various sports associations.
  - iii. Strategic Planning Session
    - Councillor Baker would like to add 2 items for consideration:
      - a. Community Centre – what direction are we going with further renovations and upgrades?
      - b. All of the lots we have developed are now sold – how are we moving forward with developing more lots?
  
- d) Councillor Bourelle
  - i. Chief Mountain Regional Solid Waste Authority
    - The letter that the Town sent was discussed at their last meeting.
  
- e) Councillor Ralph
  - i. Ag Society
    - Jess looked into grant applications. It is the same person Tamara is talking to, so they will work together
    - Website & ag email delegates
    - Website changes to be made by the designer when we are ready
    - Aleesa contacted the web designer's head office to fix the calendar.
    - Hat-making clinic
    - \$450/person push till end of Aug/Sept
    - Dog Agility
    - May 10

- Eileen motioned a \$60 charge per class.
- Kids roping clinic
- Jessica motioned 3-week clinic starting in April on Wednesdays or Fridays
- Long loop competition at Magrath days
- Cost \$25/kid w/snacks for clinics. Abe Caldwell will coach.
- Shelbi motioned to create a Google doc for Terry to update and add board members so we can see an updated list
- Magrath days band
- Shelbi has secured Trevor Panczak for a concert on Thursday night
- “Band in the Sand” have him on a trailer come into the arena
- Looking at pricing. We need to figure out tickets/presale. Shelbi will work out the details
- Food trucks will be contacted.
- New business
- Pressure wash arena inside
- Scholarships
- PA system outside
- Wall signs/sponsorship to collect for posters inside

ii. Chinook Foundation

- Diamond Willow Lodge Lift Station - Both new pumps arrived, and one new pump is installed and working amazingly well. The second pump cannot be put into operation until a bracket comes that was missing on installation day. We expect the bracket to arrive shortly and will then be finished with the lift station issues and will be able to request reimbursement of costs from the province.
- 2024 Audited Financial Statements. Auditor, Hakon Skoien, was unable to attend the meeting, but phoned in to report on his audit findings. He described it as a clean audit. The CAO reviewed the 2024 Audited Financial Statements with the board and took questions.
- 2025 Budget Letter. The CAO presented the board with the 2025 budget letter from the Seniors, Community and Social Services ministry. The budget includes inflationary increases in funding for Seniors’ Self-contained Housing and for the Lodge Assistance Grant.
- Letter for Grant Application. As part of the application for the Study Grant, FCM requires a letter from the foundation agreeing to cover those costs associated with the study work which are not covered by the grant. If successful, the grant would cover 80% of costs up to \$250,000. In order to apply, the foundation

must agree to cover the \$62,500 in costs beyond what the grant covers.

- Chinook Lodge Access Points. At present, Chinook Lodge pays monthly rent to Shaw/Rogers for internet access points. Many other parts of the building, including many resident rooms, also have poor connectivity. Coincidentally, we are currently between 5-year contracts with Shaw/Rogers and this allows the foundation to explore other options for internet access points. The CAO contacted Bradyn Gerber from Defend Power and Communications and received a quote to install 11 internet access points around the building, including running all the associated wiring. Owning our internet access points has potential long-term savings compared to renting. Also, the new system would more than double the existing access points and result in much better connectivity. They are going to move ahead with Defend Power and Communications.
- CAO Compensation. The CAO presented information about CAO compensation including details of the current compensation package and comparables from the 2023 ASCHA Wage and Benefit Survey and from local municipal CAO salaries. The CAO explained the data, but the board preferred to table a decision until the board chair could be present at a meeting.

f) Councillor Baril

i. Chinook Foundation

- They will be attending the upcoming conference and will try to get some feedback on what other foundations are paying their CAO.

ii. Magrath Arts

2025-03-12 Motion from Councillor Baril to provide support for the Magrath Arts grant application to build on to their existing storage shed. They must be notified that following this addition there will be no more space allocated to them on the Town property and with the understanding that if they leave, the shed stays on Town Property and remains an asset of the Town.

Carried

13) MAYOR'S REPORT

a) Mayors and Reeves Meeting

- YOLO Nomads – they are promoting our area
- LGFF – the operating formula is good
- Tariffs – encourage each municipality to source products locally as much as possible. Trevor Lewington has information for some programs available to small businesses.

- Tax Rates – all municipalities at the meeting expect to drop their tax rates this year.
- b) Mayor Cook will be attending a Prescribed Burn Seminar – there is a serious fire load on the Rod & Gun Club land. The mayor will connect with the Rod & Gun Club and Fire Chief Blackwell to discuss options to reduce the fire load.
- c) Mayor Cook attended the School's Science Fair and it was awesome.


2025-03-13 Motion from Councillor Ralph to enter Closed Session at 8:40 p.m. Carried

2025-03-14 Motion from Councillor Christensen to exit Closed Session at 9:35 p.m. Carried

#### 14) ADJOURNMENT

2025-03-15 Motion from Councillor Ralph to adjourn the meeting at 9:35 p.m. Carried

  
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Mayor – Byrne Cook

  
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CAO – James Suffredine