

**TOWN OF MAGRATH  
REGULAR COUNCIL MEETING  
TUESDAY, AUGUST 12, 2025  
6:00 PM**

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

- 1) CALL TO ORDER – 6:01 pm
- 2) PRAYER OR REFLECTION – Mayor Cook
- 3) PUBLIC FORUM – none
- 4) DELEGATIONS
  - a) Cardston County Shooting Association
    - i. Greg Ranger presented an outline of plans to construct a shooting range in Cardston County and requested Council's support in the development process.
- 5) ADOPTION OF AGENDA

2025-08-01 Motion from Councillor Ralph to adopt the agenda as presented.

Carried

- 6) APPROVAL OF MINUTES
  - a) Regular Council Meeting Minutes: July 8, 2025

2025-08-02 Motion from Councillor Bourelle to approve the July 8, 2025, Regular Council Meeting minutes as presented.

Carried

- 7) NEW BUSINESS
  - a) Bylaw No. 1321 Amendment to Land Use Bylaw No. 1284

2025-08-03 Motion from Councillor Ralph to pass first reading of Bylaw No. 1319.

Carried

2025-08-04 Motion from Councillor Bourelle that a public hearing and special meeting of Council be scheduled for September 9, 2025, at 6:00 pm for the second and third readings of Bylaw No. 1319.

Carried

b) Development Agreement – Subdivision 2025-0-074

2025-08-05 Motion from Councillor Zaugg to approve the development agreement:  
Subdivision 2025-0-074.

Carried

c) Roving Energy Manager Program

2025-08-06 Motion from Councillor Bourelle that the Town explore the program and  
submit an application.

Carried

d) Closed Session ATIA[26(1)], ATIA[30(1)]

2025-08-08 Motion from Councillor Ralph to enter closed session under  
ATIA[26(1)], ATIA[30(1)] at 6:44 pm.

Carried

2025-08-09 Motion from Councillor Bourelle to exit closed session at 7:09 pm.

Carried

2025-08-10 Motion from Councillor Ralph to approve the amendments to the  
Intermunicipal Collaboration Framework agreement.

Carried

2025-08-11 Motion from Councillor Baril that Policy CP-027, Cellphone Stipend Policy,  
be approved.

Carried

2025-08-12 Motion from Councillor Bourelle that the amendments to Policy CP-010,  
Donations and Fundraising – Received and Disbursed, be approved.

Carried

8) FINANCIAL REPORTS

a) Payables Cheques #20250250 to 20250301  
and EFT's # 707 to 921

2025-08-13 Motion from Councillor Ralph to approve the financial reports as  
presented.

Carried

b) May 2025 Bank Reconciliation

2025-08-14 Motion from Councillor Zaugg to approve the bank reconciliation for May as presented.

Carried

9) CORRESPONDENCE

a) RCMP – New Commanding Officer for Alberta

2025-08-15 Motion from Councillor Baril to accept this correspondence as information.

Carried

10) ADMINISTRATOR'S REPORT

Highlights for Town Administration include the following items:

- The Sidewalk project has been progressing with some delays due to Magrath days as well as an unusually rainy construction season.
- Foundations have been poured for the new field lighting poles and conduit is in the process of being installed. The cement needs to cure for a few weeks before the poles can be installed onto the foundations, but our Operations Manager has done an excellent job of coordinating contractors to keep the project moving forward.
- Magrath days events were generally well received and performed this year. One early take away has been that to continue growing the event more organizers and volunteers are necessary. A debriefing session will be done amongst the planning committee to make notes for changes for 2026. It would be recommended that Council consider a small gathering or gift to recognize notable volunteers who help to organize events throughout Magrath Days.
- An OHS field specialist has contacted me. Almost all nearby municipalities have or undergoing safety audits from OHS and it is anticipated that that an audit will now be conducted for Magrath. I am eager to work with the specialist to ensure our practices are appropriate or adjust based on their recommendation to new best practices.
- The Phase 2 of our solar array received approval from Fortis Microgen. D-Com is now working on permitting to begin construction.
- The Town's candidate information session for potential Council candidates will be held on September 2.

James Suffredine, CAO

2025-08-16 Motion from Councillor Baril to accept the administrators report as presented.

Carried

## 11) COUNCILLOR'S REPORTS

### a) Councillor Ralph

2025-08-17 Motion from Councillor Ralph that a letter of support be drafted and sent to the Cardston County Shooting Association for the gun range project.

Carried

b) Councillor Bourelle– Nothing to report

c) Councillor Baril

i. Advised that he will be away from August 29 to September 15.

d) Councillor Zaugg

ii. Museum

- Extended thanks to the Town for the annual funding provided.

2025-08-18 Motion from Councillor Zaugg to direct staff to investigate the applicability and costs of a new sealant product.

Carried

e) Councillor Baker– Written report submitted

i. Magrath Days

- A huge thank you to our town staff, and all of you for helping provide another amazing experience for our community.
- I consider this year's event to be one of the most successful for several reasons, ranging from what we provided, to the growing bandwidth of people helping. I feel we have come a long way over the course of the last few years.
- I would like to provide a 'council thank-you' dinner for those who provided events during Magrath Days and would like to target an evening in early September for that. More details to come.
- We will meet as a Magrath Days committee in the coming weeks to de-brief on the event and will bring those notes back to council.

ii. FCSS

- With Magrath Days in the rear-view mirror, I will be meeting with Ryan and Tonia to discuss FCSS and the great work happening on that front.

iii. Golf Board

- I am very excited about the progress our golf course has made over the last few years, and even more excited about what is potentially ahead for them and our town.
- Due to the hard work of the board (and the golf pro), our golf course is getting attention from the right people/organizations that it has lacked in the past. For example:
  - The golf course hosted the Junior Masters for the first time and received feedback that they will be back to use our course.
  - The golf course just hosted the Junior Ryder Cup, and similarly said they would be back to use our course going forward.
  - The golf course hosted more corporate tournaments from businesses outside of Magrath than ever before
  - The golf course is hosting the Alberta Super Senior 65 and older playoff for the first time ever – and the first time that organization has come further south than Calgary.
  - The golf course has partnered with Kainai Nation, and has already hosted one tournament for them, and is planning another tournament with them for reconciliation day (Sept 29<sup>th</sup>, the day before).
  - The golf course is hosting 1A, 2A, 3A and 4A zones this year, which has never happened before, and we are co-hosts for 3A & 4A provincials with Henderson
- It is also extremely promising that hosting these events has not been limiting to regular members, or to those looking to use the course for green fees. For example:
  - Memberships are at an all time high, including junior memberships, which is very encouraging.
  - Woman's league set a record high for the number women golfing at the course.
  - Green fees are up compared to last year at this time.
  - There is also a record high of merchandise being sold from our pro-shop.
- Given this type of momentum has been able to be created during a season that has seen its highest amount of precipitation in 20 years, I am very impressed with the outside optics the golf course is drawing to our community.
- All this being said, the externally limiting factor facing our golf course is its outdated irrigation system. There are so many current issues, and leaks with the system that it would prevent the golf course from fully being able to scale to the growing demand. The golf board is putting together a plan for replacement, and the potential costs.

- The board would like to come to a committee meeting in the fall, provide more information to council, and discuss potential ways we could partner on the cost of this upgrade.

f) Councillor Christensen – Nothing to report

## 12) MAYOR'S REPORT

- i. Charity Golf Tournament
  - The tournament went well and resulted in \$29,000 for Magrath Minor Hockey.
- ii. Magrath Days
  - The celebration was successful.
  - Potential to review the sponsorship process next year to improve the process.

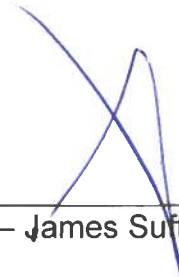
## 13) ADJOURNMENT

2025-08-19 Motion from Councillor Ralph to adjourn the meeting at 7:58 pm

Carried



Mayor – Byrne Cook



CAO – James Suffredine