



TOWN OF CLARESHOLM
PROVINCE OF ALBERTA
REGULAR COUNCIL MEETING MINUTES
APRIL 8, 2024

Place: Council Chambers
Town of Claresholm Multi-Use Community Building, 111 – 55 Avenue West
Livestream: <https://www.youtube.com/channel/UCe3OPyLhTzPajvPVAtNL1KA/live>

COUNCIL PRESENT: Mayor Brad Schlossberger, Councillors: Kieth Carlson, Rod Kettles, Kandice Meister, Diana Ross and Craig Zimmer

ABSENT: Councillor Mike Cutler

STAFF PRESENT: Chief Administrative Officer: Abe Tinney, Finance Assistant: Karine Keys, Director of Corporate Services: Blair Bullock

MEDIA PRESENT: None

NOTICE OF RECORDING: Mayor Schlossberger provided notice that live streaming and recording of the Council meeting would begin immediately at 7:00 p.m. and that recording would continue until such time as the meeting goes In Camera and/or is adjourned.

CALL TO ORDER: The meeting was called to order at 7:00 p.m. by Mayor Schlossberger

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

CARRIED

MINUTES: **REGULAR MEETING – MARCH 25, 2024**

Moved by Councillor Meister that the Regular Meeting Minutes of March 25, 2024 be accepted as presented.

CARRIED

DELEGATION: **GREGORY HARRIMAN & ASSOCIATES LLP – Erin Gregory, CPA, CA**
RE: 2023 Financial Statements

Erin Gregory, CPA, CA from Gregory Harriman & Associated LLP presented the draft 2023 Financial Statements to Council virtually by Zoom.

ACTION ITEMS:

1. REQUEST FOR DECISION: 2023 Reserve Transfers

MOTION #24-047 Moved by Councillor Meister to transfer out of reserve funds for 2023 operational and capital purposes in the amount of \$1,240,531 for the year ended December 31, 2023 as follows:

Transfers from Operating Reserves

General - \$5,133
Policing - \$37,398
Healthcare Professional Recruitment - \$1,793
Economic Development - \$2,633
Office - \$6,800

Transfers from Capital Reserves

Recreation - \$5,500
Fire - \$44,385
Parks and pathways - \$14,894
Water and Sewer - \$499,632
Land & Development - \$70,604
Garbage and Recycling Equipment - \$551,759

CARRIED

MOTION #24-048 Moved by Councillor Zimmer to transfer 2023 unrestricted surplus funds of \$1,691,787 to Reserves for the year ended December 31, 2023 as follows:

Transfers to Operating Reserves

General - \$36,853
Policing Costs - \$56,060
Healthcare Professional Recruitment - \$480
Trust accounts - \$2,356
Economic Development - \$840
Office - \$23,834
Fill dirt - \$11,174
Cemetery - \$33
Events - \$4,449

Transfers to Capital Reserves

General - \$82,676
Arena - \$12,979
Recreation - \$27,547
Fire - \$69,996
Parks and pathways - \$16,806

Water and sewer - \$891,916
Land & Development - \$407,637
Garbage & recycling equipment - \$17,331
Acreage assessment - \$1,869
Tamarack Subdivision - \$1,154
Playground rehabilitation - \$461
Enforcement vehicle - \$2,471
Tax recovery land - \$544
Cemetery - \$7,321
Emergency Management - \$15,000

CARRIED

2. REQUEST FOR DECISION: 2023 Audited Financial Statements

MOTION #24-049 Moved by Councillor Kettles to accept the Audited Financial Statements for the year ended December 31, 2023 as presented.

CARRIED

MOTION #24-050 Moved by Councillor Carlson to appoint Gregory Harriman and Associates LLP as the Town of Claresholm Auditor for the 2024 fiscal year.

CARRIED

3. REQUEST FOR DECISION: 2024 Final Budget

MOTION #24-051 Moved by Councillor Meister to approve the 2024 Operational Budget as presented.

CARRIED

MOTION #24-052 Moved by Councillor Ross to approve the 2024 Capital Budget as presented.

CARRIED

4. BYLAW #1783 – Land Use Bylaw Amendment

RE: 1st Reading

Moved by Councillor Carlson to give Bylaw #1783, a Land Use Bylaw Amendment, 1st Reading.

CARRIED

5. BYLAW #1784 – Special Tax Levy

RE: 1st Reading

Moved by Councillor Kettles to give Bylaw #1784, a Special Tax Levy, 1st Reading.

CARRIED

MOTION #24-053 Moved by Councillor Ross to direct administration to prepare a public participation plan regarding Bylaw #1784 prior to 2nd Reading.

CARRIED

6. DELEGATION RESPONSE: National Police Federation

RE: 2024 Budget Update

Received for information.

7. DELEGATION RESPONSE: Claresholm RCMP Detachment

RE: Quarterly Update

MOTION #24-054 Moved by Councillor Zimmer to recommend the following priorities to the Claresholm RCMP Detachment for the 2024 fiscal year: traffic safety, police/community relations and public visibility, crime reduction and prevention of property crimes, and drug enforcement.

CARRIED

8. CORRES: Hon. Ric McIver, Minister of Municipal Affairs

RE: Assessment Model Review

Received for information.

9. CORRES: President Tyler Gandam, Alberta Municipalities

RE: Political Parties

MOTION #24-055 Moved by Councillor Meister to support the position of Alberta Municipalities regarding political parties in municipal politics.

CARRIED

10. CORRES: Community Futures Alberta Southwest

RE: Board Opening

Received for information.

11. CORRES: Claresholm & District Transportation Society

RE: Letter of Support – Provincial Assisted Transportation Grant

MOTION #24-056 Moved by Councillor Ross to direct Administration to write a letter of support towards the Claresholm & District Transportation Society's application to Healthy Aging Alberta's Provincial Assisted Transportation Project Grant for the purpose of expanding their services in the Claresholm area, assisting low-income seniors with a subsidized service to access the services they need.

CARRIED

**12. CORRES: 4-H Beef Club
RE: Sponsorship Request**

MOTION #24-057 Moved by Councillor Carlson to support the Claresholm 4-H Beef Club's annual achievement day at the Claresholm Community Centre on June 25, 2024 with a donation of \$450.

CARRIED

**13. CORRES: Lisa Darch
RE: Skatepark Bleachers**

MOTION #24-058 Moved by Councillor Ross to allow Lisa Darch to sand and refinish the skatepark bleachers once they have been inspected for safety and to have Public Works relocate the bleachers to the new location when appropriate.

CARRIED

14. REQUEST FOR DECISION: Water Shortage Response Plan

MOTION #24-059 Moved by Councillor Zimmer to direct administration to complete a supplementary pumping strategy for the Pine Coulee Reservoir, at a cost not to exceed \$20,800 plus GST, with a 50% contribution from the M.D. of Willow Creek, and that expenses come from Water and Sewer Utility Capital Reserves.

CARRIED

15. REQUEST FOR DIRECTION: Taxi Tokens

MOTION #24-060 Moved by Councillor Kettles to refer the Taxi Token Program Policy to the Administrative Services Committee to explore policy update options in consideration of increased taxi costs.

CARRIED

16. FINANCIAL REPORT: Statement of Operations – March 31, 2024

Moved by Councillor Ross to accept the Consolidated Statement of Operations for the month ended March 31, 2024 as presented.

CARRIED

17. INFORMATION BRIEF: Council Committee Report

Received for information.

18. INFORMATION BRIEF: Council Resolution Status

Received for information.

19. ADOPTION OF INFORMATION ITEMS

Moved by Councillor Meister to adopt the information items as presented.

CARRIED

20. IN CAMERA:

- a. Advice from Officials – FOIP Section 24
- b. Land – FOIP Section 16

Moved by Councillor Ross to go In Camera at 8:10 p.m. for the following items:

- a. Advice from Officials – FOIP Section 24
- b. Land – FOIP Section 16

CARRIED

NOTICE OF RECORDING CEASED: Mayor Schlossberger stated that the live stream has ended at 8:11 p.m.

Moved by Councillor Meister to come out of In Camera at 8:34 p.m.

CARRIED

NOTICE OF RECORDING: Mayor Schlossberger provided notice that live streaming and recording of the Council meeting would begin again at 8:34 p.m.

ADJOURNMENT: Moved by Councillor Carlson that the meeting adjourn at 8:34 p.m.

CARRIED

NOTICE OF RECORDING CEASED: Mayor Schlossberger noted that recording ceased at 8:34 p.m.

Mayor – Brad Schlossberger

Chief Administrative Officer – Abe Tinney