

Claresholm

**TOWN OF CLARESHOLM
PROVINCE OF ALBERTA
REGULAR COUNCIL MEETING
DECEMBER 11, 2023
AGENDA**

Time: 7:00 P.M.

Place: Council Chambers

Town of Claresholm Multi-Use Community Building, 111 – 55 Avenue West

Livestream: <https://www.youtube.com/channel/UCe3OPyLhTzPajvPVAfNLIKA/live>

NOTICE OF RECORDING

CALL TO ORDER

AGENDA:

ADOPTION OF AGENDA

MINUTES:

REGULAR MEETING – NOVEMBER 27, 2023

PUBLIC HEARINGS:

1. **BYLAW #1763 – Land Use Bylaw Amendment**
2. **BYLAW #1772 – Land Use Bylaw Amendment**
3. **BYLAW #1773 – Land Use Bylaw Amendment**

DELEGATION:

CLARESHOLM RCMP DETACHMENT

RE: Quarterly Update

ACTION ITEMS:

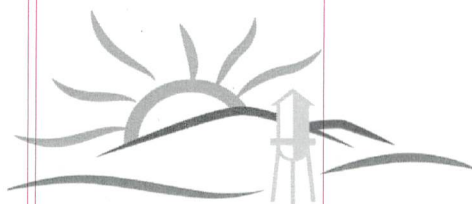
1. **BYLAW #1763 – Land Use Bylaw Amendment**
RE: 2nd & 3rd Readings
2. **BYLAW #1771 – Land Use Bylaw Amendment**
RE: 1st Reading
3. **BYLAW #1772 – Land Use Bylaw Amendment**
RE: 2nd & 3rd Readings
4. **BYLAW #1773 – Land Use Bylaw Amendment**
RE: 2nd & 3rd Readings
5. **BYLAW #1775 – Land Use Bylaw Amendment**
RE: 1st Reading
6. **BYLAW #1776 – Emergency Management Bylaw**
RE: 1st Reading
7. **BYLAW #1777 – Solid Waste Management Bylaw**
RE: All Readings
8. **BYLAW #1778 – Administrative Services Committee Bylaw**
RE: 1st Reading
9. **CORRES: Oldman Watershed Council**
RE: Thank You for Your Continued Support
10. **REQUEST FOR DECISION: Real Estate Contract**
11. **REQUEST FOR DECISION: Committee Appointments**
12. **REQUEST FOR DECISION: Strategic Planning**
13. **REQUEST FOR DECISION: 2024 Interim Budget**
14. **INFORMATION BRIEF: Claresholm Firefighter Foundation - Grant Application**
15. **INFORMATION BRIEF: Council Committee Report**
16. **INFORMATION BRIEF: Council Resolution Status**
17. **ADOPTION OF INFORMATION ITEMS**
18. **IN CAMERA**
 - a. **PERSONNEL – FOIP Section 17**
 - b. **LAND – FOIP Section 16**

INFORMATION ITEMS:

1. **Mayors & Reeves of Southwest Alberta Meeting Minutes – November 3, 2023**
2. **ORRSC – Change in Assigned Municipal Planner – November 27, 2023**
3. **Claresholm Public Library Board Meeting Minutes – October 17, 2023**
4. **Claresholm Public Library Board Organizational Meeting Minutes – November 22, 2023**
5. **Willow Creek Agricultural Society Manager’s Report – November 2023**

ADJOURNMENT

AJ



Claresholm

**TOWN OF CLARESHOLM
PROVINCE OF ALBERTA
REGULAR COUNCIL MEETING MINUTES
DECEMBER 11, 2023**

**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, Mike Cutler, Rod Kettles, Kandice Meister, Diana Ross and Craig Zimmer

ABSENT: None

STAFF PRESENT: Chief Administrative Officer: Abe Tinney, Finance Assistant: Karine Keys

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 – NOVEMBER 27, 2023

Moved by Councillor Zimmer that the Regular Meeting Minutes of November 27, 2023 be accepted as presented.

CARRIED

PUBLIC HEARINGS:

1. BYLAW #1763 – Land Use Bylaw Amendment

Mayor Schlossberger declared the Public Hearing open regarding Bylaw #1763 at 7:01 p.m.

CAO Abe Tinney presented Bylaw #1763, a Bylaw for the purpose of amending Land Use Bylaw #1525 to re-designate a portion of land from “Public - P” to “Single Detached Residential - R1”. No formal submissions were received from the public.

Mayor Schlossberger asked if there were any comments from the public.

No comments were received from the public regarding Bylaw #1763. No comments from members of Council were noted.

Mayor Schlossberger declared the Public Hearing closed at 7:03 p.m.

2. BYLAW #1772 – Land Use Bylaw Amendment

Mayor Schlossberger declared the Public Hearing open regarding Bylaw #1772 at 7:03 p.m.

CAO Abe Tinney presented Bylaw #1772, a Bylaw for the purpose of amending Land Use Bylaw #1525 to add the following use to Highway Commercial - C2 under Section 1:

- Permitted Uses:
- Personal Service

No formal submissions were received from the public.

Mayor Schlossberger asked if there were any comments from the public.

No comments were received from the public regarding Bylaw #1772. No comments from members of Council were noted.

Mayor Schlossberger declared the Public Hearing closed at 7:04 p.m.

3. BYLAW #1773 – Land Use Bylaw Amendment

Mayor Schlossberger declared the Public Hearing open regarding Bylaw #1773 at 7:04 p.m.

CAO Abe Tinney presented Bylaw #1773, a Bylaw for the purpose of amending Land Use Bylaw #1525 to re-designate a portion of land from “Direct Control - DC” to “Highway Commercial - C2”. No formal submissions were received from the public.

Mayor Schlossberger asked if there were any comments from the public.

No comments were received from the public regarding Bylaw #1773. No comments from members of Council were noted.

Mayor Schlossberger declared the Public Hearing closed at 7:05 p.m.

DELEGATION:

CLARESHOLM RCMP DETACHMENT

RE: Quarterly Update

Sergeant Perry Pelletier from the Claresholm RCMP Detachment presented Town Council with the quarterly update from July 1st to September 30th, 2023.

ACTION ITEMS:

**1. BYLAW #1763 – Land Use Bylaw Amendment
RE: 2nd & 3rd Readings**

Moved by Councillor Cutler to give Bylaw #1763, a Land Use Bylaw Amendment, 2nd Reading.

CARRIED

Moved by Councillor Meister to give Bylaw #1763, a Land Use Bylaw Amendment, 3rd & Final Reading.

CARRIED

**2. BYLAW #1771 – Land Use Bylaw Amendment
RE: 1st Reading**

Moved by Councillor Ross to give Bylaw #1771, a Land Use Bylaw Amendment 1st Reading.

CARRIED

**3. BYLAW #1772 – Land Use Bylaw Amendment
RE: 2nd & 3rd Readings**

Moved by Councillor Kettles to give Bylaw #1772, a Land Use Bylaw Amendment, 2nd Reading.

CARRIED

Moved by Councillor Ross to give Bylaw #1772, a Land Use Bylaw Amendment, 3rd & Final Reading.

CARRIED

**4. BYLAW #1773 – Land Use Bylaw Amendment
RE: 2nd & 3rd Readings**

Moved by Councillor Zimmer to give Bylaw #1773, a Land Use Bylaw Amendment, 2nd Reading.

CARRIED

Moved by Councillor Carlson to give Bylaw #1773, a Land Use Bylaw Amendment, 3rd & Final Reading.

CARRIED

**5. BYLAW #1775 – Land Use Bylaw Amendment
RE: 1st Reading**

Moved by Councillor Ross to give Bylaw #1775, a Land Use Bylaw Amendment, 1st Reading.

CARRIED

**6. BYLAW #1776 – Emergency Management Bylaw
RE: 1st Reading**

Moved by Councillor Cutler to give Bylaw #1776, the Emergency Management Bylaw, 1st Reading.

CARRIED

**7. BYLAW #1777 – Solid Waste Management Bylaw
RE: All Readings**

Moved by Councillor Meister to give Bylaw #1777, the Solid Waste Management Bylaw, 1st Reading.

CARRIED

Moved by Councillor Kettles to give Bylaw #1777, the Solid Waste Management Bylaw, 2nd Reading.

CARRIED

Moved by Councillor Ross for unanimous consent to give Bylaw #1777, the Solid Waste Management Bylaw, 3rd & Final Reading at the same meeting.

CARRIED UNANIMOUSLY

Moved by Councillor Zimmer to give Bylaw #1777, the Solid Waste Management Bylaw, 3rd & Final Reading.

CARRIED

**8. BYLAW #1778 – Administrative Services Committee Bylaw
RE: 1st Reading**

Moved by Councillor Carlson to give Bylaw #1778, the Administrative Services Committee Bylaw, 1st Reading.

CARRIED

**9. CORRES: Oldman Watershed Council
RE: Thank You for Your Continued Support**

MOTION #23-163 Moved by Councillor Cutler to support the Oldman Watershed Council with a donation of \$1,847 to continue their efforts towards watershed health in our region.

CARRIED

10. REQUEST FOR DECISION: Real Estate Contract

MOTION #23-164 Moved by Councillor Ross to enter into a one-year Real Estate Contract with Century 21 for the purpose of listing and selling the Town owned lot located at 3 Westlynn Drive.

CARRIED

MOTION #23-165 Moved by Councillor Meister to set the list price for Lot 1, Block C, Plan 8810870 at \$99,000.

CARRIED

11. REQUEST FOR DECISION: Committee Appointments

MOTION #23-166 Moved by Councillor Cutler to appoint Councillor Zimmer as an alternate to the Claresholm & District Transportation Society Board.

CARRIED

12. REQUEST FOR DECISION: Strategic Planning

MOTION #23-167 Moved by Councillor Zimmer to approve the updated 2022-2026 Strategic Plan of Claresholm Town Council as presented.

CARRIED

13. REQUEST FOR DECISION: 2024 Interim Budget

MOTION #23-168 Moved by Councillor Kettles to approve the Interim 2024 Operational Budget as presented.

CARRIED

MOTION #23-169 Moved by Councillor Meister to approve the 2024 Capital Budget as presented.

CARRIED

14. INFORMATION BRIEF: Claresholm Firefighter Foundation – Grant Application

Received for information.

15. INFORMATION BRIEF: Council Committee Report

Received for information.

16. INFORMATION BRIEF: Council Resolution Status

Received for information.

17. ADOPTION OF INFORMATION ITEMS

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

CARRIED

18. IN CAMERA

a. PERSONNEL – FOIP Section 17

b. LAND – FOIP Section 16

Moved by Councillor Cutler to go In Camera at 8:12 p.m. for the following items:

a. Personnel – FOIP Section 17

b. Land – FOIP Section 16

CARRIED

NOTICE OF RECORDING CEASED: Mayor Schlossberger stated that the live stream has ended at 8:12 p.m.

Moved by Councillor Ross to come out of In Camera at 8:41 p.m.

CARRIED

NOTICE OF RECORDING: Mayor Schlossberger provided notice that live streaming and recording of the Council meeting would begin again at 8:41 p.m.

a. Personnel – FOIP Section 21

MOTION #23-170 Moved by Councillor Meister to appoint Thomas Carey to the Claresholm Museum Board.

CARRIED

b. Land – FOIP Section 16

MOTION #23-171 Moved by Councillor Carlson to approve the Offer to Purchase from Homecare Hub Inc. for Lots 58-65, Block 118, Plan 8010781 as presented.

CARRIED

ADJOURNMENT: Moved by Councillor Zimmer that the meeting adjourn at 8:42 p.m.

CARRIED

NOTICE OF RECORDING CEASED: Mayor Schlossberger noted that recording ceased at 8:42 p.m.



Mayor – Brad Schlossberger



Chief Administrative Officer – Abe Tinney