



**TOWN OF CLARESHOLM
PROVINCE OF ALBERTA
REGULAR COUNCIL MEETING
FEBRUARY 26, 2024
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/UCe3OPyLhTzPajvPVAtNL1KA/live>

NOTICE OF RECORDING

CALL TO ORDER

AGENDA:

ADOPTION OF AGENDA

MINUTES:

REGULAR MEETING – FEBRUARY 12, 2024

ACTION ITEMS:

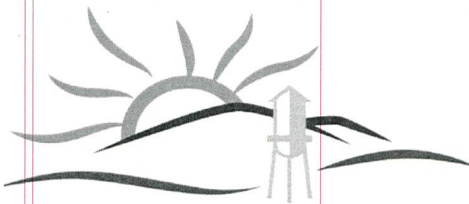
1. **BYLAW #1779 – Business License Bylaw**
RE: 2nd & 3rd Readings
2. **CORRES: Alberta Municipalities**
RE: Webinar Registration – Alberta’s 2024 Budget Overview
3. **CORRES: Alberta Municipalities**
RE: Join the Call to Keep Political Parties out of Local Elections
4. **REQUEST FOR DECISION: Texas 4000 for Cancer**
5. **REQUEST FOR DECISION: Letters of Support – Claresholm Lions Club**
6. **REQUEST FOR DECISION: Municipal Library Bylaws**
7. **REQUEST FOR DECISION: Broadband Policy**
8. **REQUEST FOR DECISION: Cell Phone Policies**
9. **REQUEST FOR DECISION: FCM Convention**
10. **FINANCIAL REPORT: Statement of Operations – January 31, 2024**
11. **INFORMATION BRIEF: CAO Report**
12. **INFORMATION BRIEF: Council Committee Report**
13. **INFORMATION BRIEF: Council Resolution Status**
14. **ADOPTION OF INFORMATION ITEMS**
15. **IN CAMERA:**
 - a. **Business Interests of a Third Party – FOIP Section 16**
 - b. **Personnel – FOIP Section 17**
 - c. **Personnel – FOIP Section 17**

INFORMATION ITEMS:

1. **Claresholm & District Museum Board Meeting Minutes – November 15, 2023**
2. **Claresholm Public Library Board Meeting Minutes – January 16, 2024**
3. **Willow Creek Agricultural Society Board Meeting Minutes – January 17, 2024**
4. **Presentation to Mayors & Reeves of Southwest Alberta – Alberta Needs Pas**
5. **Age-Friendly E-News – February 12, 2024**

ADJOURNMENT

AI [Signature]



Claresholm

TOWN OF CLARESHOLM PROVINCE OF ALBERTA REGULAR COUNCIL MEETING MINUTES FEBRUARY 26, 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, 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 Cutler that the Agenda be accepted as presented.

CARRIED

MINUTES: REGULAR MEETING – FEBRUARY 12, 2024

Moved by Councillor Zimmer that the Regular Meeting Minutes of February 12, 2024 be accepted as presented.

CARRIED

ACTION ITEMS:

1. BYLAW #1779 – Business License Bylaw
RE: 2nd & 3rd Readings

Moved by Councillor Ross to give Bylaw #1779, the Business License Bylaw, 2nd Reading.

CARRIED

Moved by Councillor Carlson to give Bylaw #1779, the Business License Bylaw, 3rd & Final Reading.

CARRIED

2. CORRES: Alberta Municipalities
RE: Webinar Registration – Alberta’s 2024 Budget Overview

Received for information.

3. CORRES: Alberta Municipalities
RE: Join the Call to Keep Political Parties out of Local Elections

MOTION #24-024 Moved by Councillor Meister to send an advocacy letter to MLA Chelsae Petrovic to encourage the provincial government to keep party politics out of municipal government.

CARRIED

4. REQUEST FOR DECISION: Texas 4000 for Cancer

MOTION #24-025 Moved by Councillor Carlson to allow the Texas 4000 for Cancer Rockies group to stay in Centennial Park Campground for one night on July 2, 2024 for free of charge to support their cause of raising funds and awareness for cancer research, for the Claresholm Public Library to be offered as a bad weather alternative, and for administration to facilitate their stay.

CARRIED

5. REQUEST FOR DECISION: Letters of Support – Claresholm Lions Club

MOTION #24-026 Moved by Councillor Meister to write a letter of support towards the Claresholm Lions’ Club application to the Community Facility Enhancement Program for the purpose of constructing a new playground at Centennial Park and provide the matching funds of \$75,841 plus \$23,190 in-kind donation (total \$99,031).

CARRIED

MOTION #24-027 Moved by Councillor Cutler to write a letter of support towards the Claresholm Lions’ Club application to the Co-op Community Spaces Grant for the purpose of constructing the new accessible playground at Centennial Park, and to receive the funds on their behalf.

CARRIED

MOTION #24-028 Moved by Councillor Ross to write a letter of support towards the Claresholm Lions’ Club application to the Community Foundation of Lethbridge and Southwestern Alberta for the Community Priorities Grant for the swing set at Centennial Park, and to receive the funds on their behalf.

CARRIED

- MOTION #24-029 **6. REQUEST FOR DECISION: Municipal Library Bylaws**
 Moved by Councillor Ross to approve the Bylaws of the Town of Claresholm Municipal Library as presented.
CARRIED
- MOTION #24-030 **7. REQUEST FOR DECISION: Broadband Policy**
 Moved by Councillor Kettles to approve the Broadband Policy for the Town of Claresholm as presented.
CARRIED
- MOTION #24-031 **8. REQUEST FOR DECISION: Cell Phone Policies**
 Moved by Councillor Kettles to adopt version 2.0 of Policy #1.4.05 "Cell Phone Use" as presented to meet current needs and practices.
CARRIED
- MOTION #24-032 **9. REQUEST FOR DECISION: FCM Convention**
 Moved by Councillor Carlson to send Mayor Brad Schlossberger to the Federation of Canadian Municipalities Annual Conference and Trade Show in Calgary from June 6-9, 2024 up to a total cost of \$3,000 plus GST.
CARRIED
- 10. FINANCIAL REPORT: Statement of Operations – January 31, 2024**
 Moved by Councillor Ross to accept the Consolidated Statement of Operations for the month ended January 31, 2024 as presented.
CARRIED
- 11. INFORMATION BRIEF: CAO Report**
 Received for information.
- 12. INFORMATION BRIEF: Council Committee Report**
 Received for information
- 13. INFORMATION BRIEF: Council Resolution Status**
 Received for information.
- 14. ADOPTION OF INFORMATION ITEMS**
 Moved by Councillor Meister to adopt the information items as presented.
CARRIED
- 15. IN CAMERA:**
a. Business Interests of a Third Party – FOIP Section 16
b. Personnel – FOIP Section 17
c. Personnel – FOIP Section 17
- Moved by Councillor Ross to go In Camera at 7:42 p.m. for the following items:
 a. Business Interests of a Third Party – FOIP Section 16
 b. Personnel – FOIP Section 17
 c. Personnel – FOIP Section 17
CARRIED

NOTICE OF RECORDING CEASED: Mayor Schlossberger stated that the live stream has ended at 7:42 p.m.

Moved by Councillor Cutler to come out of In Camera at 8:16 p.m.

CARRIED

NOTICE OF RECORDING: Mayor Schlossberger provided notice that live streaming and recording of the Council meeting would begin again at 8:16 p.m.

- a. Business Interests of a Third Party – FOIP Section 16**

MOTION #24-033 Moved by Councillor Zimmer that administration proceed with business interests of a third-party as discussed in closed session.

CARRIED

- b. Personnel – FOIP Section 17**

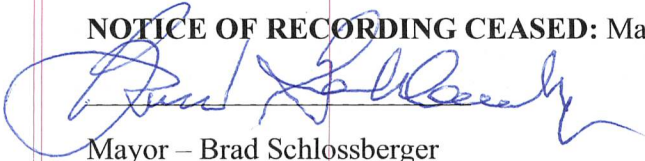
MOTION #24-034 Moved by Councillor Meister to direct administration to proceed with personnel matter as discussed in closed session, and to report findings to Council by the March 25th, 2024 Regular Council Meeting.

CARRIED

ADJOURNMENT: Moved by Councillor Ross that the meeting adjourn at 8:18 p.m.

CARRIED

NOTICE OF RECORDING CEASED: Mayor Schlossberger noted that recording ceased at 8:18 p.m.


 Mayor – Brad Schlossberger


 Chief Administrative Officer – Abe Tinney