



**TOWN OF CLARESHOLM
PROVINCE OF ALBERTA
REGULAR COUNCIL MEETING
MAY 23, 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/UCe3OPyLhTzPajvPVAtNL1KA/live>**

NOTICE OF RECORDING

CALL TO ORDER

AGENDA:

ADOPTION OF AGENDA

MINUTES:

REGULAR MEETING – MAY 8, 2023

ACTION ITEMS:

1. **BYLAW #1747 – Livestock Bylaw**
RE: 2nd & 3rd Readings
2. **CORRES: Fort Macleod Minor Hockey Association**
RE: Thank You
3. **CORRES: Claresholm & District Transportation Society**
RE: Thank You
4. **REQUEST FOR DECISION: Tax Waiver – Claresholm Medical Clinic**
5. **REQUEST FOR DECISION: Letter of Support - CFEP Grant (Skate Park)**
6. **REQUEST FOR DECISION: Letter of Support – CFEP Grant (Agridex)**
7. **REQUEST FOR DECISION: Southern Alberta Summer Games**
8. **REQUEST FOR DECISION: 2023 Canada Day Beer Garden**
9. **REQUEST FOR DECISION: Contractor Policy Update**
10. **REQUEST FOR DECISION: Water Plant Numatics G3 Upgrade**
11. **REQUEST FOR DECISION: Campground Rates – Extended Stays**
12. **INFORMATION BRIEF: CAO Report**
13. **INFORMATION BRIEF: Council Committee Reports**
14. **INFORMATION BRIEF: Council Resolution Status**
15. **ADOPTION OF INFORMATION ITEMS**
16. **IN CAMERA**
 - a. **Personnel – FOIP Section 17**
 - b. **Personnel – FOIP Section 17**
 - c. **Advice From Officials – FOIP Section 24**
 - d. **Local Public Body Confidences – FOIP Section 23**
 - e. **Advice From Officials – FOIP Section 24**

INFORMATION ITEMS:

1. **Oldman River Regional Services Commission Executive Committee Minutes - Apr 13, 23**
2. **Claresholm & District Museum Board Meeting Minutes – March 15, 2023**
3. **Claresholm Public Library Board Meeting Minutes – April 18, 2023**

ADJOURNMENT

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TOWN OF CLARESHOLM
PROVINCE OF ALBERTA
REGULAR COUNCIL MEETING MINUTES
MAY 23, 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: Deputy Mayor Brad Schlossberger, Councillors: Kieth Carlson, Mike Cutler, Rod Kettles and Kandice Meister

ABSENT: Councillor Craig Zimmer

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

MEDIA PRESENT: None

NOTICE OF RECORDING: Deputy 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 Deputy Mayor Schlossberger.

AGENDA: Moved by Councillor Cutler for unanimous consent to add the following to the Agenda:

16. IN CAMERA
e. Advice from Officials – FOIP Section 24

CARRIED

Moved by Councillor Carlson that the Agenda be accepted as amended.

CARRIED

MINUTES: **REGULAR MEETING – MAY 8, 2023**

Moved by Councillor Meister that the Regular Meeting Minutes of May 8, 2023 be accepted as presented.

CARRIED

ACTION ITEMS:

1. BYLAW #1747 – Livestock Bylaw
RE: 2nd & 3rd Readings

Moved by Councillor Kettles to amend Bylaw #1747, the Livestock Bylaw, prior to 2nd Reading by removing Section 4 and Section 5.

DEFEATED

Moved by Councillor Cutler to give Bylaw #1747, the Livestock Bylaw, 2nd Reading.

CARRIED

Moved by Councillor Carlson to give Bylaw #1747, the Livestock Bylaw, 3rd and Final Reading.

CARRIED

2. CORRES: Fort Macleod Minor Hockey Association
RE: Thank You

Received for information.

3. CORRES: Claresholm & District Transportation Society
RE: Thank You

Received for information.

4. REQUEST FOR DECISION: Tax Waiver – Claresholm Medical Clinic

MOTION #23-088

Moved by Councillor Meister to cancel the municipal portion of the 2023 property taxes levied on the property owned by the MD of Willow Creek located at 4215 Fairway Drive in the amount of \$7,017.65 in the spirit of cooperation with our municipal neighbour. This cancellation is equitable to the parties involved in recognition of the support the MD of Willow Creek provides to the Town of Claresholm by way of the ICF Recreation Grant and the Town's support of public health by way of supporting the Claresholm Medical Clinic.

CARRIED

5. REQUEST FOR DECISION: Letter of Support – CFEP Grant (Skate Park)

MOTION #23-089

Moved by Councillor Kettles to write a letter of support towards the Claresholm Skatepark Association's application to the Community Facility Enhancement Program for the purpose of constructing the skatepark at 111 55 Avenue West (in which the Town has allocated land for the Skatepark construction), and provide the

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matching funds & in-kind donation for stripping the site, minor earthwork, and landscaping where the Town crews have the ability/equipment to complete that work in the amount of \$132,062 (\$118,706 cash & \$13,356 in-kind).

CARRIED

6. REQUEST FOR DECISION: Letter of Support – CFEP Grant (Agriplex)

MOTION #23-090

Moved by Councillor Carlson to write a letter of support towards the Willow Creek Agricultural Society's application to the Community Facility Enhancement Grant, for the purpose of completing stage three, the front-end addition, of the indoor equine facility at the Claresholm Agriplex.

CARRIED

7. REQUEST FOR DECISION: Southern Alberta Summer Games

MOTION #23-091

Moved by Councillor Cutler to advise Administration to contact the Town of Fort Macleod and the Southern Alberta Recreation Association to determine if there is a possibility that the Town of Claresholm could partner with the Town of Fort Macleod in order to co-host the 2025 Southern Alberta Summer Games.

CARRIED

8. REQUEST FOR DECISION: 2023 Canada Day Beer Garden

MOTION #23-092

Moved by Councillor Meister to approve the responsible sale and consumption of liquor at Centennial Park on Saturday, July 1, 2023, between 10:30 a.m. and 4:00 p.m., on the condition that an application to the Alberta Liquor and Gaming Commission has been approved, and is displayed at the event.

CARRIED

9. REQUEST FOR DECISION: Contractor Policy Update

MOTION #23-093

Moved by Councillor Kettles to adopt the updated Town Policy as follows, effective May 23rd, 2023:

- 1.3.05 Contractor Policy (version 4)
- Contractor Orientation

CARRIED

10. REQUEST FOR DECISION: Water Plant Numatics G3 Upgrade

MOTION #23-094

Moved by Councillor Meister to approve proceeding with the Water Treatment Plant Numatics G3 Upgrade in 2023 for a maximum amount of \$140,146.56 funded by the AMWWP Grant of \$64,317 and the remainder funded by the Water and Sewer Utility Capital Reserve.

CARRIED

11. REQUEST FOR DECISION: Campground Rates – Extended Stays

MOTION #23-095

Moved by Councillor Kettles to adopt the new campground weekly rates as presented and to update the Town's Recreation Fees Policy #5.7.10 accordingly.

CARRIED

12. INFORMATION BRIEF: CAO Report

Received for information.

13. INFORMATION BRIEF: Council Committee Reports

Received for information.

14. INFORMATION BRIEF: Council Resolution Status

Received for information.

15. ADOPTION OF INFORMATION ITEMS

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

CARRIED

16. IN CAMERA:

- Personnel – FOIP Section 17
- Personnel – FOIP Section 17
- Advice from Officials – FOIP Section 24
- Local Public Body Confidences – FOIP Section 23
- Advice from Officials – FOIP Section 24

Moved by Councillor Meister to go In Camera at 7:35 p.m. for the following items:

- Personnel – FOIP Section 17
- Personnel – FOIP Section 17
- Advice from Officials – FOIP Section 24
- Local Public Body Confidences – FOIP Section 23
- Advice from Officials – FOIP Section 24

CARRIED

NOTICE OF RECORDING CEASED: Deputy Mayor Schlossberger stated that the live stream has ended at 7:35 p.m.

Moved by Councillor Meister to come out of In Camera at 9:03 p.m.

CARRIED

NOTICE OF RECORDING: Deputy Mayor Schlossberger provided notice that live streaming and recording of the Council meeting would begin again at 9:03 p.m.

c. Advice from Officials – FOIP Section 24

MOTION #23-096

Moved by Councillor Cutler to accept the proposal from Associated Engineering for the Town of Claresholm Development by Design ASP project in the amount of \$88,403 and that the Town's portion of this project of \$23,000 be funded from the Town's Land Reserves account.

CARRIED

d. Local Public Body Confidences – FOIP Section 23

MOTION #23-097

Moved by Councillor Kettles to approve Option 3 as discussed in Closed Session Item 17(d) Advice from Officials.

CARRIED

e. Advice from Officials – FOIP Section 24

MOTION #23-098

Moved by Councillor Carlson to direct Administration to report back to Council with land development options at the next regular meeting on June 12, 2023.

CARRIED

ADJOURNMENT:

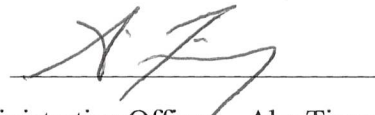
Moved by Councillor Carlson that the meeting adjourn at 9:06 p.m.

CARRIED

NOTICE OF RECORDING CEASED: Deputy Mayor Schlossberger noted that recording ceased at 9:06 p.m.



Deputy Mayor – Brad Schlossberger



Chief Administrative Officer – Abe Tinney