

Claresholm

**TOWN OF CLARESHOLM
PROVINCE OF ALBERTA
REGULAR COUNCIL MEETING
NOVEMBER 14, 2022
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:

1. **ORGANIZATIONAL MEETING – OCTOBER 24, 2022**
2. **REGULAR MEETING – OCTOBER 24, 2022**

PUBLIC HEARING:

BYLAW #1752 – Land Use Bylaw Amendment

DELEGATIONS:

1. **SOUTHGROW REGIONAL INITIATIVE – Peter Casurella, Executive Director (Remotely by Zoom)**
2. **RCMP CLARESHOLM DETACHMENT – Cpl. Tom Nairn, Detachment Commander**
RE: Quarterly Policing Report – July 1 to September 30, 2022

ACTION ITEMS:

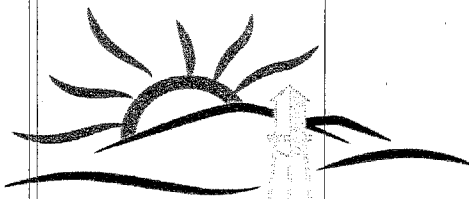
1. **BYLAW #1751 – Cemetery Bylaw Amendment**
RE: 2nd & 3rd Readings
2. **BYLAW #1752 – Land Use Bylaw Amendment**
RE: 2nd & 3rd Readings
3. **BYLAW #1753 – Land Use Bylaw Amendment**
RE: 1st Reading
4. **CORRES: Hon. Rebecca Schulz, Minister of Municipal Affairs**
RE: Minister Introductory Letter
5. **CORRES: Town of Fox Creek**
RE: Victim Services Redesign
6. **CORRES: Town of Fort Macleod**
RE: Arena Use & Reduced Rates
7. **CORRES: Town of Fort Macleod**
RE: 29th Annual Santa Claus Parade
8. **CORRES: Oldman Watershed Council**
RE: Thank you for ongoing support
9. **CORRES: NWST Charitable Foundation**
RE: Each One Plant One
10. **CORRES: Brownlee LLP Barristers & Solicitors**
RE: Emerging Trends in Municipal Law
11. **CORRES: Claresholm Local Press**
RE: Old Fashioned Christmas
12. **REQUEST FOR DECISION: Protective Services Policy Changes**
13. **FINANCIAL REPORT: Statement of Operations September 30, 2022**
14. **INFORMATION BRIEF: Council Committee Reports**
15. **INFORMATION BRIEF: Council Resolution Status**
16. **ADOPTION OF INFORMATION ITEMS**
17. **IN CAMERA:**
 - a. **Land – FOIP Section 16**
 - b. **Advice from Officials – FOIP Section 24**

INFORMATION ITEMS:

1. Municipal Planning Commission Meeting Minutes – September 16, 2022
2. Claresholm Public Library Board Meeting Minutes – September 20, 2022
3. Alberta SouthWest Bulletin – November 2022
4. Alberta SouthWest Regional Alliance Board Meeting Minutes – October 5, 2022

ADJOURNMENT

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Claresholm

TOWN OF CLARESHOLM PROVINCE OF ALBERTA REGULAR COUNCIL MEETING MINUTES NOVEMBER 14, 2022

Place: Council Chambers

Town of Claresholm Multi-Use Community Building, 111 – 55 Avenue West
Livestream: <https://www.youtube.com/channel/UCe3OPvLhTzPajvPVAfNL1KA/live>

COUNCIL PRESENT: Mayor Chelsae Petrovic, Councillors: Kieth Carlson, Mike Cutler, Rod Kettles, Kandice Meister, Brad Schlossberger and Craig Zimmer

ABSENT: None

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

MEDIA PRESENT: None

NOTICE OF RECORDING: Mayor Petrovic 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 Petrovic.

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

CARRIED

MINUTES:

1. ORGANIZATIONAL MEETING – OCTOBER 24, 2022

Moved by Councillor Meister that the Organizational Meeting Minutes of October 24, 2022 be accepted as presented.

CARRIED

2. REGULAR MEETING – OCTOBER 24, 2022

Moved by Councillor Zimmer that the Regular Meeting Minutes of October 24, 2022 be accepted as presented.

CARRIED

PUBLIC HEARING: BYLAW #1752 – Land Use Bylaw Amendment

Mayor Petrovic declared the Public Hearing open regarding Bylaw #1752 at 7:01 p.m.

CAO Abe Tinney presented Bylaw #1752, a Bylaw for the purpose of amending Land Use Bylaw #1525 to redesignate lands for the purpose of a residential development. No formal submissions were received from the public.

Planner Gavin Scott from the Oldman River Regional Services Commission (ORRSC) presented more detailed information regarding the proposed Bylaw.

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

One member of the public indicated they were for the project. Another resident asked what is planned for Phase 2 if this project is for Phase 1. At this time, no plans have been developed for Phase 2. Some discussion was held regarding the future development.

No other comments were received from the public regarding Bylaw #1752. No comments from members of Council were noted.

Mayor Petrovic declared the Public Hearing closed at 7:17 p.m.

DELEGATIONS:

1. SOUTHGROW REGIONAL INITIATIVE – Peter Casurella, Executive Director

Peter Casurella, Executive Director for SouthGrow Regional Initiative, met with Council by Zoom to give an update on economic development in Claresholm and in our region.

2. RCMP CLARESHOLM DETACHMENT – Cpl. Tom Nairn, Detachment Commander

RE: Quarterly Policing Report – July 1 to September 30, 2022

Cpl. Tom Nairn, Claresholm Detachment Commander was present to speak to Council regarding the Quarterly Policing Report for July 1 to September 30, 2022.

ACTION ITEMS:

1. BYLAW #1751 – Cemetery Bylaw Amendment
RE: 2nd & 3rd Readings

Moved by Councillor Carlson to amend Bylaw #1751 prior to 2nd Reading to add the following to Schedule “A”:

- Memorial Tree Program:
- Memorial Tree \$275 + GST
- Memorial Plaque \$150 + GST

CARRIED

Moved by Councillor Schlossberger to give Bylaw #1751, a Cemetery Bylaw Amendment, 2nd Reading.

CARRIED

Moved by Councillor Meister to give Bylaw #1751, a Cemetery Bylaw Amendment, 3rd and Final Reading.

CARRIED

**2. BYLAW #1752 – Land Use Bylaw Amendment
RE: 2nd & 3rd Readings**

Moved by Councillor Zimmer to give Bylaw #1752, a Land Use Bylaw Amendment, 2nd Reading.

CARRIED

Moved by Councillor Schlossberger to give Bylaw #1752, a Land Use Bylaw Amendment, 3rd and Final Reading.

CARRIED

**3. BYLAW #1753 – Land Use Bylaw Amendment
RE: 1st Reading**

Moved by Councillor Cutler to give Bylaw #1753, a Land Use Bylaw Amendment, 1st Reading.

CARRIED

Moved by Councillor Kettles to give Bylaw #1753, a Land Use Bylaw Amendment, 2nd Reading.

CARRIED

Moved by Councillor Carlson for unanimous consent to give Bylaw #1753, a Land Use Bylaw Amendment, 3rd and Final Reading at the same meeting.

CARRIED UNANIMOUSLY

Moved by Councillor Zimmer to give Bylaw #1753, a Land Use Bylaw Amendment, 3rd and Final Reading.

CARRIED

**4. CORRES: Hon. Rebecca Schulz, Minister of Municipal Affairs
RE: Minister Introductory Letter**

Received for information.

**5. CORRES: Town of Fox Creek
RE: Victim Services Redesign**

Received for information.

**6. CORRES: Town of Fort Macleod
RE: Arena Use & Reduced Rates**

Received for information.

**7. CORRES: Town of Fort Macleod
RE: 29th Annual Santa Claus Parade**

Received for information.

**8. CORRES: Oldman Watershed Council
RE: Thank you for ongoing support**

MOTION #22-144

Moved by Councillor Schlossberger to support the Oldman Watershed Council with a donation of \$1,777 to continue their efforts towards watershed health in our region.

CARRIED

**9. CORRES: NWST Charitable Foundation
RE: Each One Plant One**

MOTION #22-145

Moved by Councillor Zimmer to direct administration to send a letter of interest to the NWST Charitable Foundation regarding their offer to plant trees in our community.

CARRIED

**10. CORRES: Brownlee LLP Barristers & Solicitors
RE: Emerging Trends in Municipal Law**

Councillors Cutler and Schlossberger indicated they plan to attend in Calgary on February 9, 2023.

**11. CORRES: Claresholm Local Press
RE: Old Fashioned Christmas**

MOTION #22-146

Moved by Councillor Cutler to allow the Claresholm & District Chamber of Commerce to use the downtown parking lot for the Old Fashioned Christmas event on November 25, 2022, to close the downtown parking lot including all access points, and to allow a bonfire in the downtown parking lot (weather permitting).

CARRIED

12. REQUEST FOR DECISION: Protective Services Policy Changes

MOTION #22-147

Moved by Councillor Cutler to rescind Town of Claresholm Policies #5.3.03 CPO of Conduct, #5.3.16 CPO Incident Capture System (ICS) and #5.3.30 CPO Complaint Process.

CARRIED

MOTION #22-148

Moved by Councillor Carlson to amend Town of Claresholm Policies #5.3.04 CPO Notebook Policy and #5.3.20 Exhibits Handling Policy as recommended.

CARRIED

13. FINANCIAL REPORT: Statement of Operations September 30, 2022

Moved by Councillor Zimmer to accept the Consolidated Statement of Operations for the month ended September 30, 2022 as presented.

CARRIED

14. INFORMATION BRIEF: Council Committee Reports

Received for information.

15. INFORMATION BRIEF: Council Resolution Status

Received for information.

16. ADOPTION OF INFORMATION ITEMS

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

CARRIED

17. IN CAMERA:

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

Moved by Councillor Cutler to go In Camera at 8:30 p.m. for the following items:

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

CARRIED

NOTICE OF RECORDING CEASED: Mayor Petrovic stated that the live stream has ended at 8:30 p.m.

Moved by Councillor Meister to come out of In Camera at 8:49 p.m.

CARRIED

NOTICE OF RECORDING: Mayor Petrovic provided notice that live streaming and recording of the Council meeting would begin again at 8:49 p.m.

- a. Land – FOIP Section 16

MOTION #22-149

Moved by Councilor Carlson to enter into the proposed development agreement with Kelly & Tracey Matthews for the lands located at 280 - 59 Ave East (Block 3, Plan 731663) as presented.

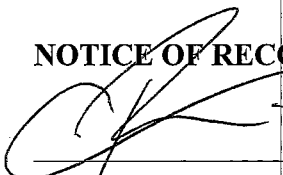
CARRIED

ADJOURNMENT:

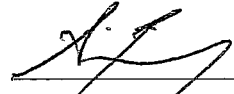
Moved by Councillor Meister that the meeting adjourn at 8:50 p.m.

CARRIED

NOTICE OF RECORDING CEASED: Mayor Petrovic noted that recording ceased at 8:50 p.m.



Mayor – Chelsae Petrovic



Chief Administrative Officer – Abe Timney