



TOWN OF CLARESHOLM
PROVINCE OF ALBERTA
REGULAR COUNCIL MEETING MINUTES
NOVEMBER 27, 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 Meister that the Agenda be accepted as presented.

CARRIED

MINUTES: **REGULAR MEETING – NOVEMBER 14, 2023**

Moved by Councillor Zimmer that the Regular Meeting Minutes of November 14, 2023 be accepted as presented.

CARRIED

DELEGATION: **SHOCK TRAUMA AIR RESCUE SERVICE (STARS)**
RE: 2023 Update

Glenda Farnden, Senior Municipal Relations Liaison and Jackie Seely, Municipal Officer Southern Alberta for STARS presented Council with an update of operations.

ACTION ITEMS:

1. **BYLAW #1765 – BMO Operational Borrowing Bylaw**
RE: 2nd & 3rd Readings

Moved by Councillor Ross to give Bylaw #1765, the BMO Operational Borrowing Bylaw, 2nd Reading.

CARRIED

Moved by Councillor Carlson to give Bylaw #1765, the BMO Operational Borrowing Bylaw, 3rd & Final Reading.

CARRIED

2. **BYLAW #1766 – AMSC Operational Borrowing Bylaw**
RE: 2nd & 3rd Readings

Moved by Councillor Kettles to give Bylaw #1766, the AMSC Operational Borrowing Bylaw, 2nd Reading.

CARRIED

Moved by Councillor Meister to give Bylaw #1766, the AMSC Operational Borrowing Bylaw, 3rd & Final Reading.

CARRIED

3. **BYLAW #1774 – Land Use Bylaw Amendment**
RE: 1st Reading

Moved by Councillor Zimmer to give Bylaw #1774, a Land Use Bylaw Amendment, 1st Reading.

CARRIED

4. **DELEGATION RESPONSE: Claresholm & District Museum Board**
RE: Museum Strategic Plan

MOTION #23-157 Moved by Councillor Meister to accept as information the Claresholm Museum Board's annual report and strategic planning notes, as presented at the November 14th, 2023 Regular Council Meeting.

CARRIED

5. **DELEGATION RESPONSE: Sustainable Housing Initiative**
RE: Enabling Housing Choice – Final Report

MOTION #23-158 Moved by Councillor Carlson to approve the Enabling Housing Choice Report, provided by the Rural Development Network's Sustainable Housing Initiative.

CARRIED

**6. CORRES: Alberta Municipalities
RE: Provincial Consultations on LAEA and MGA**

Received for information.

**7. CORRES: President Tyler Gandam, Alberta Municipalities
RE: Virtual Town Hall Meeting – November 30, 2023**

Received for information.

**8. CORRES: Porcupine Hills Classic Cruisers
RE: 32nd Annual Show ‘n’ Shine – August 11, 2024**

MOTION #23-159 Moved by Councillor Zimmer to allow the Porcupine Hills Classic Cruisers to utilize Centennial Park ball diamonds on Sunday, August 11, 2024 for the purpose of their 32nd Annual Show ‘n’ Shine.

CARRIED

9. REQUEST FOR DECISION: Large Print Books Donation

MOTION #23-160 Moved by Councillor Meister to approve the out-of-budget expenditure of large print books for the public’s use to a maximum of \$1,000 and that these books be donated to the Claresholm Public Library.

CARRIED

10. REQUEST FOR DECISION: Policy #3.3.20 – Fire Dept Remuneration

MOTION #23-161 Moved by Councillor Zimmer to approve the revision to Policy #3.3.20 with the addition of officer responsibility pay.

CARRIED

11. FINANCIAL REPORT: Statement of Operations - October 31, 2023

Moved by Councillor Ross to accept the Consolidated Statement of Operations for the month ended October 31, 2023 as presented.

CARRIED

12. INFORMATION BRIEF: Open House Notice

MOTION #23-162 Moved by Councillor Kettles to set a Town Council Open House for Monday, February 12, 2024 at 6:00 p.m. at the Town Office with discussion to focus on the North Point Area Structure Plan.

CARRIED

13. INFORMATION BRIEF: Emergency Management Tabletop Exercise

Received for information.

14. INFORMATION BRIEF: CAO Report

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 Zimmer to adopt the information items as presented.

CARRIED

18. IN CAMERA

- a. PERSONNEL – FOIP Section 17
- b. LAND – FOIP Section 16
- c. LAND – FOIP Section 16
- d. Business Interests of a Third Party – FOIP Section 16

Moved by Councillor Ross to go In Camera at 7:53 p.m. for the following items:

- a. Personnel – FOIP Section 17
- b. Land – FOIP Section 16
- c. Land – FOIP Section 16
- d. Business Interests of a Third Party – FOIP Section 16

CARRIED

NOTICE OF RECORDING CEASED: Mayor Schlossberger stated that the live stream has ended at 7:53 p.m.

Moved by Councillor Zimmer to come out of In Camera at 8:48 p.m.

CARRIED

NOTICE OF RECORDING: Mayor Schlossberger provided notice that live streaming and recording of the Council meeting would begin again at 8:48 p.m.

ADJOURNMENT: Moved by Councillor Ross that the meeting adjourn at 8:49 p.m.

CARRIED

NOTICE OF RECORDING CEASED: Mayor Schlossberger noted that recording ceased at 8:49 p.m.

Mayor – Brad Schlossberger

Chief Administrative Officer – Abe Tinney