



**TOWN OF CLARESHOLM
PROVINCE OF ALBERTA
REGULAR COUNCIL MEETING
SEPTEMBER 25, 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/UCe3OPyLhTzPajvPVAatNL1KA/live>

NOTICE OF RECORDING

CALL TO ORDER

OFFICIAL OATHS – Cody Olson, Barrister and Solicitor

CODE OF CONDUCT OATH

AGENDA: ADOPTION OF AGENDA

MINUTES: REGULAR MEETING – SEPTEMBER 11, 2023

PUBLIC HEARING: BYLAW #1757 – Land Use Bylaw Amendment

ACTION ITEMS:

1. BYLAW #1757 – Land Use Bylaw Amendment
RE: 2nd & 3rd Readings
2. CORRES: Claresholm Haunted House
RE: Request for Donation
3. CORRES: Claresholm Local Press
RE: Old Fashioned Christmas
4. REQUEST FOR DECISION: Strategic Planning
5. REQUEST FOR DECISION: Letter of Support - Fire Training Grant
6. REQUEST FOR DECISION: Letter of Support – Regional Housing Supply
7. INFORMATION BRIEF: By-Election Result
8. INFORMATION BRIEF: Fire Department Open House
9. INFORMATION BRIEF: RMA Report on FCSS Programs
10. INFORMATION BRIEF: CAO Report
11. INFORMATION BRIEF: Council Resolution Status
12. ADOPTION OF INFORMATION ITEMS
13. IN CAMERA
 - a. Intergovernmental Relations – FOIP Section 21

INFORMATION ITEMS:

1. Claresholm Public Library Board Meeting Minutes – June 20, 2023
2. Age-Friendly E-News – September 12, 2023

ADJOURNMENT



TOWN OF CLARESHOLM
PROVINCE OF ALBERTA
REGULAR COUNCIL MEETING MINUTES
SEPTEMBER 25, 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 Craig Zimmer, Councillors: Kieth Carlson, Mike Cutler, Rod Kettles and Kandice Meister
Mayor-Elect Brad Schlossberger, Councillor-Elect Diana Ross

ABSENT: None

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

MEDIA PRESENT: Rob Vogt, Claresholm Local Press

NOTICE OF RECORDING: Deputy Mayor Zimmer 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 Zimmer.

OFFICIAL OATHS: The Official Oath of Office was administered to Mayor-Elect Brad Schlossberger and Councillor-Elect Diana Ross by Cody Olson, Barrister and Solicitor.

CODE OF CONDUCT OATH: The Code of Conduct Oath was signed by Mayor Brad Schlossberger and Councillor Diana Ross.

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

CARRIED

MINUTES: **REGULAR MEETING – SEPTEMBER 25, 2023**

Moved by Councillor Meister that the Regular Meeting Minutes of September 11, 2023 be accepted as presented.

CARRIED

PUBLIC HEARING: **BYLAW #1757 – Land Use Bylaw Amendment**

Mayor Schlossberger declared the Public Hearing open regarding Bylaw #1757 at 7:06 p.m.

CAO Abe Tinney presented Bylaw #1757, a Bylaw for the purpose of amending Land Use Bylaw #1525 to accommodate the change of use for closed roads from “No zoning” 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 #1757. No comments from members of Council were noted.

Mayor Schlossberger declared the Public Hearing closed at 7:09 p.m.

ACTION ITEMS:

1. **BYLAW #1757 – Land Use Bylaw Amendment**
RE: 2nd & 3rd Readings

Moved by Councillor Kettles to give Bylaw #1757, a Land Use Bylaw Amendment, 2nd Reading.

CARRIED

Moved by Councillor Carlson to give Bylaw #1757, a Land Use Bylaw Amendment, 3rd and Final Reading.

CARRIED

2. **CORRES: Claresholm Haunted House**
RE: Request for Donation

MOTION #23-137

Moved by Councillor Cutler to support the 4th Annual Halloween Haunted House to be held at the Claresholm Community Centre the weekend of October 27, 2023 with a donation of \$440 to cover the cost of renting the space.

CARRIED

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

MOTION #23-138

Moved by Councillor Meister to allow the Claresholm & District Chamber of Commerce to use the downtown parking lot for the Old-Fashioned Christmas event on December 1, 2023, to close the downtown parking lot including all access points, and to allow a bonfire in the downtown parking lot (weather permitting).

CARRIED

MOTION #23-139 **4. REQUEST FOR DECISION: Strategic Planning**
Moved by Councillor Kettles to direct Administration to coordinate a Strategic Planning date for Town Council that fits everyone's schedule within the next month.

CARRIED

MOTION #23-140 **5. REQUEST FOR DECISION: Letter of Support – Fire Training Grant**
Moved by Councillor Zimmer to write a letter of support for the Municipal District of Willow Creek's application for the 2024 Fire Services Training Program Grant.

CARRIED

MOTION #23-141 **6. REQUEST FOR DECISION: Letter of Support-Regional Housing Supply**
Moved by Councillor Carlson that the Town of Claresholm provide a letter of support for the & Villages and Alberta SW Regional Housing Project and Grant Proposal.

CARRIED

7. INFORMATION BRIEF: By-Election Result

Received for information.

8. INFORMATION BRIEF: Fire Department Open House

Received for information.

9. INFORMATION BRIEF: RMA Report on FCSS Programs

Barbara Bell, FCSS Director was present to speak to the report.

10. INFORMATION BRIEF: CAO Report

Received for information.

11. INFORMATION BRIEF: Council Resolution Status

Received for information.

12. ADOPTION OF INFORMATION ITEMS

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

CARRIED

13. IN CAMERA:

a. Intergovernmental Relations – FOIP Section 21

Moved by Councillor Meister to go In Camera at 7:38 p.m. for the following items:

a. Intergovernmental Relations – FOIP Section 21

CARRIED

NOTICE OF RECORDING CEASED: Mayor Schlossberger stated that the live stream has ended at 7:38 p.m.

Moved by Councillor Zimmer to come out of In Camera at 8:06 p.m.

CARRIED

NOTICE OF RECORDING: Mayor Schlossberger provided notice that live streaming and recording of the Council meeting would begin again at 8:06 p.m.

a. Intergovernmental Relations – FOIP Section 21

MOTION #23-142 Moved by Councillor Zimmer to proceed with the intergovernmental matter as discussed in closed session.

CARRIED

ADJOURNMENT: Moved by Councillor Ross that the meeting adjourn at 8:07 p.m.

CARRIED

NOTICE OF RECORDING CEASED: Mayor Schlossberger noted that recording ceased at 8:07 p.m.



Mayor – Brad Schlossberger



Chief Administrative Officer – Abe Tinney