



**TOWN OF CLARESHOLM
PROVINCE OF ALBERTA
REGULAR COUNCIL MEETING
DECEMBER 13, 2021
AGENDA**

Time: 7:00 P.M.

Place: Council Chambers (COVID-19 protocols in place)
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 – NOVEMBER 22, 2021

ACTION ITEMS:

1. **BYLAW #1733 – BMO Operational Borrowing Bylaw**
RE: 1st Reading
2. **BYLAW #1734 – AMSC Operational Borrowing Bylaw**
RE: 1st Reading
3. **DELEGATION RESPONSE: Claresholm Coordinated Community Response to Elder Abuse Coalition – Gabrielle Kirk**
4. **CORRES: Mayor Craig Copeland, City of Cold Lake**
RE: Request Sent to the College of Physicians & Surgeons of Alberta
5. **CORRES: Alberta Regional Rail Inc.**
RE: Request for Letter of Support
6. **CORRES: The Station Association for Claresholm and Area**
RE: June 28, 2021 Presentation to Council by the Station Board
7. **CORRES: Oldman Watershed Council**
RE: Requesting Volunteers on Board of Directors
8. **CORRES: Alberta Recreation & Parks Association**
RE: Congratulations on Recent Election
9. **CORRES: Municipal District of Willow Creek**
RE: Claresholm Library Board Representative
10. **CORRES: Claresholm Seniors Citizens Drop-in Centre**
RE: Notice of Special Meeting of the Membership
11. **REQUEST FOR DECISION: Community Centre Project**
12. **REQUEST FOR DECISION: Community Centre Grant Support Request**
13. **REQUEST FOR DECISION: Community Donation & Operational Grant Policy**
14. **REQUEST FOR DECISION: Playschool Lease Agreement**
15. **REQUEST FOR DECISION: Claresholm Curling Club Lease**
16. **REQUEST FOR DECISION: Seniors Drop-in**
17. **REQUEST FOR DECISION: Downtown Alleys**
18. **REQUEST FOR DECISION: Christmas Eve Operations.**
19. **REQUEST FOR DECISION: 2022 Operational Budget**
20. **INFORMATION BRIEF: Grant Notification Skatepark**
21. **INFORMATION BRIEF: New Years Eve Skate Cancellation**
22. **INFORMATION BRIEF: Welcoming Claresholm Magazine**
23. **INFORMATION BRIEF: Council Resolution Status**
24. **ADOPTION OF INFORMATION ITEMS**
25. **IN CAMERA:**
 - a. **PERSONNEL – FOIP Section 17**
 - b. **LAND – FOIP Section 16**
 - c. **LAND – FOIP Section 16**

INFORMATION ITEMS:

1. Claresholm & District Museum Board Meeting Minutes – September 22, 2021
2. Alberta SouthWest Regional Alliance Board Meeting Minutes – November 3, 2021
3. Alberta SouthWest Bulletin – December 2021
4. WC Regional Waste Management Services Commission Meeting Minutes – September 15, 2021
5. Claresholm/Area Recruitment & Retention Committee Survey – November 2021
6. Minutes of the Physician Recruitment & Retention Committee – November 30, 2021
7. Oldman River Regional Services Commission Board Meeting Minutes – September 2, 2021

ADJOURNMENT

A.F. 8



Claresholm

TOWN OF CLARESHOLM PROVINCE OF ALBERTA REGULAR COUNCIL MEETING MINUTES DECEMBER 13, 2021

Place: Council Chambers (COVID-19 protocols in place)
Town of Claresholm Multi-Use Community Building, 111 – 55 Avenue West
Livestream: <https://www.youtube.com/channel/UCe3OPyLhTzPajvPVAtnL1KA/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 Meister that the Agenda be accepted as presented.

CARRIED

MINUTES: REGULAR MEETING – NOVEMBER 22, 2021

Moved by Councillor Zimmer that the Regular Meeting Minutes of November 22, 2021 be accepted as presented.

CARRIED

ACTION ITEMS:

1. **BYLAW #1733 – BMO Operational Borrowing Bylaw**
RE: 1st Reading

Moved by Councillor Cutler to give Bylaw #1733, the BMO Operational Borrowing Bylaw, 1st Reading.

CARRIED

2. **BYLAW #1734 – AMSC Operational Borrowing Bylaw**
RE: 1st Reading

Moved by Councillor Schlossberger to give Bylaw #1734, the AMSC Operational Borrowing Bylaw, 1st Reading.

CARRIED

3. **DELEGATION RESPONSE: Claresholm Coordinated Community Response to Elder Abuse Coalition – Gabrielle Kirk**

MOTION #21-204

Moved by Councillor Schlossberger to send a representative from Council to join the Claresholm Coordinated Community Response to Elder Abuse Coalition and to appoint Councillor Cutler as that representative.

CARRIED

4. **CORRES: Mayor Craig Copeland, City of Cold Lake**
RE: Request Sent to the College of Physicians & Surgeons of Alberta

Received for information.

5. **CORRES: Alberta Regional Rail Inc.**
RE: Request for Letter of Support

Received for information.

6. **CORRES: The Station Association for Claresholm and Area**
RE: June 28, 2021 Presentation to Council by the Station Board

MOTION #21-205

Moved by Councillor Schlossberger to direct administration to coordinate a meeting between representatives from the Station Board and Councillors Carlson and Cutler as per the Station Board's request.

CARRIED

7. **CORRES: Oldman Watershed Council**
RE: Requesting Volunteers on Board of Directors

Received for information.

8. **CORRES: Alberta Recreation & Parks Association**
RE: Congratulations on Recent Election

Received for information.

9. **CORRES: Municipal District of Willow Creek**
RE: Claresholm Library Board Representative
- MOTION #21-206 Moved by Councillor Meister to appoint Earl Hemmaway to be a representative on behalf of the Municipal District of Willow Creek on the Claresholm Public Library Board.
- CARRIED**
10. **CORRES: Claresholm Seniors Drop-in Centre**
RE: Notice of Special Meeting of the Membership
- Received for information.
11. **REQUEST FOR DECISION: Community Centre Project**
- MOTION #21-207 Moved by Councillor Cutler to approve the out-of-budget expenditure for Westco Construction's proposal of project plans and grant coordination for the Claresholm Community Centre in the amount of \$18,690 to be funded from General Capital Reserves.
- CARRIED**
12. **REQUEST FOR DECISION: Community Centre Grant Support Request**
- MOTION #21-208 Moved by Councillor Carlson to write a letter of support for the Community Hall Board's application to the Community Facility Enhancement Program for the purpose of a renovation project at the Community Centre and provide the matching funds/in-kind donation of \$123,825.
- CARRIED**
13. **REQUEST FOR DECISION: Community Donation & Operational Grant Policy**
- MOTION #21-209 Moved by Councillor Carlson to defer discussion on Policy 5.1.01, the Community Donation & Operational Grant Policy (v.2.0) until the next regular Council meeting on January 10, 2022.
- CARRIED**
14. **REQUEST FOR DECISION: Playschool Lease Agreement**
- MOTION #21-210 Moved by Councillor Meister to enter into a lease agreement with the Claresholm Learn-A-Lot Playschool Society with the terms and conditions as proposed (September 1, 2021 to August 31, 2026, with a 5-year option to renew).
- CARRIED**
15. **REQUEST FOR DECISION: Claresholm Curling Club Lease**
- MOTION #21-211 Moved by Councillor Cutler to approve the lease renewal with the Claresholm Curling Club as presented.
- CARRIED**
- MOTION #21-212 Moved by Councillor Schlossberger to appoint Councillor Cutler as the Council Representative to the Claresholm Curling Club Board.
- CARRIED**
16. **REQUEST FOR DECISION: Seniors Drop-in**
- MOTION #21-213 Moved by Councillor Carlson to appoint Councillor Meister to the Claresholm Senior's Drop-in Centre Board as the Town Council representative.
- CARRIED**
17. **REQUEST FOR DECISION: Downtown Alleys**
- Received for information.
18. **REQUEST FOR DECISION: Christmas Eve Operations**
- MOTION #21-214 Moved by Councillor Cutler to discontinue Town operations at 12 Noon on Friday, December 24th, 2021 and at 12 Noon on Friday, December 31st, 2021 in the spirit of the season and to allow staff to be with their families and loved ones.
- CARRIED**
19. **REQUEST FOR DECISION: 2022 Operational Budget**
- MOTION #21-215 Moved by Councillor Kettles to approve the Interim 2022 Operational and Capital Budgets as presented.
- CARRIED**
20. **INFORMATION BRIEF: Grant Notification Skatepark**
- Received for information.
21. **INFORMATION BRIEF: New Years Eve Skate Cancellation**
- Received for information.
22. **INFORMATION BRIEF: Welcoming Claresholm Magazine**
- Received for information.

11

23. INFORMATION BRIEF: Council Resolution Status

Received for information.

24. ADOPTION OF INFORMATION ITEMS

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

CARRIED

25. IN CAMERA

- a. PERSONNEL – FOIP Section 17
- b. LAND – FOIP Section 16
- c. LAND – FOIP Section 16

Moved by Councillor Cutler to go In Camera at 8:32 p.m. for the following items:

- a. PERSONNEL – FOIP Section 17
- b. LAND – FOIP Section 16
- c. LAND – FOIP Section 16

CARRIED

NOTICE OF RECORDING CEASED: Mayor Petrovic stated that the live stream has ended at 8:32 p.m.

Moved by Councillor Cutler to come out of In Camera at 9:25 p.m.

CARRIED

NOTICE OF RECORDING: Mayor Petrovic provided notice that live streaming and recording of the Council meeting would begin again at 9:25 p.m.

25. IN CAMERA

- a. PERSONNEL – FOIP Section 17

MOTION #21-216

Moved by Councillor Zimmer to appoint Kendall Schille to the Claresholm Public Library Board.

CARRIED

- b. LAND – FOIP Section 16

MOTION #21-217

Moved by Councillor Meister to lease the lands located at 4;27;12;19;;2 to Willabar Ranch Ltd. for grazing/haying for an annual rental fee of \$1,000 for 2022 and 2023 with the agreement to expire on December 31, 2023.

CARRIED

- c. LAND – FOIP Section 16

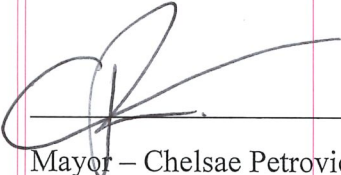
Moved by Councillor Kettles to approve the out of budget expenditure and submit an offer to purchase land as discussed, with the funds to come from Land & Development Reserves.

DEFEATED

ADJOURNMENT: Moved by Councillor Carlson that the meeting adjourn at 9:29 p.m.

CARRIED

NOTICE OF RECORDING CEASED: Mayor Petrovic noted that recording ceased at 9:29 p.m.



Mayor – Chelsae Petrovic

Chief Administrative Officer – Abe Tinney