



**TOWN OF CLARESHOLM  
PROVINCE OF ALBERTA  
REGULAR COUNCIL MEETING  
JUNE 28, 2021  
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:**

**MINUTES:**

**DELEGATION:**

**ACTION ITEMS:**

**ADOPTION OF AGENDA**

**REGULAR MEETING – JUNE 14, 2021**

**THE STATION – Kale Hayes**

1. **BYLAW #1725 – Unsightly Premises and Property Standards Bylaw Amendment**  
RE: 2<sup>nd</sup> & 3<sup>rd</sup> Readings
2. **BYLAW #1726 – Traffic & Highways Bylaw Amendment**  
RE: 2<sup>nd</sup> & 3<sup>rd</sup> Readings
3. **CORRES: Alberta Environment and Parks, Regulatory Assurance Division**  
RE: Application for a License for the Purpose of Recreation
4. **CORRES: Mayor Jennifer Handley, Town of Nanton**  
RE: Support for the RCMP
5. **CORRES: Mayor Debra Smith, Village of Lougheed**  
RE: Support for the RCMP
6. **CORRES: Mayor Gale Katchur, City of Fort Saskatchewan**  
RE: Support for the RCMP
7. **CORRES: Reeve Dan Hamilton, Cypress County**  
RE: Support for the RCMP
8. **CORRES: Mayor Rod Raymond, Town of Thorsby**  
RE: Support for the RCMP
9. **CORRES: Amanda Cox, CAO, Village of Holden**  
RE: Support for the RCMP
10. **CORRES: Mayor Darcy Burke, Village of Rockyford**  
RE: Support for the RCMP
11. **CORRES: Mayor Omer Moghrabi, Lac La Biche County**  
RE: Support for the RCMP
12. **CORRES: Reeve Steve Wikkerink, County of Forty Mile**  
RE: Support for the RCMP
13. **CORRES: Alberta Urban Municipalities Association (AUMA)**  
RE: AUMA's Summer 2021 Municipal Leaders' Caucuses
14. **CORRES: Alberta Urban Municipalities Association (AUMA)**  
RE: Access to Mobile COVID-19 Mobile Vaccination Clinics
15. **CORRES: Spock Days Committee**  
RE: Spock Days Parade August 14, 2021 in Vulcan
16. **CORRES: United Way of Lethbridge & South Western Alberta**  
RE: Reopening Stream of Covid-19 Relief & Recovery Funding
17. **CORRES: Megan McClung and Naomi Bullock**  
RE: Permission to use Centennial Park
18. **CORRES: Office of the Chief Medical Officer of Health**  
RE: Exemption Requests – Order 31-2021
19. **REQUEST FOR DECISION: Closure of 49<sup>th</sup> Avenue West – Fair Days**
20. **REQUEST FOR DECISION: Open Mic Night**
21. **REQUEST FOR DECISION: Request for Proposals – Safety Codes Services**
22. **REQUEST FOR DECISION: Intermunicipal Emergency Services Agreement**
23. **FINANCIAL REPORT: Statement of Operations – May 31, 2021**
24. **INFORMATION BRIEF: Walk to Breathe**
25. **INFORMATION BRIEF: Claresholm Seniors Drop-in Centre**
26. **INFORMATION BRIEF: CAO Report**

27. INFORMATION BRIEF: Council Resolution Status

28. ADOPTION OF INFORMATION ITEMS

29. IN CAMERA:

- a. LAND – FOIP Section 16
- b. LAND – FOIP Section 16
- c. Intergovernmental Relations – FOIP Section 21
- d. PERSONNEL – FOIP Section 17

INFORMATION ITEMS:

- 1. Municipal Planning Commission Meeting Minutes – May 28, 2021
- 2. Claresholm Public Library Board Meeting Minutes – November 19, December 17, 2019; January 21, February 18, March 19, April 21, May 8, May 19, June 16, September 15, October 20, November 19, 2020; January 19, February 16, March 16, April 20, May 18, 2021
- 3. Alberta Seniors & Housing – Age-Friendly E-News June 23, 2021

ADJOURNMENT







**TOWN OF CLARESHOLM**  
**PROVINCE OF ALBERTA**  
**REGULAR COUNCIL MEETING MINUTES**  
**JUNE 28, 2021**

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 Doug MacPherson; Councillors: Mike Cutler, Gaven Moore, Brad Schlossberger, Lise Schulze and Craig Zimmer

**ABSENT:** Councillor Kieth Carlson

**STAFF PRESENT:** Chief Administrative Officer: Marian Carlson, Finance Assistant: Karine Keys

**MEDIA PRESENT:** None

**NOTICE OF RECORDING:** Mayor MacPherson 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 MacPherson.

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

**18. CORRES: Office of the Chief Medical Officer of Health**

**RE: Exemption Requests – Order 31-2021**

**CARRIED UNANIMOUSLY**

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

**CARRIED**

**MINUTES: REGULAR MEETING – JUNE 14, 2021**

Moved by Councillor Zimmer that the Regular Meeting Minutes of June 14, 2021 be accepted as presented.

**CARRIED**

**DELEGATION: THE STATION – Kale Hayes**

Presenting on behalf of the Station was Kale Hayes from the Family Ties Association, who acts as Board President, Marianne Dickson from Wild Rose Community Connection, who acts as Treasurer and Orvella Small from Inclusion Foothills Association, who acts as Secretary. The Station currently operates out of Mackin Hall and the lease expires December 31, 2021. They were invited to lease space in the new Multi-use Community Building. They would like to stay in Mackin Hall as they are of the opinion that it works better and more cost effectively for their purposes. Their use of Mackin Hall will continue to be dedicated to youth-focused programming and services.

**ACTION ITEMS:**

**1. BYLAW #1725 – Unsightly Premises and Property Standards Bylaw Amendment**  
**RE: 2nd & 3rd Readings**

Moved by Councillor Cutler that prior to 2<sup>nd</sup> Reading of Bylaw #1725, the Unsightly Premises and Property Standards Bylaw Amendment, be amended as follows:

**ADD Section 3.8:**

- 3.8 Every occupant of any property or premises within the Town shall:
- a) Prune or remove any and all trees located on the premises that, due to a deterioration of condition or for any other reason, interfere with any public utility or public works, or are a public safety hazard; and
  - b) Where branches, foliage or other parts of trees, shrubs, or other vegetation on premises extend beyond the property lines of the subjects' premises, and interfere with or obstruct any public utility of the Town, including power lines, traffic signage, street lighting, and the safe movement of vehicular and pedestrian traffic within the Town, the Chief Administrative Officer may authorize the immediate removal, without notice, or any such interferences and obstructions; and
  - c) Where the Town carries out any remedial measures as required pursuant to Section 3.8 of this Bylaw, neither the Town or any employees or contractors shall be held liable in any way in relation to any such remedial actions taken.

**CARRIED**

Moved by Councillor Schulze that prior to 2<sup>nd</sup> Reading of Bylaw #1725, the Unsightly Premises and Property Standards Bylaw Amendment, be amended as follows:



**REMOVE Current Section 13.2:**

13.2 Section 3.7 of this Bylaw shall come into effect on October 1, 2021.

**ADD Revised Section 13.2:**

13.2 Section 3.7 of this Bylaw shall come into effect on November 1, 2021.

**CARRIED**

Moved by Councillor Moore to give Bylaw #1725, the Unsightly Premises and Property Standards Bylaw Amendment, 2<sup>nd</sup> Reading.

**CARRIED**

Moved by Councillor Schlossberger to give Bylaw #1725, the Unsightly Premises and Property Standards Bylaw Amendment, 3<sup>rd</sup> & Final Reading.

**CARRIED**

**2. BYLAW #1726 – Traffic & Highways Bylaw Amendment**  
**RE: 2nd & 3rd Readings**

Moved by Councillor Cutler to give Bylaw #1726, the Traffic & Highways Bylaw Amendment, 2nd Reading.

**CARRIED**

Moved by Councillor Schlossberger to give Bylaw #1726, the Traffic & Highways Bylaw Amendment, 3rd & Final Reading.

**CARRIED**

**3. CORRES: Alberta Environment & Parks, Regulatory Assurance Division**  
**RE: Application for a License for the Purpose of Recreation**

Received for information.

**4. CORRES: Mayor Jennifer Handley, Town of Nanton**  
**RE: Support for the RCMP**

Received for information.

**5. CORRES: Mayor Debra Smith, Village of Lougheed**  
**RE: Support for the RCMP**

Received for information.

**6. CORRES: Mayor Gale Katchur, City of Fort Saskatchewan**  
**RE: Support for the RCMP**

Received for information.

**7. CORRES: Reeve Dan Hamilton, Cypress County**  
**RE: Support for the RCMP**

Received for information.

**8. CORRES: Mayor Rod Raymond, Town of Thorsby**  
**RE: Support for the RCMP**

Received for information.

**9. CORRES: Amanda Cox, CAO, Village of Holden**  
**RE: Support for the RCMP**

Received for information.

**10. CORRES: Mayor Darcy Burke, Village of Rockyford**  
**RE: Support for the RCMP**

Received for information.

**11. CORRES: Mayor Omer Moghrabi, Lac La Biche County**  
**RE: Support for the RCMP**

Received for information.

**12. CORRES: Reeve Steve Wikkerink, County of Forty Mile**  
**RE: Support for the RCMP**

Received for information.

**13. CORRES: Alberta Urban Municipalities Association (AUMA)**  
**RE: AUMA's Summer 2021 Municipal Leaders' Caucuses**

Received for information.

**14. CORRES: Alberta Urban Municipalities Association (AUMA)**  
**RE: Access to Mobile COVID-19 Mobile Vaccination Clinics**

Received for information.

**15. CORRES: Spock Days Committee**  
**RE: Spock Days Parade August 14, 2021 in Vulcan**

Received for information.



**16. CORRES: United Way of Lethbridge & South Western Alberta**  
**RE: Reopening Stream of COVID-19 Relief & Recovery Funding**

Received for information.

**17. CORRES: Megan McClung & Naomi Bullock**  
**RE: Permission to use Centennial Park**

MOTION #21-121

Moved by Councillor Schlossberger to allow Megan McClung and Naomi Bullock to use Centennial Park on August 21, 2021 from 10:00am to 3:00pm with the ability to use the park before and after their event for a youth-focused market, provided that all public health regulations are followed.

**CARRIED**

**18. CORRES: Office of the Chief Medical Officer of Health**  
**RE: Exemption Requests – Order 31-2021**

Received for information.

**19. REQUEST FOR DECISION: Closure of 49<sup>th</sup> Avenue West – Fair Days**

MOTION #21-122

Moved by Councillor Moore to approve closure of 49<sup>th</sup> Avenue from the 2<sup>nd</sup> Street West intersection to the north-south alley that runs adjacent ATB and Pharmasave for a period of up to 12 hours as required for Fair Days, subject to public health orders in effect for August 14<sup>th</sup>, 2021.

**CARRIED**

**20. REQUEST FOR DECISION: Open Mic Night**

Councillor Moore declared a pecuniary interest and left the meeting at 7:40 p.m.

MOTION #21-123

Moved by Councillor Schulze to support the continuation of contracting the services of Gaven Moore to host Open Mic Night in the downtown parking lot on Wednesday evenings from July to September 2021 to a maximum amount of \$500.

**CARRIED**

Councillor Moore rejoined the meeting at 7:43 p.m.

**21. REQUEST FOR DECISION: Request for Proposals – Safety Codes Services**

MOTION #21-124

Moved by Councillor Zimmer to accept the Proposal from Superior Safety Codes Inc. for the contract to provide Safety Codes Services and inspection services for the Building, Electrical, Plumbing, and Gas disciplines under the Safety Codes Act for the Town of Claresholm as presented.

**CARRIED**

**22. REQUEST FOR DECISION: Intermunicipal Emergency Services Agreement**

MOTION #21-125

Moved by Councillor Cutler to approve the amending agreement to the Intermunicipal Emergency Services Agreement, to amend Section 2, of Schedule "F" to include Quarterly Officer Meetings.

**CARRIED**

**23. FINANCIAL REPORT: Statement of Operations – May 31, 2021**

Moved by Councillor Zimmer to accept the Consolidated Statement of Operations for the month ended May 31, 2021 as presented.

**CARRIED**

**24. INFORMATION BRIEF: Walk to Breathe**

Received for information.

**25. INFORMATION BRIEF: Claresholm Seniors Drop-in Centre**

Received for information.

**26. INFORMATION BRIEF: CAO Report**

Received for information.

**27. INFORMATION BRIEF: Council Resolution Status**

Received for information.

**28. ADOPTION OF INFORMATION ITEMS**

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

**CARRIED**

**29. IN CAMERA**

a. LAND – FOIP Section 16

b. LAND – FOIP Section 16

c. Intergovernmental Relations – FOIP Section 21

d. PERSONNEL – FOIP Section 17



Moved by Councillor Moore to go In Camera at 7:56 p.m. for the following items:

- a. LAND – FOIP Section 16
- b. LAND – FOIP Section 16
- c. Intergovernmental Relations – FOIP Section 21
- d. PERSONNEL – FOIP Section 17

**CARRIED**

**NOTICE OF RECORDING CEASED:** Mayor MacPherson stated that the live stream has ended at 7:56 p.m.

Moved by Councillor Schulze to come out of In Camera at 8:52 p.m.

**CARRIED**

**NOTICE OF RECORDING:** Mayor MacPherson provided notice that live streaming and recording of the Council meeting would begin again at 8:52 p.m.

- d. PERSONNEL – FOIP Section 17

MOTION #21-126 Moved by Councillor Cutler to approve the employment contract with Abe Tinney.

**CARRIED**

MOTION #21-127 Moved by Councillor Schlossberger to appoint Abe Tinney as the Chief Administrative Officer for the Town of Claresholm effective August 1, 2021.

**CARRIED**


**ADJOURNMENT:** Moved by Councillor Zimmer that the meeting adjourn at 8:53 p.m.

**CARRIED**

**NOTICE OF RECORDING CEASED:** Mayor MacPherson noted that recording ceased at 8:53 p.m.



Mayor – Doug MacPherson



Chief Administrative Officer – Marian Carlson