

**Claresholm**

**TOWN OF CLARESHOLM  
PROVINCE OF ALBERTA  
REGULAR COUNCIL MEETING  
MAY 10, 2021  
AGENDA**

Time: 7:00 P.M.

Place: Electronic Only due to COVID-19 Pandemic

Livestream: <https://www.youtube.com/channel/UCe3OPyLhTzPajvPVAtnL1KA/live>

NOTICE OF RECORDING

CALL TO ORDER

AGENDA:

MINUTES:

PUBLIC HEARING:

ACTION ITEMS:

ADOPTION OF AGENDA

REGULAR MEETING – APRIL 26, 2021

BYLAW #1723 – Intermunicipal Development Plan (IDP) Bylaw

1. BYLAW #1724 - 2021 Property Tax Rate Bylaw  
RE: 2<sup>nd</sup> & 3<sup>rd</sup> Readings
2. DELEGATION RESPONSE: National Police Federation  
RE: Proposed Changes to Policing in Alberta
3. NEWS RELEASE – Alberta Government, May 4, 2021  
RE: New COVID-19 Restrictions to Stop the Spike
4. CORRES: Mayor Russ Barnett, Town of Magrath  
RE: Town of Magrath Support for the RCMP
5. CORRES: Mayor Kevin Zahara, Town of Edson  
RE: Letter in Support of the RCMP
6. CORRES: Mayor Rhonda Hunter, Town of Didsbury  
RE: Alberta Provincial Police Service Transition Study
7. CORRES: Mayor Debora Dueck, Town of Tofield  
RE: Rural Alberta Vaccine Provision
8. CORRES: Mayor Blair Painter, Municipality of Crowsnest Pass  
RE: Eastern Slopes Coal Exploration & Public Consultation on the 1976 Coal Development Policy
9. CORRES: Alberta Urban Municipalities Association (AUMA)  
RE: Return of Mental Fitness Webinars
10. CORRES: Livingstone Range School Division  
RE: 2021 Local Election
11. CORRES: Rowan House Society  
RE: Invitation to Rowan House's Spring Social Fundraiser
12. CORRES: Community Foundation of Lethbridge & Southwestern Alberta  
RE: *Giving Together* Publication for 2021
13. CORRES: Custom Cannabis  
RE: Changes to Cultivation and Processing License
14. CORRES: Ali Shivji, Optima Living  
RE: Destination Development Workshop
15. CORRES: Nancy Schroeder  
RE: Bylaw #1711 & Utility Rates
16. CORRES: Marian Carlson, CAO  
RE: Notice of Retirement – August 1, 2021
17. REQUEST FOR DECISION: Infrastructure Master Plan
18. REQUEST FOR DECISION: GST in Policies
19. REQUEST FOR DECISION: Multi-use Building Landscaping
20. REQUEST FOR DECISION: Appointing Assessor
21. REQUEST FOR DECISION: Seniors Drop-in Grant Application
22. REQUEST FOR DECISION: Seniors Drop-in Markets
23. REQUEST FOR DECISION: Claresholm Farmers Markets
24. REQUEST FOR DECISION: The Attic Downtown Sidewalk Request
25. FINANCIAL REPORT: Statement of Operations – February 28, 2021
26. FINANCIAL REPORT: Statement of Operations – March 31, 2021
27. INFORMATION BRIEF: MD of Willow Creek Circulation Notice
28. INFORMATION BRIEF: 2020 Property Tax Arrears List
29. INFORMATION BRIEF: Strategic Plan Report

30. INFORMATION BRIEF: Council Resolution Status

31. ADOPTION OF INFORMATION ITEMS

32. IN CAMERA:

- a. LAND – FOIP Section 16.1
- b. PERSONNEL – FOIP Section 17

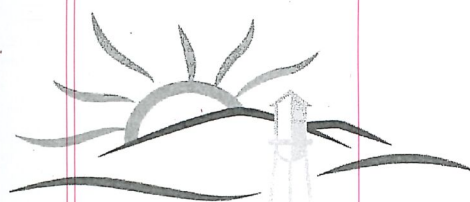
**INFORMATION ITEMS:**

- 1. Municipal Planning Commission Minutes – March 26, 2021
- 2. Claresholm & District Museum Board Meeting Minutes – March 17, 2021

**ADJOURNMENT**







# Claresholm

## TOWN OF CLARESHOLM PROVINCE OF ALBERTA REGULAR COUNCIL MEETING MINUTES MAY 10, 2021

Place: Electronic Only due to COVID-19 Pandemic

Livestream: <https://www.youtube.com/channel/UCe3OPyLhTzPajvPVAtNL1KA/live>

**COUNCIL PRESENT:** Mayor Doug MacPherson; Councillors: Kieth Carlson, Mike Cutler, Gaven Moore, Brad Schlossberger, Councillor Lise Schulze and Craig Zimmer

**ABSENT:** None

**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 Carlson for unanimous consent to add the following to the Agenda:

32. **IN CAMERA**

c. **PERSONNEL – FOIP Section 17**

**CARRIED**

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

**CARRIED**

**MINUTES:** **REGULAR MEETING – APRIL 26, 2021**

Moved by Councillor Zimmer that the Regular Meeting Minutes of April 26, 2021 be accepted as presented.

**CARRIED**

Moved by Councillor Schlossberger to adjourn the regular meeting to hold the Public Hearing at 7:01 p.m.

**CARRIED**

**PUBLIC HEARING:** **BYLAW #1723 – Intermunicipal Development Plan (IDP) Bylaw**

Moved by Councillor Cutler to open the Public Hearing regarding Bylaw #1723 at 7:02 p.m.

**CARRIED**

Gavin Scott, Planner from the Oldman River Regional Services Commission (ORRSC) presented Bylaw #1723, a Bylaw to adopt an Intermunicipal Development Plan between the Town of Claresholm and the Municipal District of Willow Creek No. 26.

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

David Mulholland joined the Zoom meeting and asked for clarification on why farmstead were listed for existing only and why sod farms and sports Clubs were removed from the Rural General uses. Gavin Scott and Marian Carlson explained the rationale behind the changes.

No other comments were received from the public regarding Bylaw #1723.

Moved by Councillor Zimmer to close the Public Hearing at 7:13 p.m.

**CARRIED**

Moved by Councillor Moore to reconvene to the regular meeting at 7:13 p.m.

**CARRIED**

**ACTION ITEMS:**

1. **BYLAW #1724 – 2021 Property Tax Rate Bylaw**  
**RE: 2nd & 3rd Readings**

Moved by Councillor Carlson to give Bylaw #1724, the 2021 Property Tax Rate Bylaw, 2<sup>nd</sup> Reading.

**CARRIED**

Moved by Councillor Cutler to give Bylaw #1724, the 2021 Property Tax Rate Bylaw, 3<sup>rd</sup> & Final Reading.

**CARRIED**

2. **DELEGATION RESPONSE: National Police Federation**  
**RE: Proposed Changes to Policing in Alberta**

**MOTION #21-080** Moved by Councillor Cutler to write a letter to the Minister of Justice and Solicitor General and cc Premier Jason Kenney, MLA Roger Reid, MP John Barlow, other member Municipalities of AUMA, as well as K Division of the RCMP, stating that the Town of Claresholm is uncomfortable with the province proceeding with plans to replace the RCMP in Alberta with a provincial police force and that more public

consultation is needed.

CARRIED

3. NEWS RELEASE – Alberta Government, May 4, 2021  
RE: New COVID-19 Restrictions to Stop the Spike

Received for information.

4. CORRES: Mayor Russ Barnett, Town of Magrath  
RE: Town of Magrath Support for the RCMP

Received for information.

5. CORRES: Mayor Kevin Zahara, Town of Edson  
RE: Letter in Support of the RCMP

Received for information.

6. CORRES: Mayor Rhonda Hunter, Town of Didsbury  
RE: Alberta Provincial Police Service Transition Study

Received for information.

7. CORRES: Mayor Debora Dueck, Town of Tofield  
RE: Rural Alberta Vaccine Provision

Received for information.

8. CORRES: Mayor Blair Painter, Municipality of Crowsnest Pass  
RE: Eastern Slopes Coal Exploration & Public Consultation on the 1976 Coal Development Policy

Received for information.

9. CORRES: Alberta Urban Municipalities Association (AUMA)  
RE: Return of Mental Fitness Webinars

Received for information.

10. CORRES: Livingstone Range School Division  
RE: 2021 Local Election

MOTION #21-081

Moved by Councillor Schulze to sign the agreement with the Livingstone Range School Division for Election Services for the 2021 election as presented.

CARRIED

11. CORRES: Rowan House Society  
RE: Invitation to Rowan House's Spring Social Fundraiser

Received for information.

12. CORRES: Community Foundation of Lethbridge & Southwestern Alberta  
RE: *Giving Together* Publication for 2021

Received for information.

13. CORRES: Custom Cannabis  
RE: Changes to Cultivation and Processing License

Received for information.

14. CORRES: Ali Shivji, Optima Living  
RE: Destination Development Workshop

Received for information.

15. CORRES: Nancy Schroeder  
RE: Bylaw #1711 & Utility Rates

Received for information.

16. CORRES: Marian Carlson, CAO  
RE: Notice of Retirement – August 1, 2021

MOTION #21-082

Moved by Councillor Carlson to accept the resignation of Marian Carlson as Chief Administrative Officer for the Town of Claresholm effective August 1, 2021.

CARRIED

17. REQUEST FOR DECISION: Infrastructure Master Plan

MOTION #21-083

Moved by Councillor Zimmer to accept the Infrastructure Master Plan & Water Study as presented.

CARRIED

18. REQUEST FOR DECISION: GST in Policies

MOTION #21-084

Moved by Councillor Cutler to adopt the updated policy 5.7.10 (v2.1) Recreation Fees Policy, as presented, effective May 11, 2021.

CARRIED



- MOTION #21-085 Moved by Councillor Moore to adopt the updated policy 5.8.30 (v1.2) Community Offices Rental Policy, as presented, effective May 11, 2021.  
**CARRIED**
19. **REQUEST FOR DECISION: Multi-use Building Landscaping**
- MOTION #21-086 Moved by Councillor Schlossberger to approve the out of budget expenditure in the amount of \$32,500 for the multi-use community building landscaping to be funded from the MSI Capital Grant.  
**CARRIED**
20. **REQUEST FOR DECISION: Appointing Assessor**
- MOTION #21-087 Moved by Councillor Schulze to appoint the Town's current Assessor, Logan Wehlage, an employee of Benchmark Assessments Consultants Inc, as the Assessor for the Town of Claresholm for the 2021 Assessment year.  
**CARRIED**
21. **REQUEST FOR DECISION: Seniors Drop-in Grant Application**
- MOTION #21-088 Moved by Councillor Schlossberger to partner with the Seniors Drop In Centre in support of their grant application to the Community Foundation of Lethbridge & Southwestern Alberta.  
**CARRIED**
22. **REQUEST FOR DECISION: Seniors Drop-in Markets**
- MOTION #21-089 Moved by Councillor Cutler to approve the use of the public parking lot adjacent to the Seniors Drop In Centre located at 5009 2 Street East for markets on Thursdays during the summer (approx. June – September), with the stipulation that they follow all current public health guidelines.  
**CARRIED**
23. **REQUEST FOR DECISION: Claresholm Farmers Markets**
- MOTION #21-090 Moved by Councillor Moore to allow the Claresholm Farmers Market to use the downtown parking lot (west side) between 3:00 and 7:00pm on Wednesdays for the Farmer's Market from July 7<sup>th</sup> to September 15<sup>th</sup>, 2021 with the Town providing and setting up barricades to close the west half of the parking lot at 7:00am, with the stipulation that they follow all current public health guidelines.  
**CARRIED**
24. **REQUEST FOR DECISION: The Attic Downtown Sidewalk Request**
- MOTION #21-091 Moved by Councillor Schlossberger to approve the use of a portion of the public sidewalk adjacent to the Attic & vacant lot located at 121 & 123 – 49 Avenue West for sidewalk sales/markets from June until the end of September, following AHS protocols & guidelines and ensuring adequate pedestrian access is maintained.  
**CARRIED**
25. **FINANCIAL REPORT: Statement of Operations – February 28, 2021**  
Moved by Councillor Schulze to accept the Consolidated Statement of Operations for the month ended February 28, 2021 as presented.  
**CARRIED**
26. **FINANCIAL REPORT: Statement of Operations – March 31, 2021**  
Moved by Councillor Moore to accept the Consolidated Statement of Operations for the month ended March 31, 2021 as presented.  
**CARRIED**
27. **INFORMATION BRIEF: MD of Willow Creek Circulation Notice**  
Received for information.
28. **INFORMATION BRIEF: 2020 Property Tax Arrears List**  
Received for information.
29. **INFORMATION BRIEF: Strategic Plan Report**  
Received for information.
30. **INFORMATION BRIEF: Council Resolution Status**  
Received for information.
31. **ADOPTION OF INFORMATION ITEMS**  
Moved by Councillor Zimmer to adopt the information items as presented.  
**CARRIED**
32. **IN CAMERA**  
d. **LAND – FOIP Section 16.1**  
e. **PERSONNEL – FOIP Section 17**  
f. **PERSONNEL – FOIP Section 17**

Moved by Councillor Cutler to go In Camera at 8:06 p.m. for the following items:

- a. LAND – FOIP Section 16.1
- b. PERSONNEL – FOIP Section 17
- c. PERSONNEL – FOIP Section 17

**CARRIED**

**NOTICE OF RECORDING CEASED:** Mayor MacPherson stated that the live stream has ended at 8:06 p.m.

Moved by Councillor Zimmer to come out of In Camera at 8:35 p.m.

**CARRIED**

**NOTICE OF RECORDING:** Mayor MacPherson provided notice that live streaming and recording of the Council meeting would begin again at 8:35 p.m.

- b. PERSONNEL – FOIP Section 17

MOTION #21-092 Moved by Councillor Moore to appoint Joe Toone to the Claresholm & District Museum Board.

**CARRIED**

MOTION #21-093 Moved by Councillor Carlson to appoint Joanna Ridley to the Claresholm Public Library Board.

**CARRIED**

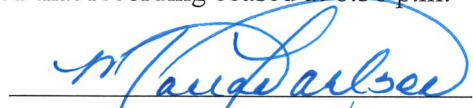
**ADJOURNMENT:** Moved by Councillor Zimmer that the meeting adjourn at 8:36 p.m.

**CARRIED**

**NOTICE OF RECORDING CEASED:** Mayor MacPherson noted that recording ceased at 8:36 p.m.



Mayor – Doug MacPherson



Chief Administrative Officer – Marian Carlson