

**Claresholm**

**TOWN OF CLARESHOLM  
PROVINCE OF ALBERTA  
REGULAR COUNCIL MEETING  
NOVEMBER 8, 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:**

1. **ORGANIZATIONAL MEETING – OCTOBER 25, 2021**
2. **REGULAR MEETING – OCTOBER 25, 2021**

**DELEGATION:**

**CLARESHOLM RCMP DETACHMENT – Sgt. Rob Harms**

**ACTION ITEMS:**

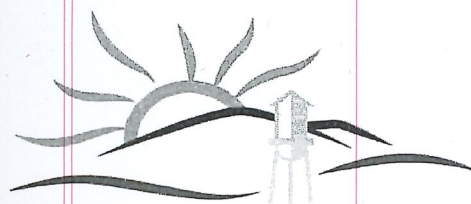
1. **CORRES: Hon. Ric McIver, Minister of Municipal Affairs**  
RE: 2022 and 2023 MSI Allocation Estimates
2. **CORRES: Hon. Prasad Panda, Minister of Infrastructure**  
RE: Bill 73 – Infrastructure Accountability Act
3. **CORRES: Oldman Watershed Council**  
RE: Welcome to New Council
4. **CORRES: FortisAlberta**  
RE: Congratulations to Town Council
5. **CORRES: Royal Canadian Legion Branch #41**  
RE: 2021 Remembrance Day Ceremonies
6. **CORRES: Claresholm Coordinated Community Response to Elder Abuse Coalition**  
RE: Request for Town Council Representative
7. **CORRES: WCCHS Sports Society**  
RE: Turkey Bingo Fundraiser
8. **REQUEST FOR DECISION: Fortis Franchise Fee**
9. **REQUEST FOR DECISION: Sustainable Housing Initiative**
10. **REQUEST FOR DECISION: Board / Committee Appointment**
11. **REQUEST FOR DECISION: Laserfiche Migration**
12. **REQUEST FOR DECISION: Robert's Rules Seminar**
13. **REQUEST FOR DIRECTION: Council Donations**
14. **INFORMATION BRIEF: 2021 AUMA Convention**
15. **INFORMATION BRIEF: Councillor Committee Reporting**
16. **INFORMATION BRIEF: Restriction Exemption Program (REP) Update - Arena**
17. **INFORMATION BRIEF: REP Update – Aquatic Centre**
18. **INFORMATION BRIEF: Greater Metro Hockey League**
19. **INFORMATION BRIEF: Council Resolution Status**
20. **ADOPTION OF INFORMATION ITEMS**
21. **IN CAMERA:**
  - a. **PERSONNEL – FOIP Section 17**
  - b. **Intergovernmental Relations – FOIP Section 21**
  - c. **LAND – FOIP Section 16**

**INFORMATION ITEMS:**

1. Oldman River Regional Services Commission Annual Meeting Minutes – June 3, 2021
2. Oldman River Regional Services Commission Executive Meeting Minutes – July 8, 2021
3. Oldman River Regional Services Commission Executive Meeting Minutes – September 9, 2021
4. Oldman River Regional Services Commission – Save the Date: Thursday, January 20, 2022

**ADJOURNMENT**

A-1



# Claresholm

## TOWN OF CLARESHOLM PROVINCE OF ALBERTA REGULAR COUNCIL MEETING MINUTES NOVEMBER 8, 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 Cutler that the Agenda be accepted as presented.

**CARRIED**

**MINUTES:**

1. **ORGANIZATIONAL MEETING – OCTOBER 25, 2021**

Moved by Councillor Meister that the Organizational Meeting Minutes of October 25, 2021 be accepted as presented.

**CARRIED**

2. **REGULAR MEETING – OCTOBER 25, 2021**

Moved by Councillor Zimmer that the Regular Meeting Minutes of October 25, 2021 be accepted as presented.

**CARRIED**

**DELEGATION:** **CLARESHOLM RCMP DETACHMENT – Sgt. Rob Harms**

Sergeant Rob Harms was present to speak to Council regarding the Claresholm RCMP Detachment's Community Policing Report for the July 1<sup>st</sup> to September 30<sup>th</sup>, 2021 reporting period. Sgt. Harms introduced himself as the new commander for the Claresholm RCMP Detachment.

**ACTION ITEMS:**

1. **CORRES: Hon. Ric McIver, Minister of Municipal Affairs**  
**RE: 2022 and 2023 MSI Allocation Estimates**

Received for information.

2. **CORRES: Hon. Prasad Panda, Minister of Infrastructure**  
**RE: Bill 73 – Infrastructure Accountability Act**

Received for information.

3. **CORRES: Oldman Watershed Council**  
**RE: Welcome to New Council**

Received for information.

4. **CORRES: FortisAlberta**  
**RE: Congratulations to Town Council**

Received for information.

5. **CORRES: Royal Canadian Legion Branch #41**  
**RE: 2021 Remembrance Day Ceremonies**

Received for information.

6. **CORRES: Claresholm Coordinated Community Response to Elder Abuse Coalition**  
**RE: Request for Town Representative**

Referred to administration to obtain further information on this request.

7. **CORRES: WCCHS Sports Society**  
**RE: Turkey Bingo Fundraiser**

**MOTION #21-178** Moved by Councillor Schlossberger to donate a basket not to exceed \$100 to the WCCHS Sports Society for their Turkey Bingo fundraising event.

**CARRIED**



- MOTION #21-179      **8. REQUEST FOR DECISION: Fortis Franchise Fee**  
 Moved by Councillor Zimmer to increase the franchise fee percentage from 4% to 5% for 2022 as per Clause 5(a) of the Electric Distribution System Franchise Agreement with FortisAlberta Inc.  
**CARRIED**
- MOTION #21-180      **9. REQUEST FOR DECISION: Sustainable Housing Initiative**  
 Moved by Cutler to approve the project with the Rural Development Network in the amount of \$42,500 to provide the following:
- \$12,000 Housing Needs Assessment
  - \$15,500 Affordable Housing Strategy
  - \$ 9,000 Community Consultation & Stakeholder Engagement
  - \$ 6,000 Social Needs Assessment
- CARRIED**
- MOTION #21-181      **10. REQUEST FOR DECISION: Board / Committee Appointment**  
 Moved by Councillor Schlossberger to appoint Councillor Kieth Carlson to be Claresholm Town Council's representative to the Porcupine Hills Lodge Foundation Board.  
**CARRIED**
- MOTION #21-182      **11. REQUEST FOR DECISION: Laserfiche Migration**  
 Moved by Councillor Kettles to approve the out of budget expenditure in the amount of \$14,000 for Laserfiche migration to the cloud to be funded from the Office Operating Reserve.  
**CARRIED**
- MOTION #21-183      **12. REQUEST FOR DECISION: Robert's Rules Seminar**  
 Moved by Councillor Meister to direct administration to schedule a Robert's Rules Seminar, and that the seminar be open to community groups and boards at no cost.  
**CARRIED**
- 13. REQUEST FOR DIRECTION: Council Donations**  
 Received for information.
- 14. INFORMATION BRIEF: 2021 AUMA Convention**  
 Received for information.
- MOTION #21-184      **15. INFORMATION BRIEF: Councillor Committee Reporting**  
 Moved by Councillor Meister to direct administration to bring forward a request for decision to the next regular Council meeting for Council's consideration regarding committee reporting.  
**CARRIED**
- 16. INFORMATION BRIEF: Restriction Exemption Program (REP) Update - Arena**  
 Received for information.
- 17. INFORMATION BRIEF: REP Update – Aquatic Centre**  
 Received for information.
- MOTION #21-185      **18. INFORMATION BRIEF: Greater Metro Hockey League**  
 Moved by Councillor Zimmer to direct administration to schedule a delegation with the Greater Metro Hockey League in order to gain more information on the request to expand to Claresholm.  
**CARRIED**
- 19. INFORMATION BRIEF: Council Resolution Status**  
 Received for information.
- 20. ADOPTION OF INFORMATION ITEMS**  
 Moved by Councillor Cutler to adopt the information items as presented.  
**CARRIED**
- 21. IN CAMERA**
- a. **PERSONNEL – FOIP Section 17**
  - b. **Intergovernmental Relations – FOIP Section 21**
  - c. **LAND – FOIP Section 16**
- Moved by Councillor Kettles to go In Camera at 8:36 p.m. for the following items:
- a. **PERSONNEL – FOIP Section 17**
  - b. **Intergovernmental Relations – FOIP Section 21**
  - c. **LAND – FOIP Section 16**
- CARRIED**

AT

**NOTICE OF RECORDING CEASED:** Mayor Petrovic stated that the live stream has ended at 8:36 p.m.

Councillor Schlossberger excused himself from the meeting at 9:16 p.m. due to a potential conflict of interest regarding Committee Appointments.

Councillor Schlossberger rejoined the meeting at 9:18 p.m.

Moved by Councillor Zimmer to come out of In Camera at 10:14 p.m.

**CARRIED**

**NOTICE OF RECORDING:** Mayor Petrovic provided notice that live streaming and recording of the Council meeting would begin again at 10:14 p.m.

**21. IN CAMERA**

**a. PERSONNEL – FOIP Section 17**

MOTION #21-186 Moved by Councillor Cutler to reappoint Ken McKee and appoint Elaine Clay to the Claresholm Housing Authority Board as members at large.

**CARRIED**

MOTION #21-187 Moved by Councillor Cutler to reappoint Tony Hamlyn to the Claresholm Library Board.

**CARRIED**

MOTION #21-188 Moved by Councillor Carlson to appoint members to the Economic Development Committee as follows:  
Business representatives: Jeffery Nielsen, Megan McClung and George Douros  
Chamber representative: Brad Toone  
Agricultural representative: Josh Fankhauser

**CARRIED**

MOTION #21-189 Moved by Councillor Zimmer to reappoint Doug Priestley to the Facility and Infrastructure Planning Committee.

**CARRIED**

MOTION #21-190 Moved by Councillor Carlson to reappoint Jeffery Kerr and Doug Priestley to the Municipal Planning Commission.

**CARRIED**

MOTION #21-191 Moved by Councillor Meister to reappoint Betty Hoare and Barry Gibbs to the Claresholm Museum Board.

**CARRIED**

Councillor Schlossberger declared a conflict of interest and left the meeting at 10:18 p.m.

MOTION #21-192 Moved by Councillor Carlson to reappoint Cindee Schlossberger to the Porcupine Hills Lodge Foundation Board as a member at large.

**CARRIED**

MOTION #21-193 Moved by Councillor Carlson to reappoint Cindee Schlossberger, Delma Austin and Vanessa McKenzie to the Claresholm Family & Community Support Services Board.

**CARRIED**

Councillor Schlossberger rejoined the meeting at 10:19 p.m.

**c. LAND – FOIP Section 16**

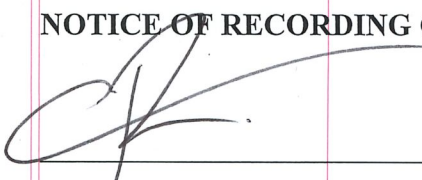
MOTION #21-194 Moved by Councillor Kettles to begin the road closure process and transfer of the alley adjacent to Alberta Health Services between 42<sup>nd</sup> and 43<sup>rd</sup> Avenue West between 2<sup>nd</sup> Street and Fairway Drive for the purpose of a private delivery road, with all costs associated to be borne by Alberta Health Services.

**CARRIED**

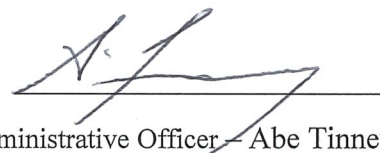
**ADJOURNMENT:** Moved by Councillor Carlson that the meeting adjourn at 10:21 p.m.

**CARRIED**

**NOTICE OF RECORDING CEASED:** Mayor Petrovic noted that recording ceased at 10:21 p.m.



Mayor – Chelsae Petrovic



Chief Administrative Officer – Abe Tinney