



**TOWN OF CLARESHOLM**  
**PROVINCE OF ALBERTA**  
**REGULAR COUNCIL MEETING MINUTES**  
**JULY 15, 2024**

**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 Brad Schlossberger, Councillors: Kieth Carlson, Mike Cutler, Rod Kettles, Kandice Meister, Diana Ross and Craig Zimmer

**ABSENT:** None

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

**MEDIA PRESENT:** None

**NOTICE OF RECORDING:** Mayor Schlossberger provided notice that live streaming and recording of the Council meeting would begin immediately at 7:01 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 7:01 p.m. by Mayor Schlossberger

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

**CARRIED**

**MINUTES:** **REGULAR MEETING – JUNE 24, 2024**

Moved by Councillor Ross that the Regular Meeting Minutes of June 24, 2024 be accepted as presented.

**CARRIED**

**PUBLIC HEARING: BYLAW #1781 – Evolution Area Structure Plan**

Mayor Schlossberger declared the Public Hearing open regarding Bylaw #1781 at 7:03 p.m.

Kattie Schlamp, Planner from the Oldman River Regional Services Commission presented Bylaw #1781, being the Evolution Area Structure Plan. The purpose of the area structure plan is to provide a framework for the subsequent orderly subdivision and development of land within a defined area; and to regulate and control development of these said lands, but also to promote these lands as a residential, commercial area.

No formal submissions were received from the public.

The Municipal District of Willow Creek submitted a letter with their concerns and requested a meeting of the Intermunicipal Development Plan Committee prior to 2<sup>nd</sup> Reading.

ISL Engineering has been working on the area structure plan with the landowners and offered a power point presentation with some further details.

No other comments were received from the public regarding Bylaw #1781. No comments from members of Council were noted.

Moved by Councillor Kettles to recess the Public Hearing for Bylaw #1781 until the next regular meeting on August 12, 2024.

**CARRIED**

The regular meeting agenda resumed at 7:25 p.m.

**DELEGATION:** **CLARESHOLM SKATEPARK ASSOCIATION**

The new Claresholm Skatepark is almost complete and Lisa Darch was present on behalf of the association to update Council on the progress and next steps.

**ACTION ITEMS:**

**1. BYLAW #1781 – Evolution Area Structure Plan Bylaw**

Moved by Councillor Meister to table 2<sup>nd</sup> & 3<sup>rd</sup> Readings of Bylaw #1781 until the next regular meeting of Council on August 12, 2024.

**CARRIED**

**2. CORRES: Hon. Ric McIver, Minister of Municipal Affairs**  
**RE: Bill 20, the *Municipal Affairs Statutes Amendment Act, 2024***

Received for information.

**3. CORRES: Alberta Municipalities**  
**RE: Member Engagement on Bill 20 Regulations**

Received for information.

**4. CORRES: SouthGrow Regional Initiative**  
**RE: Grants Advising Services**

Received for information.

**5. CORRES: Oldman River Regional Services Commission (ORRSC)  
RE: New Service Opportunity – Development Processing and Support**

Received for information.

**6. CORRES: Pincher Creek Chamber of Commerce  
RE: Pincher Creek Parade – August 17, 2024**

Received for information.

**7. CORRES: Southern Alberta Regional Victim Serving Society (SARVSS)  
RE: Board Recruitment**

Received for information.

**8. REQUEST FOR DECISION: Update to Municipal Library Bylaws**

MOTION #24-118 Moved by Councillor Carlson to approve the Bylaws of the Town of Claresholm Municipal Library as presented.

**CARRIED**

**9. REQUEST FOR DECISION: Bench Show 2024**

MOTION #24-119 Moved by Councillor Ross to donate an additional \$55 to the Claresholm & District Fair Days Bench Show to cover the full rental cost at the Claresholm Community Centre for the Bench Show during Fair Days 2024.

**CARRIED**

**10. REQUEST FOR DECISION: Centennial Park Campground – Accessibility Grant**

MOTION #24-120 Moved by Councillor Cutler to approve the application to the Enabling Accessibility Fund for the purpose of enabling accessibility by the pour in place base and accessible playground within Centennial Park, and to provide the required 25% matching funds.

**CARRIED**

**11. REQUEST FOR DECISION: Fair Days 2024**

MOTION #24-121 Moved by Councillor Meister to approve the closure of 49<sup>th</sup> Avenue West from the lane between 2<sup>nd</sup> Street West and 1<sup>st</sup> Street West, to 3<sup>rd</sup> Street West, including the intersection at 2<sup>nd</sup> Street West, on Saturday August 10<sup>th</sup>, 2024 from 7:30 am to 11:00 pm, including the use of Amundsen Park, for Fair Days activities.

**CARRIED**

MOTION #24-122 Moved by Councillor Zimmer to approve the 2024 Claresholm Parade Route and Road Closure from 4<sup>th</sup> Street West, to 2<sup>nd</sup> Street West (51<sup>st</sup> Ave), between the hours of 10:30 am and 11:30 am on Saturday, August 10<sup>th</sup>, 2024.

**CARRIED**

Moved by Councillor Ross to approve a road closure on 2<sup>nd</sup> Street East, north of UFA to 47<sup>th</sup> Avenue East, including the south end of 2A Street East on August 10<sup>th</sup>, 2024, for the Rocky Mountain Drift Club Drag Racing Demo, on the condition that excessive noise be restricted to between the hours of 6:00 pm and 8:00 pm.

**DEFATED**

MOTION #24-123 Moved by Councillor Kettles to approve Such Drama for a beer garden at the Claresholm Museum on Friday, August 9<sup>th</sup>, 2024 between 5:00 pm and 11:00 pm, and in Amundsen Park on Saturday, August 10<sup>th</sup>, 2024 between 11:00 am and 4:00 pm on the condition that an application to the Alberta Liquor and Gaming Commission has been approved and is displayed at the event.

**CARRIED**

MOTION #24-124 Moved by Councillor Cutler to approve the Claresholm Arts Society for a beer garden at Centennial Park on Sunday, August 11<sup>th</sup>, 2024 between 10:00 am and 4:00 pm on the condition that an application to the Alberta Liquor and Gaming Commission has been approved and is displayed at the event.

**CARRIED**

**12. FINANCIAL REPORT: Statement of Operations – June 30, 2024**

Moved by Councillor Carlson to accept the Consolidated Statement of Operations for the month ended June 30, 2024 as presented.

**CARRIED**

**13. INFORMATION BRIEF: Strategic Plan Update**

Received for information.

**14. INFORMATION BRIEF: Council Committee Report**

Received for information.

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

Received for information.

**16. ADOPTION OF INFORMATION ITEMS**

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

**CARRIED**

**17. IN CAMERA:**

- a. Advice from Officials – FOIP Section 24
- b. Advice from Officials – FOIP Section 24

Moved by Councillor Zimmer to go In Camera at 8:08 p.m. for the following items:

- a. Advice from Officials – FOIP Section 24
- b. Advice from Officials – FOIP Section 24

**CARRIED**

**NOTICE OF RECORDING CEASED:** Mayor Schlossberger stated that the live stream has ended at 8:08 p.m.

Moved by Councillor Carlson to come out of In Camera at 9:20 p.m.

**CARRIED**

**NOTICE OF RECORDING:** Mayor Schlossberger provided notice that live streaming and recording of the Council meeting would begin again at 9:20 p.m.

**ADJOURNMENT:** Moved by Councillor Carlson that the meeting adjourn at 9:21 p.m.

**CARRIED**

**NOTICE OF RECORDING CEASED:** Mayor Schlossberger noted that recording ceased at 9:21 p.m.

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Mayor – Brad Schlossberger

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Chief Administrative Officer – Abe Tinney

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