



**TOWN OF CLARESHOLM  
PROVINCE OF ALBERTA  
REGULAR COUNCIL MEETING  
MAY 8, 2023  
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:** **ADOPTION OF AGENDA**

**MINUTES:** **REGULAR MEETING – APRIL 24, 2023**

**DELEGATIONS:**

1. **RURAL DEVELOPMENT NETWORK (RDN) (Remotely by Zoom)**  
RE: Housing Needs Assessment and Affordable Housing Strategy
2. **GARY WATSON**  
RE: Request to Move RCAF Monument at Claresholm Airport

**ACTION ITEMS:**

1. **BYLAW #1760 – 2023 Property Tax Rate Bylaw**  
RE: 2<sup>nd</sup> & 3<sup>rd</sup> Readings
2. **BYLAW #1747 – Livestock Bylaw**  
RE: 1<sup>st</sup> Reading
3. **DELEGATION RESPONSE: Mary-Ann Toone**  
RE: Bat Boxes
4. **CORRES: Hon. Rebecca Schulz, Minister of Municipal Affairs**  
RE: 2023 Minister's Awards for Municipal and Public Library Excellence
5. **CORRES: Southern Alberta Recreation Association**  
RE: 2023 Southern Alberta Summer Games
6. **CORRES: Southern Alberta Recreation Association**  
RE: Invitation to Bid for 2025 and 2026 Games
7. **CORRES: Granum & District Canada Day Society**  
RE: Canada Day and Fireworks Show
8. **CORRES: The Soup Bowl – Brenda Halliwell**  
RE: Request for Donation
9. **CORRES: 2023 Golf 4 Grads Scramble**  
RE: Request for Donation
10. **REQUEST FOR DECISION: Invitation for Government of Ghana Trade Mission**
11. **REQUEST FOR DECISION: Letter of Support – CFEP Grant (Day Care)**
12. **REQUEST FOR DECISION: Letter of Support – CFEP Grant (Golf Course)**
13. **INFORMATION BRIEF: Council Committee Reports**
14. **INFORMATION BRIEF: Council Resolution Status**
15. **ADOPTION OF INFORMATION ITEMS**
16. **IN CAMERA**
  - a. **LAND – FOIP Section 16**
  - b. **LEGAL – FOIP Section 27**
  - c. **Local Public Body Confidences – FOIP Section 23**
  - d. **Economic Interests of the Public Body – FOIP Section 25**

**INFORMATION ITEMS:**

1. Health Outcomes of Air & Water Quality – Urban Systems Ltd. – May 2, 2023
2. Prescribed Fires Update – Government of Canada – April 25, 2023
3. Alberta SouthWest Bulletin – May 2023
4. Alberta SouthWest Regional Alliance Board Meeting Minutes – April 5, 2023

**ADJOURNMENT**



**TOWN OF CLARESHOLM**  
**PROVINCE OF ALBERTA**  
**REGULAR COUNCIL MEETING MINUTES**  
**APRIL 24, 2023**

Place: Council Chambers

Town of Claresholm Multi-Use Community Building, 111 – 55 Avenue West

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

**COUNCIL PRESENT:** Deputy Mayor Brad Schlossberger, Councillors: Kieth Carlson, Mike Cutler, Rod Kettles, Kandice Meister and Craig Zimmer

**ABSENT:** None

**STAFF PRESENT:** Chief Administrative Officer: Abe Tinney, Finance Assistant: Karine Keys, Director of Corporate Services: Blair Bullock

**MEDIA PRESENT:** None

**NOTICE OF RECORDING:** Deputy Mayor Schlossberger 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 7:01 p.m. by Deputy Mayor Schlossberger.

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

**DELEGATION:** Mary-Ann Toone  
RE: Bat Boxes

**CARRIED UNANIMOUSLY**

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

**CARRIED**

**MINUTES:** REGULAR MEETING – APRIL 11, 2023

Moved by Councillor Zimmer that the Regular Meeting Minutes of April 11, 2023 be accepted as presented.

**CARRIED**

**DELEGATION:** Mary-Ann Toone  
RE: Bat Boxes

Mary-Ann Toone is a Grade 9 student at WCCHS and entered a provincial contest with her proposal regarding bat boxes and placed in the top 10. This means that she has received funding in order to place bat boxes in the Claresholm area. Phase one of her proposal is to place bat boxes and signage about them in the Frog Creek Wetlands. She is asking for permission and assistance from the Town to place them.

**ACTION ITEMS:**

1. BYLAW #1760 – 2023 Property Tax Rate Bylaw  
RE: 1<sup>st</sup> Reading

Moved by Councillor Kettles that Bylaw #1760, a bylaw to authorize the rates of taxation to be levied against assessable property within the Town of Claresholm for the 2023 taxation year, receive 1<sup>st</sup> Reading.

**CARRIED**

2. REQUEST FOR DECISION: 2023 Final Budget

MOTION #23-062 Moved by Councillor Zimmer to approve the Final 2023 Budget as presented.

**CARRIED**

3. REQUEST FOR DECISION: Financial Plans

MOTION #23-063 Moved by Councillor Cutler to adopt the 3 Year Financial Plan for 2024 through 2026 as presented.

**CARRIED**

MOTION #23-064 Moved by Councillor Meister to adopt the 5 Year Capital Plan for 2024 through 2028 as presented.

**CARRIED**

4. CORRES: National Police Federation  
RE: An Open Letter to Premier Smith & Keep AB RCMP TeleTownhall

Received for information.

5. CORRES: Federation of Canadian Municipalities  
RE: FCM Analysis – Federal Budget 2023

Received for information.



6. **CORRES: Hon. Rebecca Schulz, Minister of Municipal Affairs**  
**RE: Intermunicipal Collaboration Framework (ICF) Agreements**

Received for information.

7. **CORRES: Hon. Devin Dresshen, Minister of Transportation & Economic Corridors**  
**RE: Alberta Municipal Water/Wastewater Partnership**

Received for information.

8. **CORRES: Alberta Municipal Affairs**  
**RE: Recall Petition Updates**

Received for information.

9. **CORRES: Alberta Municipalities**  
**RE: Update on RCMP Retroactive Salary Costs**

MOTION #23-065

Moved by Councillor Meister to support the Federation of Canadian Municipalities (FCM) in calling on the federal government to commit to ensuring that local governments are meaningfully consulted, fully informed, and at the table on issues related to policing costs given the municipal role in keeping our communities safe, and to convey this support in writing to MP John Barlow.

**CARRIED**

10. **CORRES: Mayor Debora Dueck, Town of Tofield**  
**RE: Exemption of Newspaper from EPR Program Revisions**

Received for information.

11. **CORRES: Reeve Maryanne Sandberg, MD of Willow Creek**  
**RE: Intermunicipal Funding Agreement**

Received for information.

12. **CORRES: Porcupine Hills Classic Cruisers**  
**RE: 31<sup>st</sup> Annual Show 'n' Shine – August 13, 2023**

MOTION #23-066

Moved by Councillor Cutler to allow the Porcupine Hills Classic Cruisers to utilize Centennial Park ball diamonds on Sunday, August 13, 2023 for the purpose of their 31<sup>st</sup> annual show and shine.

**CARRIED**

13. **REQUEST FOR DECISION: Letter of Support – CFEP Grant (Centennial Park)**

MOTION #23-067

Moved by Councillor Carlson to write a letter of support towards the Claresholm Lion's Club application to the Community Facility Enhancement Program for the purpose of constructing a new playground at Centennial Park, and provide the matching funds of \$83,344 plus \$19,244 in-kind donation (total \$102,588).

**CARRIED**

14. **REQUEST FOR DECISION: Letter of Support – CFEP Grant (Fire Hall)**

MOTION #23-068

Moved by Councillor Zimmer to write a letter of support towards the Claresholm Fire Fighters Foundation's application to the Community Facility Enhancement Program for the purpose of the Fire Hall addition and renovation, and provide confirmation of the matching funds for the project as per the grant application.

**CARRIED**

15. **REQUEST FOR DECISION: 45<sup>th</sup> Avenue Water Main Replacement**

MOTION #23-069

Moved by Councillor Meister to award the 45<sup>th</sup> Avenue Water Main Replacement project to Shawne Excavating and Trucking in the amount of \$210,789 as recommended by WSP Engineering.

**CARRIED**

16. **REQUEST FOR DECISION: Westlynn Drive Storm Trunk**

MOTION #23-070

Moved by Councillor Kettles to award the Westlynn Storm Trunk Outfall project to McNally Contractors (2011) Ltd in the amount of \$502,780.86 as recommended by Associated Engineering.

**CARRIED**

17. **REQUEST FOR DECISION: Annexation Application (Report) & Agreement**

MOTION #23-071

Gavin Scott, Planner from the Oldman River Regional Services Commission (ORRSC) was present to provide more information to Council.

Moved by Councillor Cutler to accept the Annexation Report as presented for submission to the Alberta Land and Property Rights Tribunal.

**CARRIED**

MOTION #23-072 Moved by Councillor Carlson to proceed with the accuracy application for annexation and enter into the tax agreement for 15 years for the lands within the annexation area as presented in the Annexation Report.

**CARRIED**

**18. FINANCIAL REPORT: Statement of Operations March 31, 2023**

Moved by Councillor Carlson to accept the Consolidated Statement of Operations for the month ended March 31, 2023 as presented.

**CARRIED**

**19. INFORMATION BRIEF: Greater Metro Hockey League**

MOTION #23-073 Moved by Councillor Kettles to disband the Internal Council Committee, the Greater Metro Hockey League Exploratory Committee, effective April 24, 2023.

**CARRIED**

**20. INFORMATION BRIEF: CAO Report**

Received for information.

**21. INFORMATION BRIEF: Council Committee Reports**

Received for information.

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

Received for information.

**23. ADOPTION OF INFORMATION ITEMS**

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

**CARRIED**

**ADJOURNMENT:** Moved by Councillor Carlson that the meeting adjourn at 8:02 p.m.

**CARRIED**

**NOTICE OF RECORDING CEASED:** Deputy Mayor Schlossberger noted that recording ceased at 8:02 p.m.

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Deputy Mayor – Brad Schlossberger

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Chief Administrative Officer – Abe Tinney

# DELEGATIONS



# DELEGATION #1

Meeting: May 8, 2023

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## Housing Needs and Demand Analysis, and Affordable Housing Strategy

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### DESCRIPTION/BACKGROUND:

In late 2021, Council approved a joint FCSS and Economic Development project to conduct three community research projects – a Social Needs Assessment, Housing Needs Assessment, and an Affordable Housing Strategy. The Town hired the Sustainable Housing Initiative (SHI) to perform this work. SHI operates as a branch of the Rural Development Network (RDN), whose Vision and Mission are as follows:

#### VISION

A strong sustainable network that empowers rural communities by facilitating and providing access to trusted rural development expertise, information and services.

#### MISSION

To facilitate, support and champion rural community development through collaboration, research and service provision.

The project costs (\$42,500) were accounted for in the 2022 operating budget. SHI has completed the reports, and the Housing Needs and Demand Analysis and Affordable Housing Strategies are on the agenda for Council approval. Due to the length of the reports, and to make the current agenda manageable for council, the Social Needs Assessment will be discussed at a future meeting.

### DISCUSSION

As set out in Council's Strategic Plan, a focused priority of the Town is pursuing diverse housing initiatives that are based on, or advised by, the Social Needs and Housing Needs Assessments. Thus, the delivery of these reports will help administration and Council in their ongoing work to deliver on Council's Strategic Plan.

## Focused Priorities



## **Housing Needs and Demand Analysis**

The Needs and Demands analysis identifies gaps in the housing inventory, relating to affordability, suitability, and adequacy. The report reflects the current and emerging housing issues for Claresholm within the contexts of both the local area (Census Division # 3) and the province more broadly. The Needs and Demands analysis informs the Affordable housing strategy, and consists of a **Community Profile**, **Housing Demand**, **Housing Supply** and a **Gap Analysis**.

### ***Profile of Claresholm in the Local and Broader Context***

- Division No. 3 Census communities (pg. 10 of the report) and data used to create the study area, to draw comparisons
  - Secondary data used to identify demographics, family and household types, the housing universe, and estimate gaps in housing supply and demand.
- Key findings of the Community Profile Include:
  - Claresholm's main employers are health services, construction, retail, public administration and education.
  - Largest occupational groups for females is sales and services, and males is trades
  - Unemployment rates for both males and females are lower than provincial rates, as are participation rates (usually due to retirement, disability, stay-at-home parent, or students). Participation rates are lower compared to provincial and Division 3 rates.
- Community Well Being index is a Stats Canada community-based measure of socio-economic well-being. The index combines housing, income, labor force activity and education metrics to create a composite score for communities.
  - Claresholm is in the 59<sup>th</sup> percentile, with a score of 79.
  - Claresholm's housing score is relatively high (but this score only accounts for overcrowding and adequacy [need of major repairs]). Affordability and supply versus demand are not taken into account.
  - Claresholm is in the middle range of the Community Well Being index, meaning that it has a range of incomes, employment opportunities, education options, and housing choices, but they are more limited in scale compared to larger centres
- Smaller community with a relatively diverse economy

### ***Identification of Housing Demand Based on the Population***

The data covered in the Housing Demand Section made several key insights into the demand profile for Claresholm. Planners and interested development partners. should take note of the following trends in demographics at the onset of any building programming or consultation.

- The trends in family and household composition show that there is an decreasing number of three and four+ person households, as well as a decrease in couples with children at home.
- The same trends show that the one person, two person and couple without family households have increased, indicating increased demand for one and two-bedroom units in the Town. This demographic would include seniors who do not live with children and childless couples.
- The senior segment of Claresholm will continue to grow, and the Town will have to ensure it has an adequate number of supported living and independent living units to retain this segment of the population.
- Income data shows that local households tend to earn less than the provincial median, an important consideration when determining the type of housing to build in the community. These types of households may rather live in low rise condominiums, duplexes or townhouses versus single detached homes, or may prefer renting to avoid being over-burdened by shelter costs.
- One-person households are the most likely to be living in low-income housing, and struggle to afford basic needs. They represent the greatest need in the community from a vulnerability perspective.
- Based on the household and family composition of the Town, there is likely to be a demand for one and two bedroom type units. The types and tenancy preferences



are further discussed in Section 5.

### ***Snapshot of the Current Housing Supply in the Community***

The housing supply profiles the current housing inventory of Claresholm. The key findings of the housing universe in Claresholm are:

- Housing in Claresholm is predominantly low-density builds such as single-detached homes, with over 86% of owners and 30% of renters living in such dwellings.
- A high number of single-detached homes relative to the population, especially for homeowners. This may present an opportunity for smaller, lower cost housing alternatives.
- A high level of older housing stock, which may be needing significant repairs or be at the end of its useful life.
- The median reported value for dwellings in Claresholm is less than the province, which could become a selling feature for people wanting a lower cost of living.
- The rental vacancies in Claresholm show wide fluctuations that presumably mirror the small number of rental units.
- The largest issue for residents regarding housing are homes that are not affordable or are in need of major repairs (adequate housing). RDN estimates that the total number of houses needing major repairs will increase alongside the rest of the population, with the number increasing to 125 households.
- The main housing issue for Claresholm residents is affordability, meaning people are paying over 30% of their income on housing.

### ***Gap Analysis***

The Gap Analysis compares demand and supply, and uses housing indicators (size), to identify gaps in the Claresholm housing market. The most prominent housing issues are:

- Slightly lower average number of persons per dwelling in Claresholm compared to Alberta and Division No. 3.
- Unaffordability is the most common issue, with one person households being the most affected, regardless of status as a non-subsidized tenant, subsidized tenant, homeowner with a mortgage, or homeowner without a mortgage
- For families – unaffordability is the most likely to affect lone parent non-subsidized tenants and homeowner couples with children at home and a mortgage
- There is a potential shortage of one- and two-bedroom homes and an oversupply of three and four + bedrooms when looking at the Town's population mix.
- Overall concern is ensuring that there is an appropriate supply of smaller, more affordable homes for small families, singles, and downsizing seniors. There is also a need to support younger families struggling with affordability.

### **Conclusions**

Claresholm is a stable community with a healthy economic base and a lot of potential for future growth. While the assessment shows that there currently is a lack of housing in the Claresholm, this shortage can also be seen as an opportunity for economic advancement.

Key findings of the Housing Needs Assessment are:

- While employment rates and median wages are lower than the rest of the province, it can partially be explained by the larger number of retired people in the community living on pensions and investments/assets.
- There is a steady level of mobility into Claresholm, meaning more people are moving into the community than are leaving it. However, a lack of housing supply can potentially dissuade potential residents from seeing the Town as an option to move to. On the other hand, people moving into the community provides an incentive for more housing development and growth.
- While house prices are historically lower in Claresholm than most of Alberta, they are increasing steadily and have the potential to price people out of the market. Increasing

housing options would help mitigate this concern while also attracting residents from higher cost housing markets such as Lethbridge or Calgary.

- Rental vacancy rates are extremely low and are exacerbated by a lack of supply. This can prevent new residents from moving into the community, especially young families, and cause housing instability for current residents. However, a low supply also presents an opportunity for developers and landowners looking to create rental housing in Claresholm.
- There is a relative shortage of one- and two-bedroom dwellings in Claresholm when compared to household needs due to the increase in childless couples and single individuals in the community. This can possibly be attributed to lack of overall housing supply, an aging population, and declining birth rates. Increasing the supply of one- and two-bedroom dwellings would allow empty-nesters to downsize within the community, which would free up larger homes for families with children. Increasing the supply of one and two bedrooms would also create more affordable housing for single people, childless couples, and small families.
- Unaffordable housing is the main issue facing Claresholm households, followed by inadequate housing (meaning the dwelling needs major repairs). This can be partially attributed to low vacancy rates, increasing house prices, lack of smaller units, and older housing stock.

## **Affordable Housing Strategy**

There are five interconnected “key actions” developed in the report – ***Enabling Housing Diversity, Support and Develop Housing Partnerships, Obtain and Designate Municipal Land, Create Community Housing Conversations, and Sustain Existing Affordable Housing***. They are meant to support the creation of both affordable market and non-market housing. Claresholm can build resilience and provide a broader range of social and economic opportunities for people by allowing and supporting a more comprehensive range of housing options.

### ***Enabling Housing Diversity***

- Objective 1: Modify Select Residential Parking Requirements – current parking minimums for residential areas force developers to create underutilized and costly spaces in residential areas.
  - Strategy: allow more market flexibility for residential parking.
  - Measures: reduce or eliminate requirements for Secondary Suites’ one parking space per bedroom. Secondary suites are commonly used as a form of lower-cost market housing and are often used by students, seniors, people with disabilities and young families with children. Legislation that each bedroom is being utilized by someone who requires their own parking space leads to excessive costs and wasted land.
  - Perform a parking utilization study to determine if current residential parking standards are sufficient.
  - Reduce/eliminate/relax parking requirements for affordable housing developments.
- Objective 2: Modify Residential Zoning Requirements
  - Short Term Measures:
    - Modify R1 Zoning to allow for duplexes in new neighborhoods as a permitted use rather than discretionary.
    - Modify R2 Zoning to allow for 3 and 4-plexes or townhouses as permitted use.
    - Modify R3 Zoning to allow for low-rise apartments or merge R3 and R4 zoning.
    - Decrease minimum site and floor area requirements to allow for denser developments in residential areas.
  - Long-Term Measures
    - Look into the viability of developing a building-form-based zoning code that provides guidelines based on building dimensions and land usage as the town grows and develops. High River provides template for building-form-based zoning: provides guidelines based on building dimensions and land usage as the town grows and develops. Such zoning allows for greater flexibility in

building market and non-market housing by focusing on the impacts of building size and usage rather than the number of dwellings.

### ***Support and Develop Housing Partnerships***

This recommended action is a key point in developing both market and non-market affordable housing. Partnerships can be a mix of non-profit organizations and private development companies with experience building and maintaining housing. Claresholm's role would be establishing these partnerships and providing appropriately justified incentives such as land or financial support.

- Objective 1 Create Research Based Justifications
  - Strategy: utilize outside expertise from nonprofit sector to navigate the specific information require for various funding sources and provide clear, evidence-based support for more affordable housing.
- Objective 2 Increase Town Capacity
  - Strategy: continue to work with existing partners in affordable housing non-profits, developers, and government agencies while pursuing other resources.
  - Claresholm currently has housing agencies such as CHA (funded by Alberta Social Housing). More non-profit and market focused housing providers should be pursued to ensure a more comprehensive array of housing options. This would also allow for more housing resiliency during rapid economic or social shifts.
  - Objective 3 Ensure Affordable Housing is Financially Viable
    - Affordable housing development has cost barriers that can limit or derail projects. Rising interest rates and supply shortages can exacerbate this.
    - Strategy: Encourage development partners to create housing projects and increase affordable supply
    - Measure: provide municipally owned land at no or low cost for affordable housing projects
    - Measure: borrow funds on behalf of a non-profit or other development organizations for high-impact affordable housing projects. This would require a high level of coordination and a certain level of risk for the municipality.
    - Measure: utilize partnerships to research and apply for funding from outside sources, such as higher levels of government and non-profit organizations

### ***Obtain and Designate Municipal Land***

One of the most significant barriers to developing affordable housing is land cost and servicing for potential developers. By providing low or no-cost land and designating it for affordable housing, Claresholm can further encourage such developments.

- Objective: Reduce Development /Costs
  - Measure: ensure that costs related to development, such as utility infrastructure servicing, are reduced by developing on sites already compatible with the use or working with the developer to reduce costs.
  - Measure: create tax-based incentives on a sliding scale according to the merits of individuals projects
- Objective 2 – Open Up Land for Affordable Housing
  - Strategy: identify and dedicate land for affordable housing
  - Measure: use the Potential Affordable Housing Development Sites section of the strategy to identify land where affordable housing would benefit residents most. Further isolate individual lots based on servicing, costs, whether the municipality already owns it, and whether it is available to sell.

### ***Create Community Housing Conversations***

Community Engagement and support are key to creating a sustainable, affordable housing base. Housing is a fundamental human right, but misconceptions about affordable housing often lead to negative push-back and project delays or failure. A proactive stance can mitigate some of these issues.

- Objective 1: Mitigate Public Push-back

- Strategy: Provide information to residents that clearly show a need for affordable market and non-market housing. Increasing these options also benefits the entire community
- Objective 2: Increase Community Engagement
  - Strategy: Encourage feedback and provide project information
  - Measure: promote and allow access to research documents that justify a need for affordable housing
  - Measure: Publicize and allow for feedback during critical moments in actualizing the A.H.S.
  - Measure: create a single point of contact with a town staff member for resident correspondence about the A.H.S.

### ***Sustain Existing Affordable Housing***

CHA provides affordable housing for low-income seniors in 41 self-contained apartments and two income families in 20 social/family housing duplexes/trailers in town. These housing units had from 1978-1987. They remain a crucial part of Claresholm's housing mix. Hotels are used as a form of no-barrier emergency housing, but rates are based on market demand and can exceed the financial capacities of many residents. Legal and illegal basement suites are also crucial to the affordable housing market mix.

- Objective 1: Ensure Affordable housing continues to develop and be maintained.
  - Measure: work with housing developer and non-profit organizations to increase supply of affordable housing and reduce reliance on a single organization.
  - Work with Alberta Social Housing Corporation with redeveloping the current housing supply into denser options when buildings reach end of useful life.

***Following the five key actions are the following tools and sections that provide detail on affordable housing in Claresholm, and tools for implementing affordable housing initiatives:***

### ***Potential Affordable Development Sites***

Affordable housing is used by a wide demographic of people, including those with limited mobility or without regular access to a personal vehicle. This can be a severe barrier for residents accessing their basic needs, especially in a community without regular public transport. While individual preferences may vary, a distance of 400 meters is seen as a walkable distance for most people. This is the equivalent to a five minute walk for the average person. However, this can vary widely, particularly if the individual had mobility issues, is an older adult, or if weather conditions (wind, rain, snow) cause problems.

Important Services Include: grocery store, hospital, park space, schools, recreation sites, pharmacies.

### ***Strategic Roles of Key Players***

The affordable housing strategy depends on a mix of private sector, non-profit, and government stakeholders working together and separately, including the Town of Claresholm, non-profits, private developers, and orders of government.

### ***Definition of Affordable Housing***

Affordable housing means less than 30% of a household's pre tax income is spent on shelter. For homeowners, this means the total cost of their mortgage, property taxes, utilities, and condominium fees (if applicable). For tenants, this means rental costs and utilities.

### ***Housing Continuum***

The Canadian Mortgage and Housing Corporation (CMHC) uses the housing continuum to depict the range of housing situations Canadians can live in. Depending on socioeconomic status, these living situations can and often will change throughout a person's life; this ranges from homelessness and emergency shelters to market rental and home ownership.

### ***Non-Market Affordable Housing in Action***

Discussion of current affordable housing organizations and options in Claresholm, as well as examples from surrounding areas, including Lethbridge

### ***Affordable Housing Funding***

In Alberta, the development and funding for non-market affordable housing can be found through a mix of sources, including Alberta Social Housing Corporation, Government of Alberta Affordable Housing Funding (multiple sources), CMHC.

### ***Housing Breakdown in Claresholm, and Challenges and Opportunities***

Based on available data and resident feedback, challenges in affordable housing are present in the community and appear to have gotten worse over time.

#### **CHALLENGES**

- Severely limited vacancy rates.
- Consistent need for government subsidized affordable housing options.
- High percentage of tenants living with unaffordable housing.
- Housing affordability out of range for many first time buyers based on occupational medians.
- Lack of housing diversity for residents who cannot live in a single detached home due to age, disability, or affordability challenges.

#### **OPPORTUNITIES**

- Based on the current challenges, there are two main opportunities to potentially improve the affordability, suitability, and adequacy of housing options for new and existing residents of Claresholm.
- The first issue to be addressed is the overall shortage of housing. With such low vacancy rates, there is an opportunity to build more housing in all forms, including single detached houses and multi-unit buildings such as duplexes and townhouses.
- The second issue is to ensure that the housing mix is relevant to the needs of the community. Based on the Housing Needs Assessment, there is a mismatch between what housing currently exists and what is needed by many residents. Claresholm is an older community with a large population of singles and couples without children. However, the houses in the community tend to be single detached houses with 3-4 bedrooms. This means that there is an opportunity for the development of housing more appropriate for older residents who are looking to downsize from their family homes, younger couples without children, or singles.

### **DISCUSSION/OPTIONS:**

Once approved, these reports and the recommendations therein will become direction from Council, and administration will have approved Council options/recommendations to pursue regarding housing development options in Claresholm.

### **PROPOSED RESOLUTIONS:**

Moved by Councillor \_\_\_\_\_ to approve the Housing Needs and Demand Analysis for the Town of Claresholm as presented (or with changes as recommended).

Moved by Councillor \_\_\_\_\_ to approve the Affordable Housing Strategy for the Town of Claresholm as presented (or with changes as recommended).

Moved by Councillor \_\_\_\_\_ to refer the Affordable Housing Strategy to the Community Development Committee for further discussion and recommendations for implementation.

### **COSTS/ SOURCE OF FUNDING (if applicable):**

Funding for this project was approved through the 2022 Operating Budget.



**RECOMMENDED ACTION:**

These reports provide guidance/strategies to administration and Council on proceeding with Council's strategic priority to offer residents diverse forms of housing. Administration recommends that Council review the documents, request any changes or clarifications from administration and RDN staff, and then refer the documents to the Community Development Committee for further discussion and action.

**ATTACHMENTS:**

- 1.) Affordable Housing Strategy
- 2.) Housing Needs and Demand Analysis

PREPARED BY: Abe Tinney -- CAO

DATE: May 5, 2023

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# NEEDS & DEMAND ANALYSIS

Claresholm

Prepared by:  
The Sustainable Housing Initiative at the  
Rural Development Network



**Claresholm**

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## Executive Summary

The town of Claresholm has commissioned the Rural Development Network (RDN) to conduct this Housing Needs and Demands Assessment to identify current trends within the town as a part of a larger project that is looking to create an Affordable Housing Strategy for the community. The focus of this assessment is to identify current gaps in the housing inventory, relating to affordability, suitability, and adequacy.

This Housing Needs and Demands Assessment was developed using the available secondary data for the Town of Claresholm, the surrounding Census Division No. 3, and the province of Alberta. The report reflects the current and emerging housing issues for Claresholm within the context of the local area and the province. The draft report reflects data that is available as of November 2022 and subject to updates as available.

## Community Profile

The community profile highlights contextual information for Claresholm. The section showcases the economic profile of the town by providing employment and occupation types into account. The key findings of the community profile are:

- Claresholm's main employers include health services, construction, retail, public administration, and education.
- The largest occupational group for males in the community is in trades, while for females it is in sales and service occupations.
- Unemployment rates for both males and females are lower than the provincial averages, however, the participation rates are also lower. This means that there is a lower percentage of people in the local workforce, usually due to retirement, disability, or being a stay-at-home parent.
- Claresholm is in the middle range for the Community Well Being Index, with high marks for housing.

## Housing Demand

The Housing Demand section creates a demand profile of the Study Area using several Census variables and other secondary data. The demographic data is important to understand trends in household, families, and aging in the community to assess future housing supply needs. The key findings of the Housing Demand Section are:

- Claresholm's overall population growth is positive, but it alternates between growth and shrinkage on a yearly basis.
- The Indigenous population also grows and contracts depending on the census year, although it generally seems to increase.
- Mobility trends seem to show that there are more outside residents moving into the town than there are moving out.
- Claresholm is an older community and is projected to grow older if current trends continue.
- The percentage of families made up of couples without children at home is increasing, while couples with children and single parent families are decreasing.
- Similarly, the percentage of one and two person households is increasing, while those with three or more persons are decreasing.
- The after tax earnings for households and individuals in Claresholm are lower than the provincial medians.
- The gender pay gap is in favour for males over females.
- Low income indicators tend to affect residents under the age of 18 and over the age of 55 the most.
- Based on population trends, there is a potential demand for a wide range of housing options for current and future residents.

## Housing Supply

The Housing Supply section characterizes the housing inventory in Claresholm within the context of the larger region and province. Developing this inventory will help to determine where gaps exist in comparison to the housing demand. The key highlights of the Supply Section are:

- The housing universe in Claresholm is dominated by single detached houses, with the majority of homeowners living in them, and renters generally being split between houses and low rise apartments.

- The most popular type of dwelling is a four bedroom house, with a three bedroom house in second place.
- The majority of housing in Claresholm was built before the 1980s. However, there has been an increase in new builds since the 2000s.
- Claresholm is cheaper than the rest of Alberta as of the 2021 census. However, prices have been increasing steadily. Claresholm was also lower in comparable houses than Division No. 3, but to a much smaller extent.
- There are large fluctuations in the purpose built rental vacancy rates between years, but has been dropping down to zero vacancy and causing issues for new residents and longtime tenants.
- The main housing issue for Claresholm residents is affordability, meaning people are paying over 30% of their income on housing.

## Gap Analysis

The Gap Analysis compares demand and supply while using other housing indicators to help establish a gap in the Claresholm housing market. The most prominent housing issues are:

- There is a slightly lower average number of persons per dwelling in Claresholm when compared to Alberta and Division No. 3.
- Unaffordability is the most prominent issue for local residents, with one person households being the most affected regardless of status as a non-subsidized tenant, subsidized tenant, homeowner with a mortgage, or homeowner without a mortgage.
- When looking at families, unaffordability is most likely to affect lone parent non-subsidized tenants and homeowner couples with children at home and a mortgage.
- There is a potential shortage of one and two bedroom homes and an oversupply of three and four+ bedrooms when looking at the town's population mix.
- Overall, the main potential concern appears to be ensuring that there is an appropriate supply of smaller, more affordable homes for small families, singles, and downsizing seniors. There is also a need to support younger families struggling with affordability.



# 1 Introduction

## Scope

The scope of this study is the Town of Claresholm, with comparison geographies that are the Census Division No. 3 (defined below), and the Province of Alberta. These geographies together create the 'Study Area' for the report.

Census Division No.3	
Towns	Cardston Claresholm Fort Macleod Granum Magrath Nanton Pincher Creek Stavely
Villages	Cowley Glenwood Hill Spring
Municipal districts	Cardston County Pincher Creek No. 9, M.D. of Willow Creek No. 26, M.D. of
Improvement Districts	Improvement District No. 4 (Waterton Lakes National Park)
First Nations Reserves	Blood 148 Blood 148A Piikani 147

The choice of incorporating Census Division No. 3 alongside Alberta and Claresholm is due to a variety of reasons:

- There are presumably residents within the district who work in Claresholm but reside outside of the town in the Census Division.
- Comparing Claresholm to its neighboring Census Division allows a better understanding of changes in the city relative to growth in the region. These regional or provincial comparisons are often useful for housing providers and project proponents in making the case of relative need, when seeking regional or provincial funding assistance

## Methodology and Data

The report uses secondary data to establish demographics, family and household types, the housing universe, and estimated gaps in the housing supply and demand. The report uses the following datasets and sources:

- I. The Alberta Regional Dashboard
- II. Alberta Health Projections (retrieved via the Alberta Health IHDA)
- III. Statistics Canada Community Wellbeing Index (#1557324628212)
- IV. 2006 Statistics Canada Census Profile (Claresholm; Division No. 3; Alberta)
- V. 2011 Statistics Canada Census Profile (Claresholm; Division No. 3; Alberta)
- VI. 2011 Statistics Canada National Housing Survey (NHS) Profile (Claresholm; Division No. 11; Alberta)
- VII. 2016 Statistics Canada Census Profile (Claresholm; Division No. 3; Alberta)
- VIII. 2021 Statistics Canada Census Profile (Claresholm; Division No. 3; Alberta)
- IX. The following catalogued Statistics Canada datasets, 94-581-XCB2006001
- X. The following catalogued Statistics Canada datasets, 99-014-X2011;016,018
- XI. The following catalogued Statistics Canada datasets, 98-400-X2016; 004,015,017,025,029,033,041,099,119,120,127,133,136,139,156,220,222,224,227,229,231,233,008,015

### ***Some limitations of the collected data are:***

- When noted, some of the data 2021 data is based on projections previous years and will be updated when data is available.
- The major-repair indicator and over-crowding indicator are self-reported, and could be misreported.

## Notes on Terminology

**Adequate Housing:** Housing that does not require major repairs. Examples of major repair include significant electrical, plumbing, or structural integrity repairs.

**Affordable Housing:** Refers to housing that is 30% or less of a household or individual's income.

**After-tax:** Residual income after tax deductions.

**Core Need:** A household is in Core Need if suffering from unaffordability, non-suitability, or non-adequacy, without any potential alternatives in their community.

**Housing Continuum:** A scale of housing options that range from short term accommodations such as shelter spaces to market rental housing and ownership.

**Housing Universe:** The housing universe refers to the composition, quantity, and other identifying factors of a given community.

**Median:** The point at which 50% of a population is below or above the value.

**Study Area:** Claresholm, Census Division No. 3, Alberta

**Suitable Housing:** Housing that is not over-crowded. Generally speaking, a home is overcrowded if the number of children outnumber the bedrooms in the home. The accurate definition of overcrowding is provided by the Canadian National Occupancy Standards, which determines the number of bedrooms a family requires based on the number of children and their respective ages.

## Purpose

The Town of Claresholm has commissioned the Rural Development Network (RDN) to conduct this Housing Needs and Demand Assessment to identify current trends in housing within the community as part of a larger project creating an Affordable Housing Strategy for the community. This assessment is broken into four main sections that create a profile of Claresholm within the broader context of the region and province; identifies housing demand based on the population; provides a snapshot of the current housing supply available in the community; and ends with an analysis of what housing gaps and opportunities exist based on these indicators.

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## 2 Community Profile

### Community Profile Summary

The community profile takes a very broad look at Claresholm in the context of its geography and economic well being. This helps to give a snapshot of Claresholm in comparison to the larger region and province.

- Claresholm's population has historically had minor fluctuations in population and currently has approximately 3,804 residents.
- Trades related work is the most common occupation for males in the town, while women's most common occupation is in sales and services.
- Both males and females have lower rates of unemployment than the rest of the province, but also have lower participation rates. This means that there are many people who are not working and not looking for work, such as retirees.
- Claresholm appears to be in the middle range for the Community Well Being Index.

## Locale

Claresholm is located in southwestern Alberta alongside Highway 2, and is approximately 91 km northwest of the City of Lethbridge and 125 km south of the City of Calgary. The city is part of the traditional lands of the Blackfoot and other Indigenous tribes. It was initially started as a railway stop for the Canadian Pacific Railway in 1891 and was incorporated as a town in 1905. Since then, it has grown to be the largest town in Division No. 3, with a 2021 Canada Census population of 3,804 and an approximate service area of 7,000 people in the surrounding area.

## Economic Drivers

The town of Claresholm's main employers are in health services, construction, retail, public administration and education, while being located in a strongly agricultural region. Table 2.1 shows the share of occupation among males and females in Claresholm as per the 2016 Canada Census.

*Updated figures from the 2021 Canada Census have an expected release date of November 30, 2022.*

**Table 2.1 Occupations, Claresholm, 2016**

	# Males	% Males	# Females	% Females
Management occupations	70	8.0%	70	8.0%
Finance and administration occupations	45	5.1%	125	14.3%
Natural and applied sciences	40	4.6%	0	0.0%
Health occupations	55	6.3%	150	17.1%
Occupations in education; law and social; community and government services	45	5.1%	100	11.4%
Occupations in art; culture; recreation and sport	20	2.3%	20	2.3%

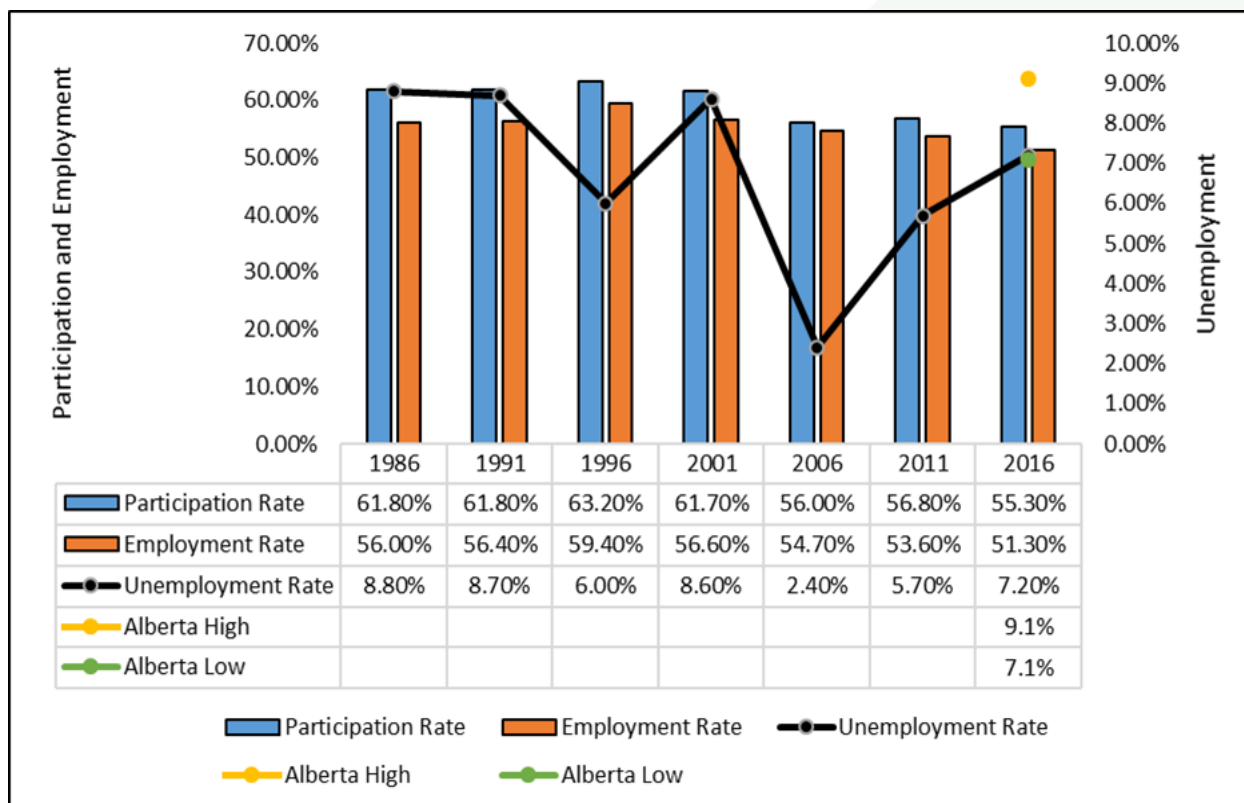
Data source: Statistics Canada Census Profile 2016

## Employment Indicators

**Figure 2.1** shows employment indicators between 1981 and 2016. As of 2016, unemployment in Claresholm was 7.2, which was lower than Alberta's figures during the same time frame.

*Updated figures from the 2021 Canada Census have an expected release date of November 30, 2022.*

**Figure 2.1 Employment Indicators, Claresholm, 1986-2016**



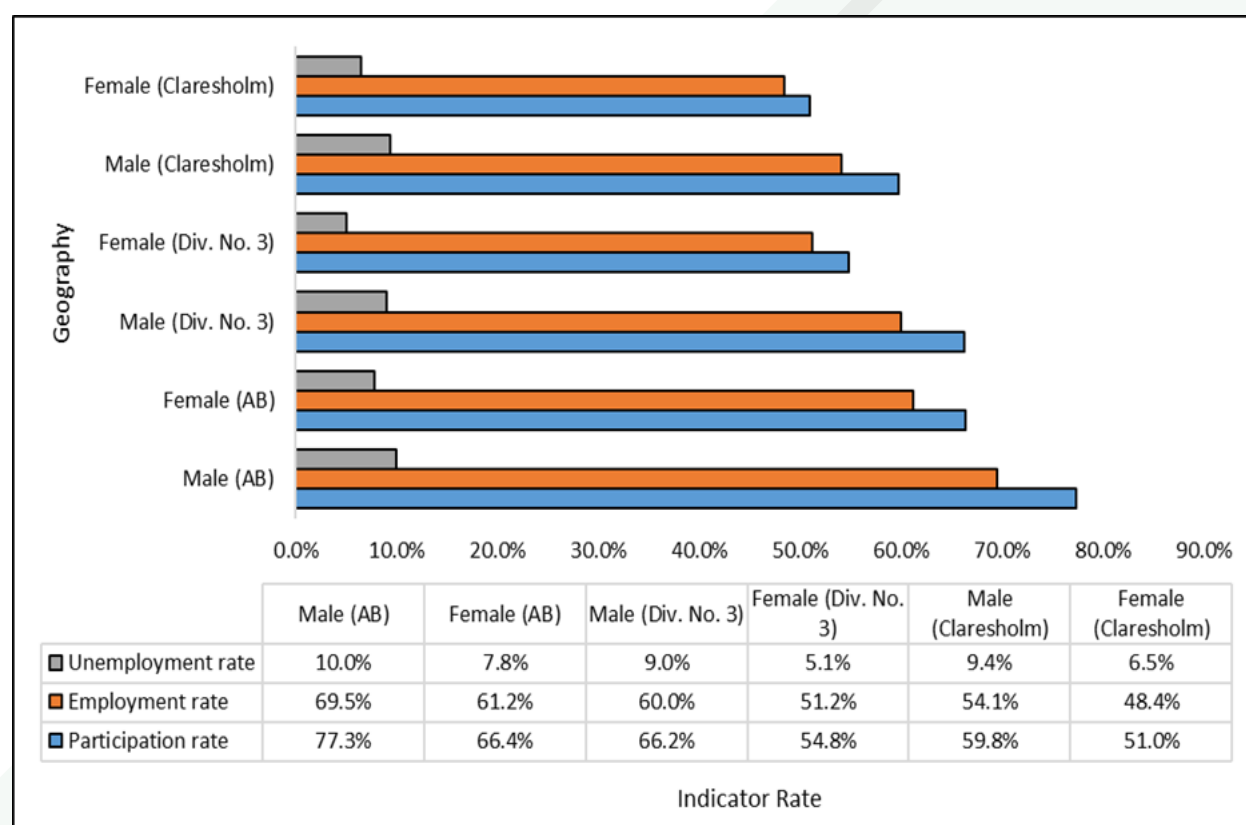
Data source: Alberta Regional Dashboard



Comparing 2016 employment indicators across the study area shows that Claresholm is performing better than the provincial averages, as seen in **Figure 2.2**. Women tend to have slightly lower unemployment rates than men, with males hovering around the 9.4% mark and females at 6.5%. However, women are also more likely to not be part of the labour force, with their participation rates about 8% lower than men. It is also noteworthy that males in Claresholm have significantly lower participation rates, meaning that they are not employed nor are they seeking employment. This is commonly due to retirement, disability, or being a stay-at-home parent.

Updated figures from the 2021 Canada Census have an expected release date of November 30, 2022.

**Figure 2.2 2016 Employment indicators, Study Area, 2016**



Data source: Statistics Canada Census Profile 2016

# Community Well-Being

The Community Well Being index is a Statistics Canada measure of the socio-economic well-being for an individual community. The index is a combination of housing, income, labour force activity and education data used to create a composite score for each community's well being. **Table 2.2** shows Claresholm's score for each CWB category and its relative percentile ranking.

Claresholm's total CWB score is in the 59th percentile, and has an overall score of 79. While Claresholm's housing score seems relatively high, the housing index component only takes suitability (overcrowding) and adequacy (major repair) into account. In turn, many communities possess high housing scores as affordability and supply versus demand variables are not taken into account. Across other index components such as labour, income, and education, the town performs very well, being in the top percentiles for all categories.

*Updated Community Well-Being Index figures from the 2021 Canada Census have an expected release date of 2024.*

Table 2.2 Community Well-Being, Claresholm, 2016					
	Income	Education	Housing	Labour	CWB
Score	77	57	97	86	79
Percentile	64	55	76	54	59

Data source: Statistics Canada Census Profile 2016

## Conclusions to the Community Profile

The data covered in the community profile took is meant to be a very brief look into the economic and geographic context of Claresholm. It found that:

- It is a smaller community with a relatively diverse economy.
- Over one third of males work in trades and related occupations, while slightly less than a third of women work in sales and service industry jobs.
- Residents are more likely to not participate in the employed economy when compared to the region and province, but those who do have a lower unemployment rate.
- Generally, women have lower unemployment rates than men.
- Claresholm is in the middle range of the Community Well Being index, meaning that it has a range of incomes, employment opportunities, education options, and housing choices, but they are more limited in scale.

### 3 Housing Demand

#### Housing Demand Summary

The housing demand profiles the demographics and projected demographics of Claresholm. Developing the community's demand profile helps to characterize the gaps in housing, relative to the household and family types living in the town.

- The population of Claresholm average growth is positive, but there are swings between growth and shrinkage depending on the year.
- The Indigenous population of the town grows and shrinks between assessment years, but the population in the town itself is significantly lower than the surrounding areas.
- There are trends towards greater mobility in the town, meaning more people are moving into Claresholm.
- The population of the Claresholm area is projected to increase steadily over the next few decades, while also growing older.
- The percentage of families comprised of couples with children and lone-parents are on the decline, while the amount of couples without children is increasing.
- The percentage of one and two person households is steadily increasing, while larger households of three or more are either stagnating or in decline.
- The after-tax earnings of households and individuals in Claresholm is less than the median for the province of Alberta. The gender pay gap also tends to favour males over females in the community.
- Based on available low-income indicators, the groups most likely to be affected by low income are residents under the age of 18 and residents over the age of 65.
- There is demand for a variety of dwellings with a range of bedroom numbers.

## Population

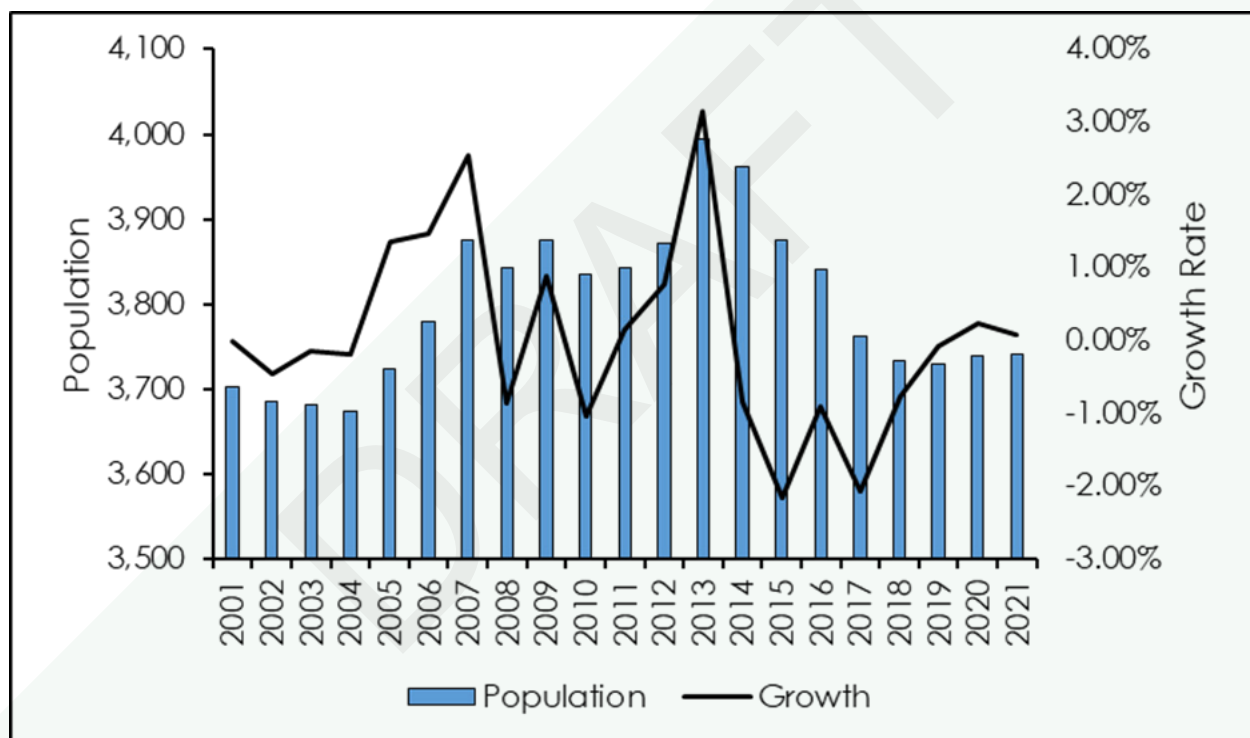
The population in Claresholm has seen both increases and decreases in population over the past 20 years, peaking at 3,994 people in 2013 and reaching its lowest levels in 2004 at 3,674 residents.

As of 2021, the population stands at 3,742 according to the Alberta Regional Dashboard and 3,804 according to Statistics Canada (a discrepancy of 62 people that may be due to the date or manner in which the data was collected).

According to provincial figures, the average growth rate for the last 20 years is 0.06%.

**Figure 3.1** illustrates these changes in population between 2001 and 2021.

**Figure 3.1 Population, Claresholm, 2001-2021**



Data source: Alberta Regional Dashboard

## Median Age

The median age is approximately 54 years for males, 59 for females, and 57 years old overall. This is higher than the medians for both Division No. 3 and Alberta, **Table 3.1**.

**Table 3.1 Median Age, Study Area 2021**

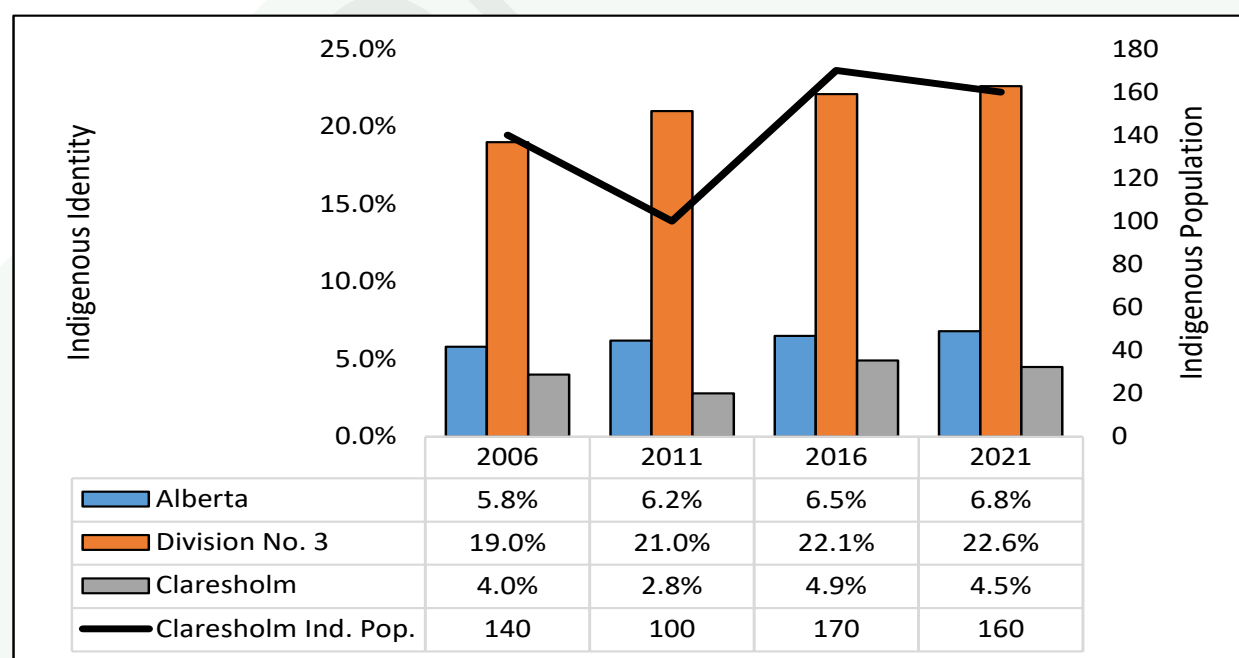
	All	Male	Female
<b>Claresholm</b>	56.8	54.0	58.8
<b>Division No. 3</b>	42.0	40.80	43.2
<b>Alberta</b>	38.4	37.6	38.8

Data source: Statistics Canada Census Profile 2021

## Indigenous Population Profile

**Figure 3.2** compares the share of Indigenous representation across the study area and provides the tallied Indigenous population for each Census year. There has been a slight overall increase in Indigenous representation in Claresholm, increasing from 4.0% of the total population in 2006 to 4.5% in 2021, going from 140 Indigenous residents to 176. This trend is similar across the Study Area, but Claresholm experienced a slightly lower increase than the larger division area and province. It is noteworthy that Division No. 3 has a very high Indigenous population overall due to the presence of the Blood 148, Blood 148A, and the Piikani 147 Reservations.

**Figure 3.6 Indigenous profile, Study Area, 2006-2021**



Data source: Statistics Canada Census Profile 2006, 2011, 2016, 2021

## Mobility

Mobility data characterizes how many new residents have moved into the community. Statistics Canada breaks down mobility into two categories: 1-year movers and 5-year movers. **Tables 3.2** and **3.3** display 1-year and 5-year mover data for Claresholm. Between 2006 and 2016, 1-year migrants' proportion of the population increased from 6.9% to 8.6%. This in turn means there are increasing numbers of people moving into the town within a year of the study period, with the change primarily stemming from increased inter and intra-provincial migrants. Similarly, the 5-year migrants' proportion of the population increased from 21.2% to 24.7% in 2016. The upward shift for migrants was found in all categories.

**Table 3.2 1-year mobility, Claresholm, 2006-2021**

	2006	Share	2011	Share	2016	Share	2021	Share
Population	3,495		3,540		3,475		3,520	
Intraprovincial migrants	195	5.9%	165	4.8%	220	6.3%	170	8.1%
Interprovincial migrants	45	1.3%	65	1.9%	65	1.9%	115	4.8%
External migrants	0	0.00%	0	0.00%	15	0.9%	20	0.6%
<b>Total</b>	<b>240</b>	<b>6.9%</b>	<b>230</b>	<b>6.6%</b>	<b>300</b>	<b>8.6%</b>	<b>305</b>	<b>8.8%</b>

Data source: Statistics Canada Census Profile 2006, 2011, 2016

**Table 3.3 5-year mobility, Claresholm, 2006-2016**

	2006	Share	2011	Share	2016	Share	2021	Share
Population	3,390		3,400		3,365		3,390	
Intraprovincial migrants	590	16.9%	775	22.3%	615	18.3%	645	19.0%
Interprovincial migrants	150	4.3%	185	5.3%	180	5.4%	245	7.2%
External migrants	0	0.00%	55	1.6%	35	1.0%	40	1.2%
<b>Total</b>	<b>740</b>	<b>21.2%</b>	<b>1,015</b>	<b>29.21%</b>	<b>830</b>	<b>24.7%</b>	<b>930</b>	<b>27.4%</b>

Data source: Statistics Canada Census Profile 2006, 2011, 2016

With regards to Division No. 3 and Alberta, the 1-year migrant representation decreased as a proportion of the population and in overall numbers, while the 5 year migrant numbers increased for Alberta, but fell for Division No. 3 and decreased in percentage of the population; as shown below in **Table 3.4**.

**Table 3.4 Mobility comparison, Alberta and Div. No. 3, 2006-2016**

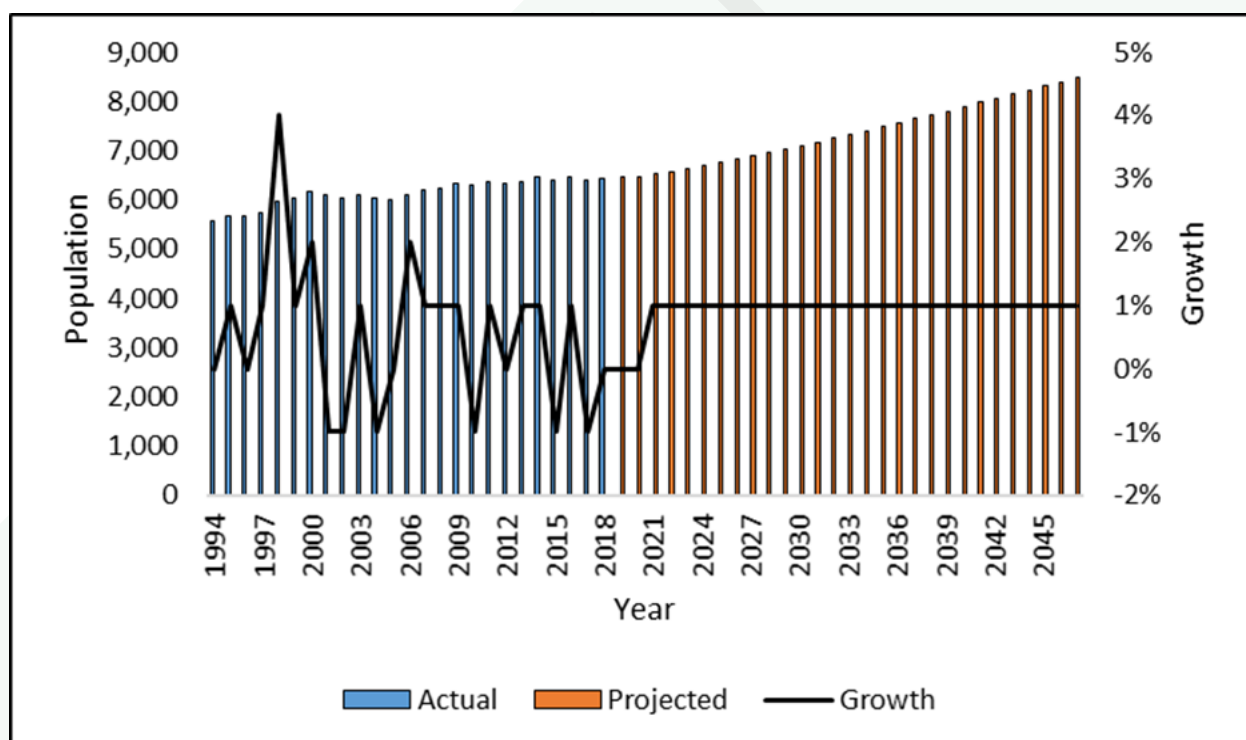
<b>Alberta</b>	<b>2006</b>	<b>Percentage</b>	<b>2016</b>	<b>Percentage</b>
Population	3,214,140		3,925,440	
1 Yr. Migrant	248,550	7.7%	212,865	5.4%
5 Yr. Migrant	665,840	20.7%	762,890	19.4%
<b>Division No. 3</b>	<b>2006</b>	<b>Percentage</b>	<b>2016</b>	<b>Percentage</b>
Population	36,795		35,065	
1 Yr. Migrant	2,650	7.2%	2,300	6.6%
5 Yr. Migrant	6,340	17.2%	6,285	17.9%



## Population Projections

Alberta Health created population projects in 2016 for various local health zones and regions in Alberta. The “Claresholm” local area encompasses both the town and nearby rural residents. As a result, the dashboard counts within the AHS health region are higher than the census and regional dashboard population counts. However, with the majority of the population contained within the Town of Claresholm boundaries, the projection trends and estimates capture important shifts in the population of the community. Given the current trends in population growth in the Claresholm Local Area, Alberta Health projects a continued population increase in the town, with population growth stabilizing to an average of 1% per year. By 2047, Alberta Health expects the population in the Claresholm area to reach 8,484 people. By comparison, the Claresholm area recorded an estimated population of 5,589 in 1994. However, as the year of the projection increases, the accuracy of the estimates decrease. Various factors can change population growth in the city such as changes in the job market, housing market, or unforeseen global events. **Figure 3.3** shows the actual and projected population counts between 1994 and 2047.

**Figure 3.3: Population projections, Claresholm, 1994-2046**

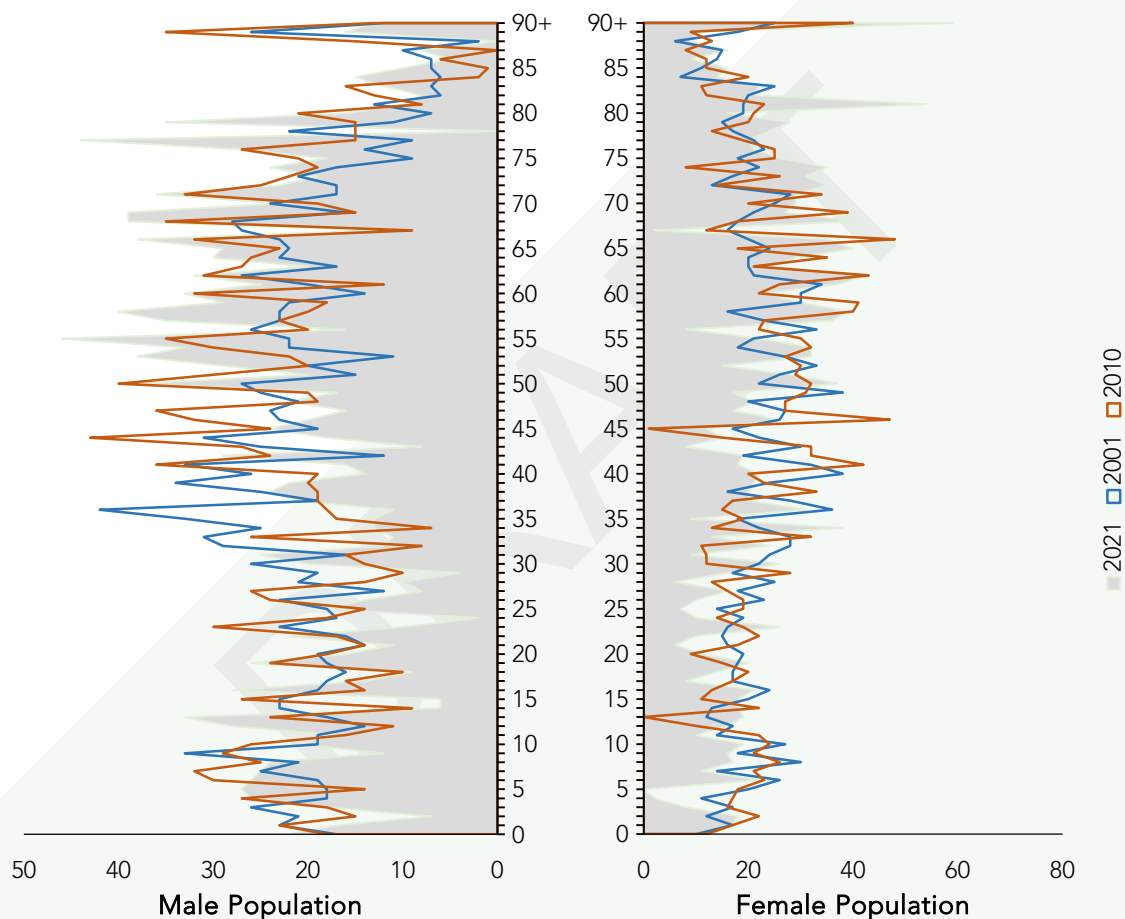


Data source: Alberta Regional Dashboard

## Age and Gender Distributions

As per Statistics Canada, the median age and proportion of older adults in Canada has grown over time and this trend is expected to continue. Claresholm's population trends has followed this pattern. **Figure 3.4** shows the growth in age groups by gender for the Claresholm area, and shows that the proportion of seniors has steadily increased between 2001 and 2021.

**Figure 3.4 Age distributions, Claresholm, 2001-2021**



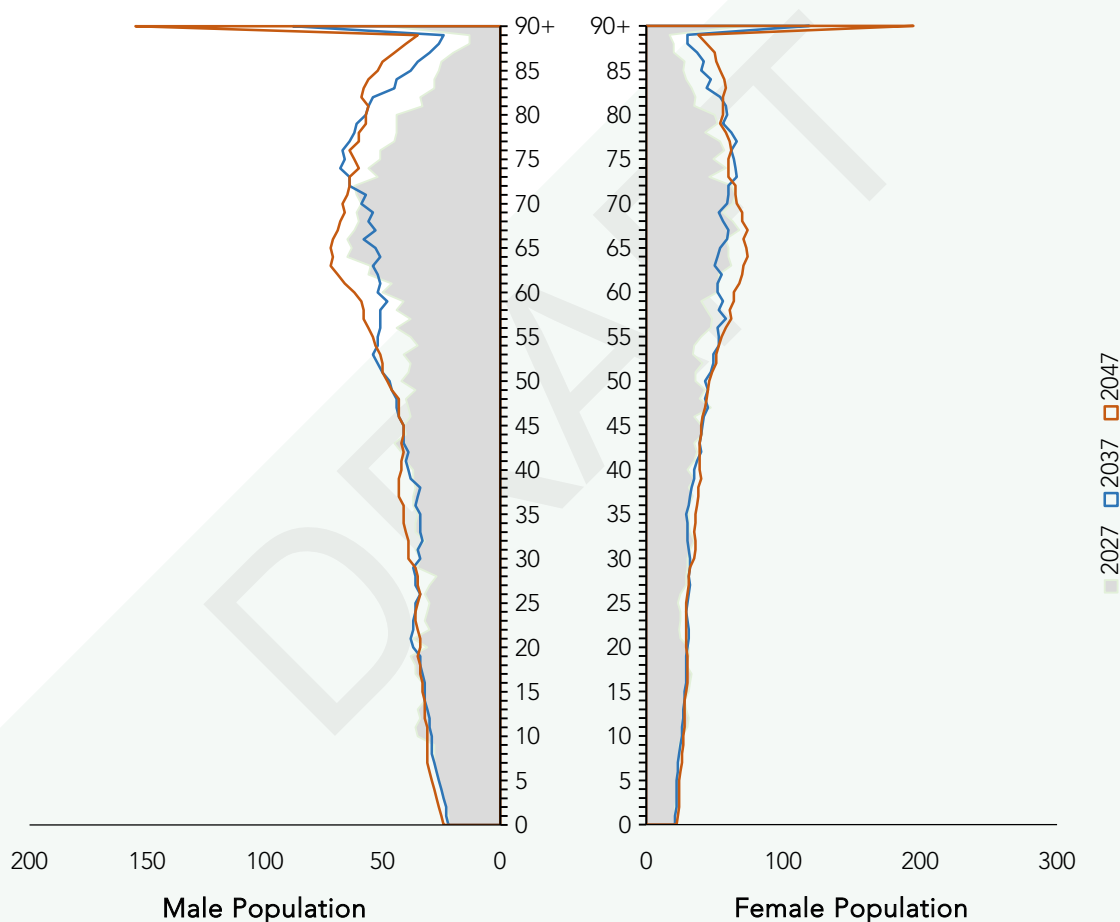
Data source: Alberta Health

On average, the population of the Claresholm area grew older between 2001 and 2021, with the percentage of residents aged 65+ increasing from 18.45% (1,127 residents) to 30.30% (1,959 residents) and seniors over the age of 90 nearly doubling from 0.75% (46 residents) to 1.46% (95 residents).

## Projected Age and Gender Distributions

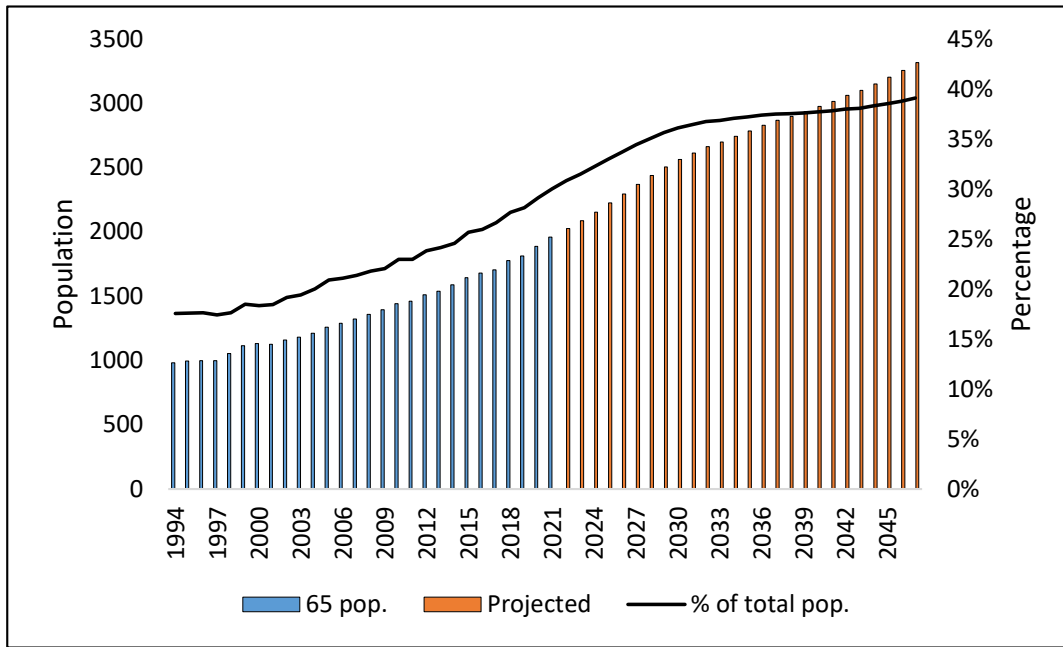
The Alberta Health population projections can be broken down further by age and gender. **Figure 3.5** shows changes in age and gender demographics between 2027 and 2047, as estimated by Alberta Health. As shown in **Figures 3.6** and **3.7** the 65+ and 90+ populations will continue to increase in real numbers, and as percentages of the population. By 2047, it is projected that 3,317 (39.11%) of residents in the Claresholm area will be over the age of 65 and 350 residents (4.13%) will be over the age of 90.

**Figure 3.5 Projected Age and Gender Distributions, Claresholm, 2017-2047**



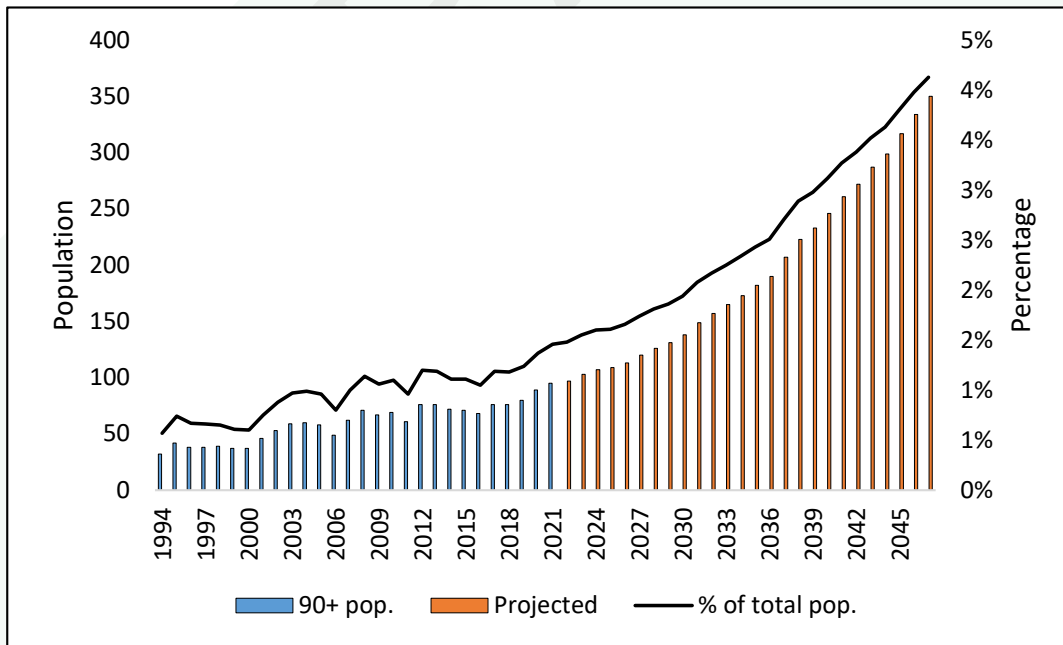
Data source: Alberta Health

**Figure 3.6 Senior (65+) share of population, Claresholm, 1994-2047**



Data source: Alberta Health

**Figure 3.7 Senior (90+) share of population, Claresholm, 1994-2047**



Data source: Alberta Health

## Family and Household Types

**Table 3.5** details the makeup of couples with children, couples without children, and lone-parent families in Claresholm. The table shows differences in how family types have grown within the study area. In Alberta, the increase in family types has been relatively similar across couples with children, couples without children, and lone-parent families. Within the Division No. 3 and Claresholm areas, the number of couples with children at home have all decreased by 9-12%. Similarly, there has been an increase in the percentage of couples without children at home in Division No. 3 and Claresholm by 12-13%. However, there is a massive difference between the rates of lone-parent families between the town and the surrounding area, with an increase of 35% in Claresholm and a decrease of 11.3% in the division.

**Table 3.5 Changes in families, Study Area, 2006-2021**

<b>Couples with children at home</b>	<b>Alberta</b>	<b>Division No. 3</b>	<b>Claresholm</b>
2006	423,280	4,190	350
2011	457,355	4,080	325
2016	509,655	3,915	330
2021	525,680	3,805	305
Change	24.19%	-9.19%	-12.86%
<b>Couples without children at home</b>	<b>Alberta</b>	<b>Division No. 3</b>	<b>Claresholm</b>
2006	351,295	4,350	545
2011	397,660	4,755	615
2016	443,665	4,810	610
2021	461,780	4,885	620
Change	31.45%	12.30%	13.76%
<b>Lone-parent</b>	<b>Alberta</b>	<b>Division No. 3</b>	<b>Claresholm</b>
2006	130,265	1,460	135
2011	144,510	1,585	145
2016	161,260	1,625	110
2021	177,190	1,975	120
Change	36.02%	35.27%	-11.11%

Data source: Statistics Canada Census Profile 2006, 2011, 2016

**Table 3.6** shows that the changes in household types are similar to the changes in family types. Alberta shows increases in 1-4+ member household types ranging from 23%-37%. In comparison, Claresholm and Division No. 3 all have increases in one and two person households between 6% and 23%. The two areas also see a decrease or stagnation in the number of 3 and 4+ member households, ranging from a -1% to a decrease of 15%.

**Table 3.6 Changes in household types, Study Area, 2006-2021**

<b>1-person</b>	<b>Alberta</b>	<b>Division No. 3</b>	<b>Claresholm</b>
2006	309,005	2,920	510
2011	342,730	2,925	505
2016	366,080	3,185	555
2021	424,055	3,620	630
Change	37.23%	23.97%	23.53%
<b>2-person</b>	<b>Alberta</b>	<b>Division No. 3</b>	<b>Claresholm</b>
2006	428,620	4,815	645
2011	477,095	5,160	710
2016	524,415	5,215	690
2021	551,420	5,485	690
Change	28.65%	13.91%	6.98%
<b>3-person</b>	<b>Alberta</b>	<b>Division No. 3</b>	<b>Claresholm</b>
2006	200,485	1,670	165
2011	224,925	1,720	175
2016	245,075	1,655	165
2021	249,135	1,675	165
Change	22.2%	-0.9%	0.0%
<b>4+</b>	<b>Alberta</b>	<b>Division No. 3</b>	<b>Claresholm</b>
2006	318,080	3,430	265
2011	345,525	3,385	240
2016	392,105	3,320	240
2021	408,615	3,385	225
Change	28.46%	-1.31%	-15.09%

Data source: Statistics Canada Census Profile 2006, 2011, 2016

## Family Projections

The RDN uses the combined growth rates of family types and population within the community to create multiple scenarios for family type growth up until the next Census period of 2021:

- The average or expected growth (designated Avg.);
- The low range of growth (designated L); and
- The high range of growth (designated H).

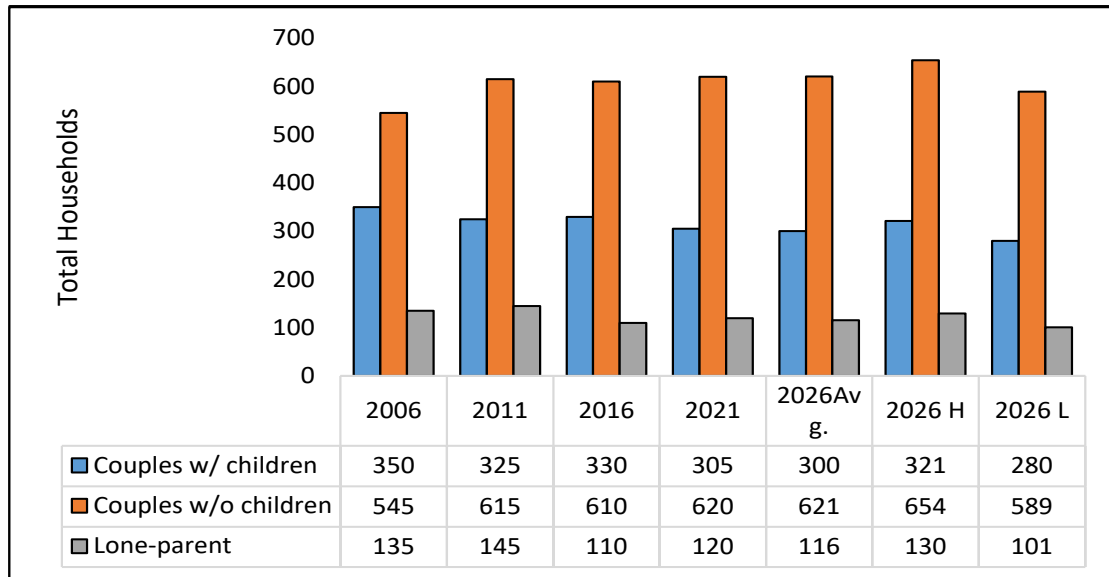
The results of the family type projections are in **Table 3.7** and **Figure 3.8**, below. Assuming trends continue, there should be a range in the amount of couples with children ranging from 280 to 321 families, a range in lone-parents from 102 to 130 families, and couples without children ranging from a low of 589 to a high of 654 families.

**Table 3.7 Family type projections, Claresholm, 2026**

Year	Couples w/ children	Couples w/o children	Lone-parent
2006	350	545	135
2011	325	615	145
2016	330	610	110
2021	305	620	120
<b>2026Avg.</b>	<b>300</b>	<b>621</b>	<b>116</b>
2026 H	321	654	130
2026 L	280	589	101

Data source: Statistics Canada Census Profile 2006, 2011, 2016 & RDN Estimates

**Figure 3.8 Family projections, Claresholm, 2006-2026**



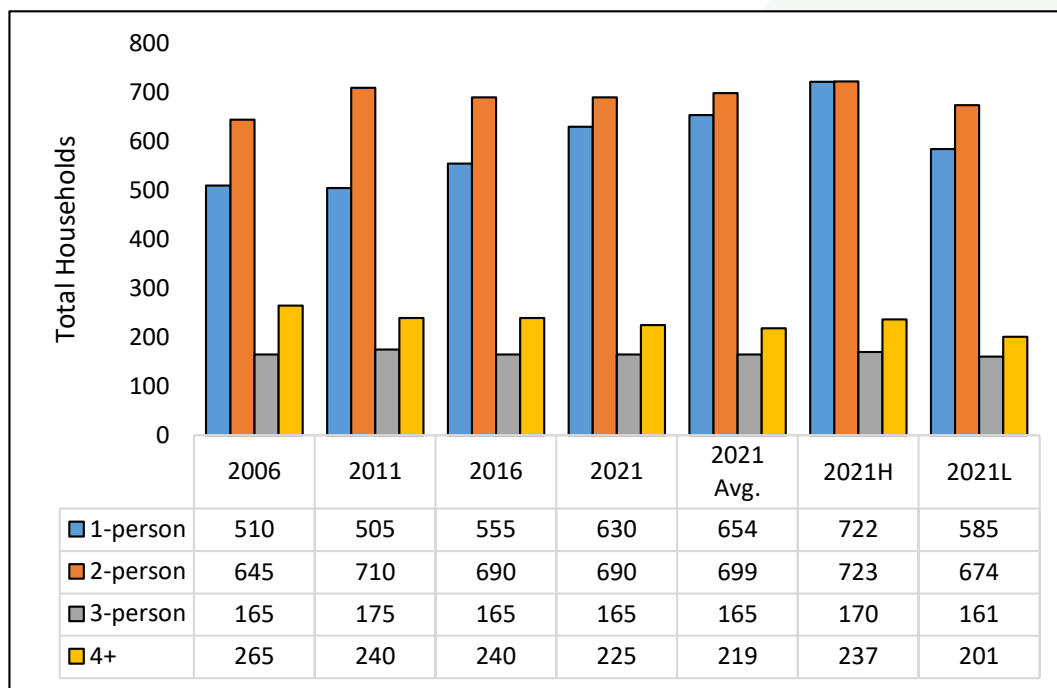
Data source: Statistics Canada Census Profile 2006, 2011, 2016 & RDN Estimates



## Household Projections

The same method produces household projections to the next Census period, 2026. The results are in **Table 3.11** and **Figure 3.9**. Based on previous trends, there will likely be an increase to 585 to 722 single person households; a range of two person households between 674 and 723; a relatively small or non-existent change between 161 and 170 three person households, and 201 to 237 households made up of four or more people.

**Figure 3.9 Household projections, Claresholm, 2006-2026**



Data source: Statistics Canada Census Profile 2006, 2011, 2016 & RDN Estimates

**Table 3.9 Household type projections, Claresholm, 2026**

Year	1-person	2-person	3-person	4+
2006	510	645	165	265
2011	505	710	175	240
2016	555	690	165	240
2021	630	690	165	225
<b>2026 Avg.</b>	<b>654</b>	<b>699</b>	<b>165</b>	<b>219</b>
2026H	722	723	170	237

Data source: Statistics Canada Census Profile 2006, 2011, 2016 & RDN Estimates

## Household and Individual Income

**Table 3.10** compares Claresholm's median after-tax earnings for individuals between 2006 and 2016. The earnings are inflation adjusted (indexed to 2016), so wages from 2006 and 2016 can be compared side-by-side. Adjusted for inflation, earnings increased between 2006 and 2021 for individuals across the study area, but Claresholm's median individual after-tax income remains below the provincial average and slightly above Division No. 3's median. Between 2006 and 2021, individual earnings increased from \$32,927.14 to \$34,400.00 (in 2021 dollars), an increase of 4%.

**Table 3.10 Individual median after-tax income, Study Area, 2006-2021**

Year	Alberta	Division No. 3	Claresholm
2006	\$ 36,148.70	\$ 29,010.69	\$ 32,927.14
2011	\$ 41,666.42	\$ 29,330.26	\$ 33,189.03
2016	\$ 45,136.04	\$ 32,865.23	\$ 34,458.81
2021	\$ 40,400.00	\$ 33,200.00	\$ 34,400.00
<b>Change</b>	<b>11.76%</b>	<b>14.44%</b>	<b>4.47%</b>

Data source: Statistics Canada Census Profile 2006, 2011, 2016

Turning towards household after-tax income in **Table 3.11** shows a similar trend, with a steady increase in earnings between Census periods for all areas. However, in this case, both Alberta and Division No. 3 have a higher median household income, while Claresholm dropped slightly from \$60,288.13 to \$59,600 in 2021 dollars. It should be noted that Claresholm has a smaller portion of residents currently in the work force and an older population, so these numbers may be heavily influenced by retirees and other non-workers with smaller or fixed incomes.

**Table 3.11 Household median after-tax income, Study Area, 2006-2021**

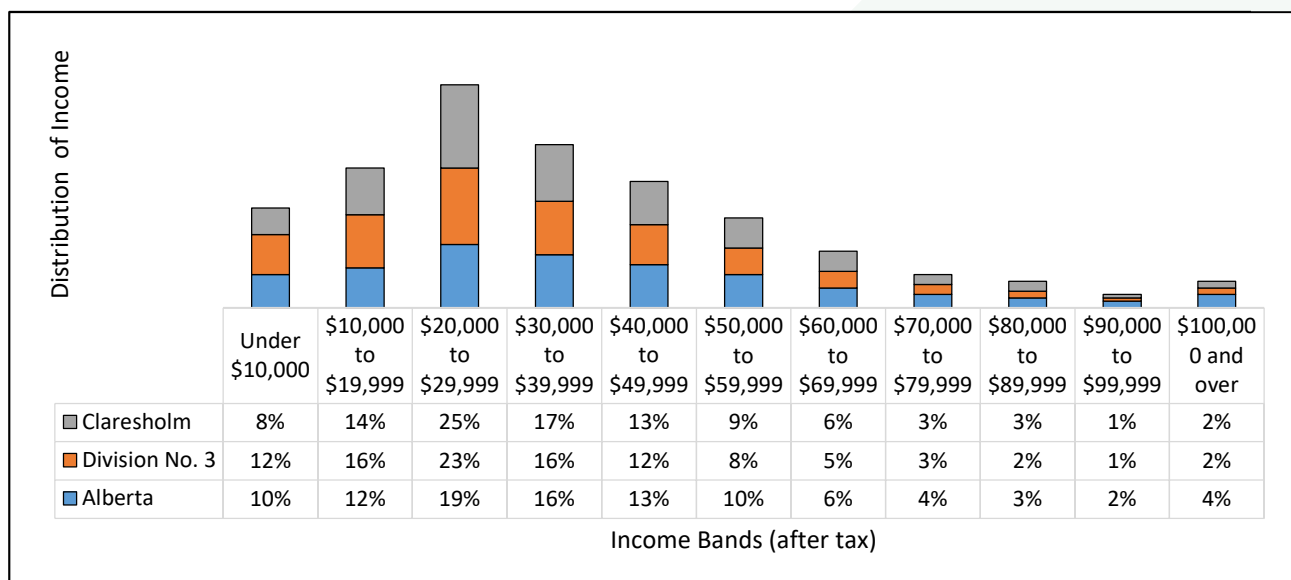
Year	Alberta	Division No. 3	Claresholm
2006	\$ 76,715.57	\$ 64,454.75	\$ 60,288.13
2011	\$ 86,367.09	\$ 65,500.27	\$ 60,101.53
2016	\$ 95,211.71	\$ 70,110.44	\$ 62,124.75
2021	\$ 83,000.00	\$ 68,500.00	\$ 59,600.00
<b>Change</b>	<b>8.19%</b>	<b>6.28%</b>	<b>-1.14%</b>

Data source: Statistics Canada Census Profile 2006, 2011, 2016

## Income Distribution by Gender

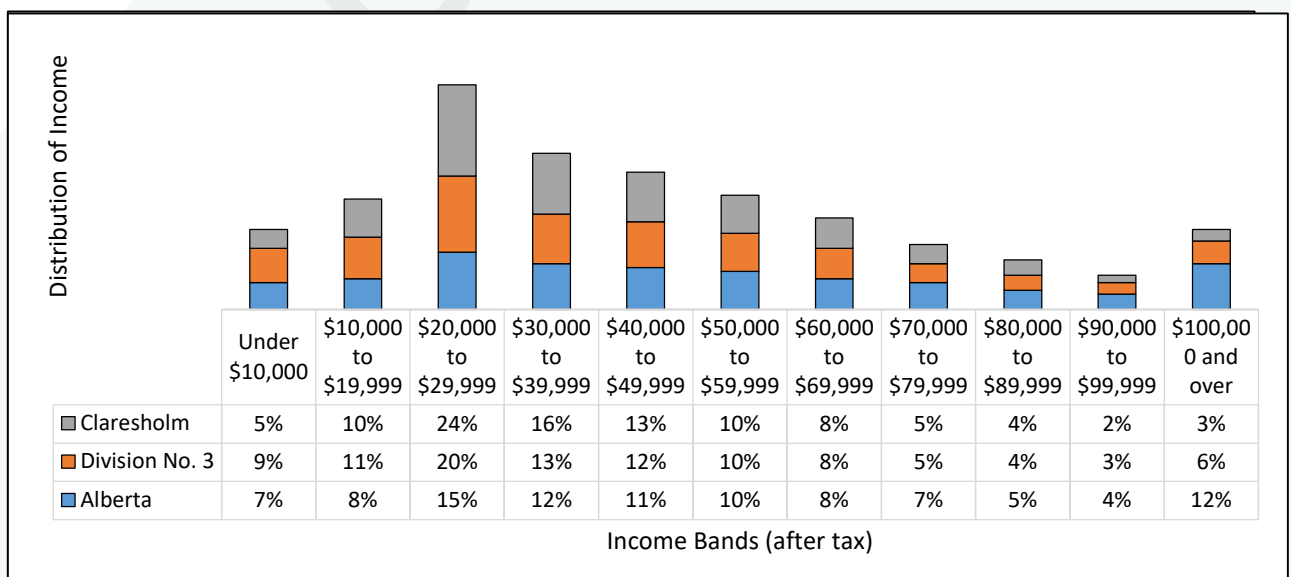
**Figures 3.10** and **3.11** compare female and male income distributions across the study area. As both figures show, the differences in income distribution within the Study Area are minimal, although it is noteworthy that most of the largest differences can be found on the extremely high and low ends of the income spectrum. Comparing female and male earnings for 2021 show that a greater proportion of males are high-income earners than females, but that in Claresholm this gap is most visible in the \$10,000 to \$29,999 income groups at 7%. As shown in **Figure 3.12**.

**Figure 3.10 Female individual income distribution, Study Area, 2021**



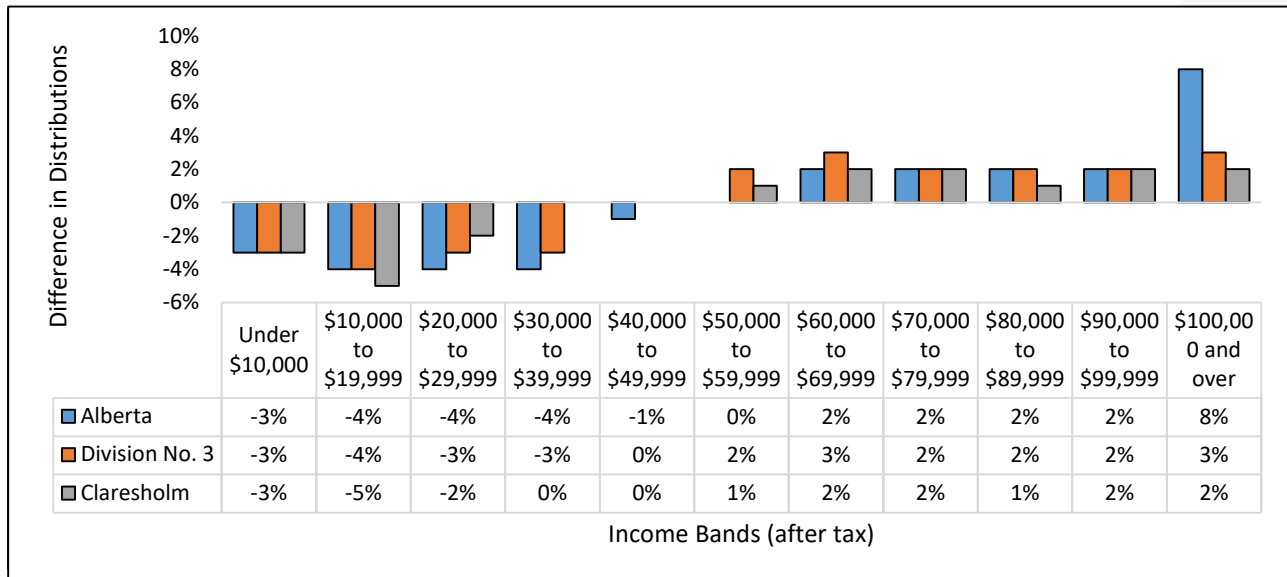
Data source: Statistics Canada Census Profile 2016

**Figure 3.11 Male individual income distribution, Study Area, 2021**



Data source: Statistics Canada Census Profile 2016

**Figure 3.12 Percentage difference (male - female) in income, Study Area, 2021**

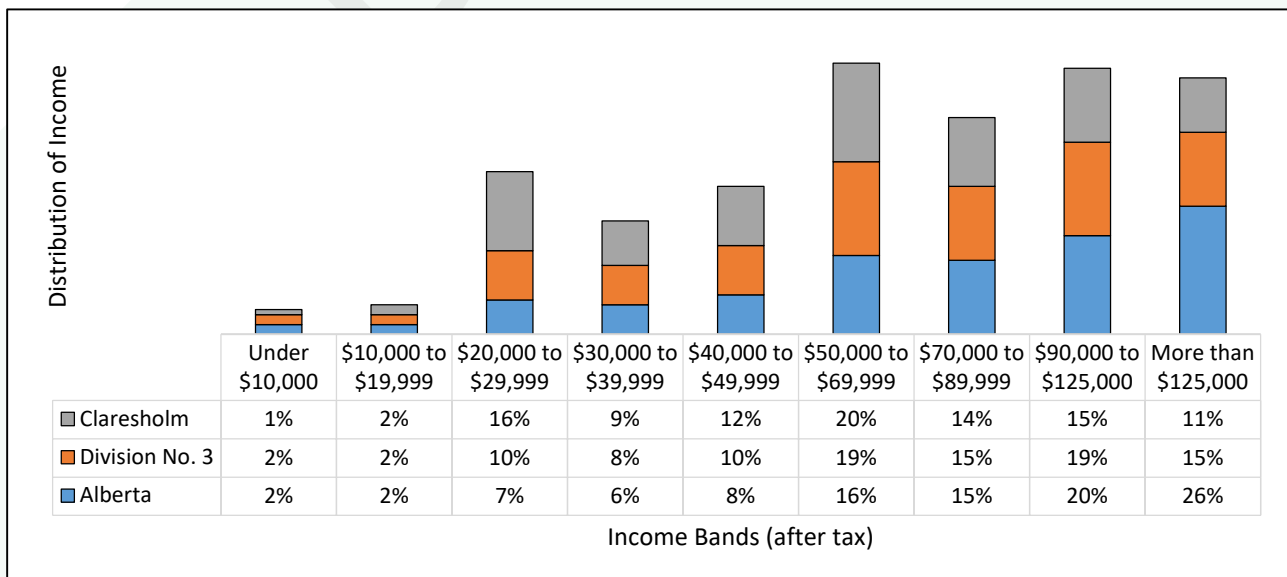


Data source: Statistics Canada Census Profile 2016

## Household Income Distributions

**Figure 3.13** compares the after-tax income distributions across the study area. As reflected in the individual earning distributions, The differences between Claresholm and Division No. 3 are minimal, with the largest gap at a 6% difference at the \$20,000 to \$29,999 mark. However, the province of Alberta begins to far surpass both areas at the \$125,000 and above mark, with 26% of households that level compared to 11%-15%.

**Figure 3.13 Household income distribution, Study Area, 2021**

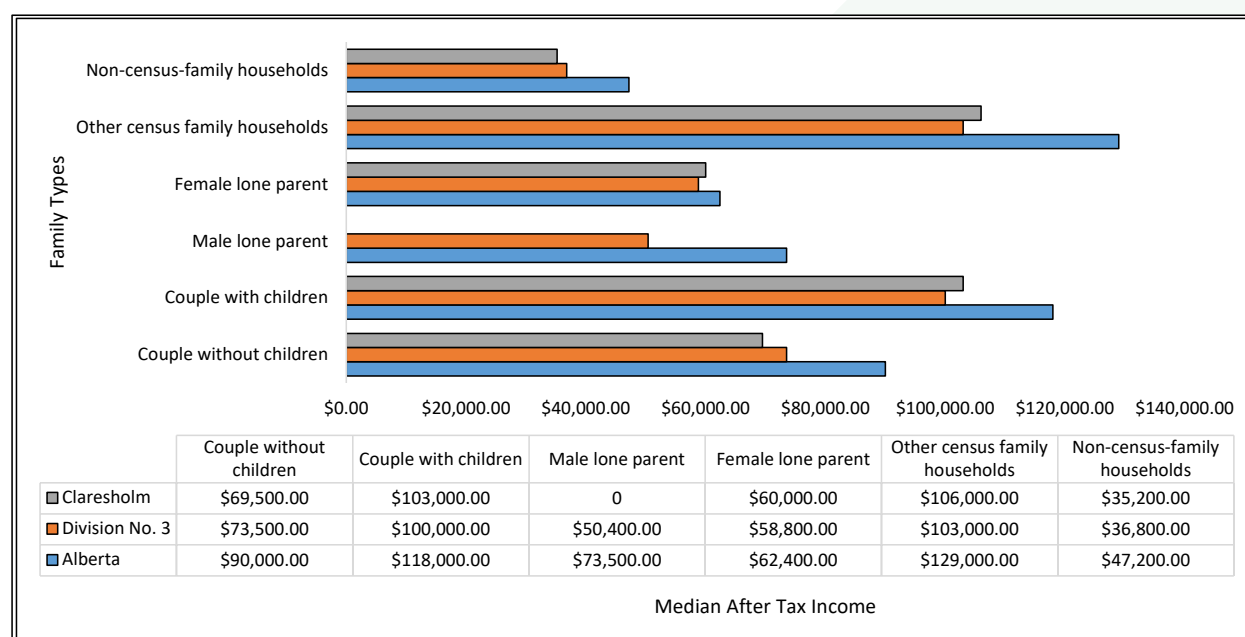


Data source: Statistics Canada Census Profile 2016

## Family Income Distributions

**Figure 3.14** compares after-tax median incomes of family types across the study area. Overall, Claresholm tends to have lower incomes than the province as a whole. However, the town does perform slightly better than Division No. 3 for couples with children, female lone parents, and other census family households. As of the 2021 census, there were either no male lone-parent households recorded in the town, or the numbers were so low that they were suppressed due to privacy concerns.

**Figure 3.14 Family income, Study Area, 2021**



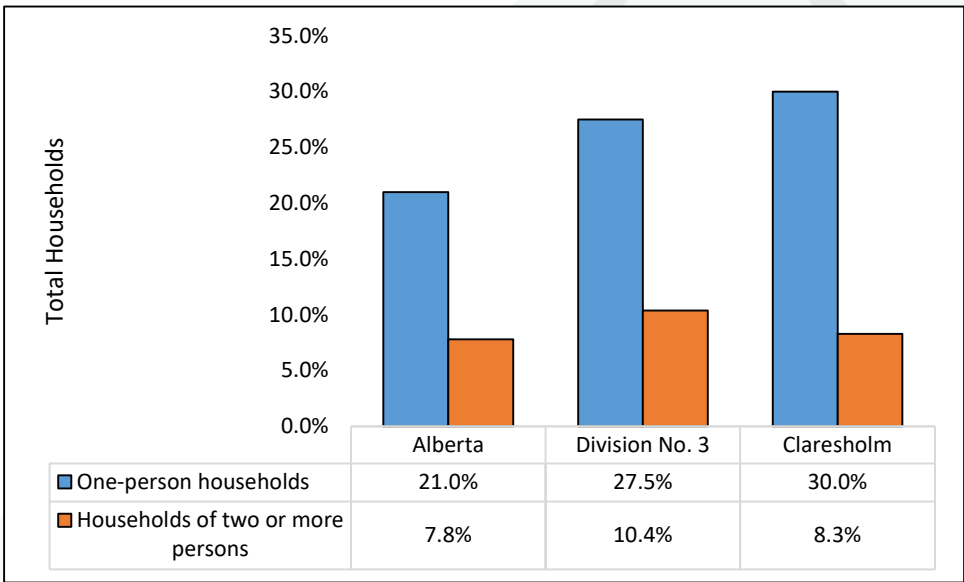
Data source: Statistics Canada Census Profile 2016

### Low-income Measures – Families and Households

The Low Income Measure (LIM) is an internationally recognized method commonly used to calculate the number of persons or households in low income, which takes the size of households into account. Because LIM requires the number of people in a household, only individual and household type LIM tables are available. **Figure 3.15** is the LIM (after-tax) of one and two-person households in the study area. Both household types in Claresholm face higher incidence of low income based on LIM than either Alberta or the Census Division No. 3 for one person households, but is situated between the province and the division when it comes to households of two or more people.

*Updated figures from the 2021 Canada Census have not announced an expected release date. RDN is in the process of contacting Statistics Canada for the data.*

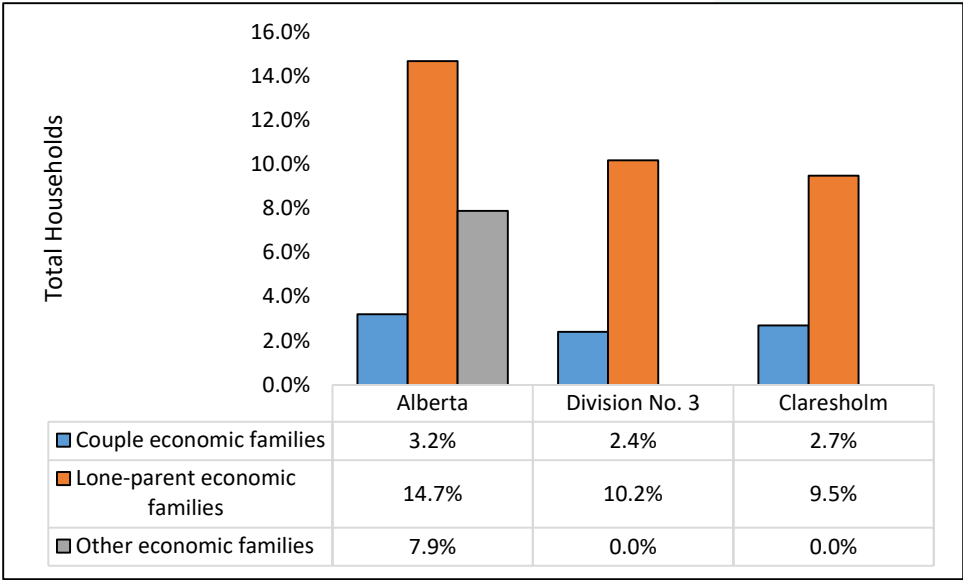
**Figure 3.15 Low Income Measure (after-tax), Study Area, 2016**



Data source: Statistics Canada Census Profile 2016

Low Income Cut-offs (LICO), are measures that look at thresholds calculated by Statistics Canada which determine the point at which a family or person would devote a larger than average amount of their income to necessities. Figure 3.16 is the LICO (after-tax) comparison of the study area, which shows that Claresholm couple families have a lower likelihood of being in low income than Alberta, but higher than Division No. 3. Lone parent economic families are also less likely to meet the LICO marks. Due to the smaller population, other economic families do not show up for Division No. 3 or Claresholm.

**Figure 3.28 Low Income Cut-offs (after-tax), Study Area, 2016**



Data source: Statistics Canada Census Profile 2016

## Low-Income Measures – Individuals

**Tables 3.14** and **3.15** summarize the individual low-income data for the study area using the LIM and LICO measures (after-tax). The tables show that low-LIM prevalence is more prevalent in Claresholm and Division No. 3 than in the province overall. This is particularly true with individuals ages 0 to 5 and residents over the age of 55. However, when using LICO measures, Claresholm generally performs better than the other study regions. When taken together, this strongly implies that some categories of Claresholm residents are more likely to be affected by low income, but it's at a less severe level than other residents of Alberta.

**Table 3.14 Low Income Measure (LIM) after-tax, Study Area, 2016**

Age	Alberta		Division No. 3		Claresholm	
	In low income	%	In low income	%	In low income	%
0 to 5 years	41,750	13.5%	1,705	20.1%	150	17.1%
6 to 17 years	72,470	12.4%	4,020	16.0%	360	10.0%
18 to 24 years	34,380	9.9%	1,830	12.0%	230	9.8%
25 to 54 years	134,145	7.7%	8,335	12.0%	985	9.6%
55 to 64 years	42,340	8.6%	4,010	13.9%	490	15.7%
65 years and over	38,800	8.6%	5,715	10.2%	875	12.5%

Data source: Statistics Canada Census Profile 2016

**Table 3.15 Low Income Cut Offs (LICO) after-tax, Study Area, 2016**

Age	Alberta		Division No. 3		Claresholm	
	In low income	%	In low income	%	In low income	%
0 to 5 years	28,190	9.1%	1,970	7.5%	160	8.3%
6 to 17 years	48,740	8.4%	4,515	5.6%	380	6.2%
18 to 24 years	37,870	11.0%	1,965	5.8%	240	5.9%
25 to 54 years	112,440	6.4%	9,015	4.6%	1,045	4.1%
55 to 64 years	31,500	6.4%	4,390	5.6%	540	6.9%
65 years and over	14,780	3.3%	6,270	1.5%	985	2.0%

Data source: Statistics Canada Census Profile 2016



## Demand Tables – Families

Combining data on the number of families with certain children of different age groups and the national occupancy standards creates a table for bedroom demand. **Table 3.16** and **Table 3.17** shows the minimum and maximum number of bedrooms required to satisfy the family demand, based on family size and age of the children. **Table 3.16** is specific to couples census families with children, whereas **Table 3.17** is for lone-parent Families.

Since a lone-parent family or census family with child would either have a minimum of one child and one or two parents, by occupancy standards, a one bedroom is not suffice for either type of family. Bedroom requirements for census-couples without children would classify as a two-person household, and are included in the bedroom demand for households.

**Table 3.14 Couple census family bedroom demand, Claresholm, 2016**

	1 Bedroom	2 Bedroom	3 Bedroom	4 Bedroom
Max	0	203	166	65
Min	0	102	97	14

Data source: Statistics Canada Census Profile 2016 & RDN Estimates

**Table 3.15 Lone-parent family bedroom demand, Claresholm, 2016**

	1 Bedroom	2 Bedroom	3 Bedroom	4 Bedroom
Max	0	82	49	5
Min	0	38	33	0

Data source: Statistics Canada Census Profile 2016 & RDN Estimates

## Demand Tables – Households

The demand tables by household size provide a more general estimate of the bedroom demand, and help to fill in family type gaps, such as one-person households (who by Statistics Canada definition, not a family). Table 3.18 outlines the bedroom demand for Claresholm by household type.

Without knowing how many children are in these households, the minimum on each could tangibly be zero (as shown below). For instance, a family of one adult and two children both over the age of 16 and different genders would require at least a 3-bedroom unit. However, if those children are both under 5, then the parent only needs a 2-bedroom unit. For this reason, the minimum demands are kept at 0 for all unit sizes greater than one bedroom.

**Table 3.16 Household size bedroom demand, 2021**

	1 Bedroom	2 Bedroom	3 Bedroom	4 Bedroom
Max	1,320	990	390	225
Min	630	-	-	-

Data source: Statistics Canada Census Profile 2016 & RDN Estimates

**Table 3.16 Total demand of one-person households, lone-parent families, and couple census families, 2021**

	1 Bedroom	2 Bedroom	3 Bedroom	4 Bedroom
Max	630	285	215	70
Min	630	830	130	14

Data source: Statistics Canada Census Profile 2016 & RDN Estimates

## Conclusions to the Demand Section

The data covered in the Housing Demand Section made several key insights into the demand profile for Claresholm. Planners and interested development partners should take note of the following trends in demographics at the onset of any building programming or consultation.

- The trends in family and household composition show that there is an decreasing amount of three and four+ person households, as well as a decrease in couples with children at home.
- The same trends show that the one person, two person and couple without family households have increased, indicating increased demand for one and two-bedroom units in the Municipality. This demographic would include seniors who do not live with children and childless couples.
- The senior segment of Claresholm will continue to grow, and the town will have to ensure it has an adequate number of support living and independent living units to retain this segment of the population.
- Income data shows that local households tend to earn less than the provincial median, an important consideration when determining the type of housing to build in the community. These types of households may likely rather live in low rise condominiums, duplexes or townhouses versus single detached homes, or may prefer renting to avoid being over-burdened by shelter costs.
- One-person households are the most likely to be living in low-income, and struggle to afford basic needs. They represent the greatest need in the community from a vulnerability perspective.
- Based on the household and family composition of the city, there is likely to be a demand for one and two bedroom type units. The types and tenancy preferences are further discussed in Section 5

## 4 Housing Supply

### Housing Supply Summary

The housing supply profiles the current housing inventory of Claresholm. Development of the housing supply helps to characterize the types of gap which may exist in the community when compared to the housing demand.

- The overwhelming majority of homeowners live in single detached houses, while renters are mostly split between single detached houses and low rise apartments.
- The most common type of dwelling is a house with four or more bedrooms, followed by a house with three bedrooms.
- The majority of housing stock was built before 1980, although there has been a steady increase in recent years.
- The housing in Claresholm remains significantly cheaper than the province, with median values over 100k lower. Claresholm is also slightly lower in median house value than the surrounding Division No. 3.
- Rental vacancy rates can swing around a lot between different years, although that is likely heavily influenced by the low number of purpose built rentals.
- Affordability is the most significant housing issue facing people in Claresholm, followed by inadequacy due to needing significant repairs.

## Housing Universe

The housing universe in Claresholm is predominantly low-density builds such as single-detached homes, with over 86% of owners and 30% of renters living in such dwellings. **Tables 4.1** and **Tables 4.2** summarize the ownership and rental dwelling types from the 2021 Census.

**Table 4.1 Owner Housing Universe, Study Area, 2021**

	Alberta	Share	Division No. 3	Share	Claresholm	Share
Single-detached house	873,285	75.4%	9,460	91.8%	1,130	86.3%
Apartment that has five or more storeys	18,460	1.6%	0	0.0%	0	0.0%
Semi-detached house	17,900	1.5%	20	0.2%	0	0.0%
Row house	69,965	6.0%	90	0.9%	20	1.5%
Apartment or flat in a duplex	555	0.0%	30	0.3%	0	0.0%
Apartment fewer than five storeys	69,590	6.0%	100	1.0%	25	1.9%
Other single-attached house	71,270	6.2%	185	1.8%	75	5.7%
Movable dwelling	36,475	3.2%	425	4.1%	60	4.6%

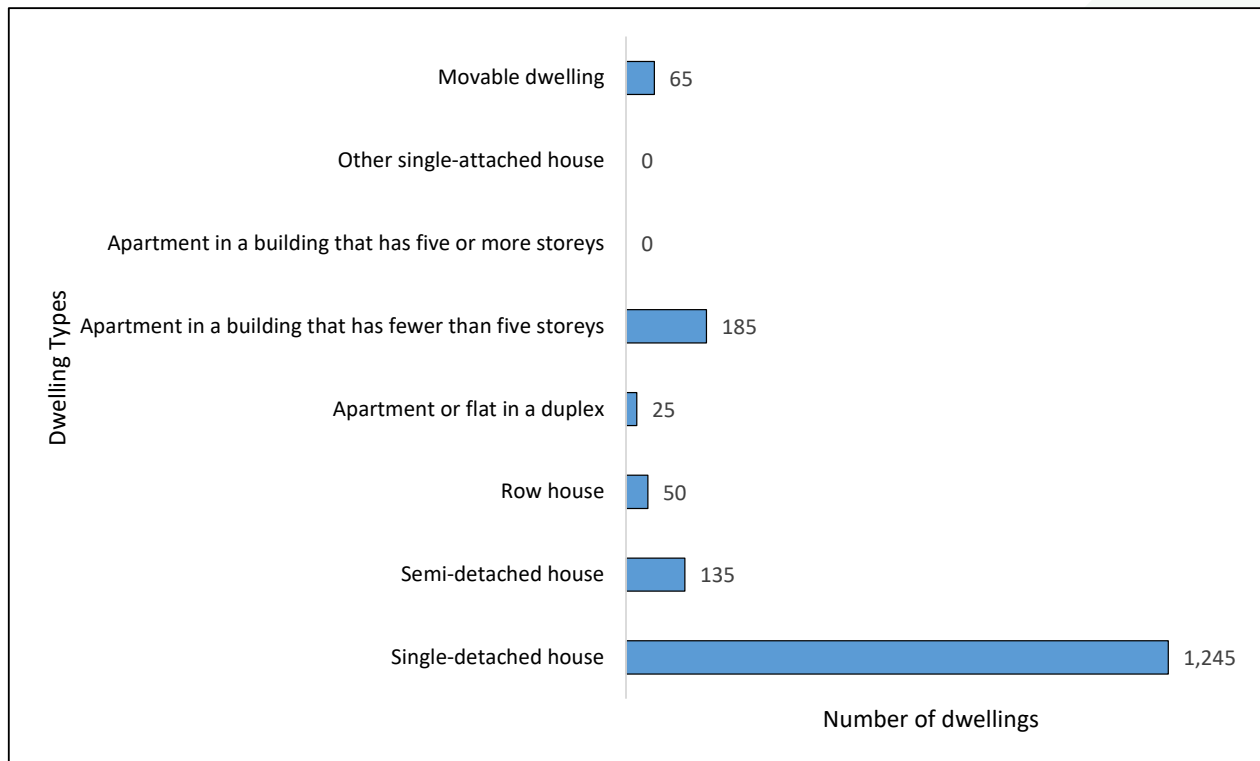
**Table 4.2 Renter Housing Universe, Study Area, 2021**

	Alberta	Share	Division No. 3	Share	Claresholm	Share
Single-detached house	112,360	24.2%	1,645	63.3%	120	30.0%
Apartment that has five or more storeys	56,365	12.1%	15	0.6%	0	0.0%
Semi-detached house	24,550	5.3%	100	3.8%	20	5.0%
Row house	177,020	38.1%	380	14.6%	40	10.0%
Apartment or flat in a duplex	535	0.1%	15	0.6%	0	0.0%
Apartment fewer than five storeys	57,245	12.3%	165	6.3%	170	42.5%
Other single-attached house	28,980	6.2%	165	6.3%	50	12.5%
Movable dwelling	8,165	1.8%	115	4.4%	0	0.0%

Data source: Statistics Canada Census Profile 2016

Combining both renters and owners, **Figure 4.1** shows the number of each type of dwelling.

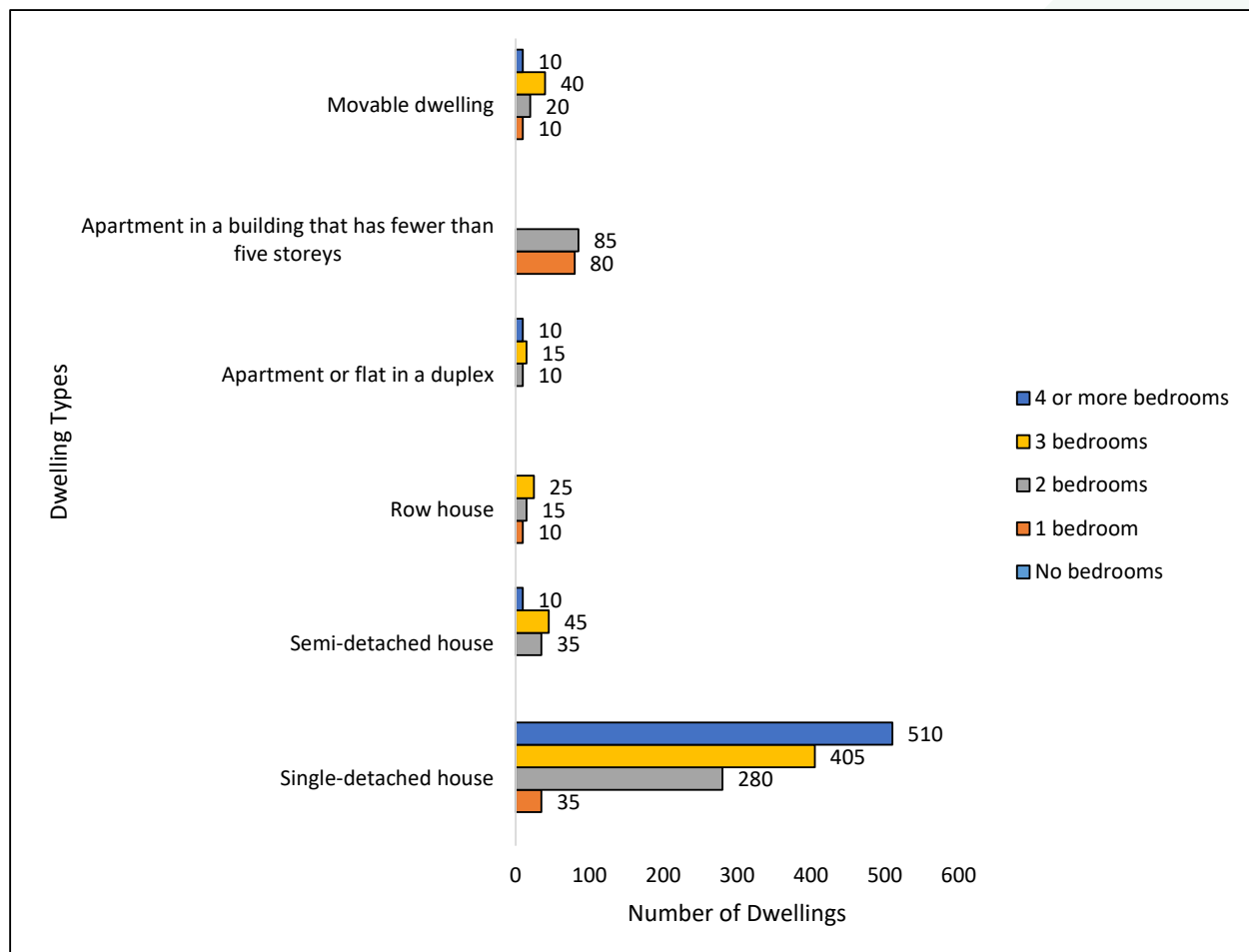
**Figure 4.1 Dwelling types, Claresholm, 2021**



Data source: Statistics Canada Census Profile 2016

**Figure 4.2** further shows that there is a relatively diverse selection of bedroom options for residents in Claresholm. Overall, 2-4 bedroom houses are the most common dwelling types.

**Figure 4.2 Number of bedrooms by dwelling type, Claresholm, 2016**



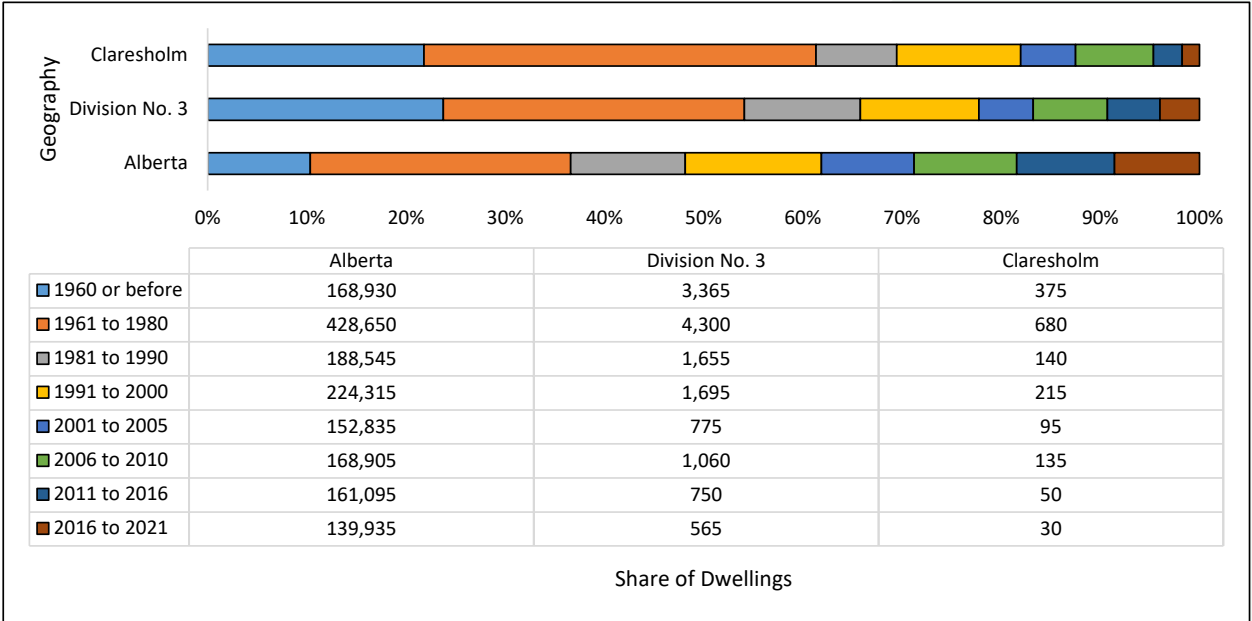
Data source: Statistics Canada Census Profile 2016

*Updated figures from the 2021 Canada Census have not announced an expected release date. RDN is in the process of contacting Statistics Canada for the data.*

# Age of Buildings and New Housing Supply

Relative to Alberta and Division No. 3, more homes in Claresholm were built before 1980, with another spurt of development in the 1990s and a consistent growth afterwards. However, older housing stock remains the majority of the dwellings as of the 2021 census, as shown in **Figure 4.2**.

Figure 4.2 Age of dwellings, Study Area, 2021



Data source: Statistics Canada Census Profile 2016



## Ownership Dwelling Values

The median value of dwellings in Claresholm tend to be lower than that of the province and division, as shown in Table 4.3. Due to a lack of owner occupied dwellings that are zero or one bedroom, these show up as \$0.

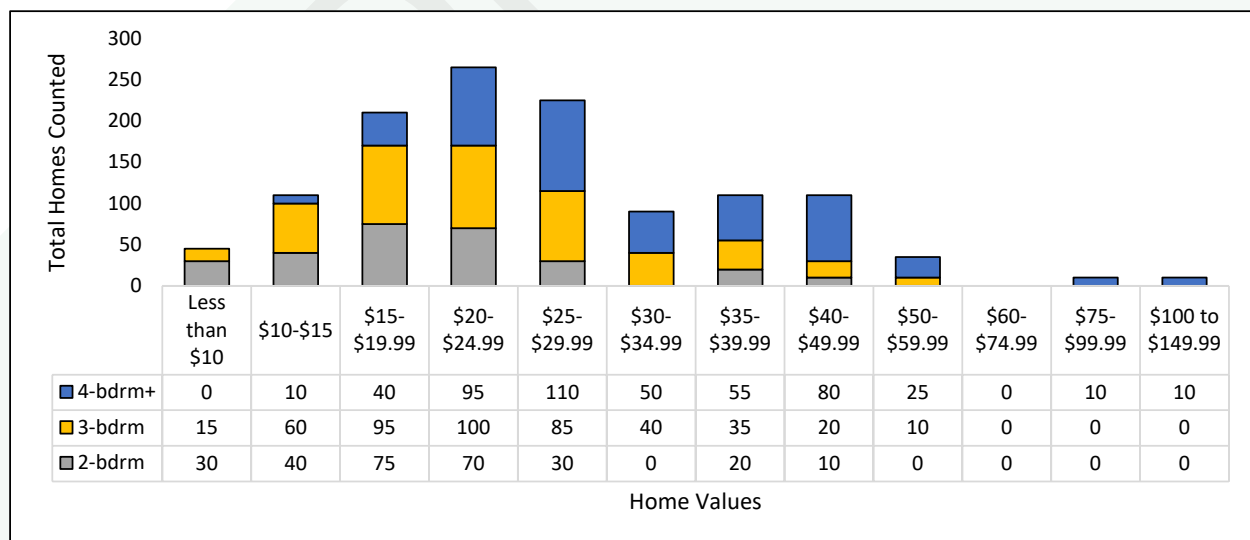
**Table 4.4 Median Value, Study Area, 2016**

	Alberta	Division No. 3	Claresholm
No bedrooms	\$250,739	\$0	\$0
1 bedroom	\$240,197	\$189,855	\$0
2 bedrooms	\$300,054	\$199,818	\$184,636
3 bedrooms	\$399,580	\$250,009	\$220,535
4 or more bedrooms	\$449,734	\$300,148	\$287,264

Data source: Statistics Canada Census Profile 2016

**Figure 4.4** breaks down the distribution of owned dwellings by value and number of bedrooms. On average, the majority of dwellings are found in the \$400,000 to \$499,999 range. As expected, the number of larger units (three or four-or-more) increase proportionately with the median values.

**Figure 4.3 Distribution of homeowner values by number of bedrooms, Claresholm, 2016**

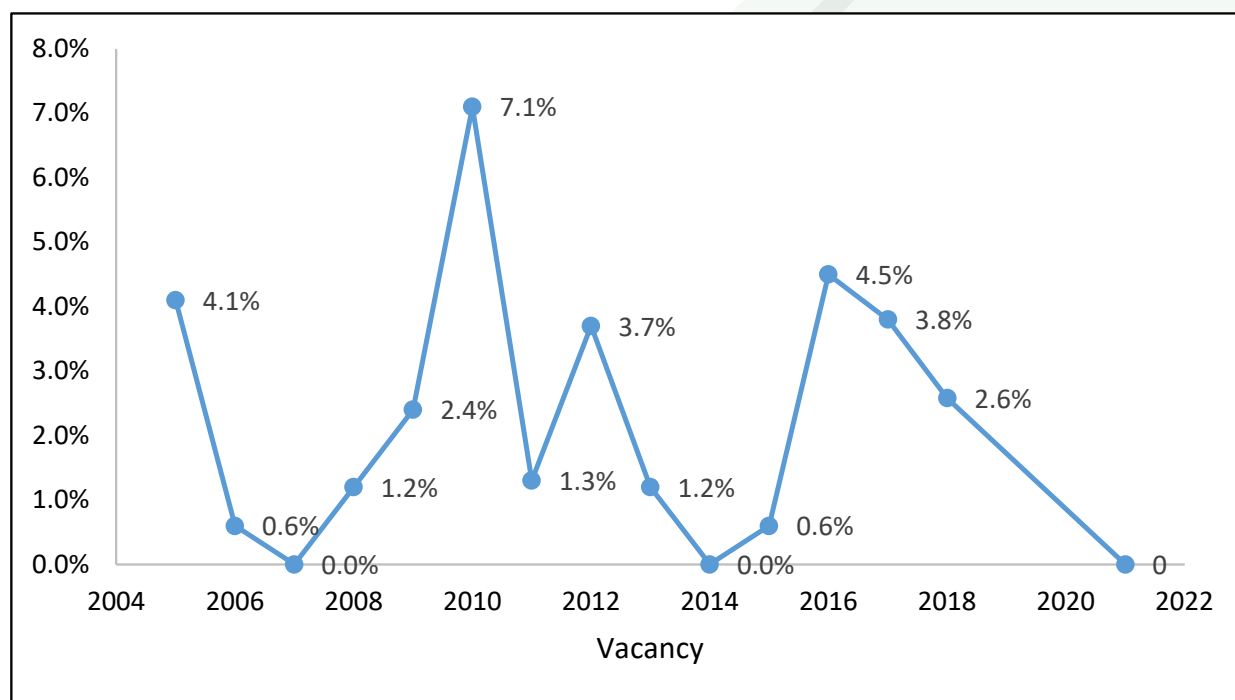


Data source: Statistics Canada Census Profile 2016

## Rental Supply

The source of this data comes via the Alberta Regional Dashboard using information from the annual Alberta Vacancy Rental Survey. It looks at residential vacancy rate for units in non-subsidized rental buildings containing three or more rental units. It does not take into account secondary rentals such as single family homes or basement suites. Figure 4.5 compares the rental vacancy rates as reported to the by the Vacancy Rental Survey count for Claresholm. The report shows that rental vacancies can swing between 0% and 7.1%. Due to Claresholm's size and lower rental rates, these swings can be caused by a relatively small number of vacancies. Presumably due to the Covid-19 Pandemic, there is no available data for 2019 and 2020.

**Figure 4.8 Vacancy, Claresholm, 2004-2021**



Data source: Alberta Regional Dashboard

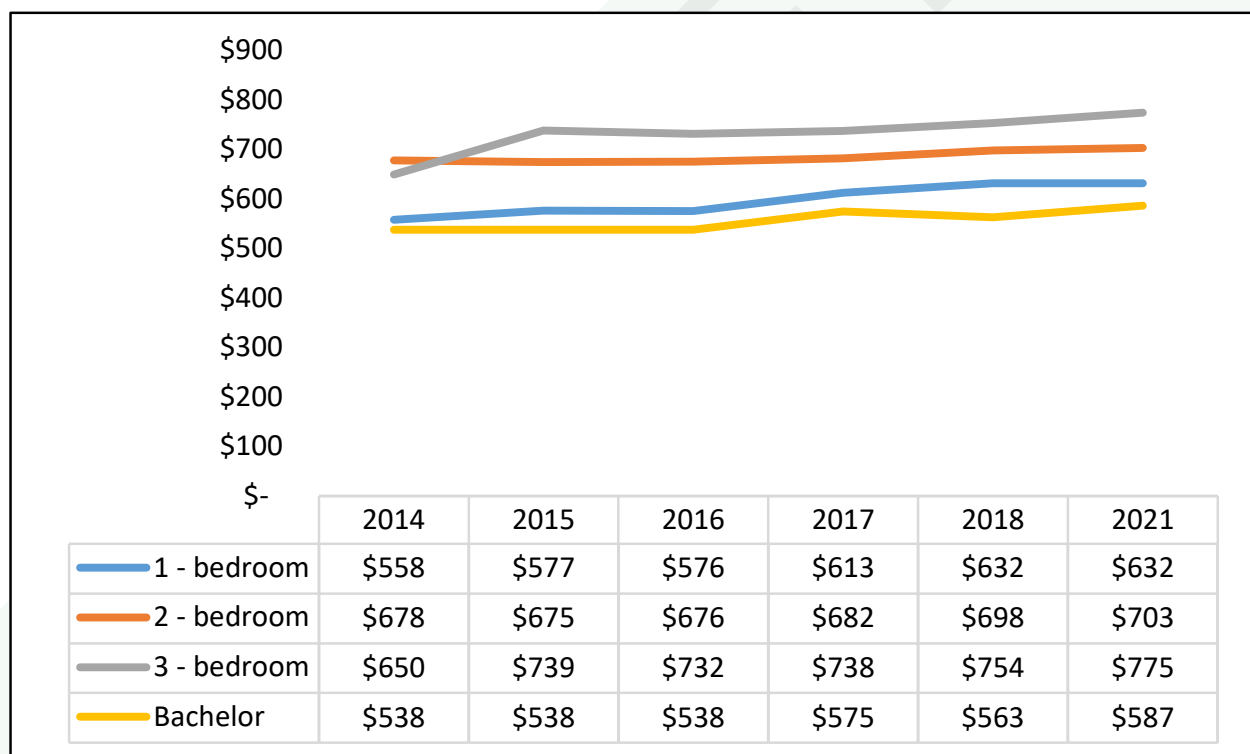
## Rents

**Figure 4.9** shows the average rental over time broken down by the number of bedrooms in Claresholm.

As of 2021, rents averaged between \$587 and \$775. However, it is important to reflect that this data only reflects the prices of purpose-built rental housing in and does not necessarily reflect housing arrangements such as basement suites or detached houses, or renters paying lower rates due to the length of their tenure.

Statistics Canada has the 2021 median rental rates for tenants in Claresholm as \$870 and average at \$948. It does not break down the rates by bedroom number. Qualitative interviews with residents and surveys of rental sites has rental suites ranging from \$850-\$1,200 a month, but there is a large variation depending on length of tenancy and number of bedrooms.

**Figure 4.9 Average Rental Rates, Claresholm, 2014-2021**



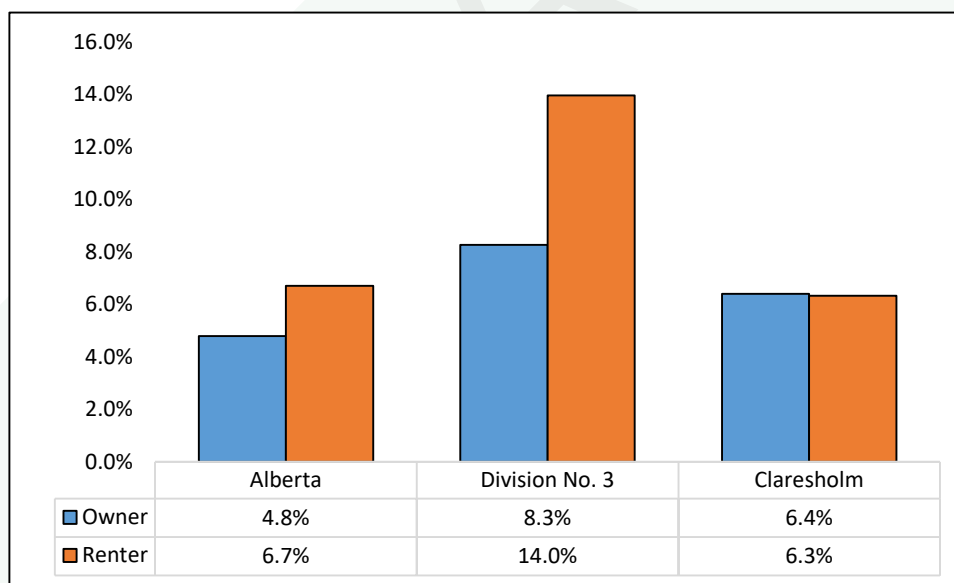
Data source: Alberta Regional Dashboard

## Condition, Suitability, and Affordability by Tenancy

The condition of a dwelling refers to maintenance – if the home requires major maintenance (defective plumbing, electrical rewiring, etc.) it is non-adequate. Suitability refers to the minimum number of bedrooms required based on the age and make-up of residents in a particular household. The National Occupancy Classification (NOC) defines the minimum number of bedrooms. If there are fewer bedrooms than required by the NOC, then the home is not suitable. Affordability, in this case, means that a household spends over 30% of their gross income in rent or mortgage/maintenance/taxes. **Figures 4.7 to 4.9** compare rates of non-adequate, non-suitable, and non-affordable housing. These figures show that renters are either nearly on par or disproportionately living with housing issues in Claresholm. Renters face slightly lower rates of non-adequate housing in the Study Area at 6.3% and 6.4%, respectively. Renters also have higher rates of non-suitable housing compared to owners with 2.5% and 1.6%. The biggest issue seems to be affordability, with 41.8% of renters and 16.4% of homeowners paying more than 30% of their incomes on housing.

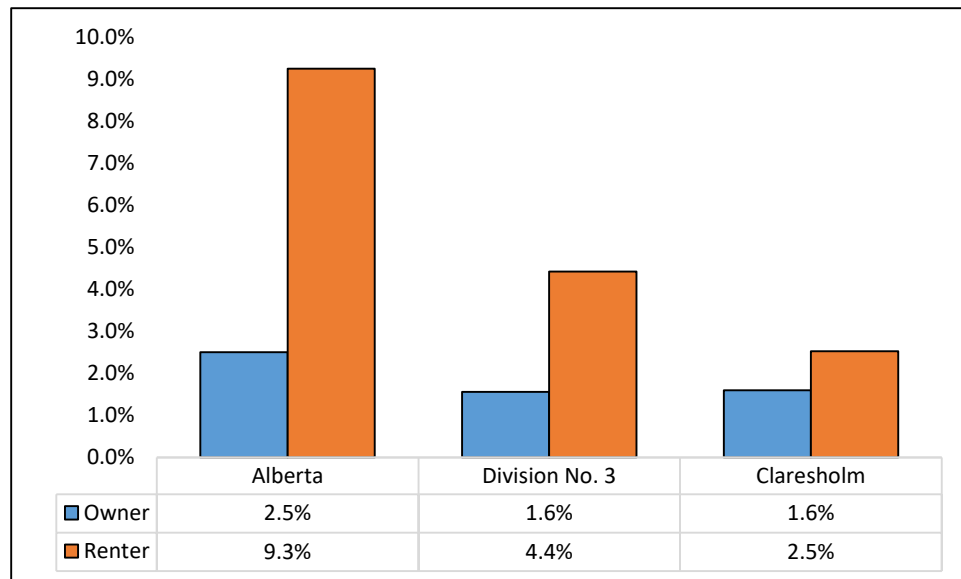
*Updated figures from the 2021 Canada Census have recently been released. RDN is in the process of updating.*

**Figure 4.10 Non-adequate rates by tenancy, Study Area, 2016**



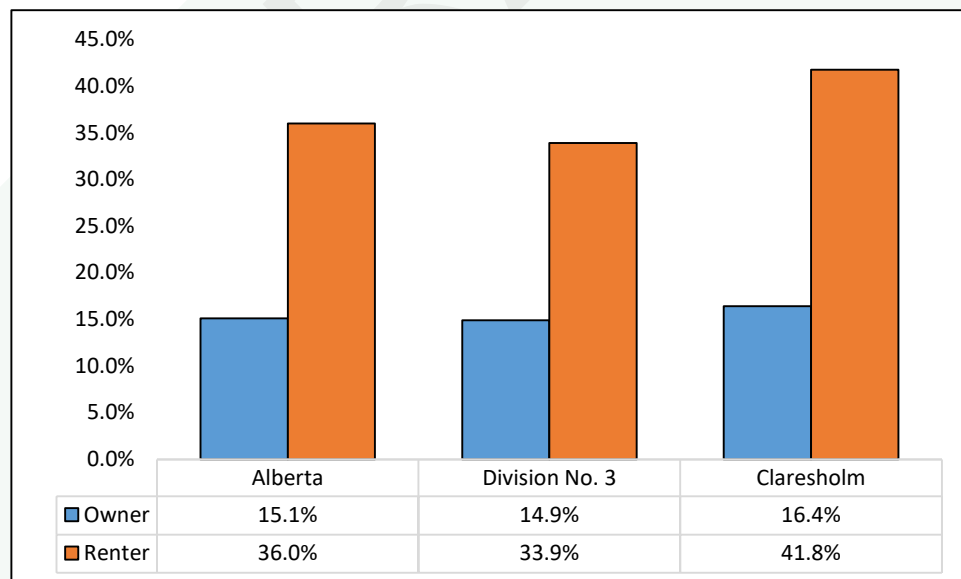
Data source: Statistics Canada Census Profile 2016

**Figure 4.10 Non-Suitable rates by tenancy, Study Area, 2016**



Data source: Statistics Canada Census Profile 2016

**Figure 4.11 Non-affordable rates by tenancy, Study Area, 2016**



Data source: Statistics Canada Census Profile 2016

## Conclusions to the Supply Section

The housing supply profiles the current housing inventory of Claresholm. The key findings of the housing universe in Claresholm are:

- A high number of single-detached homes relative to the population, especially for homeowners. This may present an opportunity for smaller, lower cost housing alternatives.
- A high level older housing stock, which may be needing significant repairs or be at the end of its useful life.
- The median reported value for dwellings in Claresholm is less than the Province, which could become more of a selling feature for people wanting a lower cost of living.
- The rental vacancies in Claresholm show wide fluctuations that presumably mirror the small number of rental units.
- The largest issue for residents regarding housing are homes that are not affordable or needing major repairs.

## 5 Gap Analysis

### Gap Analysis Summary

- A gap analysis looks at relevant Census variables and other secondary data to help define the housing need within the community.
- The number of private dwellings in comparison to the population shows a lower average number of persons per dwelling, 2.17, compared to the ratio for Alberta and Division No. 3.
- Unaffordability seems to be the main issue for households in Claresholm, with one person households being heavily affected as subsidized tenants, non subsidized tenants, homeowners without a mortgage, and homeowners with a mortgage.
- Similarly, lone-parent non-subsidized renters and couples with children and a mortgage face the highest rates of unaffordability in the community.
- The comparison of bedrooms against family types indicate a shortage of one and two bedroom type homes, and an oversupply of three and four+ bedrooms.
- The gaps across the housing continuum are mainly ensuring that there is adequate supply of smaller housing units as residents get older, and support for young families.

## Dwellings per Person

As a basic measure of a sufficient supply of housing, Claresholm should aim to have at least the same number of dwellings relative to its larger geographies. **Table 5.1** shows that the Municipality has a lower average number of persons per dwelling comparable to both the Province and Census Division.

**Table 5.1 People per dwelling, Study Area, 2016**

	Alberta	Division No. 3	Claresholm
Population, 2016	4,067,175	38,956	3,780
Total private dwellings	1,654,129	15,405	1,742
People per dwelling	2.46	2.53	2.17

Data source: Statistics Canada Census Profile 2016

This indicates that there are no severe overcrowding issues for current residents in Claresholm, relative to the size of the population. However, this does not necessarily mean that all dwellings are suitable, adequate or affordable for residents.

## Housing Indicators by Household Size

The following section captures housing indicators by household size: 1 to 5. **Table 5.2** provides an overview of Census housing indicators as of 2016. As the tables show, there are households in Claresholm that are dealing with a wide variety of issues. For non-suitable housing, the groups most affected are three person owners with a mortgage at 33.3%, and five person subsidized renters at 50.0%. However, the actual number of households dealing with these issues is rather low, with a total of 30 households within the entire town.

Non-adequacy appears to affect homeowners with a mortgage and subsidized tenants the most, with one to two person owner households and three to four person subsidized tenants dealing with this issue.

Lastly, affordability is most prominent amongst households in Claresholm. One person households seem to be the most affected, with 87.5% of non-subsidized renters paying too much for rent.

*Updated figures from the 2021 Canada Census have not announced an expected release date. RDN is in the process of contacting Statistics Canada for the data.*



Table 5.2 Housing indicators by tenure, Claresholm, 2016

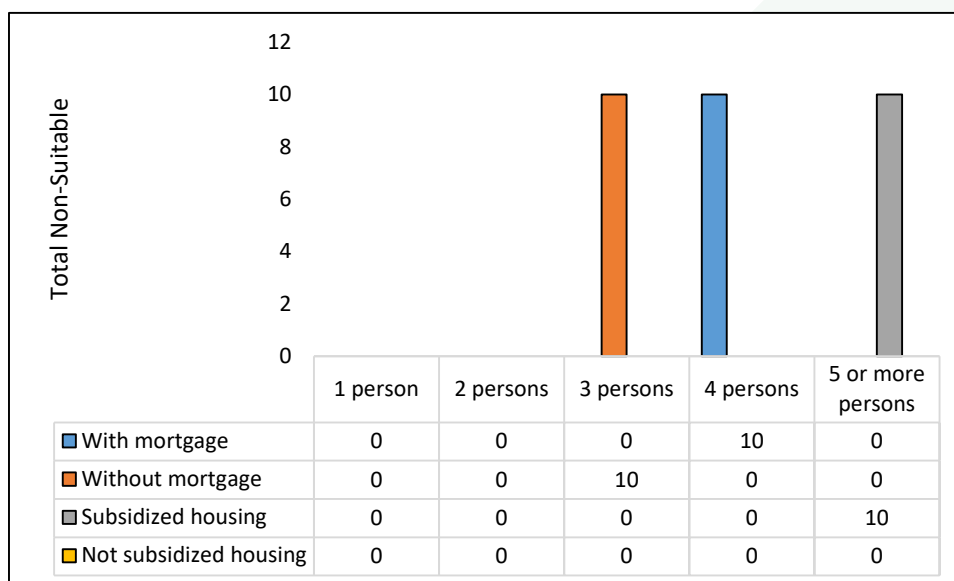
	Owner w/ mortgage	Owner w/o mortgage	Non sub'd tenants	Sub'd tenants	Owner w/ mortgage	Owner w/o mortgage	Non sub'd tenants	Sub'd tenants
Not-suitable								
1 person	0	0	0	0	0.0%	0.0%	0.0%	0.0%
2 persons	0	0	0	0	0.0%	0.0%	0.0%	0.0%
3 persons	0	10	0	0	0.0%	33.3%	0.0%	0.0%
4 persons	10	0	0	0	8.0%	0.0%	0.0%	0.0%
5+	0	0	0	10	0.0%	0.0%	0.0%	50.0%
Non-adequate								
1 person	20	10	0	0	12.5%	5.4%	0.0%	0.0%
2 persons	30	10	0	10	10.9%	3.1%	0.0%	10.0%
3 persons	0	10	0	15	0.0%	33.3%	0.0%	30.0%
4 persons	10	0	0	10	8.0%	0.0%	0.0%	50.0%
5+	0	0	0	0	0.0%	0.0%	0.0%	0.0%
Non-affordable								
1 person	85	35	35	90	53.1%	18.9%	87.5%	60.0%
2 persons	60	15	0	25	21.8%	4.6%	0.0%	25.0%
3 persons	0	0	0	10	0.0%	0.0%	0.0%	20.0%
4 persons	0	0	0	0	0.0%	0.0%	0.0%	0.0%
5+	10	0	0	0	22.2%	0.0%	0.0%	0.0%

Data source: Statistics Canada Census Profile 2016

## Non-suitability

**Figure 5.1** shows the average expected number of overcrowded households by 2021, assuming that rates of non-suitable housing do not change between 2016 and 2021. Based on trends in household types and population growth, the total number of overcrowded households will increase alongside the rest of the population, with the number increasing to 30 households. Table 5.3 provides the high and low estimate for non-suitable households in 2021, based on the household projections from Section 3.

**Figure 5.1 Averaged Non-suitability by Household Type Projections, Claresholm, 2021**



Data source: Statistics Canada Census Profile 2016

**Table 5.3: Non-suitability Projections, Claresholm, 2021**

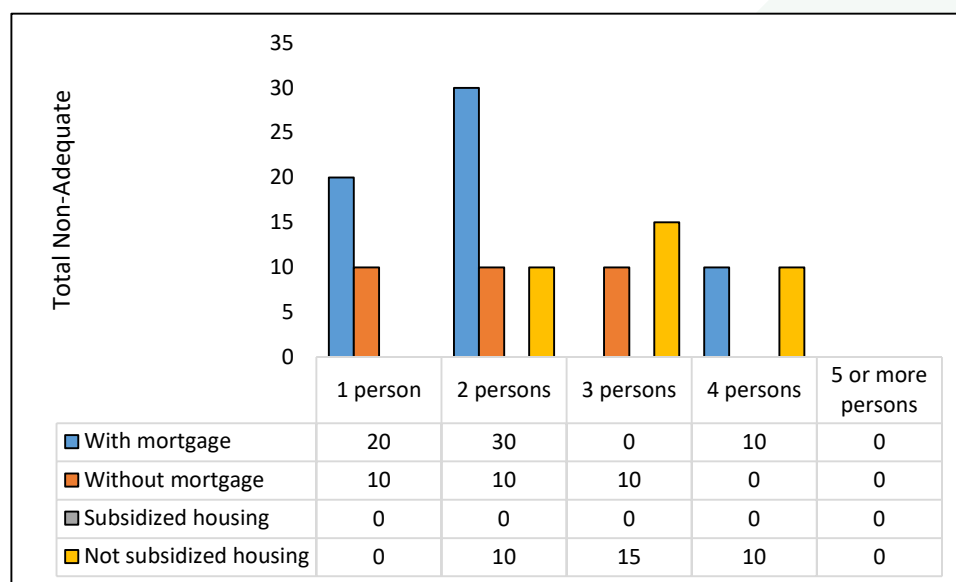
	Low				High			
	O/Mort	O W/O Mort	NonSubTen	SubTen	O/Mort	O W/O Mort	NonSubTen	SubTen
1 person	0	0	0	0	0	0	0	0
2 persons	0	0	0	0	0	0	0	0
3 persons	0	10	0	0	0	10	0	0
4 persons	9	0	0	0	10	0	0	0
5+	0	0	9	0	0	0	10	0

Data source: RDN Estimates

## Non-adequacy

**Figure 5.2** shows the average expected number of non-adequate household by 2021, assuming that rates of non-adequate housing do not change between 2016 and 2021. Based on trends in household types and population growth, the total number of houses needing major repairs will increase alongside the rest of the population, with the number increasing to 125 households. Table 5.4 provides the high and low estimates for non-adequate households in 2021, based on household projections.

**Figure 5.2 Averaged Non-adequacy by Household Type Projections, Claresholm, 2021**



Data source: Statistics Canada Census Profile 2016

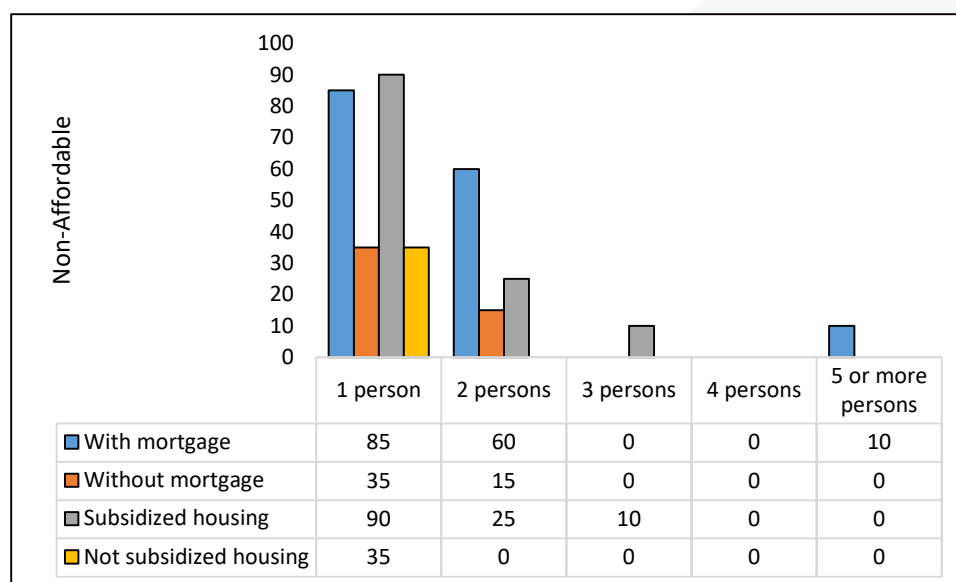
**Table 5.4: Non-adequate Projections, Claresholm, 2021**

	Low				High			
	O/Mort	O W/O Mort	NonSubTen	SubTen	O/Mort	O W/O Mort	NonSubTen	SubTen
1 person	19	10	0	0	22	11	0	0
2 persons	29	10	0	10	32	11	0	11
3 persons	0	10	0	15	0	10	0	15
4 persons	9	0	0	9	10	0	0	10
5+	0	0	0	0	0	0	0	0

## Non-affordability

**Figure 5.3** shows the expected number of household paying more than 30% of their income on housing by 2021, assuming that rates of unaffordability do not change between 2016 and 2021. Based on trends in household types and population growth, the total number of households overpaying for shelter will increase alongside the rest of the population, with the number increasing to 365 households. Table 5.5 provides the high and low estimates for non-affordable housing rates in 2021, based on household projections.

**Figure 5.3 Averaged Non-affordability by Household Type Projections, Claresholm, 2021**



Data source: Statistics Canada Census Profile 2016

**Table 5.5: Non-affordable Projections, Claresholm, 2021**

	Low				High			
	O/Mort	O W/O Mort	NonSubTen	SubTen	O/Mort	O W/O Mort	NonSubTen	SubTen
1 person	82	34	87	34	92	38	97	38
2 persons	59	15	24	0	64	16	27	0
3 persons	0	0	10	0	0	0	10	0
4 persons	0	0	0	0	0	0	0	0
5+	9	0	0	0	10	0	0	0

Data source: RDN Estimates

## Housing Indicators by Family Types

The following section captures housing indicators by select census-family types:

- Lone-parent family households with no other residents
- Couples without children households with no other residents
- Couples with children households with no other residents

**Table 5.6 Family Indicators, Claresholm, 2021**

<b>Subsidized Tenants</b>			
	Non-adequate	Non-suitable	Non-Affordable
Lone-parent	0.0%	0.0%	0.0%
Couple w/o Child	0.0%	0.0%	0.0%
Couple w/ child	0.0%	0.0%	0.0%
<b>Non subsidized Tenants</b>			
	Non-adequate	Non-suitable	Non-affordable
Lone-parent	40.00%	0.00%	60.00%
Couple w/o Child	0.00%	0.00%	0.00%
Couple w/ child	50.00%	0.00%	50.00%
<b>Owners w/ mortgage</b>			
	Non-adequate	Non-affordable	Non-suitable
Lone-parent	0.00%	50.00%	50.00%
Couple w/o Child	30.77%	0.00%	69.23%
Couple w/ child	33.33%	33.33%	33.33%
<b>Owners w/o mortgage</b>			
	Non-adequate	Non-suitable	Non-affordable
Lone-parent	0.00%	0.00%	0.00%
Couple w/o Child	0.00%	0.00%	100.00%
Couple w/ child	100.00%	0.00%	0.00%

Data source: Statistics Canada Census Profile 2016

**Table 5.6** captures the rates of various housing indicators for these family types in Claresholm. **Table 5.7** shows the number of tenant, owner with mortgage, and owner without mortgage families in non-adequate, non-affordable, and non-suitable in 2016 as well as the projected number of families in each housing situation in 2021. The 2021 H/L refers to the High and Low estimate (respectively). Overall, unaffordability is the largest issue for families.

**Table 5.7 Projected Family Indicators, Claresholm, 2016-2021**

	Sub'd tenant			Non-sub'd tenant			Owners w/ mortgage			Owners w/o mortgage		
Lone-parent	Non-ad.	Non-aff.	Non-suit.	Non-ad.	Non-aff.	Non-suit.	Non-ad.	Non-aff.	Non-suit.	Non-ad.	Non-aff.	Non-suit.
2016	0	0	0	10	0	15	0	10	10	0	0	0
2021 Avg.	0	0	0	10	0	14	0	10	10	0	0	0
2021 H	0	0	0	11	0	17	0	11	11	0	0	0
2021 L	0	0	0	8	0	12	0	8	8	0	0	0
Couple w/o Child												
2016	0	0	0	0	0	0	20	0	45	0	0	15
2021 Avg.	0	0	0	0	0	0	21	0	46	0	0	15
2021 H	0	0	0	0	0	0	22	0	49	0	0	16
2021 L	0	0	0	0	0	0	19	0	44	0	0	15
Couple w/ child												
2016	0	0	0	10	0	10	10	10	10	10	0	0
2021 Avg.	0	0	0	10	0	10	10	10	10	10	0	0
2021 H	0	0	0	10	0	10	10	10	10	10	0	0
2021 L	0	0	0	10	0	10	10	10	10	10	0	0

Data source: Statistics Canada Census Profile 2016, RDN Estimates

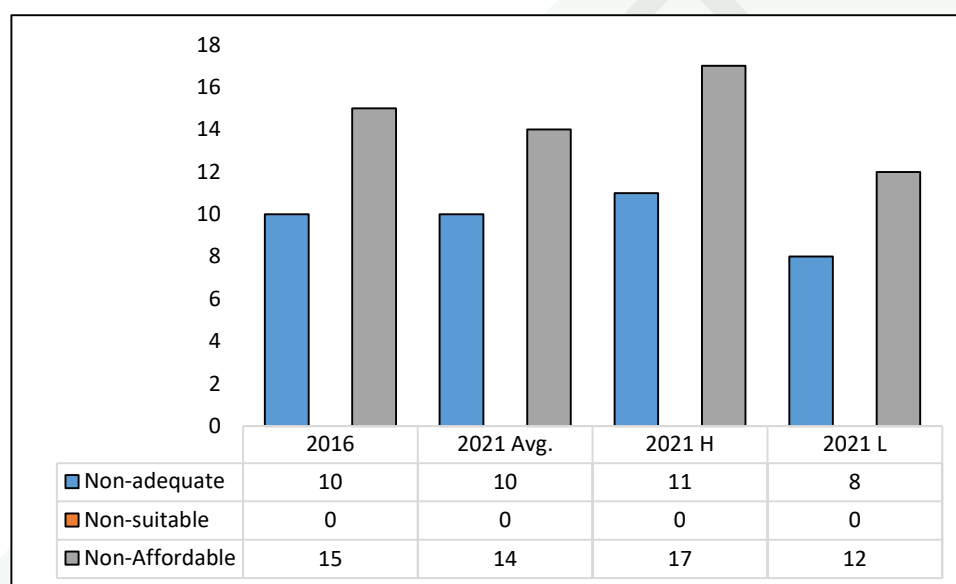
## Subsidized Tenants

As shown in the table, subsidized tenant families in Claresholm do not have any numbers available. This is due to the fact that there are either no families that fit that criteria or that the data is suppressed due to such a small number for privacy reasons.

## Non-Subsidized Tenants

As the table shows, lone-parent families and couples with children are the most susceptible to non-adequate and/or unaffordable housing. By 2021, estimates show that an average of 10 lone-parent and couple with children families will struggle with inadequacy. A further average of 14 lone-parent and 10 couples with children families will deal with unaffordability.

**Figure 5.4 Non-Subsidized Tenant Lone Parent Indicators, Claresholm, 2016-2021**

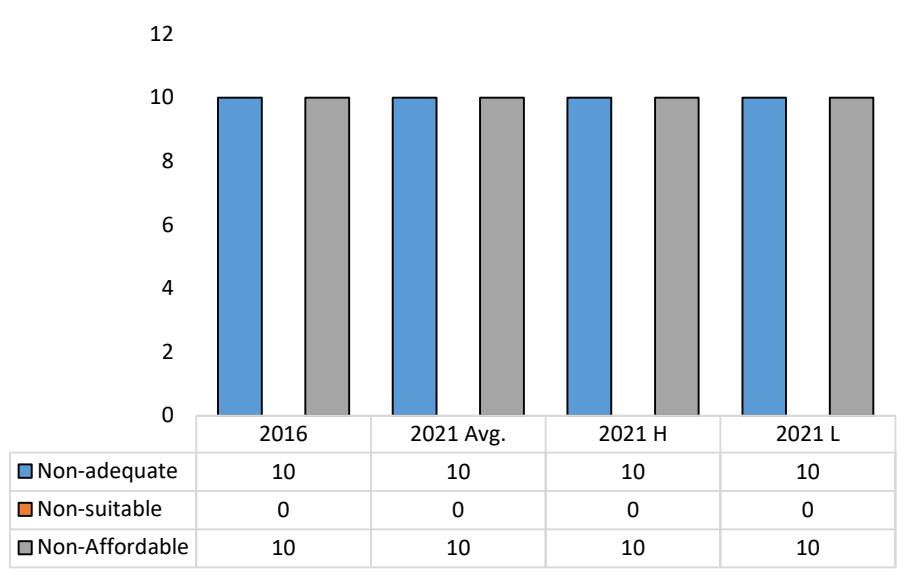


Data source: Statistics Canada Census Profile 2016

**Figure 5.5 Non-Subsidized Tenant Couples Without Children Indicators, Claresholm, 2016-2021**

Projected to be zero. This may be due to the small sample size.

**Figure 5.6 Non sub Tenant Couples with Children Indicators, Claresholm, 2016-2021**

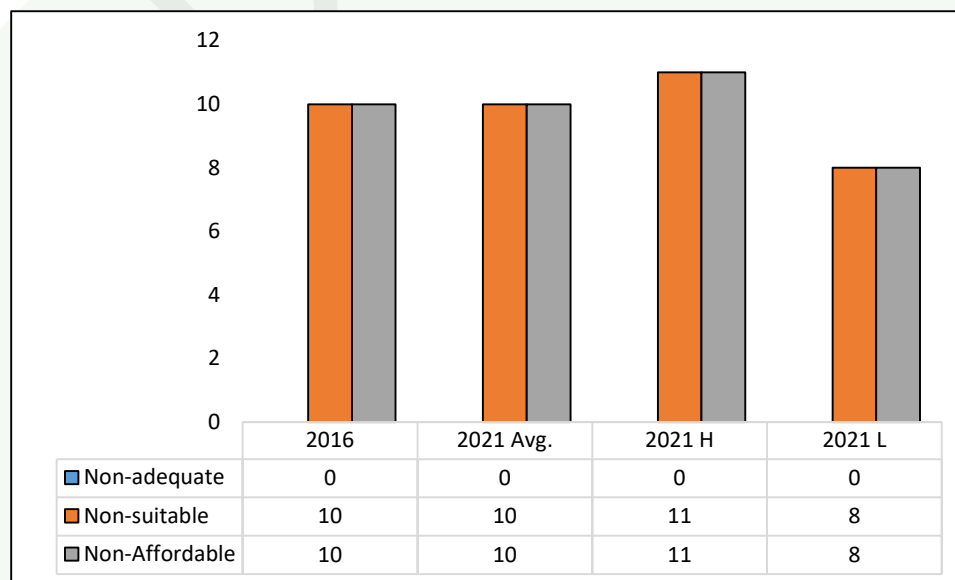


Data source: Statistics Canada Census Profile 2016

## Owners with a Mortgage

Within the homeowner with a mortgage group, couples with children have an average of 10 families each expected to be dealing with inadequacy, non-suitability, and non-affordability in 2021. Lone-parents are averaging 10 each for non-suitability and non-affordability. Couples without children seem to be the most affected, with an average of 21 households dealing with inadequacy and 46 dealing with unaffordability.

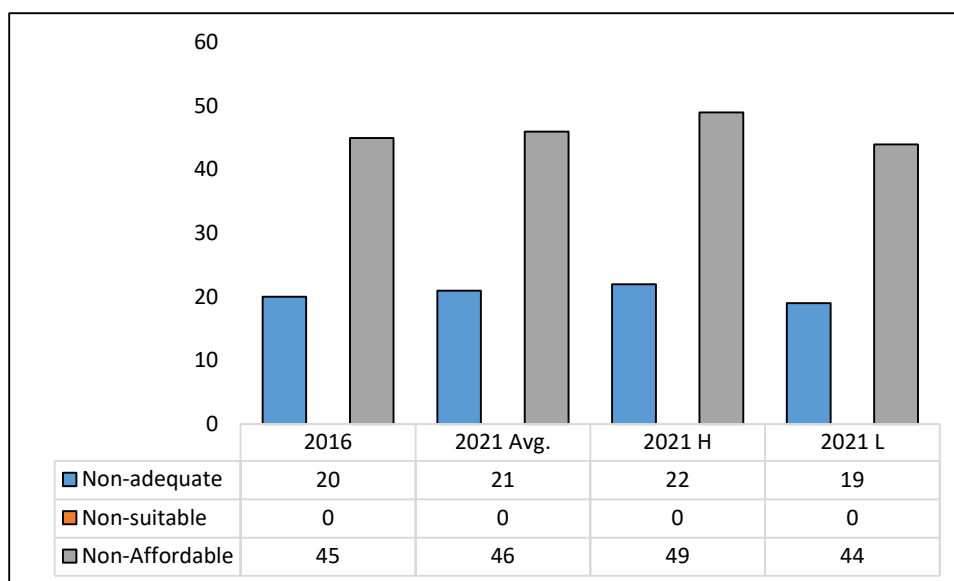
**Figure 5.7 Owners w/ Mortgage Lone parent Indicator, Claresholm, 2016-2021**



Data source: Statistics Canada Census Profile 2016

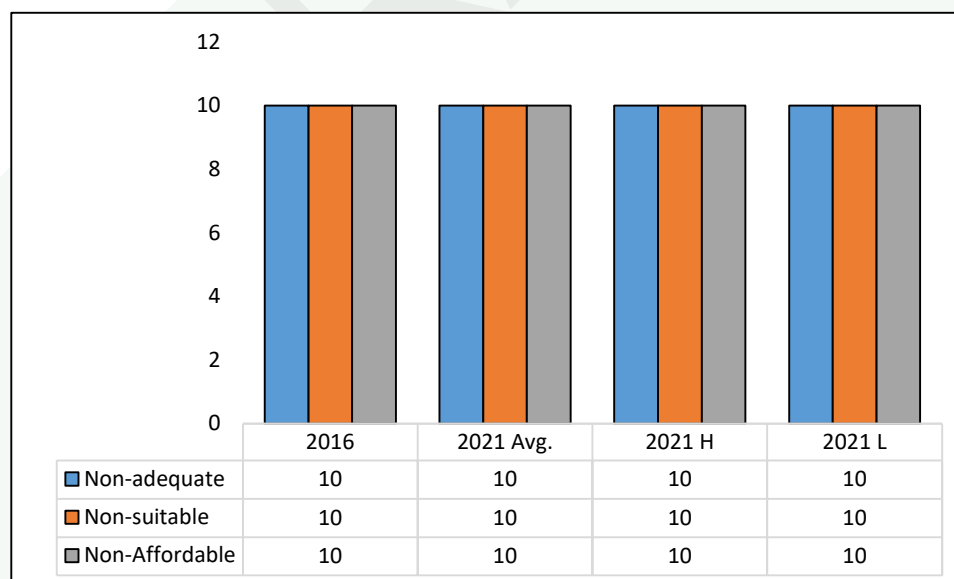


**Figure 5.8 Owners w/ Mortgage Couples Without Children Indicators, Claresholm, 2016-2021**



Data source: Statistics Canada Census Profile 2016

**Figure 5.9 Owners w/ Mortgage Couples with Children Indicators, Claresholm, 2016-2021**



Data source: Statistics Canada Census Profile 2016

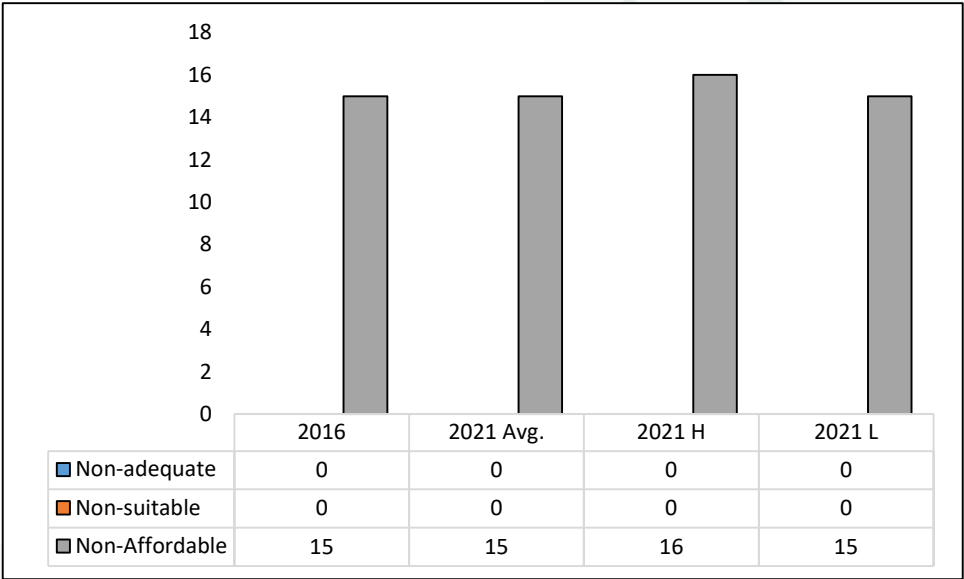
# Owners without Mortgages

Owners without mortgages are the most well-off housing group. As a household that owns their home in entirety and does not pay recurring monthly rent or financing, they typically are less financially burdened and able to maintain the home. However, there are still expected to be an average of 15 couples without children struggling with costs, and 10 couples with children expected to be dealing with major repairs.

**Figure 5.10 Owners w/o Mortgage Lone parent Indicators, Claresholm, 2016-2021**

Projected to be zero

**Figure 5.11 Owners With Mortgage Couples Without Children Indicators, Claresholm, 2016-2021**



Data source: Statistics Canada Census Profile 2016

**Figure 5.12 Owners w/o Mortgage Couples with Children Indicators Claresholm, 2016-2021**

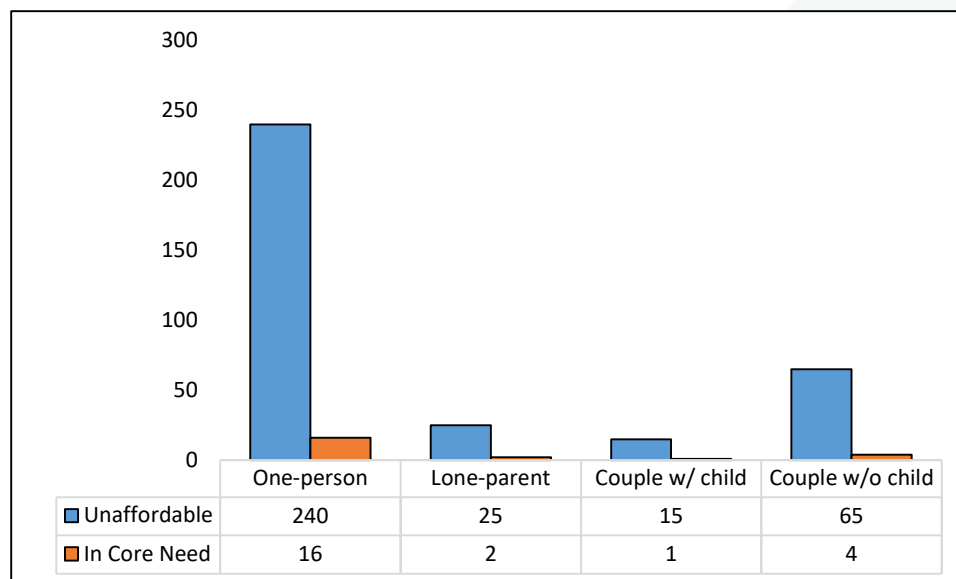


Data source: Statistics Canada Census Profile 2016

## Core Need Estimates

Households in core housing need live in an unsuitable, inadequate or unaffordable dwelling and cannot afford alternative housing in their community. This means that they are stuck in housing that can be dangerous, crowded, or too expensive and cannot move away.

**Figure 5.12 Core need estimates, Claresholm, 2016**



Data source: Statistics Canada Census Profile 2016

## Demand of Bedrooms Versus Supply

To assess whether the composition of bedrooms in Claresholm meet the family and household composition demand, the lower of the maximum or minimum of the bedroom demands is compared with the number of dwellings with the corresponding number of bedrooms. The results are in **Table 5.8**, below. Since there is a minimum of two bedrooms needed for a family, there is no demand for 1 bedrooms.

**Table 5.8 Bedroom demand by family type, Claresholm, 2016**

	1 Bedroom	2 Bedroom	3 Bedroom	4 Bedroom
Couple census families	0	110	105	15
Lone-parent families	0	35	30	0
Municipality	135	445	530	540
Difference	135	300	395	525

Data source: Statistics Canada Census Profile 2016

The table suggests that relative to the family composition of Claresholm, there is not necessarily an insufficient number of unit types for families. **Table 5.9** is similar to **Table 5.8**, but compares household types to the supply of bedroom types.

**Table 5.9 Bedroom demand from households, Claresholm, 2016**

	1 Bedroom	2 Bedroom	3 Bedroom	4 Bedroom
Demand	555	1,005	405	240
Municipality	135	445	530	540
Difference	-420	-560	125	300

Data source: Statistics Canada Census Profile 2016

**Table 5.9** captures a more general bedroom demand since it includes every household in Claresholm, versus only counting census families as done in **Table 5.7**. The overall household bedroom demand shows that the community may be better served by shifting the distribution of unit types more to one, two, and three-bedroom type units, as there appears to be an over-supply of four bedroom dwellings homes, but a large shortage of other dwellings.

## Core Need Income Thresholds

The Government of Alberta publishes yearly Core Need Income Thresholds (CNITs) for many communities in Alberta. These thresholds determine the maximum income a household can have while retaining rent subsidy eligibility. **Table 5.10** compares CNITs against reported rents retrieved by the RDN.

**Table 5.10: CNITs Comparison, Claresholm, 2016**

	<b>Bachelor</b>	<b>1 Bedroom</b>	<b>2 Bedroom</b>	<b>3 Bedroom</b>	<b>4+ Bedroom</b>
CNIT	\$ 29,000.00	\$ 34,500.00	\$ 43,000.00	\$ 49,000.00	\$ 52,000.00
Rent	\$ 725.00	\$ 862.50	\$ 1,075.00	\$ 1,225.00	\$ 1,300.00
CNIT Eligible Tenants	0	95	145	75	20
Non CNIT Eligible Tenants	0	110	160	75	55
Total Tenants	0	15	15	0	35

Data source: Statistics Canada Census Profile 2016

As the table shows, based on data from 2016, the majority of rents being paid by tenants in Claresholm fell below the maximum income for rental subsidies as defined by CNITs. However, the number of one and three bedroom tenants that were rent subsidy eligible were nearly on par, and there are significant numbers of bachelor and two bedroom units as well.

## Conclusions to the Gap Analysis

Key findings of the gap analysis for Claresholm are:

- Claresholm has a lower average number of residents per dwelling than the rest of the province, which aligns with its older population base.
- Households in Claresholm have to deal with unaffordability as their main issue, with one person households being most at risk.
- For families, single parent renters and couples with children and a mortgage are dealing most likely to be dealing with unaffordability.
- The comparison of bedrooms against family types indicate a shortage of one and two bedroom type homes, and an oversupply of three and four+ bedrooms.
- The gaps across the housing continuum are mainly ensuring that there is adequate supply of smaller housing units as residents get older, and support for young families.

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## 6 Conclusions

- Claresholm is a stable community with a healthy economic base with a lot of potential for future growth.
- While employment rates and median wages are lower than the rest of the province, it can likely be partially explained by the larger number of retired people in the community living off of pensions and investments/assets.
- There is a steadily level of mobility into the town, meaning more people are moving into the community. Lack of housing supply can potentially dissuade people from seeing the town as an option.
- While house prices are historically lower in Claresholm than most of Alberta, they are increasing steadily and have the potential to price people out of the market.
- Rental vacancy rates are extremely low and low supply exacerbates this.
- There is a relative shortage of one and two bedroom dwellings in Claresholm when compared to household needs. This is due to the disproportionate increase in childless couples and single individuals in the community. This can possibly be attributed to lack of overall housing supply, an aging population, and declining birth rates for younger people.
- Unaffordable housing is the main issue facing Claresholm households, followed by inadequate housing (meaning the dwelling needs major repairs). This can be partially attributed to low vacancy rates, increasing house prices, lack of smaller units, and older housing stock.



## 7 Appendix

**Census family:** Defined as a married couple and the children, if any, of either and/or both spouses; a couple living common law and the children, if any, of either and/or both partners; or a lone parent of any marital status with at least one child living in the same dwelling and that child or those children. All members of a particular census family live in the same dwelling. A couple may be of opposite or same sex. Children may be children by birth, marriage, common-law union or adoption regardless of their age or marital status as long as they live in the dwelling and do not have their own married spouse, common-law partner or child living in the dwelling. Grandchildren living with their grandparent(s) but with no parents present also constitute a census family.

**Economic Family:** 'Economic family' refers to a group of two or more persons who live in the same dwelling and are related to each other by blood, marriage, commonlaw union, adoption or a foster relationship. A couple may be of opposite or same sex. By definition, all persons who are members of a census family are also members of an economic family. Examples of the broader concept of economic family include the following: two co-resident census families who are related to one another are considered one economic family; co-resident siblings who are not members of a census family are considered as one economic family; and, nieces or nephews living with aunts or uncles are considered one economic family.

**Employment rate:** Refers to the number of persons employed in the week of Sunday, May 1 to Saturday, May 7, 2016, expressed as a percentage of the total population aged 15 years and over.

**Household:** Refers to a person or group of persons who occupy the same dwelling and do not have a usual place of residence elsewhere in Canada or abroad. The dwelling may be either a collective dwelling or a private dwelling. The household may consist of a family group such as a census family, of two or more families sharing a dwelling, of a group of unrelated persons or of a person living alone. Household members who are temporarily absent on reference day are considered part of their usual household. **Household maintainer:** Refers to whether or not a person residing in the household is responsible for paying the rent, or the mortgage, or the taxes, or the electricity or other services or utilities. Where a number of people may contribute to the payments, more than one person in the household may be identified as a household maintainer. If no person in the household is identified as making such payments, the reference person is identified by default.

**Housing suitability:** 'Housing suitability' refers to whether a private household is living in suitable accommodations according to the National Occupancy Standard (NOS); that is, whether the dwelling has enough bedrooms for the size and composition of the household. A household is deemed to be living in suitable accommodations if its dwelling has enough bedrooms, as calculated using the NOS.

**Labour force:** Refers to persons who, during the week of Sunday, May 1 to Saturday,

May 7, 2021, were either employed or unemployed.

**Participation rate:** Refers to the labour force in the week of Sunday, May 1 to Saturday, May 7, 2021, expressed as a percentage of the population aged 15 years and over.

## Structure Types

**Single-detached house:** A single dwelling not attached to any other dwelling or structure (except its own garage or shed). A single-detached house has open space on all sides, and has no dwellings either above it or below it. A mobile home fixed permanently to a foundation is also classified as a single-detached house.

**Semi-detached house:** One of two dwellings attached side by side (or back to back) to each other, but not attached to any other dwelling or structure (except its own garage or shed). A semi-detached dwelling has no dwellings either above it or below it, and the two units together have open space on all sides.

**Row house:** One of three or more dwellings joined side by side (or occasionally side to back), such as a Townhouse or garden home, but not having any other dwellings either above or below. Townhouses attached to a high-rise building are also classified as rowhouses.

**Apartment or flat in a duplex:** One of two dwellings, located one above the other, may or may not be attached to other dwellings or buildings.

**Apartment in a building that has five or more storeys:** A dwelling unit in a high-rise apartment building which has five or more storeys.

**Apartment in a building that has fewer than five storeys:** A dwelling unit attached to other dwelling units, commercial units, or other non-residential space in a building that has fewer than five storeys.

**Other single-attached house:** A single dwelling that is attached to another building and that does not fall into any of the other categories, such as a single dwelling attached to a non-residential structure (e.g., a store or a church) or occasionally to another residential structure (e.g., an apartment building).

**Mobile home:** A single dwelling, designed and constructed to be transported on its own chassis and capable of being moved to a new location on short notice. It may be placed temporarily on a foundation pad and may be covered by a skirt.

**Other movable dwelling:** A single dwelling, other than a mobile home, used as a place of residence, but capable of being moved on short notice, such as a tent, recreational vehicle, travel trailer, houseboat or floating home.

**Unemployment rate:** Refers to the unemployed expressed as a percentage of the labour force in the week of Sunday, May 1 to Saturday, May 7, 2016.



SUSTAINABLE  
HOUSING  
INITIATIVE

November 2022

# TOWN OF CLARESHOLM

# **Affordable Housing Strategy**



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# EXECUTIVE SUMMARY

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The Town of Claresholm is a growing community that values economic and social sustainability. In order to ensure that all residents are able to contribute and feel safe in their community, there is a need to ensure everyone has access to affordable and stable housing. As such, the Town of Claresholm has partnered with the Rural Development Network (RDN) to create the Affordable Housing Strategy. This strategy aims to provide policy recommendations and an implementation process to achieve affordable housing outcomes.

The strategy is based on community feedback and research on urban planning principles and strategies seen in communities in throughout Western Canada.

There are five interconnected key actions developed in the report. They are meant to support the creation of both affordable market and non-market housing.





# 1. Introduction

# 1.1 PURPOSE OF THE AFFORDABLE HOUSING STRATEGY

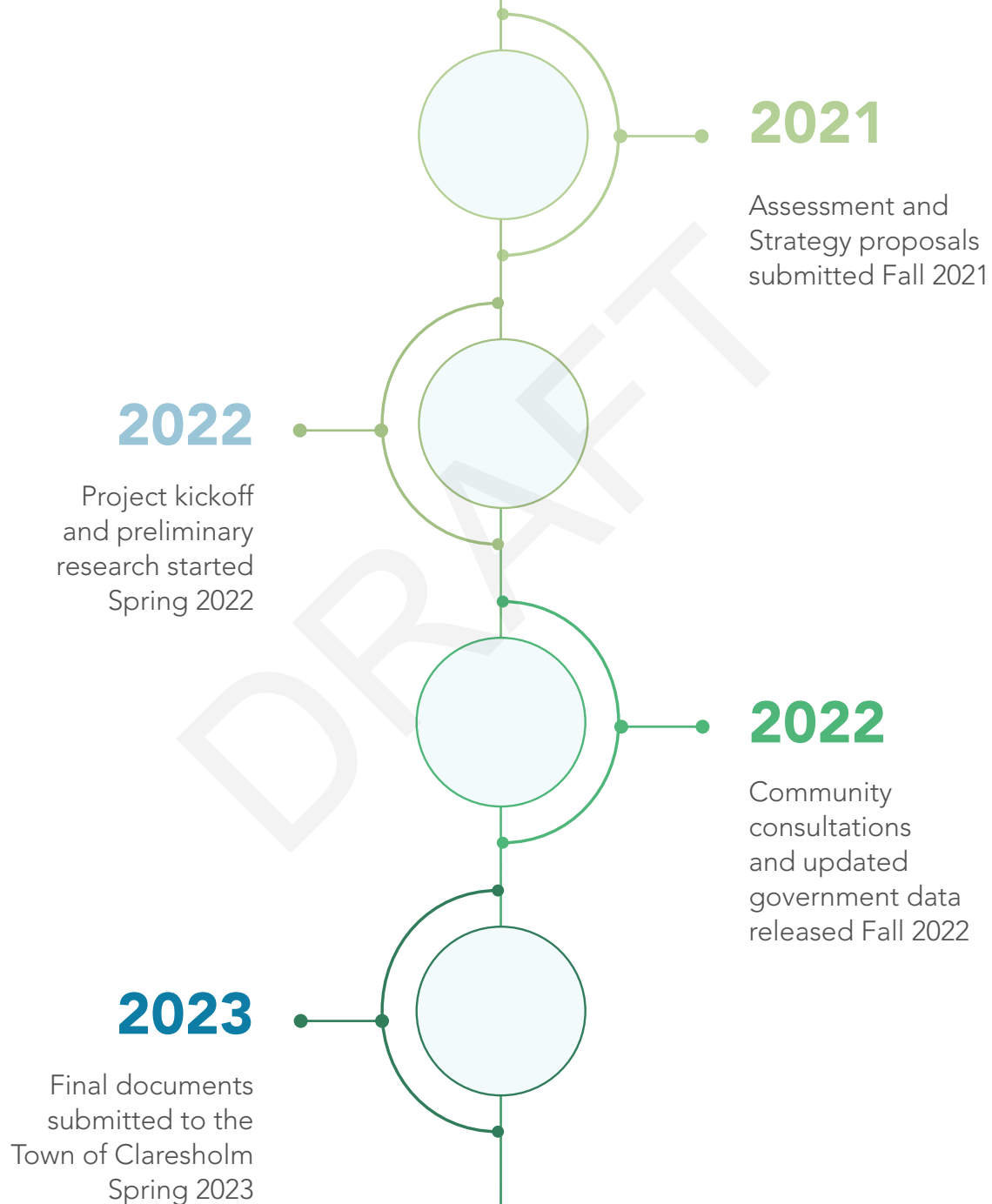
The Affordable Housing Strategy aims to provide policy recommendations and an implementation process to achieve affordable housing outcomes. This strategy aligns with Claresholm's Council mission statement: "We will offer quality family living and encourage prosperity through innovative and progressive thinking." As the town looks to grow and expand its economic and social well-being, ensuring that the entire community benefits is vital.

# 1.2 THE IMPORTANCE OF AFFORDABLE HOUSING

As part of Claresholm's goal to appeal to residents ranging from young families to retirees, ensuring appropriate and affordable housing in the community is crucial. A significant component of this is allowing for a diversity of housing options. The needs of a growing family with children can radically differ from those of a retired couple looking to downsize. However, both groups bring value to the community. Claresholm can build resilience and provide a broader range of social and economic opportunities for people by allowing and supporting a more comprehensive range of housing options.

# TIMELINE

## AFFORDABLE HOUSING STRATEGY



## 1.3 HOW THE STRATEGY WAS PREPARED

**October 2021:** The Rural Development Network (RDN) submitted a proposal to develop a Housing Needs Assessment, a Social Needs Assessment, and an Affordable Housing Strategy for the Town of Claresholm.

**February 2022:** The project started with initial data collection and plan development.

**Spring and Summer of 2022:** RDN worked with Claresholm to collect community feedback through an online survey and an analysis of relevant housing and social data.

**September 2022:** RDN held three in-person and one virtual engagement session in order to solicit community feedback.

**October 2022:** Drafts of the housing and social needs assessments were provided to the town.

**Winter 2022:** Updated housing data was released by Statistics Canada and incorporated into the housing and social needs assessments.

**March 2023:** Updated draft editions of the Housing Needs Assessment, Social Needs Assessment, and Affordable Housing Strategy delivered to the Town of Claresholm for review.

### NEXT STEPS

**Spring 2023:** Final editions will be reviewed by the Town of Claresholm, and RDN will incorporate any feedback.

## **2. Housing Strategy**

## 2.1 MISSION

Our primary focus is creating an environment that will allow every Claresholm resident to have affordable, adequate, and suitable housing. According to the 2021 Canada Census, at least 405 households live in homes that need major repairs, are unaffordable, or are overcrowded. By providing a blueprint for the Town and other community leaders on how to provide assistance and flexibility through a mix of market and non-market solutions, Claresholm can create a foundation for all residents to prosper and thrive.

## 2.2 OVERVIEW OF RECOMMENDED ACTIONS

The Claresholm Affordable Housing Strategy was developed based on Claresholm and area housing and demographic data, an environmental scan of successful policies seen elsewhere, and consultation with the community. The five key actions can be developed independently over time while complementing and supporting each other.



## 2.2.1 ENABLE HOUSING DIVERSITY

### SUMMARY

While affordable housing exists as a non-market option for residents who require it, there is a lot of opportunity to create more market housing options for community residents by allowing zoning changes that focus on allowing homeowners more flexibility in developing their property.

### OBJECTIVE 1: MODIFY SELECT RESIDENTIAL PARKING REQUIREMENTS

#### ISSUE

Current parking minimums for residential areas may force developers to create underutilized and costly spaces in residential areas.

#### STRATEGY

Allow more market flexibility for residential parking.

#### MEASURES

- Reduce or eliminate requirements for Secondary Suites' one space per bedroom requirement in the land use bylaw. Secondary suites are commonly used as a form of lower-cost market housing and are often used by students, seniors, people with disabilities, and young families with children. Legislation that each bedroom is being utilized by someone who requires their own parking space leads to excessive costs and wasted land.
- Perform a parking utilization study to determine if current residential parking standards are sufficient.
- Reduce, eliminate, or allow more flexible parking requirements for affordable housing developments.

## OBJECTIVE 2: MODIFY RESIDENTIAL ZONING REQUIREMENTS

### ISSUE

Most of Claresholm is zoned R1, which limits development to single detached houses, or R2, which allows for duplexes and single detached houses. This creates a gap in options for people who do not necessarily need or want that form of housing. It also restricts what landowners can do on their property.

### STRATEGY

Allow for more market flexibility in housing.

### SHORT TERM MEASURES:

- Modify R1 Zoning to allow for duplexes in new neighborhoods or infill projects as a permitted use rather than discretionary.
- Modify R2 Zoning to allow for 3-4plexes or townhouses as permitted use.
- Modify R3 Zoning to allow for low-rise apartments or merge R3 and R4 zoning.
- Decrease minimum site and floor area requirements to allow for denser developments in residential areas.
- Allow for accessory dwellings to be built on residential lots. Often called "garden suites," "granny flats," or "backyard suites," small-scale dwellings limited to 15-20% of a lot can be created as alternative housing options. People who may use such homes are seniors looking to live in multigenerational households while maintaining their own space, young adults looking for housing close to their families, adults who need family assistance in their daily lives due to health reasons but also desire some independence, and homeowners looking for a way to subsidize their mortgage.



## LONG TERM MEASURES:

Look into the viability of developing a building-form-based zoning code that provides guidelines based on building dimensions and land usage as the town grows and develops. A template for such zoning can be found in the Town of High River, Alberta. It divides land into the following zones:

- Natural District (ND): Parks and recreation only
- Urban Reserve District (URD): Land set aside for future development with some temporary usages allowed.
- Traditional Neighbourhood District (TND): Newer developments with primarily ground-oriented residential development with the integration of local services that serve the daily needs of residents, such as Cafés, daycare facilities, home occupations, personal services, and small-scale Professional Offices. Dwelling unit numbers are limited by building codes and height/setback limitations that top out at three stories. Strives for a mix of 80% residential and 20% low-impact services.
- Neighbourhood Centre District (NCD): Centrally located neighborhoods just outside of downtown. Dwelling unit numbers are limited by building codes and height/setback limitations that top out at five stories in most locations. Strives for a mix of 50% residential and 50% low-impact services such as retail stores.
- Central Business District (CBD): The downtown area. Dwelling unit numbers are limited by building codes and height/setback limitations that top out at five stories in most locations. Strives for a mix of 30% residential and 70% services.
- Service & Employment District (SED): Industrial areas with few residential inhabitants.

Such zoning allows for greater flexibility in building market and non-market housing by focusing on the impacts of building size and usage rather than the number of dwellings.

## 2.2.2 SUPPORT AND DEVELOP HOUSING PARTNERSHIPS

### SUMMARY

This recommended action is one of the key points in developing both market and non-market affordable housing. Partnerships can be a mix of non-profit organizations and private development companies with experience building and maintaining housing. Claresholm's role would be establishing these partnerships and providing appropriately justified incentives such as land or financial support.

### OBJECTIVE 1: CREATE RESEARCH BASED JUSTIFICATIONS

#### ISSUE

It is difficult for smaller communities such as Claresholm to access outside funding because of staff time and expertise limitations. Communities such as Claresholm would benefit from partnering with experts and agencies to apply for funding .

#### STRATEGIES

Utilize outside expertise from the nonprofit sector to navigate the specific information required for various funding sources and provide clear, evidence-based support for more affordable housing.

#### MEASURES

- Claresholm is currently making progress in navigating this barrier by working with nonprofit organizations such as the Rural Development Network to assess the housing and social needs for the community. These reports should be updated a minimum of every 5 years to ensure they remain valid.

## OBJECTIVE 2: INCREASE TOWN CAPACITY

### ISSUE

Smaller communities such as Claresholm have to be strategic in utilizing their staff and resources in developing affordable housing.

### STRATEGIES

Continue to work with existing partners in affordable housing initiatives, including non-profits, developers, and government agencies while pursuing other resources.

### MEASURES

- Claresholm currently has housing agency called Claresholm Housing Authority (funded by Alberta Social Housing). More non-profit and market-focused housing providers should be pursued to ensure a more comprehensive array of housing options. This would also allow for more housing resiliency during rapid economic or social shifts.

## **OBJECTIVE 3: ENSURE AFFORDABLE HOUSING IS FINANCIALLY VIABLE**

### **ISSUE**

Affordable housing development has cost barriers that can limit or derail projects. Rising interest rates and supply shortages can exacerbate this.

### **STRATEGIES**

Encourage development partners to create housing projects and increase affordable supply, through town incentives and assistance.

### **MEASURES**

Claresholm has several options that they can pursue on a case-by-case basis.

- This can include providing municipally owned land at no or low cost for affordable housing projects, subject to land costs and availability.
- The town can borrow funds on behalf of a non-profit or other development organizations for high-impact affordable housing projects. This would require a high level of coordination and a certain level of risk for the municipality.
- The Town can utilize partnerships to research and apply for funding from outside sources, such as higher levels of government and non-profit organizations.

## 2.2.3 OBTAIN AND DESIGNATE MUNICIPAL LAND

### SUMMARY

One of the most significant barriers to developing affordable housing is land cost and servicing for potential developers. By providing low or no-cost land and designating it for affordable housing, Clareholm can further encourage such developments.

### OBJECTIVE 1: REDUCE DEVELOPMENT COSTS

#### ISSUE

Land and servicing costs provide a challenge for affordable housing developments.

#### STRATEGY

Subsidize the development of dedicated and serviced municipal land.

#### MEASURES

- Ensure that costs related to development, such as utility infrastructure servicing, are reduced by developing on sites already compatible with the use or working with the developer to reduce costs.
- Create tax-based incentives on a sliding scale according to the merits of individual projects.

## **OBJECTIVE 2: OPEN UP LAND FOR AFFORDABLE HOUSING**

### **ISSUE**

Appropriate land may not be available or too costly for affordable housing.

### **STRATEGY**

Identify and dedicate land for affordable housing.

### **MEASURES**

- Use the Potential Affordable Housing Development Sites section of the strategy to identify land where affordable housing would benefit residents most. Further isolate individual lots based on servicing, costs, whether the municipality already owns it, and whether it is available to sell.
- Use zoning requirements to ensure the land is available for the highest level of use and available to expand if necessary.

## 2.2.4 CREATE COMMUNITY HOUSING CONVERSATIONS

### SUMMARY

Community engagement and support are key to creating a sustainable, affordable housing base. Housing is a fundamental human right, but misconceptions about affordable housing often lead to negative push-back and project delays or failure. A proactive stance can help mitigate some of these issues.

### OBJECTIVE 1: MITIGATE PUBLIC PUSH-BACK

#### ISSUE

Affordable housing has historically been associated with negative misconceptions and real-world issues.

#### STRATEGIES

Provide relevant information to residents that clearly show a need for affordable market and non-market housing. Increasing these options benefits the entire community.

#### MEASURES

- Use social media and town events related to affordable housing to dispel myths about affordable housing using real-world examples of its positive benefits and need.

## **OBJECTIVE 2: INCREASE COMMUNITY ENGAGEMENT**

### **ISSUE**

A low level of community engagement may lead to issues in developing support for affordable housing projects and maintaining public awareness of the negative impacts of unaffordable housing.

### **STRATEGIES**

Encourage feedback and provide project information from community residents through regular formal engagement opportunities such as council meetings and information sessions.

### **MEASURES**

- Promote and allow access to research documents that justify a need for affordable housing.
- Publicize and allow for feedback during critical moments in actualizing the affordable housing strategy.
- Create a single point of contact with a town staff member for resident correspondence about the affordable housing strategy.



## 2.2.5 SUSTAIN EXISTING AFFORDABLE HOUSING

### SUMMARY

Claresholm Housing Authority provides affordable housing for low-income seniors in 41 senior self-contained apartments and low-income families in 20 social/family housing duplexes/townhouses/trailers in the Town of Claresholm. These housing units date from 1978-1987. They remain a crucial part of Claresholm's housing mix. Hotels are used as a form of no-barrier emergency housing, but rates are based on market demand and can exceed the financial capacities of many residents. Legal and illegal basement suites are also crucial to the affordable housing market mix.

### OBJECTIVE 1: ENSURE AFFORDABLE HOUSING CONTINUES TO DEVELOP AND BE MAINTAINED

#### ISSUE

The affordable housing that currently exists in Claresholm is a mix of options that are subject to public funding and market forces.

#### STRATEGY

Ensure that current levels of affordable housing are maintained while also developing more options.

#### MEASURES

- Work with housing developers and nonprofit organizations to increase supply of affordable housing and reduce the reliance on a single organization.
- Work with Alberta Social Housing Corporation with redeveloping the current housing supply into denser options when buildings reach end of useful life.

## 2.3 POTENTIAL AFFORDABLE HOUSING DEVELOPMENT SITES

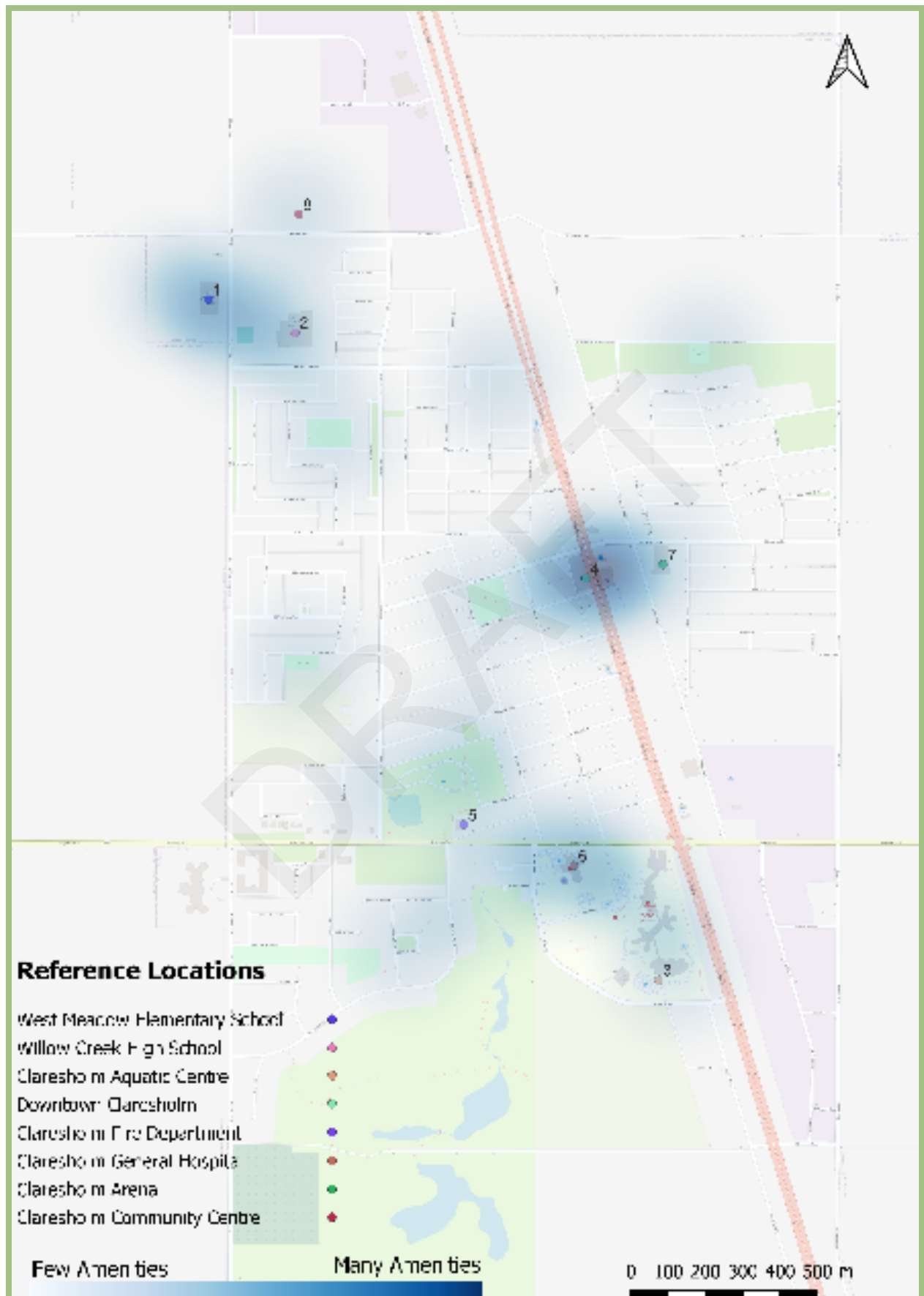
Affordable housing is used by a wide demographic of people, including those with limited mobility or without regular access to a personal vehicle. This can be a severe barrier for residents accessing their basic needs, especially in a community without regular public transit.

While individual preferences may vary, a distance of 400 meters is seen as a walkable distance for most people. This is the equivalent of a five minute walk for the average person. However, this can vary widely, particularly if the individual has a mobility issue, is an older adult, or if weather conditions (such as high winds, snow, or rain) cause problems.

The following map is intended to serve as a general guide to areas that would be most suitable for affordable housing and is based on a concentration of services within a 400 meter walkable distance. This included:

- Grocery Store
- Hospital
- Parkspace
- Schools
- Recreation Sites
- Pharmacies





## 2.4 STRATEGIC ROLES

The affordable housing strategy depends on a mix of private sector, non-profit, and government stakeholders working together and separately.

### TOWN OF CLARESHOLM'S ROLE

1. Planning, research implementation and policy development
2. Advocacy and education
3. Proactive leadership
4. Creating, updating and enforcing regulations
5. Monitoring and evaluating community needs
6. Supporting and organizing the initiatives of partners
7. Ensuring the successful implementation of the Affordable Housing Strategy

### NON PROFITS' ROLE

1. Designing and building affordable housing
2. Performing research
3. Pursuing funding
4. Property management

## **PRIVATE DEVELOPERS' ROLES**

1. Designing and building affordable housing
2. Pursuing funding
3. Property Management

## **OTHER ORDERS OF GOVERNMENT ROLES**

1. Providing grants and other sources of funding for affordable housing projects
2. Providing high-level affordable housing policies, strategies and support
3. Providing census data used for the analysis of housing need and demand

# **3. Affordable Housing**

## 3.1 DEFINITION

### WHAT IS AFFORDABLE HOUSING?

Affordable housing means less than 30% of a household's pre tax income is spent on shelter. For homeowners, this means the total cost of their mortgage, property taxes, utilities, and condominium fees (if applicable). For tenants, this means rental costs and utilities.

### BELOW-MARKET HOUSING

Below-market housing includes rents or charges for housing that are below the market rate, often developed by nonprofit organizations and supported by subsidies from various levels of government. It can be designed just like market housing, providing a safe and supportive home that does not look or feel different from market housing. This can be found in Claresholm through the Claresholm Housing Authority.

### MARKET HOUSING

Market housing includes rents or mortgage charges for housing that are at or above the market rate, with minimal or no subsidies from various levels of government. This makes up the overwhelming majority of housing in Claresholm and most other communities in Canada.

## 3.2 THE HOUSING CONTINUUM

The Canadian Mortgage and Housing Corporation (CMHC) uses the housing continuum to depict the range of housing situations Canadians can live in. Depending on socioeconomic status, these living situations can and often will change throughout a person's life; this ranges from homelessness and emergency shelters to market rental and home ownership. The goal of the CMHC is to ensure that every Canadian resident can transition to or stay within a safe and affordable home. An equitable and balanced approach to housing recognizes that not every community member has the means or capacity to live in market housing. A community with only higher-priced market ownership housing can lead to increased homelessness and reduced services from critical but lower-paid occupations in areas such as healthcare. In contrast, a community with only social housing reduces economic opportunities and social mobility, leading to multigenerational poverty.



## 3.3 FILTERING

Housing Filtering is the process in which new, higher-priced properties entering the market cause those who can afford to do so to trade up. Their now vacant older properties are then accessible for a reduced cost for lower-income homeowners or tenants. An example is a retired couple buying a new luxury townhouse and selling their outdated 1960s bungalow as a “fixer-upper” to first-time buyers, or a growing family purchasing a four-bedroom house and renting out their two-bedroom condominium.

However, this process depends on creating new dwellings that allow people to upgrade. If there are obstructions in the housing cycle, such as insufficient market home ownership options built, it affects the rest of the market. Higher-income households that would have normally upgraded to a new home are forced to remain in or buy/rent a place that a lower-income household would have historically used. This then reduces the supply of housing for lower-income households. Eventually, an affordability crisis cycle arises, where higher-income households are competing for a limited supply of poor-quality housing options, while lower-income households are left with increasing levels of homelessness or unstable housing.



## 3.4 NON-MARKET AFFORDABLE HOUSING IN ACTION

Affordable housing has had a long and successful history in Southern Alberta, including Claresholm itself. It can come in a variety of forms, from single family dwellings to duplexes, townhouses, and apartment buildings.

### CLARESHOLM HOUSING AUTHORITY

Owned by the Alberta Social Housing Corporation, these non-market affordable homes are funded by a mix of resident rent and government funding.

#### PARKSIDE MANOR

Built in 1979, this seniors facility has 33 one bedroom apartments in a three story building. Rent is set to 30% of the total household income.

#### HERITAGE MANOR

Built in 1987, this seniors facility has 8 one bedroom apartments in a one story building. Rent is set to 30% of the total household income.

#### FAMILY HOUSING

Built between 1972 and 1985, these are a mix of townhouses, duplexes, and trailers, meant for low income families with dependents under the age of 18. Rent is 30% of total household income or the social allowance rent scale.



## CITY OF LETHBRIDGE

### COTTAGES AT SOUTHGATE

Opened in August 2022, this seniors housing complex has 64 one bedroom and one bathroom homes divided into 16 single story fourplexes. This is a mixed model approach with a rental rate of \$520.00 per month for households earning less than \$39,500.00 and a market rate of \$1,250.00 per month for households earning above that — with a needs based rental assistance of up to \$400 if applicable. All units are fully or partially accessible, meaning they are built to accommodate people with a wide range of mobility needs, such as wheelchairs.

As one of the most recent affordable housing project in Southern Alberta, the following cost breakdown and funding mix provides a snapshot of what it takes to develop a larger, low density affordable housing project.

**Alberta Social Housing Corporation:** \$3.4 million

**Canada Mortgage and Housing Corporation (CMHC):** \$4.8 million

**CMHC seed funding:** \$128,000

**City of Lethbridge:** \$790,000

**Private donation:** \$500,000

**Lethbridge & Region Community Housing Corporation:** \$6.2 million

**TOTAL COST: \$15.8 MILLION**

**PER FOURPLEX: \$987,500**

**PER UNIT: \$246,875**



## COTTAGES AT SOUTHGATE



## LETHBRIDGE AFFORDABLE HOUSING

A mix of properties are available from Lethbridge Housing Authority, in the form of duplexes and other smaller multiplex forms. Applicants are prioritized on the basis of need, as determined by income, assets, and current housing conditions, with rental rates that may not exceed 90% of market value. This form of affordable housing was funded by a mix of federal and provincial grants, as well as a conventional mortgage. They are integrated into existing neighborhoods and communities.





## PINCHER CREEK AFFORDABLE HOUSING

The Town of Pincher Creek has several affordable housing options, as operated by the Pincher Creek Foundation. This includes affordable housing targeted to seniors as well as families. Affordable housing in Pincher Creek has a variety of building typologies, ranging from duplexes to large apartment style buildings.



## 3.4 MARKET AFFORDABLE HOUSING IN ACTION

While affordable home ownership programs do not have a significant presence in Canada, there are several programs in place from private and government sources that may be of interest to Claresholm residents.

### HABITAT FOR HUMANITY

Habitat for Humanity is a non-profit organization that “builds strength, stability and independence for families through affordable home ownership.”

While Habitat for Humanity does not currently have any projects in Claresholm, they currently operate in Lethbridge, Carstairs, Cremona, Didsbury, Olds, Sundre, Medicine Hat, High River, Okotoks, Black Diamond, Turner Valley, Brooks, and Calgary through Habitat for Humanity Southern Alberta and Habitat for Humanity Lethbridge.

Qualified buyers are able to purchase a home with no down payment, no interest, and monthly mortgage payments set at 25% of household income.

Depending on the individual community and applicant, homes can range from single family houses to duplexes, townhouses, and larger multiplexes in major urban centres.

#### BASIC QUALIFICATION CRITERIA FOR APPLICANTS:

- Minimum employment income of \$35,000 per year (dependent on location).
- Maximum total household income dependent on family size.
- Have children under the age of 18.
- At least one member of the household working full-time (35 hours per week).
- Consistent full-time work history for the past two years.
- Do not currently own real estate.

- Have lived in the city or town where they are applying for at least two years.
- All family members are Canadian Citizens or Permanent Residents.
- Willing to volunteer 500 hours.
- No debt in Collections.
- Minimum \$2,000 in chequing, savings or RRSP accounts to demonstrate strong savings behaviour and for closing costs.
- Consumer Proposal must be in final year. Considered on case-by-case basis.
- Balance of debt and mandatory monthly payments on debt are taken into consideration.



## CANADA'S FIRST TIME HOME BUYER INCENTIVE

With this incentive, the Government of Canada can provide:

- 5% or 10% for a first-time buyer's purchase of a newly constructed home
- 5% for a first-time buyer's purchase of a resale (existing) home
- 5% for a first-time buyer's purchase of a new or resale mobile/manufactured home

This program is a shared equity instrument. That means that the purchaser will repay the Government of Canada either 5% or 10% (depending on original percentage received) of the property's market value at the time of repayment, up to a maximum repayment amount equal to:

- Home Value Goes up: Seller repays the incentive amount plus a maximum gain to the Government of 8% per annum (not compounded) on the incentive amount from the date of advance to the time of repayment.
- Home Value Goes Down: Seller repays the incentive amount minus a maximum loss to the Government of 8% per annum (not compounded) on the incentive amount from the date of advance to the time of repayment.

Homebuyers are eligible if:

- They have never purchased a home before
- They did not occupy a home that they or their current spouse or common-law partner owned in the last 4 years.
- They have recently experienced the breakdown of a marriage or common-law partnership (even if they don't meet the other first-time home buyer requirements)
- Their total annual qualifying income doesn't exceed \$120,000
- Their total borrowing is no more than 4 times their qualifying income
- The buyer is a Canadian citizen, permanent resident or non-permanent resident



- The buyer is authorized to work in Canada
- The buyer meets the minimum down payment requirements with traditional funds (savings, withdrawal/collapse of a Registered Retirement Savings Plan (RRSP), or a non-repayable financial gift from a relative/immediate family member)

Residential properties can have 1 to 4 units and include:

- Single family homes
- Semi-detached homes
- Duplex/Triplex/Fourplex
- Townhouses
- Condominium units
- Mobile homes

DRAFT

## RENT-TO-OWN STREAM FOR HOUSING PROVIDERS

Announced in Autumn 2022, the Rent-to-Own stream of the Affordable Housing Innovation Fund is for housing providers interested in developing, testing and scaling innovative rent-to-own models and projects. While the initiative is in its early stages, it is worthwhile for the Town of Claresholm to monitor it. This program could potentially be used to incentivize young families, immigrants, and other economically disadvantaged groups to move into Claresholm from higher cost of living areas.

### Eligible applicants include:

- Municipalities, provinces and territories
- Private sector developers and builders
- Non-profit housing providers and community housing organizations
- Indigenous governments and organizations

### To be eligible, a proposal needs to demonstrate:

**Innovation:** approach can facilitate prospective buyers transitioning from renting to owning a home within 5 years.

**Affordability:** supports housing affordability, which could include all units or designated unit(s) within a given model or project.

**Financial sustainability:** financially viable, or a plan is in place to ensure financial viability.

**Safeguards:** must have contractual mechanisms in place to provide safeguards and consumer protections to prospective home buyers. These include:

- Provisions for at least a partial refund for payments (in excess of reasonable administration costs) made in excess of market rents in the event the sale does not proceed as anticipated.
- Limits on rent increases no greater than the annual increase permitted under

applicable legislation/regulations or, in the absence of legislation/regulations limiting the annual increase of rent for the subject unit, then rent increases will be limited to the applicable consumer price index.

- Clearly stipulated sale price or methodology for determining the future sale price.

### **Knowledge transfer**

As part of the application, an applicant must provide a knowledge transfer plan and information dissemination strategy for the innovative project or idea. Knowledge transfer objectives include:

- Capturing and sharing information, lessons learned and insights gained through the initiative
- Advancing the capabilities of the housing sector and knowledge of decision-makers
- Informing and influencing policymakers, builders or seed the next generation of innovations to improve housing affordability
- Planting the seeds for the next generation of innovations to improve housing affordability

## 3.4 AFFORDABLE HOUSING FUNDING

In Alberta, the development and funding for non-market affordable housing can be found through a mix of sources, including:

### **Alberta Social Housing Corporation**

#### **Government of Alberta Affordable Housing Funding through programs such as:**

- Family and Community Housing Development and Renewal Program
- Seniors Housing Development and Renewal Program
- Affordable and Specialized Housing Program
- Capital Maintenance and Renewal Program

### **Canada Mortgage and Housing Corporation (CMHC)**

#### **CMHC Seed Funding**

- The Seed Funding program supports affordable housing through interest-free loans and/or non-repayable contributions. There are two funding streams: one for new construction/conversions, and one to preserve existing community housing projects.

### **Municipal Governments**

### **Private donations**

### **Community Housing Corporations**

## **4. Housing in Claresholm**

## 4.1 HOUSING BREAKDOWN

This section is meant to give a broad overview of the current housing market in Claresholm and covers both homeowners and renters within the community. It covers data taken from the Claresholm Housing Needs Assessment and includes information on households in Core Housing Need, rental and home ownership rates, and vacancy rates.

**Data for this section was taken from:**

**Statistics Canada, 2016 and 2021 Census**

**Alberta Regional Dashboard**

**Rural Development Network**

**Claresholm Community Consultations**

### CORE HOUSING NEED

According to Statistics Canada and the Canadian Mortgage and Housing Corporations (CMHC), a household is considered to be in core housing need if it meets 2 criteria:

A household is living in housing that does not meet federal standards in Suitability, Adequacy, or Affordability.

The household would have to spend 30% or more of its before-tax household income to access local housing that meets all three standards. Meaning, that they are dealing with a housing crisis and cannot reasonably afford to move to a better housing situation within their community.

### ADEQUATE HOUSING

Housing is considered adequate when it isn't in need of major repairs. Major repairs include defective plumbing or electrical wiring, or structural repairs to walls, floors, or ceilings.

## SUITABLE HOUSING

Housing is considered suitable when there are enough bedrooms for the size and make-up of resident households according to National Occupancy Standard (NOS) requirements. Unsuitable housing examples would be teenage children sharing bedrooms with parents due to lack of bedrooms, or grandparents needing to sleep on a couch.

## AFFORDABLE HOUSING

Housing is considered to be affordable when housing costs less than 30% of before-tax household income. Housing costs include taxes, maintenance, and mortgage payments for homeowners, or rental amounts for tenants.

## HOME NUMBERS

1,826 dwellings

1,709 occupied by residents

117 Empty (including due to undergoing renovations, construction, tenant vacancy, or uninhabitable).

## RENTAL MARKET

400 Tenant Households

38% spending more than 30% on housing

13% in subsidized housing

4% in core need

Median monthly shelter costs: \$870

Annual income that a single person would need in order to pay 30% of income:  
\$34,764.20

Median Individual Income \$36,000  
Men \$39,600  
Women \$31,600

Median Income for household \$65,000

## VACANCY

2021 Vacancy rate: 0%

10 year average: 2%

Health Vacancy Rate: 3%

Missing data from 2019 and 2020 (likely due to the COVID-19 pandemic). Based on community consultation, rental rates were very low in those years and is likely that the 10 year average is actually lower than 2%.

## HOME OWNERSHIP MARKET

1,305 non farm, non reserve owner households

54% with a mortgage

11% of homeowners spend over 30% of their income on housing

2% of homeowners in core need

Median shelter costs for owned dwellings: \$940

Median home value: \$250,000

Income needed to purchase a home in Claresholm (assuming a first time home buyer with 5% down with a 5% rate on a 25 year amortization) \$57,404.93

102 NOC occupations, including: Delivery and courier service drivers, General farm workers, General office support workers, Medical administrative assistants,



Receptionists, and Sheet metal workers.

## CLARESHOLM HOUSING AUTHORITY

The Claresholm Housing Authority is a management body providing 61 public housing units for low income families and independent seniors in the Town of Claresholm. Rents are geared to income based on 30% of Total Household Income.

41 Seniors Self-Contained homes for low to moderate income seniors

20 Social/Family Housing for low income families with dependents under 18

The units consist of a variety of apartments, duplexes, townhouses, and trailers. Vacancies have historically been low, with units filling up quickly once available.

## HOUSING TYPOLOGIES

Claresholm is overwhelmingly a town of single family homes, which can limit opportunities for first time home buyers and older residents looking to downsize but want to stay in their community.

Total - Occupied private dwellings by structural type of dwelling -

Occupied Dwellings: 1,710

Single-detached house: 1,245 (73%)

Semi-detached house: 135 (8%)

Row house: 50 (3%)

Apartment or flat in a duplex: 25 (1%)

Apartment in a building that has fewer than five storeys: 185 (11%)

Movable dwelling: 65 (4%)

## 4.2 CHALLENGES AND OPPORTUNITIES

### CURRENT CHALLENGES

Based on available data and resident feedback, challenges in affordable housing are present in the community and appear to have gotten worse over time. These challenges include:

- Severely limited vacancy rates.
- Consistent need for government subsidized affordable housing options.
- High percentage of tenants living with unaffordable housing.
- Housing affordability out of range for many first time buyers based on occupational medians.
- Lack of housing diversity for residents who cannot live in a single detached home due to age, disability, or affordability challenges.

### OPPORTUNITIES

Based on the current challenges, there are two main opportunities to potentially improve the affordability, suitability, and adequacy of housing options for new and existing residents of Claresholm.

The first issue to be addressed is the overall shortage of housing. With such low vacancy rates, there is an opportunity to build more housing in all forms, including single detached houses and multi-unit buildings such as duplexes and townhouses.

The second issue is to ensure that the housing mix is relevant to the needs of the community. Based on the Housing Needs Assessment, there is a mismatch between what housing currently exists and what is needed by many residents. Claresholm is an older community with a large population of singles and couples without children. However, the houses in the community tend to be single detached houses with 3-4 bedrooms. This means that there is an opportunity for the development of housing more appropriate for older residents who are looking to downsize from their family homes, younger couples without children, or singles.

# 5. Appendices

## 5.1 APPENDIX 1: PERFORMANCE INDICATORS

A crucial part of ensuring that an affordable housing strategy is effective and properly utilized is to create measurable performance indicators that can be reviewed regularly. An annual update should be provided by Town Administration to track the progress of the Strategy. This is meant to be adjusted as situations change.

Topic	Indicator	Source	Frequency
SUPPORT AND DEVELOP HOUSING PARTNERSHIPS	Value of grants given to non-profits for affordable housing research and programs	Town of Claresholm	Annually
	Count of municipal land provided to non-profits for affordable housing projects	Town of Claresholm	Annually
	Number of new policies or changes to policies informed by partnership research	Town of Claresholm	Annually

Create Community Housing Conversations	Average satisfaction rating for public engagement opportunities	Town of Claresholm	Annually
	Number of times Claresholm affordable housing initiatives are mentioned on media (TV, social, etc.)	Town of Claresholm	Annually
	Number of participants in public engagement opportunities	Town of Claresholm	Annually
	Number of engagement initiatives, separated by Strategic Bundle	Town of Claresholm	Annually
Obtain & Designate Municipal Land	Number of land acquisitions done	Town of Claresholm	Annually
	Number of municipal-owned land dedicated to affordable housing	Town of Claresholm	Annually
	Number of housing units planned & developed	Town of Claresholm	Annually

Legalize Housing Diversity	Percentage change in the number of non-single-detached housing in Claresholm	Town of Claresholm	Every 5 years
	Number of residential development permits for non-single-detached housing projects	Town of Claresholm	Annually
	Proportion of development that is infill (Within existing urban area) and new area development	Town of Claresholm	Annually

Sustain Existing Affordable Housing	Number of residential permits for major renovations	Town of Claresholm	Annually
	Number of projects supported by Town (letter of support, etc.)	Town of Claresholm	Every 5 years
	Percentage of renter households spending more than 30% of household income on shelter costs	Federal Census	Every 5 years
	Percentage of owner households spending more than 30% of household income on shelter costs	AB Regional Dashboard Town of Claresholm	Annually
	Residential vacancy rate for units in non-subsidized rental buildings containing 3+ rental units	AB Regional Dashboard Town of Claresholm	Annually
	Residential rental rates for nonsubsidized rental buildings that have 3+ rental units	Town of Claresholm	Annually
	Value of grants for housing development applied for and received by the Town or other partners	Town of Claresholm	Annually

## 5.2 APPENDIX 2: PRACTICES IN OTHER MUNICIPALITIES

The Town of Claresholm's Affordable Housing Strategy is based on housing and demographic data, urban planning principles, community perspectives, and actions taken by other Canadian municipalities.

### Municipalities and Policies Reviewed

City of Edmonton - Affordable Housing Strategy, Zoning Bylaw

City of Kelowna - Healthy Housing Strategy

City of Lacombe - A Housing Strategy for the City of Lacombe

Town of High River - Land Use Bylaw

Town of Cochrane - Cochrane Affordable Housing Strategy & Implementation Plan

Town of Golden - Affordable Housing Strategy

District of Squamish - Affordable Housing Strategy and Action Plan

City of Nelson - Affordable Housing Strategy

City of Dawson Creek - Housing Strategy

Town of Fort Mcleod - Affordable Housing Strategy

City of Fernie - Affordable Housing Strategy



## **Action 1: Enable Housing Diversity**

Municipalities: City of Edmonton, City of Kelowna, City of Lacombe, Town of Cochrane, Town of High River, City of Squamish, and City of Dawson Creek

Edmonton, Kelowna, Lacombe and Cochrane have published plans to review their parking regulations in order to encourage more affordable market and non-market housing. Within the past five years, High River and Edmonton have eliminated parking requirements in their Land Use Bylaws, which gives developers and individuals the authority to decide how much parking is required for new development. High requirements for off-street parking directly impacts housing affordability by increasing costs, which limits the amount of housing being developed. It also assumes that people in non-market need to drive, which is not necessarily the case for seniors and people with disabilities. Higher construction costs are pushed onto homeowners and tenants.

Kelowna, Lacombe, Cochrane, Squamish, and Dawson Creek identify in their affordable housing strategies that there is a need to change zoning bylaws to encourage higher-density homes where needed. Recommendations include increases in the number of dwellings allowed, decreased setback requirements, and increased maximum site coverage.

The Town of High Level has completely redone its Land Use Zoning Bylaws into one of western Canada's first building form-based zoning codes.

## **Action 2: Support and Develop Housing Partnerships**

Municipalities: City of Edmonton, City of Kelowna, City of Lacombe, Town of Cochrane, City of Fernie

Edmonton has an annual affordable housing development research program that is publicly released. The annual advocacy plan includes the calendar year's objectives, partners and activities.

Kelowna's strategy highlights the city's role as a hub for community collaborations and information. The City also identifies the need for establishing a Memorandum of Understanding with key partners to formalize relationships and further promote housing development. Lacombe identifies the need to host and attract people to civic engagement opportunities. Cochrane identifies the need to build partnerships with private, public and non-profit organizations to build affordable housing. Fernie has a key component of the

plan in forming partnerships with non-profits.

### **Action 3: Create Community Housing Conversations**

Municipalities: City of Edmonton, City of Kelowna, Town of Cochrane, District of Squamish, City of Golden

All of the listed communities recognize that stakeholder engagements are key to ensuring the developments are seen as beneficial components of their housing systems. They all target conversations as housing as a human right and see the municipality as a hub for leading and encouraging conversation.

### **Action 4: Obtain and Designate Municipal Land**

Municipalities: City of Edmonton, City of Kelowna, City of Lacombe, Town of Cochrane

All of the above listed communities dedicate land specifically for the use of affordable housing in their Housing Strategies. A key way to increase the supply of affordable housing, as well as housing in general, is by strategically allocating municipally owned land for affordable housing development. The communities then have the option to develop land on their own, sell the land, or lease/provide the land to a development group at no cost.

Municipalities can also acquire privately owned land in strategic areas for affordable housing projects. This approach requires increased financial investment from the municipality, as they must purchase or expropriate the land from private owners.

### **Action 5: Sustain Existing Affordable Housing**

Municipalities: City of Edmonton, City of Kelowna

Providing financial incentives to support the renovation of existing affordable housing units is a key part of the City of Edmonton's strategy. The City of Kelowna keeps a detailed inventory of the existing purpose-built rental stock and keeps track of key issues occurring in the rental market.

## 5.3 APPENDIX 4: STRATEGY EVALUATION

The Claresholm Affordable Housing Strategy is meant to be a living document that adapts to potential Town changes. As such, it needs to be regularly reviewed to ensure the strategy remains effective.

### ANNUAL UPDATES

In accordance with Appendix 1, Performance Indicators, the Strategy will be reviewed annually. This will include confirming each action's status, assessing performance indicators, and evaluating emerging issues and trends within the Town. The annual evaluation of this Strategy will also incorporate community feedback and updates through relevant community engagement methods.

### FORMAL EVALUATION

A formal and major evaluation of the Strategy and its effectiveness should be performed at a minimum of every ten years. Such evaluation should consider and be strategically aligned with shifts in Town and provincial/federal policy. This includes:

- Changes to the Claresholm Municipal Development Plan
- The release of a new Provincial or Federal Housing Strategy which significantly changes available options or circumstances for affordable housing development

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**The Air Force Museum Society of Alberta**



**Gary Watson**  
Technical Advisor

4520 Crowchild Trail SW  
Calgary, AB T2T 5J4  
403-462-0104 (Cell)  
cf104@shaw.ca

May 2, 2023

City of Claresholm

Attention Abe Tinay

RE: Memorial Plaques at the Claresholm airport

I am a Claresholm resident and a former Director of the Air Force Museum of Alberta, located in Calgary.

I would like to submit a proposal request to the City, regarding the RCAF monument located at the Former RCAF British Commonwealth Training Program Airfield (BCATP) now known as the Claresholm Airport. This memorial is not visible to many people due to its location and the plaques themselves are in poor condition.

There is an endemic of bronze plaque thefts occurring in the province with the latest at the Hangar Museum at the Calgary International airport.

I would like to present a proposal on behalf of our museum, in conjunction with the RCAF Association 783 Wing also located in Calgary, to restore and relocate the plaques to Centennial Park beside the Harvard aircraft in a very public location. The plaques would also be attached to a plinth in a manner that precludes easy removal.

We are seeking an agreement from the city, to allow us to move these valuable artifacts into a safer and more appropriate location. To recognize not only the contribution of the RCAF and the town of Claresholm to train 12,000 students also to honour the 21 members of the RCAF, The Royal Airforce and the Royal Australian Airforce who lost their lives during training.

For your consideration

Regards

A handwritten signature in black ink, appearing to read 'Gary Watson', written over a horizontal line.

Gary Watson

31 Westlyn Drive

403-462-0104

cf104@shaw.ca

Attached photos





THE BRITISH COMMONWEALTH AIR COMMAND

THE BRITISH		AIR OFFICERS COMMANDING	
SQUADRON LEADER	S A BUSHILL	SQUADRON LEADER	P D HASTY
WING COMMANDER	H E CAMPBELL	GROUP CAPTAIN	W C KESSIDY
WING COMMANDER	R F GLADEN	SQUADRON LEADER	C F WATSON
WING COMMANDER D D ATKINSON - Formerly CO 1st Squadron Answer as CO or No. 7 after Post Request			

LEST WE FORGET

ROYAL CANADIAN AIR FORCE  
LAC R G JOHNSON  
LAC S J MORROW  
LAC S M ROSS  
LAC S M AIR FORCE  
Sgt. K C BOLT  
ROYAL AUSTRALIAN AIR FORCE  
LAC L B H STREET  
LAC S C MALCOLM  
OTHERS KILLED  
AC 1 M 0114-100000

THEY DIED FOR FREEDOM

**DEDICATION**

RESPECTFULLY DEDICATED TO ALL OFFICERS AND BAIERS WHO  
VOLUNTEERED FOR ACTIVE SERVICE IN ANY PART OF THE WORLD WAR. ESPECIALLY  
THOSE WHOSE CONTRIBUTIONS TO THE WELFARE OF THE COMMONWEALTH OF  
CANADA WERE MADE AT THE RISK OF THEIR LIVES.

MADE THEIR CONTRIBUTION TO THE WELFARE OF THE COMMONWEALTH OF  
CANADA DURING 1941-1945 AT CLAREMONT, ALBERTA, CANADA.

CONVENTS

ACKNOWLEDGEMENT  
THE COMMISSION OF CANADA  
THE DEPARTMENT OF ALBERTA  
AND THE TOWN OF CALGARY  
FOR THE PURCHASE OF A  
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CALGARY PUBLIC LIBRARY









# THE BRITISH COMMONWEALTH AIR COMMAND

## AIR OFFICERS COMMANDING

SQUADRON LEADER  
WING COMMANDER  
WING COMMANDER

S. A. BUSHELL  
H. L. CAMPBELL  
R. F. GLADDEN

SQUADRON LEADER  
GROUP CAPTAIN  
SQUADRON LEADER

F. R. HARDY  
W. E. KENNEDY  
C. V. MARK

WING COMMANDER D. D. ATKINSON

ABSENCE AS CO OF No. 7 SFTS FORT MACLEOD. TEMPORARY CO DURING KENNEDY'S

## LEST WE FORGET

### ROYAL CANADIAN AIR FORCE

WO1 V. G. ARCHIBALD  
S/O R. J. GOODMAN  
LAC E. E. GUTTERIDGE

LAC R. G. JOHNSTON  
LAC S. T. MONROE  
LAC S. M. RODGERS

W. A. SPARKS





THE BRITISH COMMONWEALTH AIR COMMAND

AIR OFFICERS COMMANDING

JOSEPH LUTER E. A. WIGGLES WIGGLES LUTER E. A. WIGGLES  
VIRGIL LUTER E. A. WIGGLES LUTER E. A. WIGGLES  
VIRGIL LUTER E. A. WIGGLES LUTER E. A. WIGGLES  
VIRGIL LUTER E. A. WIGGLES LUTER E. A. WIGGLES

LEST WE FORGET

ROYAL CANADIAN AIR FORCE  
W. A. LUTER E. A. WIGGLES WIGGLES LUTER E. A. WIGGLES  
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ROYAL AUSTRALIAN AIR FORCE

W. A. LUTER E. A. WIGGLES WIGGLES LUTER E. A. WIGGLES  
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W. A. LUTER E. A. WIGGLES WIGGLES LUTER E. A. WIGGLES

THEY DIED FOR FREEDOM

DEDICATION

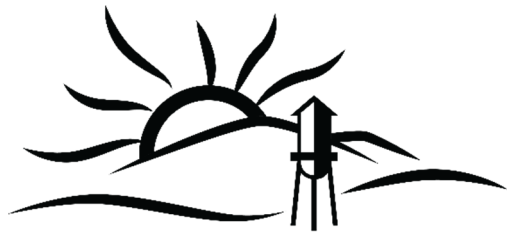
RECOGNITION IS DUE TO ALL OFFICERS AND MEN WHO  
MAINTAINED THE AIR FORCE IN THE HAND OF THE WORLD AND  
THEIR CONTRIBUTION TO THE FREEDOM OF THE WORLD WAS  
THEIR SERVICE IN THE AIR FORCE OF THE BRITISH COMMONWEALTH AIR  
COMMAND FROM 1941 TO 1945 AT CRESTVIEW AIRFIELD, ALBERTA, CANADA

ACKNOWLEDGMENTS

THE OFFICERS OF THE  
THE OFFICERS OF THE  
THE OFFICERS OF THE



# ACTION ITEMS



# Claresholm

## TOWN OF CLARESHOLM PROVINCE OF ALBERTA BYLAW #1760

A bylaw to authorize the rates of taxation to be levied against assessable property within the Town of Claresholm for the 2023 taxation year.

**WHEREAS**, the Town of Claresholm has prepared and adopted detailed estimates of the municipal revenues and expenditures as required, at the Council meeting held on April 24, 2023; and

**WHEREAS**, the estimated municipal expenditures and transfers set out in the budget for the Town of Claresholm for 2023 total \$11,289,337; and

**WHEREAS**, the estimated municipal revenues and transfers from all sources other than taxation is estimated at \$7,546,645 and the balance of \$3,742,692 is to be raised by general municipal taxation; and

**WHEREAS**, the requisitions are:

### Alberta School Foundation Fund (ASFF)

Residential & Farmland	\$966,775
Non-Residential	\$377,367

### Porcupine Hills Lodge Foundation (PHL)

Residential & Non-Residential	\$159,485
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### Designated Industrial Property Requisition(DIP)

Designated Industrial Properties	\$660
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**WHEREAS**, the Council of the Town of Claresholm is required each year to levy on the assessed value of all property, tax rates sufficient to meet the estimated expenditures and the requisitions; and

**WHEREAS**, the Council is authorized to classify assessed property, and to establish different rates of taxation in respect to each class of property, subject to the *Municipal Government Act*, Chapter M26, Revised Statutes of Alberta, 2000; and

**WHEREAS**, the assessed value of all property in the Town of Claresholm as shown on the assessment roll is:

Residential	401,779,200
Vacant Residential & Farmland (VR&F)	3,227,000
Non-Residential	85,112,780
Linear & Designated Industrial (DI) Property	8,456,050
Machinery & Equipment (M&E)	1,038,380
Machinery & Equipment (M&E) - Designated Industrial (DI)	67,830
Exempt	157,029,020
Annexed Residential	1,679,140
Annexed Farmland	87,780
Annexed Non-Residential	5,251,360
Annexed Linear and Designated Industrial (DI) Property	217,700
Annexed Machinery & Equipment (M&E) - Designated Industrial (DI)	101,820
<b>Total</b>	<b>664,048,060</b>

**NOW THEREFORE** under the authority of the *Municipal Government Act*, the Council of the Town of Claresholm, in the Province of Alberta, enacts as follows:

1. That the Chief Administrative Officer is hereby authorized to levy the following rates of taxation on the assessed value of all property as shown on the assessment roll of the Town of Claresholm:

		Tax Levy	Assessment	Tax Rate
<b>General Municipal</b>				
	Residential	\$2,593,282	\$401,779,200	0.0064545
	VR&F	\$20,829	\$3,227,000	0.0064545
	Non-Residential	\$990,534	\$85,112,780	0.0116379
	Non-Residential – Provincial Grants in Lieu 50% reduction	-\$13,116		
	Linear & DI Property	\$98,411	\$8,456,050	0.0116379
	M&E	\$0	\$1,038,380	0.0000000
	M&E – DI	\$0	\$67,830	0.0000000
	Annexed Residential	\$5,946	\$1,679,140	0.0035410
	Annexed Farmland	\$779	\$87,780	0.0088730
	Annexed Non –Residential	\$44,195	\$5,251,360	0.0084160
	Annexed Linear & DI Property	\$1,832	\$217,700	0.0084160
	Annexed M&E – DI	\$0	\$101,820	0.0000000
		<b>\$3,742,692</b>	<b>\$507,019,040</b>	
<b>ASFF</b>		<b>Tax Levy</b>	<b>Assessment</b>	<b>Tax Rate</b>
	Residential & VR & F	\$962,606	\$405,006,200	0.0023768
	Non-Residential	\$358,359	\$91,314,830	0.0039245
	Annexed - Residential & VR & F	\$4,173	\$1,766,920	0.0023620
	Annexed - Non-Residential	\$19,004	\$5,469,060	0.0034750
		<b>\$1,344,142</b>	<b>\$503,557,010</b>	
<b>PHL</b>		<b>Tax Levy</b>	<b>Assessment</b>	<b>Tax Rate</b>
	Residential, Non-Residential VR&F	\$157,392	\$496,321,030	0.0003171
	Annexed - Residential, Non-Residential VR & F	\$2,093	\$7,235,980	0.0002890
		<b>\$159,485</b>	<b>\$503,557,010</b>	
<b>Designated Industrial (DI) Property Requisition</b>		<b>Tax Levy</b>	<b>Assessment</b>	<b>Tax Rate</b>
	Linear & DI including M&E	<b>\$660</b>	<b>8,843,400</b>	0.0000746

Note: Annexed properties are taxed at MD of Willow Creek tax rates as per Order In Council 004/2017 (until 2042) and 383/2020 (until 2030).

PROPERTY TAX RATES BY CLASSIFICATION

	RES & VR&F	NON-RES	DI
Alberta School Foundation Fund (ASFF)	0.0023768	0.0039245	0.0039245
Porcupine Hills Lodge Foundation (PHL)	0.0003171	0.0003171	0.0003171
Designated Industrial Property Requisition (DIP)			0.0000746
Municipal	0.0064545	0.0116379	0.0116379
	<b>0.0091484</b>	<b>0.0158795</b>	<b>0.0159541</b>

PROPERTY TAX RATES BY CLASSIFICATION – ANNEXED LANDS

	RES	VR&F	NON-RES	DI
Alberta School Foundation Fund (ASFF)	0.0023620	0.0023620	0.0034750	0.0034750
Porcupine Hills Lodge Foundation (PHL)	0.0002890	0.0002890	0.0002890	0.0002890
Designated Industrial Property Requisition				0.0000746
Municipal	0.0035410	0.0088730	0.0084160	0.0084160
Special Levy Claresholm Recreation Area				0.0000000
	0.0061920	0.0115240	0.0121800	0.0122546

2. That this bylaw shall take effect on the date of third and final reading.

READ a first time in Council this **24<sup>th</sup>** day of **May** 2023 A.D.

READ a second time in Council this        day of        2023 A.D.

READ a third time in Council and finally passed this        day of        2023 A.D.

\_\_\_\_\_  
**Brad Schlossberger**  
**Deputy Mayor**

\_\_\_\_\_  
**Abe Tinney**  
**Chief Administrative Officer**



# REQUEST FOR DECISION

Meeting: May 8, 2023  
Agenda Item: 2

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## Town of Claresholm Draft Livestock Bylaw No. 1747

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The Town of Claresholm's Livestock, Poultry & Fowl bylaw has not been updated since passing in 1983. With the growing popularization of urban chickens, urban beekeeping, and other fowl being raised in backyards, the Bylaw department wanted to update the bylaw as we are fielding calls, questions, and concerns regarding these animals. As MPC is familiar with land uses and areas within the community and also the authority over subdivisions and uses, the Development Department has been working with the MPC to draft the attached bylaw. To date there have been no complaints about any livestock or poultry within Town that we are aware of.

Administration is proposing to update the present Town Livestock Bylaw #1208, in regards to specifically restricting the numbers of Urban Chickens per property within the corporate boundaries of the Town, which will align more closely with surrounding municipalities. Some municipalities do not allow urban chickens or beekeeping, but within Town there are larger parcels of land, Agricultural Transitional and Country residential land use districts that would be large enough to allow this for personal use. Currently the bylaw has specific legal land descriptions for livestock/horses, and required permits for anywhere else, however we do not have a permit process in place. Additionally, as this is not business related it would be more appropriate to have a licensing process (similar to dogs).

Some restrictions as recorded within surrounding Municipalities (all large municipalities have urban beekeeping and chicken programs – they come with course requirements, licensing, etc.):

### **Town of Okotoks**

The Town of Okotoks requires all urban hens to be licensed. The Town will issue one urban hen license per seven hundred fifty (750) persons based on the population of the town as determined by the most recent census. A person may keep up to four (4) urban hens, the annual cost for an Urban hen License is \$50 per coop/household renewed annually.

### **Town of Stavelly**

The Town of Stavelly requires all urban hens to be licensed. Urban Chicken Licenses will be limited to 1% of the population. No more than three (3) hens can be kept on one (1) parcel of residential land, the annual cost is \$75.

Livestock or poultry may be kept within areas of the town which are classified as agricultural operations in compliance with requirements of the Land Use Bylaw.

### **Town of Nanton**

The Town of Nanton has a limit of 3 hens per parcel of residential land. Annual License Fee \$60  
No more than two (2) Hives can be kept on one (1) parcel of residential land. Annual License Fee \$100.

### **Town of High River**

The Town of High River has a limit of three (3) hens per property. Annual License Fee \$75  
No more than two (2) hives per license. Annual License Fee \$75

## **Town Of Coaldale**

No person shall keep Livestock, Poultry, Ornamental, Exotic and Game Birds or bees unless such Livestock, Poultry, Ornamental, Exotic and Game Birds or bees are kept within the following locations.

Lands classified as "Urban Reserve" in compliance with the Land use Bylaw.

## **DISCUSSION/OPTIONS:**

Highlights of the new Livestock Bylaw:

1. Definitions and sections all updated for clarity. Care and Control restrictions removed and reference to Animal Protection Act and Environmental Protection & Enhancement Act, etc. noted instead as those supersede any municipal bylaw, and provide all requirements.
2. Exemptions provided for vet clinics, areas where the land use bylaw has been approved, parades, etc.
3. Restriction of urban bees at this time. This item can always be re-visited, however living in an agricultural area access is fairly easy and pollinators can be found in Town as our size is not the same as a city. Control of bees is very difficult and they could travel to parks, schools, etc. and have the potential to be a pest.
4. The bylaw exempts livestock from A/T districts, etc. where the Land Use Bylaw No. 1525 has approvals granted and/or the use listed within those specified land use districts.
5. Existing large R1 parcels that have equine are permitted to continue as per the bylaw. Instead of exempting specific parcels, the bylaw has made the provision more equitable based on parcel size and number of animals.
6. Limit urban hens (poultry only) to within a coop 3 or 5 depending on parcel size/zoning (more permitted in the acreages for example), and require an annual license for the coop. This will ensure they are provincially registered and the appropriate distance from residences, etc. (schedule A – coop license application - \$50 fee)

The Municipal Planning Commission at their April 21, 2023 meeting carried a motion to refer the attached Draft Bylaw to Council for review and first reading.

## **POSSIBLE RESOLUTION:**

Moved by Councillor \_\_\_\_\_ that Bylaw No. 1747 – Livestock Bylaw – be given 1<sup>st</sup> Reading.

## **ATTACHMENTS:**

- 1.) Town of Claresholm Bylaw No. 1208
- 2.) Draft Bylaw No. 1747

PREPARED BY: Tara VanDellen, Development Services Manager

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APPROVED BY: Abe Tinney, CAO

DATE: May 4, 2023

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B

TOWN OF CLARESHOLM  
PROVINCE OF ALBERTA  
BYLAW # 1208

BEING A BY-LAW OF THE TOWN OF CLARESHOLM TO RESTRICT  
AND CONTROL THE KEEPING OF LIVESTOCK, POULTRY AND  
FOWL IN THE TOWN OF CLARESHOLM.

WHEREAS the Council of the Town of Claresholm considers the keeping of livestock, poultry, and fowl, within certain portions of the Town constitutes a nuisance and is dangerous to public safety and health:

AND WHEREAS the Council of the Town of Claresholm considers that the keeping of livestock, poultry and fowl, within other portions of the Town constitutes a nuisance and is dangerous to public safety and health unless such livestock, poultry, and fowl, are kept under certain conditions:

NOW THEREFORE, THE MUNICIPAL COUNCIL OF THE TOWN OF CLARESHOLM IN COUNCIL ASSEMBLED ENACTS AS FOLLOWS:

1. No hogs, pigs, goats or sheep may be kept within the limits of the Town.

2. Nothing in the preceding section shall apply to the keeping of hogs, pigs, goats or sheep in Public Markets, or in such other places as may from time to time be authorized.

3. No person shall keep any shetland pony, mule, ass, horse, or cow within that portion of the Town of Claresholm other than within the boundaries described as follows:

- Lot 1, Block B, Plan 7810399
- Blocks 51-59, Plan 147N
- Blocks 41-45, Plan 147N Excepting Thereout Lots 12 & 13 in Block 45.
- Block 1, Plan 7710894
- Block 1, 2, 3, 4, Plan 7810389
- Lot 1, Block 3, Plan 7711551
- Block C, Plan 7602 JK
  
- E $\frac{1}{2}$  of E $\frac{1}{2}$  of NE $\frac{1}{4}$  34-12-27-4
- E $\frac{1}{2}$  of E $\frac{1}{2}$  of SE $\frac{1}{4}$  34-12-27-4
- PT NW $\frac{1}{4}$  35-12-27-4
- PT SW $\frac{1}{4}$  2-13-27-4
- PT SW $\frac{1}{4}$  35-12-27-4
- SW $\frac{1}{4}$  23-12-27-4 Excepting Cemetery
- E $\frac{1}{2}$  of NW $\frac{1}{4}$  14-12-27-4

4. No person shall keep any shetland pony, mule, ass, horse or cow within the Town of Claresholm and outside the lands described in the preceding section unless a Permit shall have first been obtained from the Council of the Town of Claresholm.

5. Written application for a permit to keep any shetland pony, mule, ass, horse or cow shall be submitted to the Council who shall have absolute discretion as to the granting of any Permit. Permits shall be renewable annually on January 1, and may be terminated at any time by the Council upon fourteen (14) days notice to the Permit holder.

6. No person shall keep any shetland pony, mule, ass, horse, cow, pigs, hogs, rabbits, poultry or other fowl in any place used for a dwelling house, or in any building or shed attached thereto or connected therewith.



7. It shall be the duty of the owner, agent or occupant of any stable, dwelling, building, or place which has a stable in connection therewith in the Town of Claresholm to provide a suitable manure bin with a close fitting cover in which shall be deposited all the manure from said stable. No manure or other refuse shall, under any pretence whatever, be placed on the ground or on any street, road or lane, and no manure bin shall be placed on or project over the line of any street, road or lane.

8. No horses or cattle of any kind shall be kept in any shed, stable, pen, byre, yard, or other enclosure situated at less distance than seventy-five feet from the nearest dwelling house nor twenty-five feet from any public highway, not being a lane, or recreational park. If more than one animal is kept, the distance shall be at least one hundred feet from the nearest dwelling.

9. All sheds, stables, pens, byres, yards, or enclosures where horses, cows, (pigs, hogs, goats, sheep and poultry) are kept shall be property constricted, drained, ventilated, and lighted, and kept clean to the satisfaction of the Medical Officer of Health or such Health Inspector as may be appointed from time to time, and shall be open to the subject to inspection by any Health Inspector at all reasonable times.

10. Every stable shall be provided with adequate natural light from windows placed in the external walls or roof, the area of which shall not be less than one-twentieth of the floor area.

11. Each stable shall have a ventilator constructed through the roof from the ceiling of the stable, of a sectional area of at least two square feet for each ten horses or other animals, with a similar proportional area for a greater or less number of horses.

12. There shall be such proper drains connected with the sheds, stables, pens or byres, yards or other enclosures as will thoroughly carry off all liquid filth issuing therefrom, so that it shall not in any way constitute a nuisance, or be dangerous or injurious to the public health; but if no drains are constructed on the streets opposite the lot or premises on which such sheds, stables, pens, byres, yards, or other enclosures are situated, then the owner or agent of the owner, or occupant shall provide a cistern or reservoir so constructed as to receive all liquid filth issuing therefrom, and the same shall be removed and disposed of at such times and in such manner as the Health Inspector may direct; and the owner, agent of the owner, or occupant of all such sheds, stables, pens, byres, yards or other enclosures shall be required to disinfect the said premises if deemed necessary by any Health Inspector.

13. Any unclean, leaking, foul, unsafe and dangerous, defective, or filthy drain, ditch, tank or gutter or any leaking or broken slop, garbage or manure box or receptacle of like character, whenever or wherever found in the limits of the Town of Claresholm, shall be deemed a nuisance.

14. (a) For the purposes of this section, the words "poultry" and "fowls" means live domestic fowls including ducks, turkeys, geese, hens and pigeons, but not including baby chickens kept in pet shops or hatcheries.

(b) No person shall keep any poultry in any shed, stable, coop, pen, yard or other enclosure situated at a less distance than 20 feet from any occupied building on the same lot, thirty (30) feet from any occupied building on an adjacent lot, or twenty five feet from any street, except in the case of lots having a frontage on two streets, the minimum distance shall be twenty five feet from the street on which the occupied building on the lot fronts, and ten feet from any street at the side or rear of the lot. For the purpose of this section a lane shall not be considered a street. The keeping or roosters is prohibited.

(c) All buildings, structures or enclosures in which poultry are kept shall be so constructed as to be dry, airy, and light. No such building shall be banked with manure. Pens shall not be overcrowded and at least five square feet of yard space shall be provided for every bird (except chickens less than one month old.)

(d) All pigeons shall be confined in proper coops or wired enclosures and not allowed at large, except homers, tiplers and tumblers.


(e) The Health Officer may order the relocation, alteration or removal of any existing sheds, coops, runways or enclosures in which poultry are kept which do not comply with the provisions of this section. As to existing buildings, this provision shall come into effect on July 1, 1969.

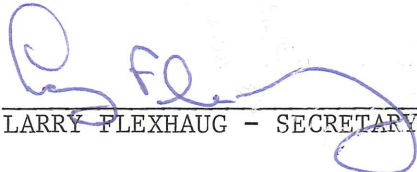
(f) Every building or structure in which livestock and poultry is kept shall be lime-washed or otherwise treated as approved by the Health Officer at least once a year, and at such other times as may be directed by the Health Officer.

15. Any person guilty of a breach of this bylaw shall be liable to a penalty of not less than \$500.00 or more than \$2,500.00, and in default of payment, to imprisonment for a period not less than 20 days and not more than 180 days.

BYLAW NO. 791 is hereby repealed.

READ a first time this 24<sup>th</sup> day of OCTOBER, 1983 A.D.  
READ a second time this 24<sup>th</sup> day of OCTOBER, 1983 A.D.  
READ a third time this 24<sup>th</sup> day of OCTOBER, 1983 A.D.

  
BOB MACKIN - MAYOR

  
LARRY FLEXHAUG - SECRETARY-TREASURER



**TOWN OF CLARESHOLM  
PROVINCE OF ALBERTA  
BYLAW # 1747**

**A Bylaw of the Town of Claresholm, in the Province of Alberta, for the provision of regulating and controlling animals.**

**WHEREAS** pursuant to the provisions of the *Municipal Government Act*, Revised Statutes of Alberta 2000, Chapter M-26, as amended, s. 7, Council of the Town of Claresholm (hereafter called Council) may pass bylaws for municipal purposes respecting wild and domestic animals and activities in relation to them;

**AND WHEREAS** the Council of the Town of Claresholm, in the Province of Alberta, deems it expedient to pass such a Bylaw.

**NOW THEREFORE** under the authority and subject to the provisions of the *Municipal Government Act*, Council duly assembled, hereby enact the following:

This Bylaw may be referred to as the **Livestock Bylaw**.

#

**1. DEFINITIONS**

For the purposes of this Bylaw the following definitions shall apply:

**CAO** means the person appointed to the position of Chief Administrative Officer for the Town of Claresholm within the meaning of the *Municipal Government Act* or designate.

**Coop** means a fully enclosed weatherproof structure and attached Outdoor Enclosure used for the keeping of Hens, that complies with the Town of Claresholm Land Use Bylaw regulations applicable to Accessory Buildings.

**Council** means the Mayor and Councilors duly elected pursuant to the provisions of the *Local Authorities Election Act*.

**Enforcement Officer** means:

- (i) a Bylaw Enforcement Officer appointed under the *Municipal Government Act*;
- (ii) a Peace Officer;
- (iii) a member of the Royal Canadian Mounted Police (RCMP); or
- (iv) a Public Health Inspector.

**Hen** means a domesticated female chicken.

**Highway** means any thoroughfare, street, road, trail, avenue, parkway, driveway, viaduct, lane, square, bridge, causeway, or other place whether publicly or privately owned, any part of which the public is ordinarily entitled or permitted to use for the passage or parking of vehicles and includes:

- (v) a sidewalk and/or boulevard;
- (vi) where a ditch lies adjacent to and parallel with a roadway, the ditch; and
- (vii) where a Highway right of way is contained within fences or between a fence and one side of a roadway all the land between the fences or all land between the fence and edge of the roadway as the case may be.

**Livestock** includes, but is not limited to:

- (viii) a horse, mule, ass, swine, emu, ostrich, camel, llama, alpaca, sheep or goat;
- (ix) domestically reared or kept deer, reindeer, moose, elk, or bison;
- (x) farm bred fur bearing animals including foxes or mink;
- (xi) animals of the bovine species;

- (xii) rabbits raised for meat;
- (xiii) animals of the avian species intended for human consumption, including chickens, turkeys, ducks, geese, quails or pheasant; and
- (xiv) all other animals or insects that are kept for agricultural purposes.

**Outdoor Enclosure** means a securely enclosed, roofed outdoor area attached to and forming part of a Coop having a bare earth or vegetated floor for Hens to roam.

**Rooster** means a domesticated male chicken.

**Town** means the Town of Claresholm, a municipal corporation in the Province of Alberta, and where the context so requires, means the area of land within the corporate boundaries thereof.

**Wildlife** means big game, game birds, birds of prey, fur bearing animals, fur bearing carnivores and any other species of vertebrates designated as Wildlife under the *Wildlife Act* and the regulations passed pursuant hereto.

## **2. PERMITTED & PROHIBITED**

- 2.1 Subject to the provisions of this Bylaw, and any other Bylaw of the Town of Claresholm, animals that may be kept within the Town of Claresholm include domestic pets, such as dogs and cats.
- 2.2 It is not the intention of this Bylaw to prohibit other domestic pets such as small caged pets or birds that fall within provincial and federal guidelines.
- 2.3 No person shall keep or have any of the following within the Town:
  - a. Roosters;
  - b. Hens, except those Hens for which a valid license has been issued under this Bylaw;
  - c. Livestock, except that Livestock which is kept in compliance with an exemption provided for in s. 6 of this Bylaw;
  - d. Wildlife;
  - e. Bees; or,
  - f. Poisonous snakes, reptiles, or insects.

## **3. CONTROL AND CARE OF LIVESTOCK**

- 3.1 All Livestock in the Town of Claresholm not under the direct control of a person shall be placed in a fenced or other secure area which will prevent the free roaming of such Livestock.
- 3.2 An Enforcement Officer may capture and confine Livestock which trespasses within the Town of Claresholm on any:
  - a. Public lands owned and controlled by the Town, including Highways;
  - b. Public lands owned by the Crown; or
  - c. Privately owned land without the consent of the owner of those lands.
- 3.3 The owner of all Livestock in compliance with the provisions of this Bylaw must hygienically dispose of any feces produced by such Livestock on or off the owner's property in accordance with the *Environmental Protection and Enhancement Act*.
- 3.4 The owner of any Livestock in the Town of Claresholm must adhere to any and all applicable local, provincial and federal rules, acts, regulations, and associated certification, approval and permitting processes that are in addition to the following requirements shall be adhered to at all times and include but are not limited to the *Animal Protection Act*, *Environmental Protection and Enhancement Act*, the *Agricultural Operation Practices Act*, and all associated regulations.

## **4. URBAN HEN LICENCES**

- 4.1 A person may keep up to five (5) Hens within the Agricultural/Transitional (A/T) land use district, and a person may keep up to three (3) Hens within the Country Residential (R3) & Single Detached Residential (R1), as defined in the Town of Claresholm Land Use Bylaw, with an Urban Hen Coop License, which may be applied for by:

- a. Submitting a completed Urban Hen Coop Licence Application;
- b. Obtaining a Premises Identification (PID) under the *Animal Health Act* and its regulations; and
- c. Paying an annual fee for the Urban Hen Coop Licence as outlined in this Bylaw.

4.2 Urban Hen Coop Licenses may be issued if the CAO and/or designate is satisfied that:

- a. The applicant is the owner of the property on which the Hens will be kept, or that the owner of the property has provided written consent to the applicant;
- b. The applicant resides on the property on which the Hens will be kept and:
  - (i) All required information has been provided;
  - (ii) An inspection has been completed;
  - (iii) The applicable license fee of \$50.00 per year has been paid; and,
  - (iv) The applicant has complied with all other Provincial and Federal regulations for the keeping of Hens.

4.3 Urban Hen Coop Licenses may be refused or revoked by the CAO and/or designate if:

- a. The applicant or licence holder does not meet or no longer meets the requirements for an Urban Hen Coop Licence as set out in this Bylaw or the Town of Claresholm Land Use Bylaw;
- b. The applicant or licence holder furnishes false information or misrepresents any fact or circumstance required pursuant to this Bylaw;
- c. The applicant or licence holder has, in the opinion of the CAO and/or designate, based on reasonable grounds, contravened any part of this Bylaw whether or not the contravention has been prosecuted;
- d. The applicant or licence holder fails to pay a fine imposed by a Court for a contravention of this Bylaw or any other applicable Bylaw related to the keeping of Livestock;
- e. The applicant or licence holder fails to pay any fee required by this Bylaw or any other applicable legislation; or
- f. In the opinion of the CAO and/or designate, based on reasonable grounds, it is in the public interest to do so.

4.4 Urban Hen Coop Licenses are not transferable from one person to another.

4.5 Urban Hen Coop Licenses are not transferable from one property to another except:

- a. When a licence holder has moved to a new property within the Town, then:
  - (i) The licence holder may apply to transfer the licence; and
  - (ii) An inspection of the new property must be carried out to determine the licence holder is still able to meet all requirements for an Urban Hen Coop Licence as set out in this Bylaw and the Town of Claresholm Land Use Bylaw at such property.

4.6 Urban Hen Coop Licence Fees:

- a. \$50.00 per year is to be paid prior to the 31st of January of every year and expires on December 31<sup>st</sup>;
- b. Shall not be reduced or prorated no matter the month of purchase; and,
- c. Shall not be refunded or rebated if revoked or otherwise terminated.

4.7 If the CAO and/or designate revokes, or refuses to issue an Urban Hen Coop Licence, the applicant may appeal the decision to Council within 21 days.

## **5. KEEPING OF HENS**

5.1 A person who keeps Hens must:

- a. Ensure that each Coop is:
  - (i) Located in the rear of the property;
  - (ii) Meets the setback requirements for Accessory Buildings and structures as outlined in the Town's current Land Use Bylaw.
- b. Provide and maintain, in the Coop, at least one nest box per Coop and one perch per Hen;
- c. Keep each Hen in the Coop at all times;

- d. Provide each Hen with appropriate food, water, shelter, light, warmth, ventilation, veterinary care, and opportunities for essential behaviours such as scratching, dust bathing, and roosting, all sufficient to maintain the Hen in good health;
- e. Maintain the Coop in good repair and sanitary condition, and free from vermin and noxious or offensive smells and substances;
- f. Follow biosecurity procedures outlined by the Canadian Food Inspection Agency to reduce the potential for a disease outbreak;
- g. Keep Hens for personal use only; and,
- h. Inform the Town immediately of any disease or welfare issues that may affect the public, and of the steps taken to rectify the situation.

5.2 No person who keeps Hens shall:

- a. Sell eggs, manure, meat, or other products derived from a Hen;
- b. Slaughter any Hen on the property;
- c. Dispose of any Hen except by delivering it to a farm, abattoir, veterinarian, or other operation that is lawfully permitted to dispose of such; and,
- d. Keep a Hen in a cage, kennel, or any other form of shelter other than a Coop, except for the purpose of temporary transport.

## **6. EXEMPTIONS**

6.1 Exceptions to Section 2.3 include:

- a. Facilities where Livestock are temporarily housed for educational, veterinary, scientific, or civic purposes;
- b. Facilities where Livestock are temporarily housed for industrial or commercial purposes, such as slaughterhouses or auction markets, subject to requirements and restrictions by an applicable Town of Claresholm Bylaw, which may include, but is not limited to, the Land Use Bylaw and Business License Bylaw;
- c. For approved special events, such as parades or filming; and
- d. Specific areas as designated within the Town of Claresholm Land Use Bylaw, or any other current bylaw, subject to such restrictions and conditions stated therein.

6.2 Where the property is designated by the Land Use Bylaw as Agricultural Transitional (A/T), Single Detached Residential (R1) or Country Residential (R3) it is exempt from Subsection 5.1 (a), with regards to Equine species only, with the following restrictions on number of animals kept:

- a. 0.00 to 1.49 acres – none
- b. 1.50 to 2.49 acres – maximum of two animals
- c. 2.50 to 3.49 acres – maximum of three animals
- d. 3.50 and greater – maximum of four animals
- e. No person shall keep any Livestock in any place used for a dwelling house, or in any building or shed attached thereto or connected therewith.

6.3 Where exemptions apply as per Sections 6.1 & 6.2, an owner shall not create, establish, or maintain:

- a. A stable or other building in which Livestock are kept in such a manner or in such numbers as to be injurious or dangerous to health or which may hinder in any manner the prevention or suppression of disease; or
- b. An accumulation or deposit of offensive matter, refuse, offal or manure, wherever situated excepting a Highway, which:
  - (i) is injurious or dangerous to health;
  - (ii) may hinder in any manner the prevention or suppression of disease; or
  - (iii) may provide a breeding place for flies or creation of odors;
- c. Any accumulation or deposit of offensive matter, refuse, offal or manure on a Highway.

6.4 No horses or cattle of any kind shall be kept in any shed, stable, pen, byre, yard or other enclosure situated at less distance than seventy-five (75) feet from the nearest dwelling house nor twenty-five (25) feet from any public Highway not being a lane or recreational park. If more than one animal is kept the distance shall be at least one hundred (100) feet from the nearest dwelling.

- 6.5 No person shall keep any poultry in any shed, stable, Coop, pen, yard or other enclosure situated at a less distance than twenty (20) feet from any occupied building on the same lot, thirty (30) feet from any occupied building on an adjacent lot or twenty five (25) feet from any public Highway not being a lane or recreational park except in the case of lots having a frontage on two Highways, the minimum distance shall be twenty five (25) feet from the Highway on which the occupied building on the lot fronts and ten (10) feet from any Highway at the side or rear of the lot. For the purpose of this section a lane shall not be considered a Highway.
- 6.6 All sheds, stables, pens, byres, yards, or enclosures where Livestock are kept shall be properly constricted, drained, ventilated and lighted and kept clean to the satisfaction of the Medical Officer of Health or such Health Inspector as may be appointed from time to time and shall be open to the subject of inspection by any Health Inspector at all reasonable times.
- 6.7 Any unclean, leaking, foul, dangerous, defective, or filthy drain, ditch, tank or gutter or any leaking or broken slop garbage, manure box or receptacle of like character whenever or wherever found in the limits of the Town of Claresholm shall be deemed a nuisance.
- 6.9 The Health Officer may order the relocation, alteration or removal of any existing sheds, Coops, runways or enclosures in which poultry are kept which do not comply with the provisions of this Bylaw.

**7. PENALTIES AND ENFORCEMENT**

- 7.1 No person shall willfully obstruct, hinder, or interfere with an Enforcement Officer or any other person authorized to enforce and engage in the enforcement of this Bylaw.
- 7.2 Any person who contravenes any provision of this Bylaw is guilty of an offence and liable to a fine of:
- a. \$250.00 – First (1<sup>st</sup>) offense;
  - b. \$500.00 – Second (2<sup>nd</sup>) and subsequent offences.

**8. GENERAL**

- 8.1 It is the intention of the Council of the Town that each provision of this Bylaw should be considered as being separate and severable from all other provisions, should any section or provision of this Bylaw be found to have been improperly enacted then such section or provision shall be regarded as being severable from the rest of this Bylaw and that the Bylaw remaining after such severance shall remain effective and enforceable.
- 8.2 It is the intention of the Council of the Town that all offences created pursuant to this Bylaw be construed and considered as being Strict Liability Offences.
- 8.3 Whenever the singular and masculine gender is used in this Bylaw it shall include the plural, feminine and neutral gender whenever the context so requires.

This Bylaw shall take effect on the date of final passage.

Read a first time in Council this       day of       2023 A.D.

Read a second time in Council this       day of       2023 A.D.

Read a third time in Council and finally passed in Council this       day of       2023 A.D.

\_\_\_\_\_  
Chelsae Petrovic, Mayor

\_\_\_\_\_  
Abe Tinney, Chief Administrative Officer



Schedule “A”



URBAN HEN COOP LICENSE APPLICATION

111 -55 Avenue W, Box 1000  
Claresholm, AB T0L 0T0  
P 1.403.625.3381 F 1.403.625.3869  
[www.claresholm.ca](http://www.claresholm.ca)

Applicants must fill in the following application form and submit photographs and a site plan.

APPLICANT/AGENT INFORMATION	
Applicant Name:	
Mailing Address:	
Email:	
Phone:	
PROPERTY INFORMATION	
Property Owner(s):	
Civic Address:	
Legal Description:	Lot:                      Block:                      Plan:
Premises Identification Number through Alberta Agriculture and Rural Development:	
PROPERTY OWNER SIGNATURE/PERMISSION LETTER	
You must provide either a property owner signature OR a permission letter from the property owner authorizing the agent to sign the application form.	
<div>_____</div> <div>Property owner signature                      OR                      <input type="checkbox"/> Permission letter is attached</div> <div>Date: _____</div>	
RIGHT OF ENTRY	
In accordance with the <i>Municipal Government Act</i> , I hereby authorize the Town of Claresholm to enter the above property for the purpose of conducting site inspection(s) pursuant to bylaw regulation.	
Property owner signature: _____	
FREEDOM OF INFORMATION AND PROTECTION OF PRIVACY ACT	
<p>The information collected via this form is being collected by the Town of Claresholm pursuant to legislation governing the information handling practices of the Town of Claresholm, specifically Sections 33(a) and (c) of the <i>Freedom of Information and Protection of Privacy Act (Alberta)</i>, and other legislation or bylaws governing the municipality, as may be applicable. By signing this document, you acknowledge that, in accordance with Section 17(2)(g) of the <i>Freedom of Information and Protection of Privacy Act</i> your name, address and other details related to your permit may be made available to the public. Should you have any questions related to the collection or disclosure of your personal information, please contact the Chief Administrative Officer at the Town Office.</p> <div>_____</div> <div>Applicant/Agent signature</div> <div>Date: _____</div>	
FOR OFFICE USE ONLY	
Roll #:	Land Use District:
Lot Size:	Approval Date:
Date Received:	
Fee Paid (\$50.00):	



# REQUEST FOR DECISION

Meeting: May 8, 2023  
Agenda Item: 3

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## Delegation Follow-up: Bat Boxes

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### **BACKGROUND:**

Mary-Ann Toone appeared before Council on April 24<sup>th</sup> and discussed her desire to place bat boxes at Frog Creek Wetlands and possibly other places throughout the region and Town. Bat boxes provide a safe habitat for bats, and the presence of bats provides natural insect and pest control.

### **DESCRIPTION:**

Mary-Ann has asked that Town work with her to install bat boxes and signage at the Frog Creek Wetlands and Town staff do not have any concerns working with her to this end. Cost to the Town will be limited to labour and a few supplies/materials to assist with the installs.

### **PROPOSED MOTION:**

MOVED by Councillor \_\_\_\_\_ to direct administration to assist Mary-Ann Toone with placing bat boxes and signage at the Frog Creek Wetlands.

### **ATTACHMENTS:**

- Bat Box Presentation

# Bat Boxes

Project for;



By Mary-Ann Toone





Frog Creek Wetlands





Pine Coulee



Thank you for listening!  
Any questions?



April 19, 2023

Dear Chief Elected Official or Library Board Chair:

I am pleased to invite your municipality or library board to provide submissions for the 2023 Minister's Awards for Municipal and Public Library Excellence. This program recognizes excellence in municipal government initiatives and provision of library services. It promotes knowledge-sharing to build capacity. These awards offer an opportunity to recognize the truly great work happening in communities across Alberta.

This is the second year we are bringing together two of the ministry's recognition programs under one umbrella. This broader program recognizes innovation and excellence by both municipalities and library boards. Award submissions will continue to be evaluated by your peers and colleagues in the field, and winning initiatives will be highlighted in future communications.

Submissions will be accepted in the following categories:

- **Building Economic Strength (open to all municipalities)** – award will be given for an innovative initiative that builds the economic capacity and/or resiliency of the community, and/or improves the attractiveness of the community to businesses, investors, and visitors.
- **Enhancing Community Safety (open to all municipalities)** – award will be given for an innovative initiative that engages the community to address a safety issue. This could involve crime prevention, infrastructure enhancements (for example: lighting, accessibility, traffic calming measures) and community services initiatives.
- **Partnership (open to all municipalities)** – award will be given for an innovative initiative involving a local or regional partnership that achieves results that could not have otherwise been accomplished by the municipality alone. This could involve cooperation, coordination and collaboration with other municipalities, businesses, Indigenous communities, non-profit organizations, community groups, and other orders of government to achieve a specific outcome.
- **Public Library Services (open to library boards serving a population over 10,000)** – award will be given for a library service initiative that demonstrates excellence and/or innovation. The initiative should demonstrate responsiveness to community need(s) and provide direct benefit to the public.
- **Public Library Services (open to library boards serving a population under 10,000)** – two awards will be given for a library service initiative that demonstrates excellence and/or innovation. The initiative should demonstrate responsiveness to community need(s) and provide direct benefit to the public.
- **Red Tape Reduction (open to all municipalities)** – award will be given for an innovative initiative that improves a municipal program or service by saving time, money, and resources, or impacts municipal operations by reducing regulatory, policy, or process requirements.

- **Service Delivery Enhancement (open to all municipalities)** – award will be given for an innovative initiative that improves, or presents a new approach to, how a municipality can deliver a program or service.
- **Smaller Municipalities (open to municipalities with populations less than 5,000)** – award will be given for a municipal initiative that demonstrates leadership, resourcefulness, or innovation, or both, to better the community.

Further details about eligibility and submission requirements are available on the Minister's Awards for Municipal and Public Library Excellence webpage at [www.alberta.ca/ministers-awards-for-municipal-excellence.aspx](http://www.alberta.ca/ministers-awards-for-municipal-excellence.aspx). The deadline for submission is June 15, 2023.

I encourage you to share your success stories and offer my gratitude to you for the service you provide to Albertans.

Sincerely,

A handwritten signature in black ink, reading "Rebecca Schulz". The signature is fluid and cursive, with the first name "Rebecca" and last name "Schulz" clearly legible.

Rebecca Schulz  
Minister



Kara Brake, Chair  
Southern Alberta Recreation Association  
c/o City of Medicine Hat  
2000 Division Avenue N, Medicine Hat, AB T1C 1X9  
(403) 529-8345  
karbra@medicinehat.ca

FOR IMMEDIATE PRESS RELEASE

Re: 2023 Southern Alberta Summer Games

May 3, 2023

On behalf of the Southern Alberta Recreation Association (SARA), we regret to inform our regions that the Southern Alberta Summer Games will not be held this summer. Impacts related to the COVID-19 pandemic have placed difficulty on our regions and communities, and as such we were not able to secure a host community for the 2023 Games.

The SARA Board is working with a community and is planning to host the Southern Alberta Summer Games in 2024. This announcement will be made in the following months. In addition, we have released a letter asking regions and communities to consider hosting these Games into 2025 and 2026.

"We recognize that these grass roots Games are important to our communities and residents and we are looking forward to working with our 2024 host to bring the Games back after a four year hiatus," says Kara Brake, Chair of the Southern Alberta Summer Games. "We appreciate the communities that considered hosting in 2023 and look forward to their continued interest in future Games."

The last time the games were held in Pincher Creek in 2019, for the 50<sup>th</sup> Anniversary SASG where over 2,000 athletes attended the 4 day festival. Our newly updated website can be accessed at <https://www.southernalbertasummernames.ca/>

The SARA Board is currently looking for members who are passionate about recreation in Southern Alberta, please reach out if you would like to be part of this longstanding organization.

*The Southern Alberta Summer Games have been occurring annually since 1970, making it the longest, consecutively-running, multi-sport event in Western Canada, celebrating its 50th anniversary in 2019 in Pincher Creek. It is the purpose of the Southern Alberta Summer Games to provide a vehicle by which all communities have the opportunity to become involved in a meaningful sports program, which, through mass participation is dedicated to the development of the individual and encourages sportsmanlike conduct.*

Kara Brake, Chair  
Southern Alberta Recreation Association



May 3, 2023

To Honourable Mayor and Council Members,

The Southern Alberta Recreation Association is inviting the regions within S.A.R.A. to send in Bids with a Letter of Intent to host the Southern Alberta Summer Games in 2025 and 2026. Regions have expressed interest to host future games, and as an organization we have decided that the best course of action, is to send out an invite and start afresh. Our mission is to *“promote the benefits of sport & recreation and facilitates related initiatives in Southern Alberta to help develop healthy and active individuals and communities”*.

If your region or Municipality is interested in hosting the games, please forward an Expression of Interest via email to [karbra@medicinehat.ca](mailto:karbra@medicinehat.ca) by December 31, 2023. S.A.R.A. is focusing on scheduling the next 5 years of games, and welcome those who are interested to send us a letter. Regions are welcome to partner with other communities within their respective municipalities to provide a broad selection of sporting events for regions to participate in. The following are the Southern Alberta Summer Games core sporting activities and cultural events that have been a feature since the games began.

Core Sports		Host Community (Optional Sports)	
5/10 KM Run	Cribbage	Archery	Trapshooting
Athletics	Cycling (Road Race & Time Trials)	Equestrian	Tennis
Ball Hockey	Mini Soccer	Handgun	2.5/3 KM Walk/Run
Baseball	Photography	Horseshoes	Gymnastics
Badminton	Soccer	Kayaking	Triathlon
3 on 3 Basketball	Swimming	Lacrosse	Bowling
Beach Volleyball		Pickleball	Golf
		Slo-pitch	Rugby
		Small bore	Motocross
		Softball	

S.A.R.A. is a non-profit organization formed in the late 1960s and incorporated in 1973. Our largest initiative is the Southern Alberta Summer Games (S.A.S.G), which was hosted annually in a select community in Southern Alberta. The Covid-19 pandemic halted the 2020-2022 games, and we were unable to find a host community in 2023. We are excited to work with our upcoming 2024 host, to be announced in the following months. Our goal at S.A.R.A. is *“To provide an opportunity for the greatest number of people to participate in an enjoyable grass roots festival”*, will continue to be viable. We’re looking to the future, and collaboration is essential.

Thank you for your continued support as we navigate the path ahead,

Best regards,

Kara Brake

Chair

Southern Alberta Recreation Association



Granum & District Canada Day Society  
P.O. Box 381  
Granum, Alberta T0L 1A0  
Email: [canadaday@granum.community](mailto:canadaday@granum.community)

April 26, 2023

Town of Town of Claresholm  
P.O. Box 1000  
Claresholm, Alberta  
T0L 0T0

Dear Deputy Mayor and Council,

The Granum and District Canada Day Society is working hard on another Canada Day and Fireworks Show for our corner of Alberta. The Granum celebration has become THE place to enjoy spectacular fireworks up close. The magnitude of this show continues to grow with thousands having watched over the last few years. Along with our regular programming is the Granum Canada Day Show & Shine hosted by the Granum & District Historical Society. We hope to make 2023 our biggest show yet!

We hope we can count on you to help us build a show to remember.

ALSO – PLEASE CONSIDER PUTTING AN ENTRY INTO OUR PARADE – 7:30 IN THE EVENING IN GRANUM.  
The Historical Society is also looking for participants in their Show & Shine. Please contact Wendy at 403-332-1814 or email [canadaday@granum.community](mailto:canadaday@granum.community) for more information on both events.

This event is only possible through the dedicated work of all the organizations in our community along with the financial contributions of our friends, neighbours, and local businesses. Thank you for your consideration and ongoing support of this district celebration.

Sincerely,

Wendy Kennedy  
Secretary  
Granum & District Canada Day Society  
[canadaday@granum.community](mailto:canadaday@granum.community)  
403-332-1814

**Town of Claresholm Application for Donation**  
(As per Policy #CDEC 12-15)



Date of Application: 27 APRIL 2023

Date of Event: COMMENCING 13 JUNE 2023  
(ANNEX C)

**1. Applicant Information**

Name of Applicant: BRENDA HALLIWELL

Address: 4 LINK SPUR BOX 2864 CLARESHOLM

Contact Person: BRENDA HALLIWELL

Phone, Fax, Email: (250) 668-9841, h.brenda@shaw.ca

**2. Type of Organization: (circle)**

ARTS/CULTURE

RECREATION/SPORTS

EVENT

OTHER(specify)

SERVICE PROJECT - FOOD SERVICE

**3. Is the Organization registered with Revenue Canada as a Charity? (circle)**

YES provide registration date & #

NO

**4. Is the Organization incorporated as a non-profit organization? (circle)**

YES provide registration date & #

NO

**5. Type of Donation: (check and explain)**

☒ DONATION - Financial Assistance (explain):

START-UP EQUIPMENT (FREEZER, STOCK POT, BAKING PANS)

☐ IN-KIND CONTRIBUTION - Fee Waiver (explain):

☐ IN-KIND CONTRIBUTION - Service, Equipment or Material Provision (explain):

☐ COMMUNITY PROJECT FUNDING - (explain):

☐ SPECIAL EVENT - (explain):

☐ COMMUNITY EVENT - (explain):

☐ Other (explain):

Amount (value) Requested: \$1480.00



**6. Details of how the funds will be expended:**

FUNDS WILL BE USED TO PURCHASE A CHEST FREEZER, A LARGE STOCK POT, AND 2 COMMERCIAL BAKE PANS. ALL THIS EQUIPMENT IS TO BE USED SOLELY FOR THE SOUP SOCIAL PROGRAM AT THE SOCIAL CENTRE.

**7. Previous Donations**

Has your organization received donation from the Town of Claresholm in the past? If so, please explain the amount and use of these donations.

Date	Amount	Use of Funds

**8. Organizational Information**

What services or activities does your organization provide to the Town of Claresholm residents?

(Please attach a list of membership/executive)

THE SOUP BOWL IS A SERVICE PROJECT RUN ENTIRELY ON A VOLUNTEER BASIS AND FUNDED BY DONATION, CASH AND PRODUCT. THE PRIMARY CONTACT IS BRENDA HALLWELL. (ANNEX B)

Describe in broad terms the principal objective of your organization or initiative:

THE SOUP BOWL PROVIDES AN OPPORTUNITY FOR CLARESHOLM RESIDENTS TO MEET SOCIALLY OVER A BOWL OF SOUP. A DETAILED FACT SHEET AND DESCRIPTION IS ATTACHED. (ANNEX A)

How will your organization acknowledge the Town's donation?

- LOCAL PRESS
- FACEBOOK PAGE (THE SOUP BOWL)
- SOCIAL CENTRE ORGANIZATION
- ALEX HARRISON PODCAST.



9. Is a copy of the organization's budget attached?

YES

NO

10. Please provide a detailed list of all sources of funding for the organization.

Funding Source	Amount	Recommended Use of Funds
CASH DONATIONS	\$2400	COMMITTED TO DATE. MORE COMING ONGOING
PRODUCT DONATIONS	\$1000	COMMITTED TO DATE. ONGOING ADDITIONS



## A NEW AND EXCITING PROGRAM FOR CLARESHOLM

### WHO WE ARE

We are a group of local community members that are working to help neighbours connect, build relationships, and assist others. See contact information, below.

### WHAT WE ARE DOING

We are hosting a weekly, non-denominational, soup social that is open to anyone in Claresholm and our surrounding area. In particular, we are open to those who may not have enough resources to fill their needs every day, such as older adults on a fixed income, families on limited incomes, food bank recipients, and others who could simply use a warm bowl with peers and friends.

### WHY WE ARE HERE

There is a need in our community for connections. This is our opportunity to build community relationships, share some time with peers, improve our volunteer spirit, allow our seniors community a better chance to get together, and help coordinate the efforts of the food rescue program, and the food bank, to start. There is also an opportunity for community members to assist by donating surplus garden stocks, and for our local business community to participate in a meaningful way with products, cash, and/or time to the project.

### THE DETAILS

- Where:** The Claresholm Social Center  
5009 – 2 ST E
- Time:** 11:30am to 1pm
- Day:** Tuesdays, commencing **June 13/23**
- Cost:** No cost. A donation, if you can.
- Contact Us:** Brenda Halliwell  
[h.brenda@shaw.ca](mailto:h.brenda@shaw.ca)  
Facebook: The soup Bowl

## The Soup Bowl

We are a community service partnering with the Claresholm Social Centre, to offer a soup social. The local food bank and food recovery groups are stretched to their limits. There is a definite need for food in our community and surrounding areas.

Our mission is to try and ease the burden of poverty and hunger. The Claresholm Social Centre (CSC) will be a welcoming, inclusive and safe environment for everyone. There is no fee for the lunch, but a donation will be accepted from those who are able and willing. The overwhelming response by our community has, so far, been staggering. Volunteers and donors are connecting with us every day. Our first date for the lunch is intended to be June 13, 2023.

Meals will be prepared and cooked on site in an AHS approved kitchen at the CSC. I, Brenda Halliwell, will be coordinating the soup socials. I am Food Safe certified and bring 7 years of experience to this program, having worked with People for a Healthy Community, on Gabriola Island, in B.C.

My duties there included the following:

- Food bank organization and storage, grocery ordering, and distribution to clients
- Preparing breakfast, snacks and hot lunches to school children from kindergarten to Grade 7 daily/weekly
- Participating with older adult programs and lunches, weekly
- Community gardens planted by school children, volunteers, and older adults
- The Spirit Feast on Christmas Day to feed 200 – 300 islanders a full Christmas dinner. Included here was organizing 100 volunteers to deliver food to shut-ins, the hall decorating, food preparations, and cooking, carving and cleaning. It even included, because of COVID, the direct service to parked cars.
- Prepping and cooking a Soup Social, once per week, for 60-100 clients when they arrived to collect groceries from the food bank.
- Sorting food recovery in to human consumption, and pet foods, and compost for gardens.

At this point, attempting to project an accurate number of those who will participate here in Claresholm, is difficult due to the levels of confidentiality of those who may be in need. FCSS has agreed to share our posters and program information to clients on their lists. The food bank and local businesses with bulletin boards are also willing to spread the word in our community.

In the 10 days of the conception of the program we have collected sufficient donations to operate 20 soup socials @ \$100 per lunch! We have also received food commitments of produce, eggs, bread, and meats. Volunteers are in place for food prep, cooking, hall set-up, cleaning and teardown.

Participant numbers will be tracked each week, as they participate. I believe that we, as a community have, and will, continue to come together to feed the people. After the past three years of COVID and periodic isolation, this will be a very welcomed project.

Making a difference in the lives and feeding the people is my passion.

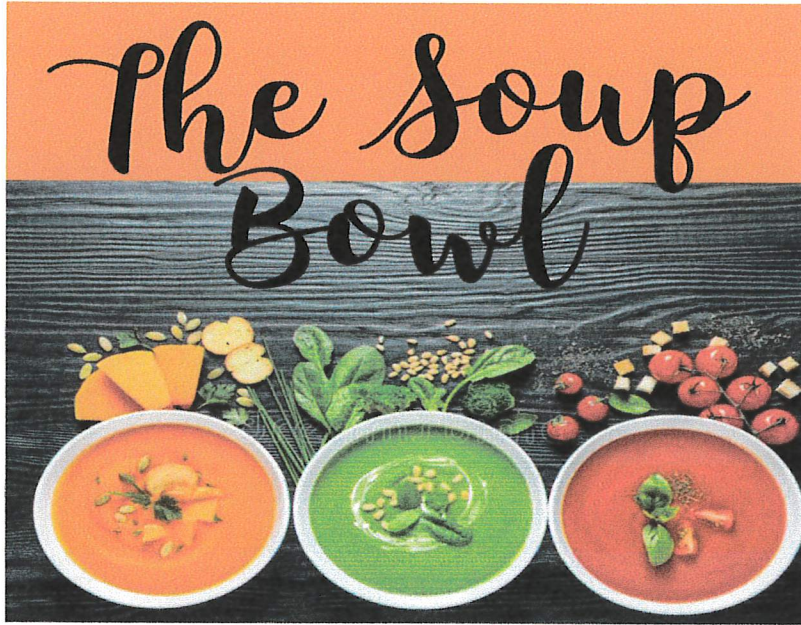
The CSC has a well-equipped kitchen facility. Due to the expected numbers of participants, we require a few extra items to launch our program. With food already being donated, we are in desperate need of storage capacity. Home Hardware in Claresholm has graciously donated a second-hand fridge that will be housed in my garage for the short term.

Our immediate need includes acquiring the following items:

14.8 cubic foot chest freezer	\$1000.00
40 quart Thermalloy stainless steel soup pot	\$280.00
4 commercial baking pans	\$200.00

Our ask from the Town of Claresholm is \$1480.00. This money will be applied directly to the items listed above in the program. These items, though intended to be used solely for the soup social program, will become the property of the CSC, should the soup social project conclude. There is, however, no anticipation that the project has an end date.





Please join us for our first soup  
social.

June 13 from 11:30am – 1:00 pm

Every Tuesday

Located at The Social Center,

5009- 2Street E

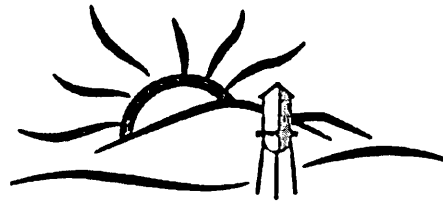
Donations accepted by those who can

For more information please contact:

Brenda Halliwell

[h.brenda@shaw.ca](mailto:h.brenda@shaw.ca)

**Town of Claresholm Application for Donation**  
(Policy 5.1.01 – Schedule "A")



**Claresholm**

Date of Application: May 2, 2023

Date of Event: June 17, 2023

**1. Applicant Information**

Name of Applicant: 2023 Golf 4 Grads Scramble

Address: 349 39th Ave West Claresholm AB

Contact Person: Jenn Mackin or Dana McLeod (403-625-6177)

Phone, Fax, Email: 403-625-0290/mackin4@telus.net

2. Type of Organization: (circle)    ARTS/CULTURE    RECREATION/SPORTS    EVENT    OTHER(specify)

3. Is the Organization registered with Revenue Canada as a Charity? (circle)    YES    NO

If yes provide registration date & # \_\_\_\_\_

4. Is the Organization incorporated as a non-profit organization? (circle)    YES    NO

If yes provide registration date & # \_\_\_\_\_

**5. Type of Donation: (check and explain)**

☒ COMMUNITY EVENT

☐ COMMUNITY PROJECT FUNDING

☐ IN-KIND CONTRIBUTION - Fee Waiver

☐ Other (explain):

☒ SPECIAL EVENT

☐ DONATION - Financial Assistance

☐ IN-KIND CONTRIBUTION - Service, Equipment or Materials

Explanation:

Community Golf Tournament - open to anyone that  
whats to golf.

Amount (value) Requested: \$100.00

**6. Details of how the funds will be expended:**

Hole Sponsorship  
We provide a goody bag for each grad, help fund  
safe grad party and are looking at setting up a couple  
scholarships from our tournament.

9. Is a copy of the organization's operational or project budget attached?

YES

NO

### 7. Previous Donations

Has your organization received donation from the Town of Claresholm in the past? If so, please explain the amount and use of these donations.

Date	Amount	Use of Funds

### 8. Organizational Information

What services or activities does your organization provide to the Town of Claresholm residents? (Please attach a list of membership/executive)

Golf Tournament

Describe in broad terms the principal objective of your organization or initiative:

To support the graduating grade class with some fundraising outside of the school.

How will your organization acknowledge the Town's donation?

As a hole sponsor we will advertise your logo on a hole during the tournament, as well on the sponsor board inside the clubhouse.

### 10. Please provide a detailed list of all sources of funding for the organization.

Funding Source	Amount	Recommended Use of Funds
Local businesses	\$100 per hole sponsor	





# REQUEST FOR DECISION

Meeting: May 8, 2023  
Agenda Item: 10

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## INVITATION FOR GOVERNMENT OF GHANA TRADE MISSION

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### **BACKGROUND:**

On April 21, 2023 the Economic Development Officer and the Deputy Mayor of Claresholm participated in an online meeting with the Ghana High Commissioner of Canada, Anselm Ransford A. Sowah. During the meeting it was explained that the Government of Ghana is sending a trade delegation to Ontario and Alberta from June 22, 2023 – July 8, 2023. A local man, Claresholm resident, and Citizen of Ghana has captured the attention of the High Commission, and persuaded them that Claresholm is a must-see during the upcoming visit to Canada.

On April 25, 2023, the Town of Claresholm received the attached request for assistance from the Ghana High Commissioner. The request is for a written invitation from the Town of Claresholm Council, to the Government of Ghana delegation.

Within the letter, 9-government officials are identified as participating, and it is explained that, “the purpose of the visit is to, woo investors, foster sister-city relations, collaborate with Canadian investors as well as exchange experience in local governance and agricultural development.”

Letters of invitation are recommended when applying for a Canadian Visitor Visa.

### **DISCUSSION**

If approved, the Economic Development Officer plans to approach the Executive Director of the Regional Economic Development Alliance, Alberta SouthWest, to discuss a coordinated approach to the trade-mission. By showcasing Claresholm, and the SouthWest region, a bigger impact could be made, and the workload shared.

### **PROPOSED RESOLUTIONS:**

Moved by Councillor \_\_\_\_\_ to direct administration to respond to the request from the Ghana High Commission with a letter of invitation from the Deputy Mayor and Council, to the Government of Ghana Delegation, inviting them to visit Claresholm during their trade-mission, June 22, 2023 – July 8, 2023.

### **ATTACHMENTS:**

- Request for Assistance from the Ghana High Commission, April 25, 2023

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PREPARED BY: Brady Schnell, Economic Development Officer

APPROVED BY: Abe Tinney, MA, CAO

DATE: May 5, 2023

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## Ghana High Commission

Ref.No. OT/PRO/1A

25<sup>TH</sup> April, 2023

**REQUEST FOR ASSISTANCE FOR AN INVITATION LETTER FOR THE  
DELEGATION OF THE GOVERNMENT OF GHANA TO VISIT CANADA  
FROM 22<sup>ND</sup> JUNE TO 9<sup>TH</sup> JULY 2023**

Further to our virtual meeting (High Commission and officials of Town of Claresholm) held on Friday, 21<sup>st</sup> April, 2023, I have the honour to inform you that the following nine (9) member delegation of the Government of Ghana from the Asante Akim North Municipal Assembly (AANMA), Obuasi Municipality and Sekyere-Kumawu (SKDA) intend to visit selected cities in Alberta and Ontario Provinces from 22<sup>nd</sup> June and 9<sup>th</sup> July, 2023:

<u>NO.</u>	<u>NAME</u>	<u>DESIGNATION</u>
1.	Hon. Francis Oti Boateng	Municipal Chief Executive, AANMA
2.	Hon. Elijah Adansi Bonah	Municipal Chief Executive, Obuasi
3.	Hon. Samuel Addai Agyekum	District Chief Executive, SKDA
4.	Mr. Francis Yaw Adu-Boateng	Coordinating Director, AANMA
5.	Mr. Frank Oti Akenteng	Convener, AANMA
6.	Mr. Stephen Eshun	Special Assistant to the MCE, AANMA
7.	Mr. George Darko	Head Business Development Unit
8.	Ms. Beatrice Kesewaa Takyi	Spouse of the Hon. MCE of AANMA
9.	Ms. Bonsu Maame Serwah	Assembly Member & Special Services Convener, AANMA

2. The purpose of the visit is to woo investors, foster sister-city relations, collaborate with Canadian investors as well as exchange experience in local governance and agricultural development.

3. The High Commission has discovered that Alberta Province, particularly your jurisdiction has a large number of farms.

4. In this regard, I would be grateful if your outfit could extend an invitation to the afore-mentioned Ghana Government officials to enable them embark on the trip.

5. I count on your kind cooperation.



**ANSELM RANSFORD A. SOWAH**  
**HIGH COMMISSIONER**

**THE MAYOR**  
**TOWN OF CLARESHOLM**  
**111-55 AVENUE WEST**  
**CLARESHOLM, ALBERTA**

Cc: Mr. Brady Schnell  
Economic Development Officer  
Town of Claresholm, Alberta



# REQUEST FOR DECISION

Meeting: May 8, 2023  
Agenda Item: 11

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## LETTER OF SUPPORT – CFEP GRANT (DAYCARE)

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The Claresholm Childcare Society is submitting an application to the Community Facility Enhancement Program with a deadline of May 15<sup>th</sup>. CFEP Small Funding stream maximum funding request is \$125,000. They have requested a letter of support for the application. The Childcare Society is looking to complete their playground area and install a new play structure. The cost of the project is approximately \$100,000 including ground work.



For further information regarding this grant, please visit their website:

<https://www.alberta.ca/community-facility-enhancement-program.aspx/>

The Society is not looking for any matching funds as they have fundraised for the matching requirements, they are just asking for a letter of support as the landowner.

### **PROPOSED RESOLUTIONS:**

Moved by Councillor \_\_\_\_\_ to write a letter of support towards the Claresholm Childcare Society's application to the Community Facility Enhancement Program for the purpose of completing their outdoor space and constructing a new playground.

### **ATTACHMENT:**

1. Claresholm Childcare Society's request email

PREPARED BY: Tara VanDellen, Development Services Manager

APPROVED BY: Abe Tinney, CAO

DATE: May 4, 2023

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**From:** Claresholm Child Care Society <cccs4543@gmail.com>

**Sent:** May 1, 2023 11:47 AM

**To:** Tara VanDellen <Tara@claresholm.ca>

**Subject:** Letter of support

Hi Tara,

We are applying for the CFEP Small stream grant due May 15th, for completing our final playground area.

We have gotten a quote to complete the area and get a playground structure put in there and it will cost us approximately \$100,000 including the ground work.

I am wondering if we can please get a letter of support from the Town for this grant.

Please let me know.

Thank you,

--

Kim Gugala  
Executive Director  
Claresholm Child Care Society  
403-625-4543



# REQUEST FOR DECISION

Meeting: May 8, 2023  
Agenda Item: 12

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## LETTER OF SUPPORT – BRIDGES AT CLARESHOLM GOLF CLUB

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### **BACKGROUND:**

The Bridges at Claresholm Golf Club is applying to the Community Facility Enhancement Program (CEFP) small stream for funds to replace the outdated control panel in the golf course pumphouse. This needs to be completed prior to working on replacing the irrigation system on the original 9 holes that was installed in the 1980's. They are applying for \$70,000, which is half the price for the control panel replacement.

They are not asking for any monetary commitment from the Town of Claresholm, only a letter of support at this time.

### **PROPOSED RESOLUTIONS:**

Moved by Councillor \_\_\_\_\_ to write a letter of support towards the Bridges at Claresholm Golf Club's application to the Community Facility Enhancement Grant, for the purpose of replacing the outdated control panel in the golf course pumphouse.

### **ATTACHMENTS:**

- Letter requesting support from the Bridges at Claresholm Golf Club

PREPARED BY: Karine Keys, BA, CLGM, Finance Assistant

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APPROVED BY: Abe Tinney, MA, CAO

DATE: May 5, 2023

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May 3, 2023

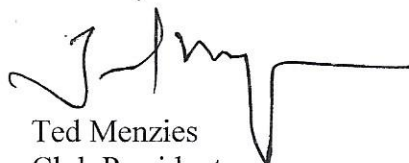
Claresholm Town Council  
Town of Claresholm  
Box 1000  
Claresholm, AB  
T0L 0T0

Dear Town Council,

The Bridges at Claresholm Golf Club is applying to the Community Facility Enhancement Program (CFEP) Grant to help us replace our outdated control panel in the Golf course pumphouse. This is the 1<sup>st</sup> step needed before we can move forward with replacing the irrigation system on the front 9. As with other grants letters of support need to be included with the grant application. We are hoping the Town of Claresholm would be willing to give us a letter of support to go along with our application. Our deadline for Grant application is May 15.

We thank you for your consideration to this letter and other letters of support we have received from the Town of Claresholm and look forward to your response.

Sincerely



Ted Menzies  
Club President





# Town of Claresholm

## Council Committee Report

Date: May 8, 2023

<b>Mayor Petrovic</b>	
<b>Councillor Carlson</b>	
<b>Councillor Cutler</b>	
<b>Councillor Kettles</b>	
<b>Councillor Meister</b>	<p>Welcoming Claresholm</p> <p>We should thank Brady for advocating for a renewal of the grant and we're very happy to have Megan back! Lisa gave us a presentation of the successes of Claresholm with regards to integration of newcomers. We were above average in most categories with an overall rating of 4/5! Organizations that were noted as strengths were FCSS, The Local Press and Welcoming Claresholm. Weaknesses are not having a visitor centre open year round(most places also don't), Lack of a welcome wagon and no community resource directory (which we hear we have one being developed). A gap, that is also affecting most communities, is housing. The average age in town is 54 with the Canadian avg. being 41. We are also a very low-income community. Some newcomers will use us as a steppingstone before moving to a</p>



# Town of Claresholm

	<p>larger centre with more access to services and appropriate employment that matches their education. Policies will need to be developed for the welcoming box.</p> <p>Fair days I missed most of the meeting but there are some fun and exciting things planned this year!</p> <p>FCSS We have been chosen to receive the funds from the smile cookies again. Over 400 tax returns have been completed. 996 volunteer hours by 216 volunteers have been put into running the programs throughout the year. Holly has handed in her resignation; she will be missed immensely! Some programs may need to be tabled for a while someone new is hired and trained.</p> <p>Claresholm social centre We will have the Soup Bowl on Tuesdays at the centre for anyone that would like to enjoy soup and companionship. We will need more freezer space dedicated to this program. Shannon was successful in applying for a grant to replace much of our outdated electronics and sound system. Quotes for new signage are around \$9600. We will be developing a new brochure to highlight the centre.</p> <p>The seniors breakfast will be on June 6th at 8:30am.</p> <p>Trade fair Some chats were about the political landscape coming into the provincial election but most of the conversations revolved around housing. Happy to be on the road to more development and being able to pass the word on. We met a new business owner in town and someone who is deciding where to move, of course I told her Claresholm is the place!</p>
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# Town of Claresholm

<b>Councillor Schlossberger</b>	
<b>Councillor Zimmer</b>	

## COUNCIL RESOLUTION STATUS

Description		Assigned	Comments	Status
Regular Scheduled Meeting - February 13, 2023				
16c	IN CAMERA: Land - Moved by Councillor Zimmer to direct Administration to proceed with researching Starline Business Park development scenarios. CARRIED MOTION #23-023	Abe	Administration is researching development scenarios.	Ongoing
Regular Scheduled Meeting - March 27, 2023				
6	CORRES: Workers' Compensation Board - Alberta - Referred to Administration to acknowledge the National Day of Mourning on April 28, 2023.	Abe/Jason	Staff recognized the day with flags at half-mast.	Complete
22c	IN CAMERA: Advice from Officials - Moved by Councillor Cutler to approve a \$7,000 transfer from the Town's Land Reserves to support a successful grant application. CARRIED MOTION #23-051	Brady	Memorandum of Understanding with Tango Netorks in place, work underway. RFP for area structure plan closes May 18th.	Complete
Regular Scheduled Meeting - April 11, 2023				
5	CORRES: WCCHS 2023 Graduating Class - Moved by Councillor Cutler to provide a gift basket worth approximately \$100 to the WCCHS Spring Festival to be held on April 28, 2023 at WCCHS. CARRIED MOTION #23-053	Karine	Basket created	Complete
9	RFD: Regional Energy Management - Moved by Councillor Zimmer that the Town of Claresholm provide a letter of commitment and support to the Alberta SouthWest Regional Energy Management Program. CARRIED MOTION #23-058	Abe/Brady	Economic Development completed the letter of support.	Complete
18a	IN CAMERA: LAND - Moved by Councillor Cutler to counter the offer submitted by Professional Truck Driving School Ltd. with a firm price of \$89,500.00 for the property located at Lot 7&8, Block 4, Plan 7910032, subject to obtaining a development permit within one year from date of title transfer. CARRIED MOTION #23-060	Abe	Counter Offer submitted and with conversation stalling, the Town's realtor recommended that the Town move on. This property remains on the market.	Complete
18b	IN CAMERA: PERSONNEL - Moved by Councillor Carlson to direct the Economic Development Officer to pursue Option A regarding economic development staffing, as presented. CARRIED MOTION #23-061	Brady	Engagement Coordinator is hired and working. Economic Assistant interviews will begin June 2, 2023.	Complete

Regular Scheduled Meeting - April 24, 2023				
1	BYLAW #1760 - Moved by Councillor Kettles that Bylaw #1760, a bylaw to authorize the rates of taxation to be levied against assessable property within the Town of Claresholm for the 2023 taxation year, receive 1st Reading. CARRIED	Karine	On the May 8th Agenda for 2nd & 3rd Readings	Complete
2	RFD: 2023 Final Budget - Moved by Councillor Zimmer to approve the Final 2023 Budget as presented. CARRIED MOTION #23-062	Blair	Signed, Posted on Website, and updated in accounting software	Complete
3	RFD: Financial Plans - Moved by Councillor Cutler to adopt the 3 Year Financial Plan for 2024 through 2026 as presented. CARRIED MOTION #23-063	Blair	Signed and Posted on Website	Complete
3	RFD: Financial Plans - Moved by Councillor Meister to adopt the 5 Year Capital Plan for 2024 through 2028 as presented. CARRIED MOTION #23-064	Blair	Signed and Posted on Website	Complete
9	CORRES: Alberta Municipalities - Moved by Councillor Meister to support the Federation of Canadian Municipalities (FCM) in calling on the federal government to commit to ensuring that local governments are meaningfully consulted, fully informed, and at the table on issues related to policing costs given the municipal role in keeping our communities safe, and to convey this support in writing to MP John Barlow. CARRIED MOTION #23-065	Karine	Letter sent	Complete
12	RFD: Porcupine Hills Classic Cruisers - Moved by Councillor Cutler to allow the Porcupine Hills Classic Cruisers to utilize Centennial Park ball diamonds on Sunday, August 13, 2023 for the purpose of their 31st annual show and shine. CARRIED MOTION #23-066	Karine	Letter sent	Complete
13	RFD: Letter of Support - CFEP Grant - Centennial Park - Moved by Councillor Carlson to write a letter of support towards the Claresholm Lion's Club application to the Community Facility Enhancement Program for the purpose of constructing a new playground at Centennial Park, and provide the matching funds of \$83,344 plus \$19,244 in-kind donation (total \$102,588). CARRIED MOTION #23-067	Tara	Letter signed and sent	Complete
14	RFD: Letter of Support - CFEP Grant - Fire Hall - Moved by Councillor Zimmer to write a letter of support towards the Claresholm Fire Fighters Foundation's application to the Community Facility Enhancement Program for the purpose of the Fire Hall addition and renovation, and provide confirmation of the matching funds for the project as per the grant application. CARRIED MOTION #23-068	Tara	Letter signed and sent	Complete
15	RFD: 45th Avenue Water Main Replacement - Moved by Councillor Meister to award the 45th Avenue Water Main Replacement project to Shawne Excavating and Trucking in the amount of \$210,789 as recommended by WSP Engineering. CARRIED MOTION #23-069	Jace	Contract has been awarded & process is underway	Complete
16	RFD: Westlynn Drive Storm Trunk - Moved by Councillor Kettles to award the Westlynn Storm Trunk Outfall project to McNally Contractors (2011) Ltd in the amount of \$502,780.86 as recommended by Associated Engineering. CARRIED MOTION #23-070	Jace	Contract has been awarded & process is underway	Complete
17	RFD: Annexation Application (Report) & Agreement - Moved by Councillor Cutler to accept the Annexation Report as presented for submission to the Alberta Land and Property Rights Tribunal. CARRIED MOTION #23-071	Abe/Tara	Notification sent to ORRSC	Complete

17	RFD: Annexation Application (Report) & Agreement - Moved by Councillor Carlson to proceed with the accuracy application for annexation and enter into the tax agreement for 15 years for the lands within the annexation area as presented in the Annexation Report. CARRIED MOTION #23-072	Abe/Tara	Letters signed, sent to ORRSC	Complete
19	INFO BRIEF: Greater Metro Hockey League - Moved by Councillor Kettles to disband the Internal Council Committee, the Greater Metro Hockey League Exploratory Committee, effective April 24, 2023. CARRIED MOTION #23-073	Karine	Committee listing updated	Complete

PREPARED BY: Karine Keys, CLGM, Finance Assistant

APPROVED BY: Abe Tinney, CAO

DATE: May 5, 2023

# INFORMATION ITEMS



## Karine Keys

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**From:** Healthy Communities <healthycommunities@urbansystems.ca>  
**Sent:** May 2, 2023 5:42 PM  
**To:** Karine Keys  
**Subject:** Sharing Resources on Air Quality

**CAUTION:** This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Good afternoon,

We are very excited to be contacting the Town of Claresholm to share more air quality resources that have been developed and funded in partnership with Health Canada.

You may have seen resources on [residential wood smoke](#) that Urban Systems and WAQB sent out recently (February and March of this year). You may also already know that over the past three years, we have been working with the Water and Air Quality Bureau (WAQB) of Health Canada to develop resources aimed at providing critical information and guidance around the health outcomes of air and water quality.

These current resources address two important areas of research for WAQB: Traffic Related Air Pollution (TRAP) and indoor air quality (including radon). TRAP affects the outdoor air quality for many people in Canada, and exposure to it can have a substantial influence on a person's health. Similarly, people in Canada spend around 90% of their time indoors and it is important to share information on the pollutants and exposure to them (possible sources, health outcomes, and ways to mitigate or limit contact).

We hope that the video format will help you access and share these resources across your various communications channels, including social media. Our team is also happy to connect with you to answer any questions. Please don't hesitate to reach out for support by contacting us at [healthycommunities@urbansystems.ca](mailto:healthycommunities@urbansystems.ca)

Given your role in supporting the health of community members and keeping your network informed, we hope that you would be willing to share these videos as widely as possible within your communities and networks. As with previous outreach campaigns, the aim of these resources is to provide people living in Canada with the accurate and accessible information upon which they can make decisions about their lifestyle and health.

English: <https://linktr.ee/airqualityresources>

French: <https://linktr.ee/ressourcesdequalitedelair>

Thank you for your time and assistance with this valuable work. We look forward to working with you and your team to share these important resources in the months ahead.

Sincerely,  
Laura Clark

on behalf of Urban Systems Ltd., in paid partnership with the Water and Air Quality Bureau of Health Canada  
([air@hc-sc.gc.ca](mailto:air@hc-sc.gc.ca))

**Laura Clark, BA, MCP Community Planner**



34 11 Ave SE #101| Calgary, Alberta  
t 403 450 6590 | c 403 312 5736  
w [urbansystems.ca](http://urbansystems.ca)



Named as one of Canada's Best Workplaces – 15 years running

Hello members,

The CRAZ smoke committee would like to welcome all members to a presentation on Prescribed Fires, being held on TEAMS on Tuesday, April 25<sup>th</sup> at 11:00 am

## Prescribed Fires

Presented by :

Alexandria Jones

Strategic Communications Advisor / Agente de communications stratégique

Fire Management / Gestion du feu

Natural Resource Management Branch / Direction de la gestion des ressources naturelles

Parks Canada / Parcs Canada

Government of Canada / Gouvernement du Canada

CRAZ Member Cynthia Wannamaker provided the following information:

Hi Abe,

Here is a summary of what I learned from the Prescribed Fire Presentation, if it's useful.

Historical fire suppression during the 1800s and early 1900s have resulted in a dense monoculture of trees (spruce, pine) in much of the national parks. Between this historical suppression and climate change, we're seeing more and more smoky days (an increase of 20 to 60 wildfire days per year since 2000).

Fire is essential for managing habitat. It allows more sunlight to reach the forest floor and recycles important nutrients back into the soil which increases biodiversity (allowing douglas fir and aspen to grow as well as native shrubs which are an important food source for bears, etc.). It opens up habitat for animal species, and decreases the likelihood of human/ animal interactions, as the current open areas for grasses and shrubs are generally close to roads or rail tracks.

Parks Canada does some selective logging (done in winter) in sensitive areas, but this is not as effective at preventing future fires, or as environmentally friendly as prescribed burns. Logging is most likely to be used in areas where population density is high.

There is a two year planning cycle for prescribed burns, during which experts consider wildlife, aquatics, and land use. Burns are planned for spring or fall (not summer), and ignited during the right atmospheric conditions so that smoke is vented high instead of being trapped near the ground. Smaller fires are generally planned for the spring, with larger fires in the fall (shorter days and colder temperatures allow for better control). The burn requires both the correct atmospheric conditions, and that fire suppression resources are available - if these resources are diverted to natural wildfires, the prescribed burns may not happen on schedule. Sometimes the conditions are right for burns in neighboring jurisdictions which does produce excessive smoke, but generally, Parks tries to coordinate burns with neighboring areas.

This year, 4 burns are planned.

Two backcountry burns in Red Deer Meadows and Wigmore Meadows.

Compound Meadows near Banff will be burned this spring.

The Fairholme Range between Banff and Canmore is scheduled for this fall.

# Alberta SouthWest Regional Alliance

## Minutes of the Board of Directors Meeting

Wednesday, April 5, 2023 – Country Encounters, Crowsnest Pass



### Board Representatives

Brent Feyter, Fort Macleod  
Brad Schlossberger, Claresholm  
Sahra Nodge, Pincher Creek  
Barbara Burnett, Cowley  
Cam Francis, Cardston County  
Blair Painter, Crowsnest Pass  
Victor Czop, Nanton  
Rick Lemire, MD Pincher Creek  
Dale Gugala, Stavelly  
Tim Court, Cardston  
Keith Robinson, Waterton

### Resource Staff and Guests

Robert Strauss, MD Ranchland  
Patrick Thomas, Crowsnest Pass  
Greg Long, LRSD  
Karin Finley, AND Villages  
Eppo Van Weelerden, AND Villages  
Tristan Walker, Energy Manager  
Tony Walker, CF Alberta Southwest  
Sacha Anderson, CF Crowsnest Pass  
Bev Thornton, AlbertaSW

### Guest Councillors

Dave Fillipuzzi,  
Vicki Kubick  
Doreen Glavin  
Glen Girhiny  
Lisa Sygutek  
Dean Ward

- 1 Call to Order/  
Chair Brent Feyter called the meeting to order.
- 2 Approval of Agenda  
Moved by Dale Gugala THAT the agenda be approved as presented.  
**Carried.** [2023-04-843]
- 3 Approval of Minutes  
Moved by Cam Francis THAT the Minutes of March 1, 2023, be approved as presented.  
**Carried.** [2023-04-844]
- 4 Approval of Cheque Register  
Moved by Blair Painter THAT cheques #3186 to #3199 be approved as presented.  
**Carried.** [2023-04-845]
- 5 Southern Alberta Regional  
Solution for Housing Supply  
Karin Finley and Eppo Van Weelerden of AND Villages presented an innovative collaborative strategy to address community housing needs. Follow-up: gather input from communities and identify areas of potential collaboration.
- 6 Energy Efficiency:  
A Regional Approach  
Tristan Walker, Energy Manager for Town and MD of Pincher Creek presented a collaborative strategy to implement access to energy management services for interested communities in the region. Follow up: gather specific data from communities and request for letters of support.
- 7 International Economic  
Development Week  
Councils are encouraged to update motions from 2022 and submit to EDA in recognition of community leaders and economic developers in the region.
- 8 Green Destinations Audit  
Connect4Commerce, and on-line tool for investment opportunities, is in the first steps of being implemented. CAOs and EDOs have designated individuals who will help shape the process to be most beneficial.
- 9 Executive Director Report  
Moved by Rick Lemire THAT the report be accepted as information.  
**Carried.** [2023-04-846]
- 10 Round Table  
Accepted as information.
- 11 Upcoming Board Meetings  
➤ Wednesday, May 3, 2023 – TBD  
➤ Wednesday June 7, 2023 – AGM; tentatively at Heritage Acres-larger building!  
➤ July: (tentatively) - Executive Meeting  
➤ August 2, 2023 – (tentatively) MD Ranchland
- 12 Adjourn  
Moved by Dale Gugala THAT the meeting be adjourned.  
**Carried.** [2023-04-847]

Approved May 3, 2023

## **Executive Director Report April 2023**

### **MEETINGS and PRESENTATIONS**

Apr 3: meeting with Localintel, Teams

Apr 3: meeting with Connect4Commerce, Teams

Apr 4: RINSA meeting, Tecconnect

Apr 4: meeting with InnoVisions

Apr 4: University of Lethbridge class reports: student project between AlbertaSW and ATCO, Zoom

Apr 5: AlbertaSW Board meeting, Crowsnest Pass

Apr 6: MLA Roger Reid presented Queen Elizabeth II Platinum Jubilee Medal to Bev Thornton

Apr 10: interview with Shootin' the Breeze reporter

Apr 12: EDA Conference, Kananaskis

Apr 13: EDA Conference; REDA presentation on "The Superpower of Collaboration"

Apr 19: EDL Board meeting, Tecconnect, Lethbridge

Apr 19: Chair Crown of the Continent Geotourism Council quarterly meeting, Zoom

Apr 19: meeting with Nanton Chamber, Zoom

Apr 20: Landowner Rights Webinar; presentation is recorded; contact [bev@albertasouthwest.com](mailto:bev@albertasouthwest.com) for link

Apr 24: second interview, Shootin' the Breeze

Apr 25: Investment opportunity Network (ION) meeting, Connect4Commerce, Teams

Apr 25: Investment opportunity Network (ION) meeting, Localintel, Teams

Apr 27: meeting with InnoVisions, PrairiesCan, Zoom

Apr 27: IEDC-AEDO Accreditation Committee meeting, Zoom

### **PROJECT MANAGEMENT and REPORTING**

- Board Agenda, Minutes, Bulletin
- Submit Bollinger Foundation application
- Deep Retrofit Accelerator Initiative (DRAI) application; gather letters of support; review budget/plan
- Submit Travel Alberta Grant Final Report
- Submit JEND Supplemental Grant Final Report
- JEND 2023-2024 Year-end Report (draft)
- Year-end documents to Avail CPA: accounts, grant agreements, grant reports, Board minutes
- Responses to investor inquiries from Alberta Ag, JEND and Invest Alberta

- Training session #2 for Connect4Commerce
- Overview session #2 for Localintel and discussion of revised terms of multi-regional approach
- Review of Travel Alberta tourism development zone (TDZ) report
- Southern Alberta Housing Supply: Send/follow-up with “5 Questions” information gathering
- RBL updates
- Summer flyer updates

#### **INVESTMENT ATTRACTION and REGIONAL PROMOTION**

- REDA presentation at EDA 2023: The Superpower of Collaboration
- Approved complimentary article for Vacation Country Travel Guide 2023: “Dark Skies... Bright Future”
- Complete 2023 ad placements in local publications
- Review final presentation of University of Lethbridge student project; collaboration with ATCO
- Submit “Travindy” interview questions complimentary Green Destinations offer
- Request from Community Energy Association to collaborate on Peaks to Prairies promotion
- Investment inquiries from Alberta Ag
- Investment inquiries from Invest Alberta

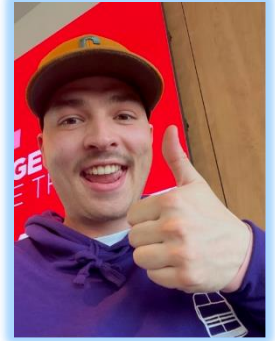


# Alberta SouthWest Bulletin May 2023

## Regional Economic Development Alliance (REDA) Update

### ❖ Energy Management

Tristan Walker led the process to compile an overview of municipal infrastructure in the region and outline scope of work for a federal grant application to make energy management services available to our communities. Thank you for all the letters of support that were provided right up until the April 28 deadline. Tristan clicked the “submit” button on his way through the Montreal Airport!



### ❖ Southern Alberta Regional Solution for Housing Supply

AND Villages Ltd. is continuing to facilitate a conversation to meet diverse needs in each community. Through strategic collaboration we can assess needs and availability of resources to attract projects that address the whole spectrum of housing needs for new and existing residents, workers, families, and seniors.

### ❖ International Economic Development Week-May 8-12, 2023

For the third year in a row, Alberta Municipalities and Rural Municipalities of Alberta are joining EDA to encourage municipalities, to celebrate Economic Development Week. Check [www.edaalberta.ca](http://www.edaalberta.ca) for ideas and information!



## Farmers' Advocate Office

### ❖ Landowner Considerations

Landowners in Alberta often have questions about their rights and responsibilities when approached by energy companies interested in developing renewable energy projects on their land.

Presenter: Darcy Allen, Energy, Utilities and Policy Specialist, Farmers' Advocate Office, Ministry of Agriculture and Irrigation (AAI) presented a webinar on April 20 that offered perspective and important things to think about landowner rights in the context of new development.

The 44-minute webinar can be found on the Sustainability Series YouTube playlist at <https://www.youtube.com/watch?v=o-BwAzRJ65M&list=PLOUwfF01x2YW52ky8iEWxpLLkheMWrp6h&index=1&t=31s>

Rural communities and landowners may be affected by growth in the renewable energy sector as agricultural lands are converted to industrial use. The Farmers' Advocate Office is a resource for Albertans interested in learning more about the responsible development of these projects.

### Alberta SouthWest Regional Economic Development Alliance

International Economic Development Council (IEDC) Accredited Economic Development Organization (AEDO)

2018-2022 Green Destinations Top 100 Sustainable Global Destinations and 2020 Top 3 Best of the Americas

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