



**TOWN OF CLARESHOLM
PROVINCE OF ALBERTA
REGULAR COUNCIL MEETING
JUNE 10, 2024
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 – MAY 27, 2024

PUBLIC HEARING:

PROPOSED MUNICIPAL RESERVE DISPOSAL

DELEGATION:

THE STATION ASSOCIATION FOR CLARESHOLM AND AREA
RE: Programming at Mackin Hall

ACTION ITEMS:

1. **BYLAW #1781 – Evolution Area Structure Plan Bylaw**
RE: 1st Reading
2. **DELEGATION RESPONSE: Coordinated Response to Elder Abuse Committee**
3. **CORRES: Hon. Ric McIver, Minister of Municipal Affairs**
RE: Local Government Fiscal Framework (LGFF)
4. **CORRES: Government of Alberta Immigration and Multiculturalism**
RE: Alberta Newcomer Recognition Awards Now Open
5. **CORRES: Tyler Gandam, President, Alberta Municipalities**
RE: 2024 ABmunis Award
6. **CORRES: Town of Fort Macleod**
RE: Invitation to the 150th Anniversary Celebrations
7. **CORRES: Claresholm & District Fair Days Bench Show**
RE: Application for Donation
8. **REQUEST FOR DECISION: Municipal Reserve Removal**
9. **REQUEST FOR DECISION: Tax Waiver – Claresholm Curling Club**
10. **REQUEST FOR DECISION: Tax Waiver – Claresholm Golf Club**
11. **REQUEST FOR DECISION: Canada Day Beer Gardens**
12. **REQUEST FOR DECISION: Arena Rink Divider**
13. **REQUEST FOR DECISION: Water Treatment & Supply Capital Projects**
14. **REQUEST FOR DECISION: Pine Place Development**
15. **REQUEST FOR DIRECTION: Coffee with Council**
16. **FINANCIAL REPORT: Statement of Operations – May 31, 2024**
17. **INFORMATION BRIEF: Strategic Plan Update**
18. **INFORMATION BRIEF: Council Committee Report**
19. **INFORMATION BRIEF: Council Resolution Status**
20. **ADOPTION OF INFORMATION ITEMS**
21. **IN CAMERA:**
 - a. **Advice from Officials – FOIP Section 24**
 - b. **Advice from Officials – FOIP Section 24**

INFORMATION ITEMS:

1. **Age-Friendly E-News – May 31, 2024**

ADJOURNMENT



TOWN OF CLARESHOLM
PROVINCE OF ALBERTA
REGULAR COUNCIL MEETING MINUTES
MAY 27, 2024

Place: Council Chambers
Town of Claresholm Multi-Use Community Building, 111 – 55 Avenue West
Livestream: <https://www.youtube.com/channel/UCe3OPyLhTzPajvPVAtNL1KA/live>

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

ABSENT: None

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

MEDIA PRESENT: None

NOTICE OF RECORDING: Mayor Schlossberger provided notice that live streaming and recording of the Council meeting would begin immediately at 7:00 p.m. and that recording would continue until such time as the meeting goes In Camera and/or is adjourned.

CALL TO ORDER: The meeting was called to order at 7:00 p.m. by Mayor Schlossberger

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

CARRIED

MINUTES: **REGULAR MEETING – MAY 13, 2024**

Moved by Councillor Zimmer that the Regular Meeting Minutes of May 13, 2024 be accepted as presented.

CARRIED

PUBLIC HEARING: BYLAW #1787 – Land Use Bylaw Amendment

Mayor Schlossberger declared the Public Hearing open regarding Bylaw #1787 at 7:01 p.m.

CAO Abe Tinney presented Bylaw #1787, a Bylaw for the purpose of amending Land Use Bylaw #1525 to add Grocery Store as a use within the Highway Commercial 'C2' land use district and amend the definitions of Food Processing Facility, Minor and Food Processing Facility, Major. No formal submissions were received from the public.

Mayor Schlossberger asked if there were any comments from the public. Kattie Schlamp, Planner from the Oldman River Regional Services Commission provided some further information regarding the proposed amendment by Zoom.

No other comments were received from the public regarding Bylaw #1787. No comments from members of Council were noted.

Mayor Schlossberger declared the Public Hearing closed at 7:03 p.m.

DELEGATION: **Claresholm Coordinated Response to Elder Abuse Committee -Gabrielle Kirk**
RE: Overview and Future Plans

Gabrielle Kirk, Coordinator was present to speak on behalf of the Claresholm Coordinated Response to Elder Abuse Committee and the Vulcan Regional Response to Elder Abuse Council. Gabrielle spoke about the .5 FTE position that works with seniors, has been funded by their coalition and has worked with Claresholm & District FCSS for the past two years. They are requesting that the Town consider funding this position starting November 2024 as their funding for the position is ending and this position is highly needed in our community.

ACTION ITEMS:

1. BYLAW #1787 – Land Use Bylaw Amendment
RE: 1st Reading

Moved by Councillor Cutler to give Bylaw #1787, a Land Use Bylaw Amendment, 2nd Reading.

CARRIED

Moved by Councillor Ross to give Bylaw #1787, a Land Use Bylaw Amendment, 3rd and Final Reading.

CARRIED

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

Received for information.

3. CORRES: Be Prepared Program
RE: Emergency Management Exemplary Service Award

MOTION #24-082 Moved by Councillor Zimmer to nominate local resident Kelly Fowler for the Emergency Management Exemplary Service Award in the Search and Rescue Volunteer Category through Public Safety Canada.

- CARRIED**
- MOTION #24-083 Moved by Councillor Meister to nominate Director of Emergency Management Jason Hemmaway for the Outstanding Contribution to Emergency Management Award through Public Safety Canada.
- CARRIED**
4. **CORRES: Alberta Municipalities**
RE: Letter of Premier Smith
- Received for information.
5. **CORRES: Alberta Seniors, Community and Social Services**
RE: Active Communities Initiative Grant
- Received for information.
6. **CORRES: Claresholm Social Centre Society**
RE: Letter of Support for Farmer's Markets
- MOTION #24-084 Moved by Councillor Cutler to write a letter of support for the Claresholm Social Centre Society's application for Farmer's Markets on Tuesdays in Claresholm.
- CARRIED**
7. **CORRES: Don Sharpe**
RE: In Camera Meeting with AHS EMS Delegation on March 25, 2024
- Received for information.
8. **CORRES: Cliff & Audrey Egger**
RE: Road & Traffic Safety Concerns
- MOTION #24-085 Moved by Councillor Meister to direct administration to respond to Cliff & Audrey Egger's concerns.
- CARRIED**
9. **REQUEST FOR DECISION: Tax Waiver – Royal Canadian Legion**
- MOTION #24-086 Moved by Councillor Kettles to cancel the municipal portion of the 2024 property taxes levied on the property located at 414 - 53rd Avenue East in the amount of \$1,349.89.
- CARRIED**
10. **REQUEST FOR DECISION: Tax Waiver – Claresholm Medical Clinic**
- MOTION #24-087 Moved by Councillor Ross to cancel the municipal portion of the 2024 property taxes levied on the property owned by the MD of Willow Creek located at 4215 Fairway Drive in the amount of \$7,163.15. This cancellation is in the spirit of cooperation with our municipal neighbour and to support the Claresholm Medical Clinic and public health in the region.
- CARRIED**
11. **REQUEST FOR DECISION: Expression of Interest Application**
Rural Community Immigration Pilot
- MOTION #24-088 Moved by Councillor Carlson to direct administration to submit an Expression of Interest application for the Rural Community Immigration Pilot and draft a letter of support to be signed by Mayor Brad Schlossberger.
- CARRIED**
12. **REQUEST FOR DECISION: GIS Ortho Photos / Subdivision Project**
- MOTION #24-089 Moved by Councillor Kettles to approve the out-of-budget expense for the completion of the Willow Park subdivision project up to \$5,000, to be paid out of land reserves.
- CARRIED**
- MOTION #24-090 Moved by Councillor Ross to approve the out-of-budget expense for GIS photos in the amount of \$5,429 to be paid out of land reserves.
- CARRIED**
13. **REQUEST FOR DECISION: Appointing Assessor by Name**
- MOTION #24-091 Moved by Councillor Carlson to appoint the Town's current Assessor, Logan Wehlage, an employee of Benchmark Assessments Consultants Inc, as the Assessor for the Town of Claresholm for the 2024 Assessment year.
- CARRIED**
14. **REQUEST FOR DECISION: Flag Policy**
- MOTION #24-092 Moved by Councillor Ross to approve Policy #5.9.10, the Town of Claresholm's Flag Policy effective May 27, 2024.
- CARRIED**
15. **REQUEST FOR DECISION: Hiring Policy Update**
- MOTION #24-093 Moved by Councillor Carlson to approve the updated Hiring Policy #1.0.01 for the Town of Claresholm effective May 27, 2024.
- CARRIED**

16. INFORMATION BRIEF: CAO Report

Received for information.

17. INFORMATION BRIEF: Council Committee Report

Received for information.

18. INFORMATION BRIEF: Council Resolution Status

Received for information.

19. ADOPTION OF INFORMATION ITEMS

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

CARRIED

20. IN CAMERA:

a. Personal Privacy – FOIP Section 17

b. Advice from Officials – FOIP Section 24

Moved by Councillor Meister to go In Camera at 7:57 p.m. for the following items:

a. Personal Privacy – FOIP Section 17

b. Advice from Officials – FOIP Section 24

CARRIED

NOTICE OF RECORDING CEASED: Mayor Schlossberger stated that the live stream has ended at 7:57 p.m.

Moved by Councillor Ross to come out of In Camera at 9:53 p.m.

CARRIED

NOTICE OF RECORDING: Mayor Schlossberger provided notice that live streaming and recording of the Council meeting would begin again at 9:53 p.m.

a. Personal Privacy – FOIP Section 17

MOTION #24-094

Moved by Councillor Zimmer to direct administration to vary the Order to Remedy #DOG-0046 in the following ways:

- Remove all contraventions other than the contraventions that reference dogs owned in excess of three;
- To extend the timeline for compliance by one year to May 27, 2025; and
- To add the requirement to license existing dogs.

CARRIED

ADJOURNMENT: Moved by Councillor Carlson that the meeting adjourn at 9:54 p.m.

CARRIED

NOTICE OF RECORDING CEASED: Mayor Schlossberger noted that recording ceased at 9:54 p.m.

Mayor – Brad Schlossberger

Chief Administrative Officer – Abe Tinney

PUBLIC HEARING

NOTICE OF PUBLIC HEARING

TOWN OF CLARESHOLM
IN THE PROVINCE OF ALBERTA

PROPOSED MUNICIPAL RESERVE DISPOSAL

7:00 p.m., Monday, June 10, 2024
Town of Claresholm Council Chambers
111 – 55 Avenue West

PURSUANT to sections 216.4, 606, 674 & 675 of the Municipal Government Act, Revised Statutes of Alberta 2000, Chapter M-26, as amended, the Council of the Town of Claresholm in the Province of Alberta hereby gives notice of its intention to consider the removal of the Reserve designation from the parcel legally described as:

A PORTION OF LOT R2, BLOCK 2, PLAN 7410893 containing approximately 0.007± ha (0.017± acres)

The said lands are located between 34 & 44 Willow Road and illustrated on the map.

THE PURPOSE of proposed disposal is to remove a portion of the Reserve (R) designation from the existing parcel to enable a subdivision for the purpose of accommodating a land sale between the Town of Claresholm and an adjacent landowner in order to align the northerly property line of Lot 43, Block 2, Plan 0513418 with the northerly property line of Lot 39, Block 2, Plan 0610901.

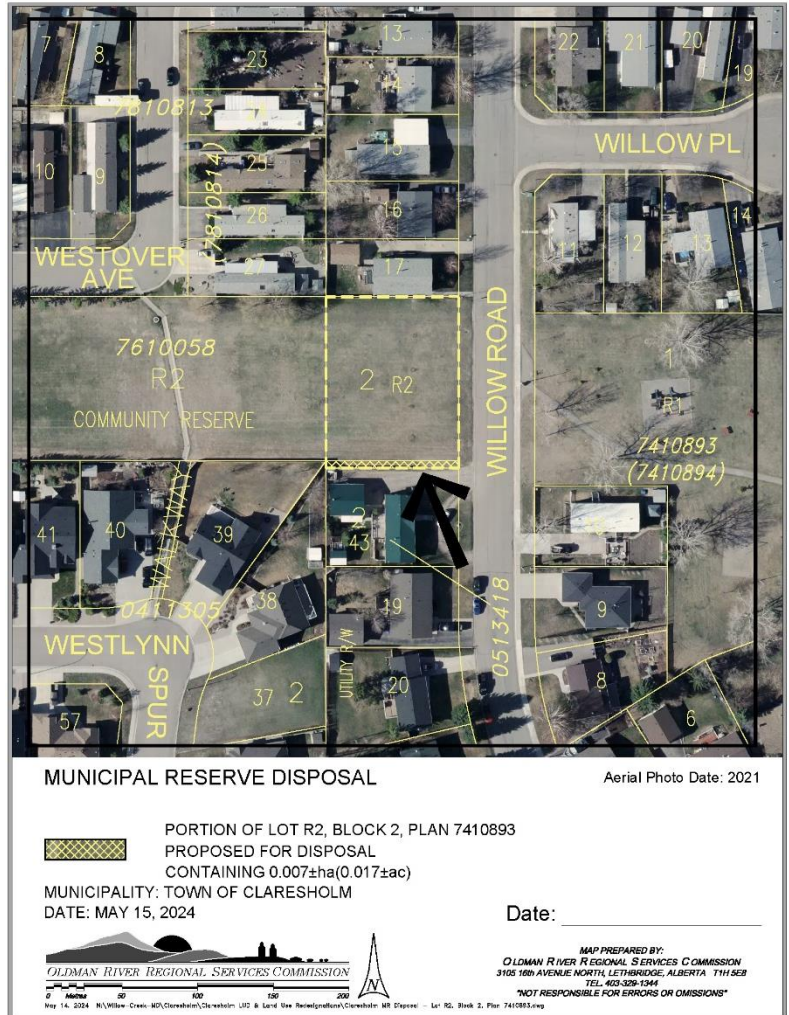
AND THE FURTHER PURPOSE is to comply with the Municipal Government Act and Land Titles Act that require any land designated as Municipal Reserve or Reserve registered in the name of the municipality to be advertised and a public hearing to occur prior to allowing the land to be subdivided, sold, or transferred.

THEREFORE, TAKE NOTICE THAT a public hearing to consider the proposed Reserve disposal will be held in the Town of Claresholm Council Chambers at 7:00 p.m., Monday, June 10, 2024.

AND FURTHER TAKE NOTICE that anyone wishing to make a presentation regarding the proposed Reserve disposal should contact the Municipal Administrator no later than 2:00 p.m. on June 6, 2024. Both written and verbal presentations may be given at the public hearing.

A copy of the proposed Reserve disposal documentation may be inspected at the Town of Claresholm municipal office during normal business hours.

DATED at the Town of Claresholm in the Province of Alberta this 22 day of May, 2024.



Abe Tinney
Chief Administrative Officer
Town of Claresholm
Box 1000
Claresholm, Alberta TOL 0T0

DELEGATIONS



The Station Association for Claresholm and Area

4925 – 1st Street West
PO Box 1297
Claresholm, AB T0L 0T0

Town of Claresholm
c/o Abe Tinney, MA CAO
221 – 45 Avenue West
Claresholm, AB T0L 0T0

May 23, 2024

Dear Mr. Tinney,

I am requesting that Kale Hayes, I and several other members of The Station board be a delegation at the June 10, 2024 Town Council meeting.

The letter from Kale explains our purpose.

Thank you for considering our request.

Sincerely,

Ruth Mueller BScN, RN
Community Development Coordinator
(Claresholm / Nanton / Vulcan)
Alberta Health Services
Claresholm Health Unit
5221 – 2nd Street West
Claresholm, AB T0L 0T0
Office: (403) 625-4061 Cell: (403) 625-0137
ruth.mueller@albertahealthservices.ca



The Station Association for Claresholm and Area

4925 – 1st Street West
PO Box 1297
Claresholm, AB TOL 0T0
Tel: 403-625-0741
Email: kale@ltra.ca

Website: thestationinclaresholm.ca

Kale Hayes
President, The Station
4925 – 1st Street West
PO Box 1297
Claresholm, AB TOL 0T0

May 23rd/2024

To the Honorable Council Members,
Town of Claresholm
111 55 Ave W
Claresholm, AB TOL 0T0

Dear Council Members,

I am writing to you on behalf of The Station, a volunteer-run organization that has been dedicated to enhancing social support and resources for the residents of Claresholm since its inception in 2011. As the President of The Station, I am proud of the collaborative efforts and strategic partnerships we have formed over the years, particularly with Claresholm FCSS and various service providers such as Wild Rose Community Connections, Greater Foothills Family Centre, Inclusion Foothills Association, McMan Youth, Family and Community Association, Family Ties Association, Foothills Fetal Alcohol Society, and Calgary Rural Primary Care Network.

Our single point of entry, under one roof, coordinated services collaboration has significantly strengthened the lives of all community members in Claresholm. Mackin Hall has become a familiar and welcoming space for families utilizing our Greater Foothills Family Centre programming, offering low-cost rent that ensures continued support through various programs and services.

However, after careful consideration and evaluation of our current operations, we have made the difficult decision to fold The Station as it presently is. We have streamlined our offering to now be done with minimal coordination and nominal costs. Given that the town already maintains the operations of Mackin Hall, we are requesting that the town reassumes management of the space but allows the continued use of the site at no cost to community organizations. This arrangement would not incur additional costs for the town and would directly benefit its residents.

We believe that the continued provision of programming at Mackin Hall will be immeasurable to the families of Claresholm. We are more than willing to meet with the town council to discuss this proposal in more detail and to explore how we can ensure the ongoing support and development of our community through this transition.

Enclosed, please find impact statements from three different groups that highlight the positive effects of our collaborative efforts and the importance of maintaining the availability of Mackin Hall for community use.

Thank you for considering our request and for your continued support of The Station and the residents of Claresholm. We look forward to the opportunity to discuss this matter further.

Sincerely,

A handwritten signature in blue ink, appearing to read "Kale Hayes", is written over a large, horizontal blue oval scribble.

Kale Hayes
President, The Station

Introduction to Impact Statements

Enclosed are impact statements from three different groups that have been instrumental in our collaborative efforts at The Station. These statements highlight the positive impact our services and partnerships have had on the community of Claresholm. They underscore the importance of maintaining the availability of Mackin Hall for community use and the continued support for our programs and services.

Impact Statement 1: Inclusion Foothills

Inclusion Foothills has been utilizing The Station as a vital place of work within Mackin Hall, operating two key programs: Outreach and Inclusive Employment Partnerships.

Outreach: Operating 2-3 days per week, Inclusion Foothills offers programs that address gaps in other services, pursue skill enhancement, create open communication and social connections, and build deeper, life-long relationships. Services include 1-to-1 support, transition planning for various life stages, parent support, and sibling support. Currently, this program serves 97 families or 338 individuals in the area, providing a known and easily accessible location for families.

Inclusive Employment Partnerships: Operating 1day per week, this program promotes the inclusion of persons with disabilities in the workplace by partnering with businesses on inclusive employment practices. The main goal is to create employment opportunities for youth and adults to gain inclusive, meaningful employment. The space at The Station is integral to Inclusion Foothills' work in Claresholm, providing a confidential and safe space for staff to operate from.

Impact Statement 2: Wild Rose Community Connections

Wild Rose Community Connections relies on its relationship with the Greater Foothills Family Centre to support and connect families with resources in Claresholm. Part of our in-home supports mandate is to broaden support networks and connections to the community. Mackin Hall has become known as an open and welcoming space where parents and their children can meet, play, and learn. With a presence at Mackin Hall, the Greater Foothills Family Centre is also able to inform parents who attend of WRCC's "First Years for Families" and DadConnex programs to assist them in building their parenting capacity.

Impact Statement 3: Greater Foothills Family Centre (GFFC)

The collaboration of the nonprofit organizations that comprise "The Station" has enhanced the support and resources available to the residents of Claresholm. The Greater Foothills Family Centre is one of the nonprofit organizations that has benefited from this collaboration. The Station has provided a means to offer support and services to the families of Claresholm at minimal cost, as costs like rent are shared among The Station organizations, resulting in increased services directly to families. We offer a free weekly stay & play program where families can attend, get support, and build relationships with other community members. Families can also get connected to other resources such as our Triple P Positive Parenting Program. Having access to monthly Infant & Child Developmental Drop-Ins decreases barriers for families in Claresholm. The Station's single point of entry, under one roof, coordinated services collaboration has strengthened the lives of all community members in Claresholm. Mackin Hall has become a familiar and welcoming space to all families who utilize our Greater Foothills Family Centre programming. Low cost for rent ensures that we can continue supporting families through our stay & play program, parenting programs, child development information, and referrals to other organizations.

The benefits of continuing to provide programming at Mackin Hall will be immeasurable to the families of Claresholm.

Summary

These impact statements serve as a testament to the valuable work being done at The Station and the crucial role that Mackin Hall plays in facilitating these services. We hope they provide a clear picture of the positive changes we have been able to bring about in the Claresholm community. It is our hope that town council strongly considers allowing the use of Mackin Hall by community-based organizations as it is a cost-effective and sustainable means of bolstering the availability of support services to the residents of Claresholm.

ACTION ITEMS



Claresholm

REQUEST FOR DECISION

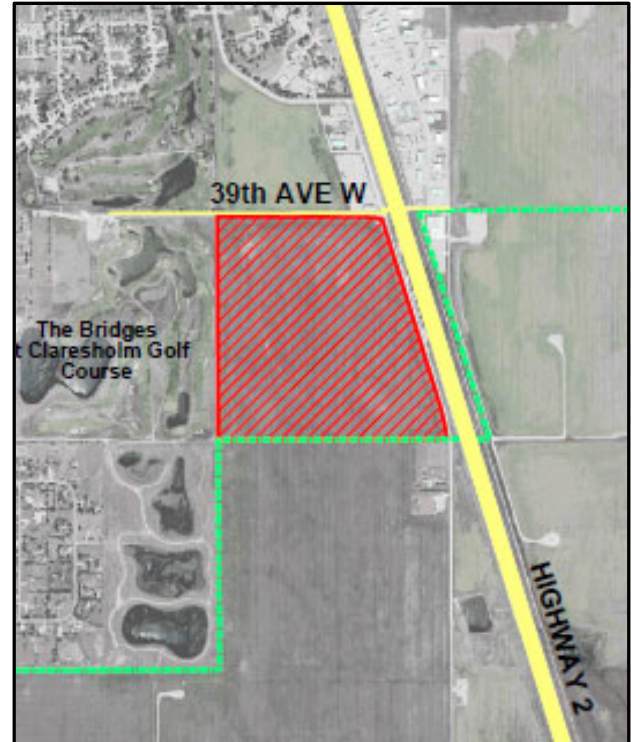
Meeting: April 22, 2024
Agenda Item: 1

BYLAW No. 1781 – EVOLUTION AREA STRUCTURE PLAN

The purpose of the attached Bylaw No. 1781 is to adopt an area structure plan (ASP) within the south area of Town, adjacent to the golf course (shown right). The Town of Claresholm held a community open house on March 25, 2024. The feedback received was taken into consideration and listed in the plan.

The adopted ASP would allow prospective developers to anticipate the land uses within an area. The ASP acts as a high-level blueprint for the area, streamlining future subdivision applications to comply with the needs and goals of development. The ASP includes the sequence of development proposed for the area, the density of development proposed for the area, and the general location of major transportation routes and public utilities.

The Town/ISL has circulated the ASP, but are waiting for final comments from Alberta Transportation. There may be a few changes to the TIA, etc. that will be noted prior to giving 2nd and 3rd readings. Additionally, the Town has provided grammatical and other comments to ISL in regards to the reports that will require review prior to the Public Hearing. Administration will note those changes to Council prior to 2nd and 3rd readings.



In accordance with the Municipal Government Act (MGA), the bylaw requires a public hearing and advertisement prior to giving second reading and notice given. The neighbors as well as the MD of Willow Creek will be circulated on the public hearing.

RECOMMENDED ACTION:

Moved by Councillor _____ to give Bylaw No. 1781, a bylaw to adopt the North Point Area Structure Plan, first reading.

ATTACHMENTS:

- 1.) Summary of Evolution ASP
- 2.) Draft Bylaw No. 1781
- 3.) "Schedule A" Evolution ASP (please visit www.myclaresholm.com/council for the full plan)

APPLICABLE LEGISLATION:

- 1.) Municipal Government Act, RSA 2000, Chapter M-26, Sections 216.4, 606, 636, 692.

PREPARED BY: Tara Vandervalk, Development Services Manager

APPROVED BY: Abe Tinney, CAO

DATE: June 10th, 2024

Summary of Evolution Area Structure Plan

The Evolution Area Structure Plan (ASP) is a document that outlines the vision and policies for future development of approximately 54 hectares of land in south Claresholm. The ASP area was annexed by the Town in 2007 to accommodate future growth and provide a diverse range of residential, commercial, and service industrial opportunities.

The ASP is guided by the following principles:

- **Sustainability:** The ASP promotes efficient and effective use of infrastructure and services, energy efficiency, innovative housing design, and alternative servicing options.
- **Housing Diversity:** The ASP provides for a variety of housing types and densities to meet the needs of different income groups and lifestyles, including seniors' housing, multi-family and various sized lots to provide affordable options to the marketplace.
- **Economic Development:** The ASP supports the development of highway commercial uses along the Highway 2 frontage, which will provide services to travelers and residents, generate employment opportunities, and increase the tax base of the Town.
- **Community Vitality:** The ASP features a network of parks and open spaces that provide active and passive recreational opportunities for residents and visitors. The ASP also supports local and regional scale commercial and service industrial development along the Highway 2 corridor.
- **Connectivity:** The ASP enhances connectivity and walkability within and beyond the plan area by providing trails and pathways that link to the Bridges at Claresholm Golf Course, Kin Trail, Frog Creek Wetland, and other amenities.
- **Flexibility:** The ASP allows for minor revisions to the development concept and the road network to respond to market demand and the Town's evolving needs.

The ASP is divided into four main sections:

- **Planning Context:** This section outlines the policy context of the plan, including the Municipal Government Act, the South Saskatchewan Regional Plan, the Municipal Development Plan, and the Land Use Bylaw. It also describes the plan interpretation, monitoring, review, and amendment processes.
- **Plan Area:** This section highlights the existing conditions of the plan area, including the location, current land use, topography, and land ownership.
- **Development Concept:** This section provides the overall development concept for the plan area, showing the general location of land uses, community amenities, and the road network. It also describes the vision and guiding principles for the plan area.
- **Development Framework:** This section details the policies designed to actualize the development potential of the plan area, including general development policy, residential, commercial, service industrial, open space, transportation, servicing, and implementation.

The ASP is a statutory plan that provides a comprehensive framework for future development of the Evolution Lands. It is intended to be a long-term policy document that promotes a vision for development and provides guiding principles and policies that work towards achieving that vision over time. The ASP will be reviewed and updated every 10 years or as needed to reflect changes in the overall policy direction or specific planning applications.



**TOWN OF CLARESHOLM
PROVINCE OF ALBERTA
BYLAW No. 1781**

A Bylaw of the Town of Claresholm in the Province of Alberta, to adopt Bylaw No. 1781, being the Evolution Area Structure Plan.

WHEREAS the Council of the Town of Claresholm wishes to adopt a comprehensive land use plan approximately \pm 54 hectares of land legally described as SE-23-12-27-4; and

WHEREAS the purpose of an area structure plan is to provide a framework for the subsequent orderly subdivision and development of land within a defined area; and

WHEREAS the Council wishes to regulate and control development of these said land, but also to promote these lands as a residential, commercial area.

NOW THEREFORE under the authority and subject to the provisions of the Municipal Government Act, Revised Statutes of Alberta 2000, Chapter M-26, as amended, the Council of the Town of Claresholm in the Province of Alberta duly assembled does hereby enact the following:

1. Council shall adopt an area structure plan in accordance with the provisions of the Act.
2. This plan attached as Schedule 'A', upon adoption, shall be known as the "Evolution ASP".
3. This bylaw shall come into effect upon third and final reading hereof.

Read a first time in Council this day of 2024 A.D.

Read a second time in Council this day of 2024 A.D.

Read a third time in Council and finally passed in Council this day of 2024 A.D.

Brad Schlossberger, Mayor

Abe Tinney, CAO



REQUEST FOR DECISION

Meeting: June 10, 2024

Agenda Item: 2

DELEGATION RESPONSE

CLARESHOLM COORDINATED RESPONSE TO ELDER ABUSE COMMITTEE

DESCRIPTION:

Gabrielle Kirk, the coordinator from the Claresholm Coordinated Responses to Elder Abuse Committee, addressed Council at the May 27, 2024 Council meeting. She spoke not only to Elder Abuse, but focused much of her address on the wide range of support that FCSS provides to the residents of Claresholm, FCSS staffing, and the increasing or prevalent threat of elder abuse.

Gabrielle specifically noted that there was a loss of a 0.5 FTE position from FCSS in 2021. The Claresholm Coordinated Response to Elder Abuse Committee partnered with FCSS to create a 0.5 FTE position, grant funded through the Claresholm Coordinated Response to Elder Abuse Committee, in 2022. This position has been in place for nearly two years now, however the funding is coming to an end and the delegation, in short, is requesting that Council continue to fund this position. The partnership with, and addition of the 0.5 FTE position through, the Claresholm Coordinated Response to Elder Abuse Committee was entered into with the knowledge and understanding that it was a short-term program/position that would come to an end with the end of the grant funding.

BACKGROUND:

The FCSS Program is a provincial program that is funded 80% from the province, with a required 20% matching funding from the municipality. This program and this funding have some specific guidelines and parameters. The FCSS program is run a myriad of different ways – nearly as many ways as there are communities that run it, as each community tries to figure out what works best for them. This means that some communities, like ours, has the municipality itself run the program, others have a separate non-profit run the FCSS program within the community, or have a larger organization run the program for a group of municipalities. As a result, it is difficult to compare community FCSS programs. These organizations, whether the individual municipality, or separate non-profits, have the ability to apply for other funding to supplement the FCSS funding or to run programming outside of the confines of the FCSS program. This would include additional funding, beyond the 20% matching, from the municipality.

Claresholm FCSS has changed over the years, from being operated by a separate non-profit, to being taken over by the Town. Staffing levels and programs run have changed many times over the years, due to current perceived needs, funding, and the staff and volunteers currently in place. FCSS over the last 6 years has bounced from 3 FTE to 2 FTE to 2.5 FTE and back to 2 FTE, with quite a revolving door of staff.

The most recent decline to 2 FTE was largely a decision based on lack of funding, and a move into the same office as the rest of Town Administration with shared reception with Administration, and reduced concern/risk for staff personal safety working alone, as with only two FCSS staff, one was often alone due to meeting or programs outside the office, to vacation or sick days.

Since that time, FCSS requested to move to the west side of the office, no longer sharing reception with Administration, putting more of this reception burden back on them, though there is still the added safety of having others in the building. There is, however, still concerns over funding, as well as potential concerns over space within the office.

DISCUSSION:

FCSS does tremendous work in the community, providing supports to our seniors and other at-risk populations. This is not easy work and there seems to be no end to the work. There are always more needs – needs going unmet. As we have seen from many of the motions made at the last Alberta Municipalities Conference, and from a recent Rural Municipalities of Alberta report, many of the current issues we are seeing are a result of the Provincial or Federal governments stepping back or not stepping up. Whether that is financial issues, such as not appropriately indexing senior benefits like CPP, OAS and GIS, or closing offices or services in rural communities, such as Alberta Works. Then there are issues of mental health, which is largely a healthcare issue that is supposed to be the purview of the Province/AHS, but again there is too little and its too hard to access.

As a result, people come to the one place that is still open to them – FCSS – asking for help with it all. It is overloading our FCSS office and burning out our staff. Increased staffing will of course help, however are we then just accepting the role that the Province is falling short on?

Budgeted costs for the position at a 0.5 FTE was indicated to have a cost of \$22K per year by Gabrielle. If this position is funded, it is Administrations assumption that it would be continued as a Town of Claresholm employee, in which case that budget figure likely would not be accurate as the position would need to be paid on par with comparable positions within the Town, which is likely closer to \$27K.

As can be seen, this is a complicated issue, with significant implications – both budgetary and otherwise. It is therefore advised that this issue is brought to the Audit and Finance Committee for budget discussion considerations for the remainder of 2024 and into 2025 and beyond. If budget is approved, the position would likely need to be redrafted and rehired for anyway due to the change in employers.

PROPOSED MOTION:

Moved by Councillor _____ to refer the matter to the Audit and Finance Committee for 2025 budget discussions.

PREPARED BY: Blair Bullock, CPA, CA – Director of Corporate Services

APPROVED BY: Abe Tinney, CAO

DATE: June 7, 2024

Town of Claresholm
111 55 Avenue West
Claresholm, AB T0L 0T0

May 13, 2024

Dear Town of Claresholm,

I am Gabrielle Kirk, the coordinator of the Coordinated Community Response to Elder Abuse Committee (CCREAC) And the Vulcan Regional Response to Elder Abuse Council (VRREAC). I have been in this role for 7 years.

Elder abuse is an unfortunate reality in our communities. The purpose of our organizations is to provide more effective and efficient approaches to addressing elder abuse through a coordinated response model where we can leverage the knowledge, services, and expertise of multiple agencies. Due to the complex nature of elder abuse, many diverse agencies are needed to address a single case. We work diligently to organize and collaborate with all the necessary stakeholders to achieve the best possible outcomes for individuals in abusive situations.

I am requesting that I be a delegate at the next town council meeting. CCREAC and VRREAC would like to present the council with a brief overview on elder abuse, the work our committee has been doing to better respond to elder abuse, and the future of CCREAC and VRREAC. We welcome any question and/or concerns that the council might have. Thank you for considering our request.

Sincerely,

Gabrielle Kirk



Coordinated Community Response to Elder Abuse
Vulcan Regional Response to Elder Abuse
(403) 359-0712
Gabriellekirk5@gmail.com



ALBERTA

MUNICIPAL AFFAIRS

*Office of the Minister
MLA, Calgary-Hays*

AR114112

May 21, 2024

His Worship Brad Schlossberger
Mayor
Town of Claresholm
PO Box 1000
Claresholm AB T0L 0T0

Dear Mayor Schlossberger:

Further to the information on Local Government Fiscal Framework (LGFF) funding announced on December 15, 2023, I am pleased to provide correspondence for your record confirming the 2024 LGFF Capital and LGFF Operating allocations for your community.

For the Town of Claresholm:

- The 2024 LGFF Capital allocation is \$672,909.
- The 2024 LGFF Operating allocation is \$72,800.

LGFF Capital is a legislated program aimed at providing local governments with substantial notice of their future infrastructure funding. As indicated on the program website, in 2025, your community will be eligible for \$752,075. Information on 2026 LGFF Capital allocations will be shared with local governments this fall, after growth in provincial revenues between 2022/23 and 2023/24 has been confirmed and applied to calculate 2026 program funding. LGFF Capital amounts will be published annually on the program website each fall.

Further information on LGFF funding for all local governments is available on the LGFF website at www.alberta.ca/LGFF.

.../2

The LGFF program represents the culmination of significant work between the Government of Alberta and local governments across the province, and I am pleased the program will further our partnership in building Alberta communities together. I look forward to working with your community, and every local government across Alberta, as we continue to build strong and prosperous communities together.

Sincerely,



Ric McIver
Minister

cc: Abe Tinney, Chief Administrative Officer, Town of Claresholm

Karine Keys

From: Government of Alberta Immigration and Multiculturalism
<newcomerrecognitionaward@gov.ab.ca>
Sent: May 30, 2024 3:57 PM
To: Karine Keys
Subject: Alberta Newcomer Recognition Awards Now Open

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.

The logo for the province of Alberta, featuring the word "Alberta" in a white, cursive script font with a small square icon to the right, set against a dark purple background.The logo for the Alberta Newcomer Recognition Awards. It features a stylized white mountain range icon above the text "ALBERTA NEWCOMER RECOGNITION AWARDS" in a bold, white, sans-serif font, all on a dark purple background.

Nominate an outstanding newcomer today

Do you know someone who has made a difference in the community?
Nominate them for the Alberta Newcomer Recognition Awards.

The Alberta Newcomer Recognition Awards celebrate the incredible accomplishments of immigrants in the province. They honour individuals who have made outstanding contributions in their schools, workplaces and communities through volunteer activities, leadership, innovation in business, achievements in their professional or academic field, or by creating more welcoming and inclusive communities.

To be eligible, a nominee must have been born outside of Canada but are now a Canadian citizen or permanent resident, and currently residing in Alberta. They can have resided in Canada for many years, or just a few.

Nominations are being accepted through an online portal until noon on **June 20, 2024**:

- **Step 1:** Review the [nomination guidelines](#) to ensure you have all the information you need, including the nominee's consent and letters of support
- **Step 2:** Complete the [nomination form](#)

To learn more about award categories, nominate a newcomer, and download and print a poster to help spread the word, visit alberta.ca/NewcomerAwards.

Find out more

Alberta



Government of Alberta Immigration and Multiculturalism
12th floor, 10155-102 Street NW
Edmonton Alberta T5J 4G8
Canada

You are subscribed to this email as info@claresholm.ca.
Click here to modify your [preferences](#) or [unsubscribe](#).

delivered by
 Campaigner

Karine Keys

From: Tyler Gandam <president@abmunis.ca>
Sent: May 28, 2024 9:00 AM
To: Karine Keys
Subject: Nominate a municipal peer for an award by June 14

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 Morning ABmunis Members;

Don't miss the opportunity to nominate a municipal leader in your community for a 2024 ABmunis Award! The **nomination deadline of June 14** is fast approaching.

These awards are presented at our Convention and recognize individuals and teams who have made extraordinary contributions to their communities. Here are the award categories for this year:

1. Award of Excellence

Recognizes past and present elected municipal officials with outstanding civic leadership who have held office for at least three years in Alberta. Download the nomination form [here](#).

2. Distinguished Service Award

Recognizes an elected official who has served 20 or more years in one or more Alberta municipalities. Download the nomination form [here](#).

3. Dedicated Chief Administrative Officer Award

This award recognizes long-term excellence and dedication to municipal government and chief administrative management. Download the nomination form [here](#).

4. Dedicated Senior Municipal Team Award

This award acknowledges an outstanding municipal team that demonstrated excellence and dedication to a municipal government. Download the nomination form [here](#).

We are looking forward to acknowledging and celebrating Alberta's outstanding community builders! Please email awards@abmunis.ca if you have any questions.

Sincerely,

Tyler Gandam | President

E: president@abmunis.ca
300-8616 51 Ave Edmonton, AB T6E 6E6
Toll Free: 310-MUNI | 877-421-6644 | www.abmunis.ca



This email and any files transmitted with it are confidential and intended solely for the use of the individual or entity to whom they are addressed. If you have received this email in error please notify the sender. This message contains confidential information and is intended only for the individual named. If you are not the named addressee, you should not disseminate, distribute or copy this email.

We respectfully acknowledge that we live, work, and play on the traditional and ancestral territories of many Indigenous, First Nations, Métis, and Inuit peoples.



Fort Macleod Town Council and the 150th Celebration Committee
cordially invite you to join us as we celebrate our
150th Anniversary. June 28- July 1, 2024

PLEASE JOIN US ON OUR HISTORIC MAIN STREET FOR OUR
OPENING CEREMONIES.
5:00 PM - JUNE 28, 2024

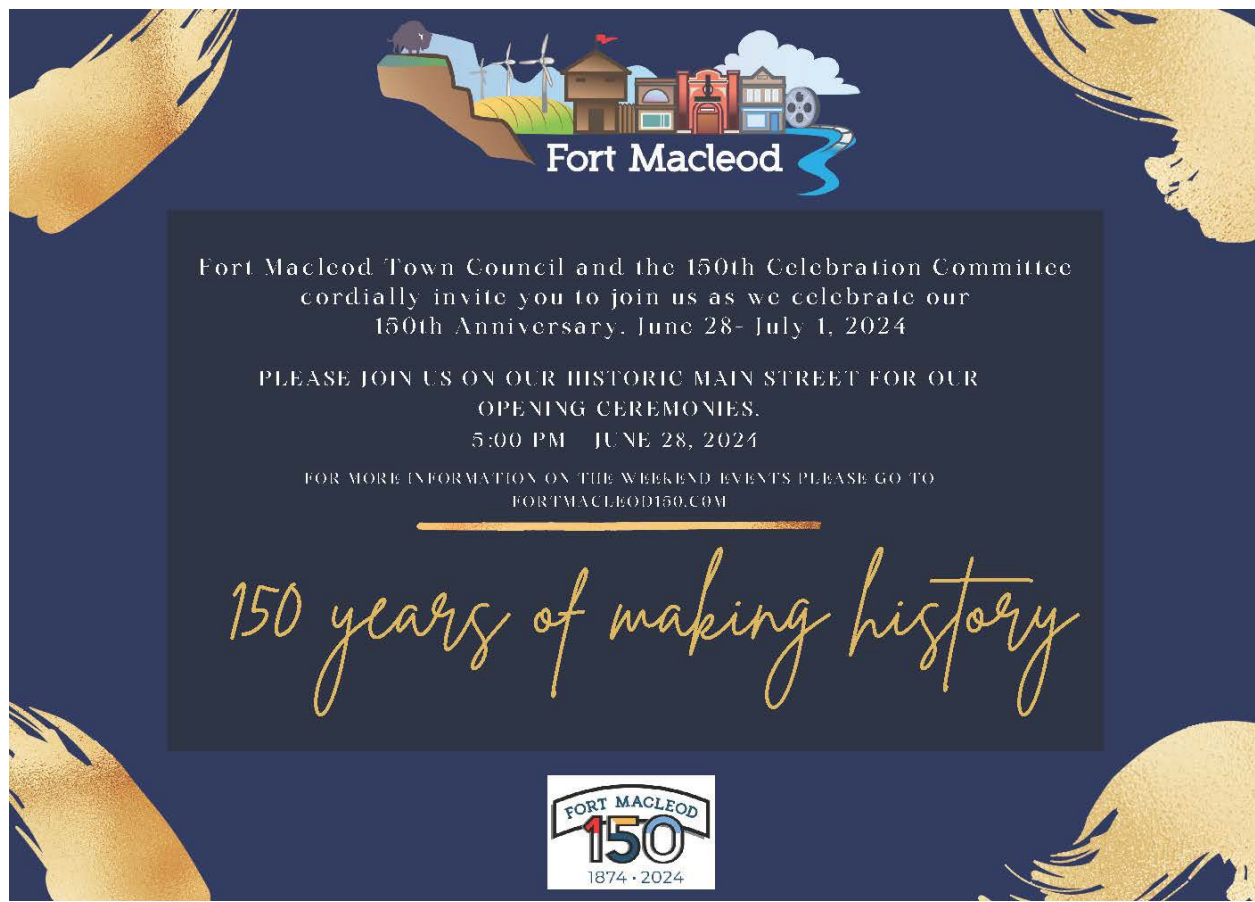
FOR MORE INFORMATION ON THE WEEKEND EVENTS PLEASE GO TO
FORTMACLEOD150.COM

150 years of making history





TOWN OF FORT MACLEOD
150TH ANNIVERSARY CELEBRATION
HOSPITALITY SUITE & OPENING CEREMONIES
Friday, June 28th, 2024



HOSPITALITY SUITE

Please join us at the hospitality suite for delegates one hour before the Opening Ceremonies.

- LOCATION:** Historic Bank of Commerce Building
204 - Main (24th) Street Fort Macleod, AB
- TIME:** 4:00 – 5:00 PM
- NOTES:** Light refreshments will be served.

OPENING CEREMONIES

Fort Macleod Town Council and the 150th Celebration Committee invite you to join us on Historic Main Street for our Opening Ceremonies, June 28 – July 1, 2024, as we celebrate our 150th anniversary.

LOCATION: ATCO Stage
300 Block of Historic Main (24th) Street Fort Macleod, AB
(Map below)

TIME: 5:00 – 5:45 PM

RSVP: Please RSVP by **June 14, 2024**
Meranda Day Chief
execassist@fortmacleod.com

DRESS CODE: Please dress for the weather, as the event will be held outdoors.

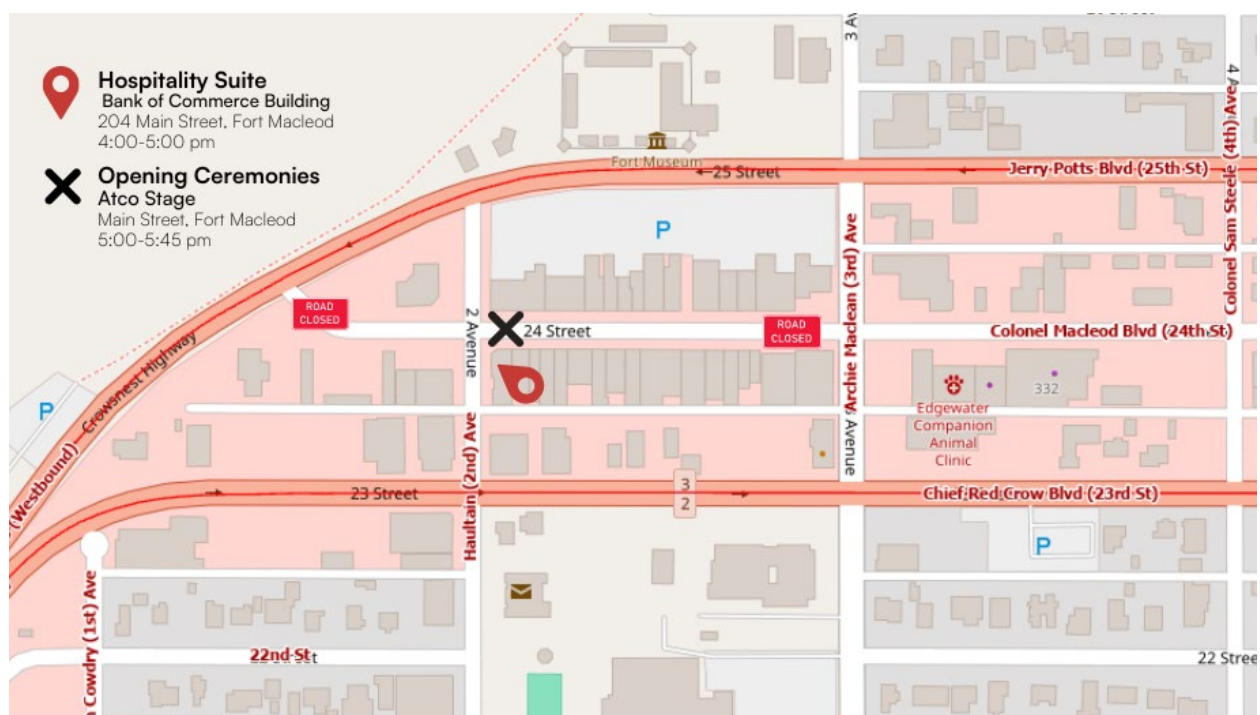
PARKING: Free Public Parking is available across from the Fort Museum. Main Street will be closed to vehicle traffic. Foot traffic only.

NOTES: Live music will begin on the ATCO stage following the event.

The entire weekend itinerary can be found on our website: www.fortmacleod.com

The complete Opening Ceremonies Program will be sent by June 24, 2024.

MAP:



June 10, 2024



To: The Town of Claresholm
c/o Claresholm Town Council

Re: Support of Claresholm & District Fair Days Bench Show August 8 – 10,
2024

The Claresholm Bench show volunteers are busy planning for the 2024 Bench Show as part of the Claresholm & District Fair Days. The annual Bench Show started in 1907 and has run almost consistently – except for a few years during the thirties and most recently during the Covid pandemic. The 2024 Bench Show runs Thursday to Saturday during Fair Days.

In 2023, Claresholm Town Council generously provided us with a donation to cover the cost of our portion of the rent for the Claresholm Community Centre

We respectfully request that Claresholm Town Council support us again this year through a donation to cover all, or a portion of, the Community Centre rental fee. This will go a long way in ensuring we can continue to operate the bench show in the coming years.

Thank you for your consideration.

Sincerely,

Rita Ewen on behalf of Syd Gray

Syd Gray
President, Claresholm & District Fair Days Bench Show

Town of Claresholm Application for Donation
(Policy 5.1.01 – Schedule “A”)

Date of Application: June 10, 2024

Date of Event: Thursday, August 8 – Saturday, August 10, 2024

(Thursday: set up and accepting entries, Friday: accepting entries, judging, public viewing, Saturday: public viewing, prize payout, entry collection, tear down)

1. Applicant Information

Name of Applicant: Claresholm & District Fair Days Bench Show

Address: PO Box 213, Claresholm, TOL OTO

Contact Person: Syd Gray, President

Telephone: 403.625.2132

2. Type of Organization: Arts/Culture Recreation/Sports Event Other (specify)
Rural Fair BENCH SHOW

3. Is the Organization registered with Revenue Canada as a Charity **Yes**

If yes, provide registration date & #

The Claresholm & District Fair Days Bench Show is under the umbrella of The Willow Creek Ag Society which was registered on February 23, 1953 (name changed to WCAS on February 16, 1966) #119298925 RR001

4. Is the Organization incorporated as a non-profit organization **No**

If yes, provide registration date & #

5. Type of Donation (check and explain)

Community Event Special Event
Community Project Funding **Donation (Financial Assistance)**
In-Kind Contribution - Fee Waiver In-Kind Contribution – Service, Equipment of Materials
Other (explain)

Explanation

The Claresholm & District Fair Days Bench Show is asking the Town of Claresholm for financial assistance to cover the cost of our portion of the Claresholm Community Centre (Main Hall and Lodge Room) rental from Thursday (8 am) until Saturday (5pm). On Saturday, we will be sharing the CCC with the Claresholm Lions Club Beef on a Bun event.

Amount (value) Requested: **\$725**

6. Details of how the funds will be expended:

The financial assistance from the Town of Claresholm will be used to cover our portion of the Claresholm Community Hall rental.

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

YES

8. Previous Donations

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

DATE	Amount	Use of Funds
Ongoing	Gift-in-Kind	A portion of the storage room rental at Claresholm arena
2023	\$700	Cost of Claresholm Community Centre Hall Rental Fair Days

9. Organizational Information

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

The Claresholm & District Fair Days Bench Show gives everyone in the community a chance to showcase their talents in a broad range of disciplines including: yard and garden, grains, forages, range plants and noxious weeds, yard and garden décor, flowers and plants, garden produce and fruits, heritage displays, foods, sewing, fibre arts, homecrafts, handicrafts, art, painting and sketches, poultry, small furry and feathered, and photography. In an average year almost 200 residents of Claresholm and the MD of Willow Creek (ranging in age from 5 to 85) enter more than 1,000 projects. The Bench Show is very well attended during the public viewing hours.

We also have a host of other activities including the President's Pie Contest, money sand pit, petting zoo etc.

The full Claresholm & District Fair Days Bench Show catalogue is available at:
<https://www.claresholm.ca/admin/resources/page-files/catalogue2019-2020web.pdf>

Claresholm & District Fair Days Bench Show organizing committee:

Syd Gray, President

Patricia Cormier, Treasurer

Lyndsey Douros	Rita Erven	Sheila Gray
Debbie Lozeman	Kathy Lyster	Kathy Sandy
Denise Spencer	Barb Uhl	+ event weekend volunteers (~50)

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

The Claresholm & District Fair Days Bench Show provides residents (young and old) of the Town of Claresholm and the MD of Willow Creek with an opportunity to showcase their skills in a variety of interests, from agriculture and gardening to crafts and food preparation.

How will your organization acknowledge the Town’s donation?

We will recognize the Town of Claresholm’s donation through the back page ad in the Bench Show catalogue, our Facebook Page, through signage and verbally at the event.

10. Please provide a detailed list of all sources of funding for the organization (as of June 10).

Funding source	Amount	Recommended Use of Funds
UFA	TBD	Petting Zoo
IGA	TBD	Product
WCAS	TBD	General Use
50/50 Draw	TBD	Future Bench shows
Entry Fees	TBD	Future Bench shows
Public Admission	TBD	Future Bench Shows

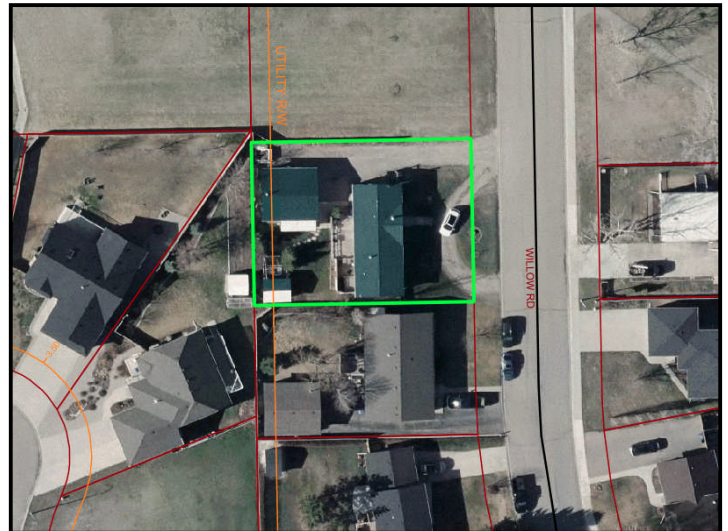
Claresholm Bench Show 2023 Budget

	A	B	C
1	Item	Amount	Details
2	Venue Rental	\$725	Possibly offset by Town of Claresholm donation
3	Food	\$860	Lunch for volunteers and judges, snacks for volunteers, lunch for garden judges
4	Office Supplies	\$625	pens, binders, stamps, stationary
5	Judging	\$1,550	Honorarium and mileage
6	Memberships	\$115	Horticulture Society Membership 2024
7	Entertainment	\$400	During hours open to the public
8	Balloons	\$110	Decorations
9			
10	Printing	\$2,400	Bench Show Catalogues and posters
11	Sand Pile	\$106	Children's Money sand pile
12	Arena Storage	\$672	Portion of rent is a gift-in-kind from Town of Claresholm
13	Cash Float	\$7,200	Float for 50/50 and public admission to bench show + prize payout
14	Petting Zoo	\$800	Possibly offset by donation from UFA
15	Youth of Tomorrow	\$200	Donation for assistance with set up
16	Prize Ribbons	\$1,200	
17	PO Box Rental	\$196	
18			
19	TOTAL	\$17,159	
20			
21	CURRENT BALANCE	\$8,858.67	As of April 30

MUNICIPAL RESERVE (MR) REMOVAL

Town Council carried a motion at the April 22, 2024, meeting to proceed with the process of removing the reserve dedication of the south 5 feet of Lot R2, Block 2, Plan 7410893. Administration has posted the notice on the property, circulated the public hearing notice to the neighbors and circulated within the Local Press.

This project is in regards to an old subdivision correction and facilitate the construction of a new fence. The lot shown right was a property that added a 15-foot remnant parcel back in 2005 (purchased by the owner from the Town). At that time the Town would not allow for an additional 5 feet (even though the property owner requested an additional 5 feet for development). This was to stay in line with the dog park that was to the west.



Then in 2006 the developer of Westlynn Spur required an additional 5 feet to make the Westlynn lots conform. This created a jog in the fence line that the current owner cleans. The owner has noted that Administration of the day said it would be corrected and the additional 5 feet provided to the owner, but there is no record of such, and no decision of Council made in any public minutes. Since this is a reserve lot, the Town needs to remove the reserve designation from the portion to be subdivided before we can move forward with the subdivision. Section 674 and 675 of the MGA apply in this case.

Once Council has held the Public Hearing and considered the representations made at the hearing Council may, by way of resolution, request that land titles remove the reserve designation from the parcel. If the resolution of Council (see below) is made and the Registrar removes the reserve designation, then the Town can proceed with the subdivision. Any proceeds received from the sale of the disposed reserve lands may only be used for the specific purposes outlined in Section 671(2) of the MGA which limits funds received in lieu of MR to being spent on public parks, public recreation areas, for school board purposes, and to separate areas of land that are used for different purposes.

PROPOSED RESOLUTION:

Moved by Councillor _____ that the Designated Officer notify the Registrar that the provisions of Part 17, Division 9 of the Municipal Government Act have been complied with and request the Registrar to remove the Reserve Designation from approximately 0.007± ha of the southerly portion of Lot R2, Block 2, Plan 7410893 to enable a subdivision for the purpose of accommodating a land sale.

Attachments:

- 1.) Public Hearing Notice / Map

PREPARED BY: Tara Vandervalk, Development Services Manager

APPROVED BY: Abe Tinney, CAO

DATE: June 6, 2024

NOTICE OF PUBLIC HEARING

TOWN OF CLARESHOLM
IN THE PROVINCE OF ALBERTA

PROPOSED MUNICIPAL RESERVE DISPOSAL

7:00 p.m., Monday, June 10, 2024
Town of Claresholm Council Chambers
111 – 55 Avenue West

PURSUANT to sections 216.4, 606, 674 & 675 of the Municipal Government Act, Revised Statutes of Alberta 2000, Chapter M-26, as amended, the Council of the Town of Claresholm in the Province of Alberta hereby gives notice of its intention to consider the removal of the Municipal Reserve designation from the parcel legally described as:

**A PORTION OF LOT R2, BLOCK 2, PLAN 7410893
containing approximately 0.007± ha (0.017± acres)**

The said lands are located between 34 & 44 Willow Road and illustrated on the map in **Schedule “A”** attached hereto.

THE PURPOSE of proposed disposal is to remove a portion of the Reserve (R) designation from the existing parcel to enable a subdivision for the purpose of accommodating a land sale between the Town of Claresholm and an adjacent landowner in order to align the northerly property line of Lot 43, Block 2, Plan 0513418 with the northerly property line of Lot 39, Block 2, Plan 0610901.

AND THE FURTHER PURPOSE is to comply with the Municipal Government Act and Land Titles Act that require any land designated as Municipal Reserve or Reserve registered in the name of the municipality to be advertised and a public hearing to occur prior to allowing the land to be subdivided, sold, or transferred.

THEREFORE, TAKE NOTICE THAT a public hearing to consider the proposed R disposal will be held in the Town of Claresholm Council Chambers at 7:00 p.m., Monday, June 10, 2024.

AND FURTHER TAKE NOTICE that anyone wishing to make a presentation regarding the proposed MR disposal should contact the Municipal Administrator no later than 2:00 p.m. on June 6, 2024. Both written and verbal presentations may be given at the public hearing.

A copy of the proposed Reserve disposal documentation may be inspected at the Town of Claresholm municipal office during normal business hours.

DATED at the Town of Claresholm in the Province of Alberta this 22 day of May, 2024.

*Abe Tinney
Chief Administrative Officer
Town of Claresholm
Box 1000
Claresholm, Alberta T0L 0T0*



**MUNICIPAL RESERVE DISPOSAL
SCHEDULE 'A'**

Aerial Photo Date: 2021



PORTION OF LOT R2, BLOCK 2, PLAN 7410893
PROPOSED FOR DISPOSAL
CONTAINING 0.007±ha(0.017±ac)

MUNICIPALITY: TOWN OF CLARESHOLM
DATE: MAY 15, 2024

Date: _____



MAP PREPARED BY:
OLDMAN RIVER REGIONAL SERVICES COMMISSION
3105 16th AVENUE NORTH, LETHBRIDGE, ALBERTA T1H 5E8
TEL. 403-329-1344

"NOT RESPONSIBLE FOR ERRORS OR OMISSIONS"



REQUEST FOR DECISION

Meeting: June 10th, 2024
Agenda Item: 9

REQUEST FOR TAX WAIVER CLARESHOLM CURLING CLUB

DESCRIPTION:

The Town of Claresholm has received a request from the Claresholm Curling Club regarding the property taxes located at Curling Club.

BACKGROUND:

The Curling Club asks for forgiveness of these taxes every year. The amounts in past years are as follows:

- 2015 – \$877.20
- 2016 – \$760.04
- 2017 – \$778.07
- 2018 – \$906.74
- 2019 – \$928.42
- 2020 – \$1,028.48
- 2021 – \$994.71
- 2022 – \$1,069.96
- 2023 – \$1,183.34

The amount of the request for 2024 is \$1,171.49

PROPOSED RESOLUTION:

Moved by Councillor _____ to cancel the municipal portion of the 2024 property taxes levied on the property located at 430 – 53rd Avenue East in the amount of \$1,171.49.

ATTACHMENTS:

- 1.) Curling club request letter
- 2.) 2024 Tax Notice

APPLICABLE LEGISLATION:

- 1.) Municipal Government Act, RSA 2000, Chapter M-26

PREPARED BY: Lisa Chilton, Tax Administrator

APPROVED BY: Abe Tinney, CAO

DATE: June 6, 2024

From: Tricia Burgess <Tricia@belaywealth.com>
Date: May 29, 2024 at 1:45:31 PM MDT
To: Mike Cutler <mike.cutler@claresholm.ca>
Subject: Request to forgive taxes
Reply-To: Tricia Burgess <Tricia@belaywealth.com>

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.

Hey Mike!

Can I give this request to forgive municipal taxes for the curling club to you for the next council meeting? If not, I will print it out and deliver to the office. Whatever is easiest. Thank you!

--

Tricia Burgess
Belay Wealth Inc. & Belay CPA LLP
403-625-4427 ph
403-625-3229 fax
tricia@belaywealth.com

[Click here](#) to securely send an encrypted file or message

Please note my new email address as we evolve to serve you better!

TOWN OF CLARESHOLM

BOX 1000
111 - 55 AVE WEST
CLARESHOLM, AB T0L 0T0
(403) 625-3381



2024

**TAXATION NOTICE
& PROPERTY ASSESSMENT**

ROLL NO.	PROP. SIZE	RIVER LOT	QUAD PORT	QUAD	SEC	TWP	RGE	MER
11917000	0	YB:1973/91			0	0	0	0
SUBDIVISION NAME		CURLING RINK						
CIVIC ADDRESS		430 53 AVE E						
MORTGAGE NUMBER		PLAN	BLOCK	LOT				
		8010781	118	33				
MORTGAGE COMPANY NAME								

DATE OF MAILING	2024-May-15
NOTICE OF ASSESSMENT	2024-May-23
DUE DATE	2024-Jun-28

ASSESSMENT COMPLAINT MUST BE RECEIVED	
ON OR BEFORE	2024-Jul-22

TOWN OF CLARESHOLM (CURLING RINK)
BOX 1976
CURLING RINK
CLARESHOLM, AB T0L 0T0
Canada

PREVIOUS ASSESSMENT		CURRENT ASSESSMENT	
DESCRIPTION	AMOUNT	DESCRIPTION	AMOUNT
COMM ASSOC IMPROVE	1,315,320	COMMERCIAL IMPROVED	103,360
COMMERCIAL IMPROVED	101,680	COMM ASSOC IMPROVED	1,347,640
TOTAL ASSESSMENT	1,417,000	TOTAL ASSESSMENT	1,451,000

IMPORTANT PENALTY INFORMATION
Taxes are due in full, except for T.I.P.P. participants, before 4:00 p.m. on Friday, June 28th, 2024. A penalty of 14% will be applied on any current outstanding balance after June 28th, 2024. A further 14% penalty will be assessed on all charges applied to tax accounts unpaid after Dec 31st, 2024.

EDUCATION TAXES		TAX RATE	% OF TOTAL	TAX AMOUNT
ASFF - Non Res		0.003800200	24.53098	392.79
TOTAL 2024 EDUCATION TAXES				392.79
SUB TOTAL 2024 TAXES				392.79

MUNICIPAL AND OTHER TAXES		TAX RATE	% OF TOTAL	TAX AMOUNT
Home for Aged		0.000357200	2.30577	36.92
Municipal Tax - Non- Res		0.011334100	73.16325	1,171.49
TOTAL 2024 MUNICIPAL AND OTHER TAXES				1,208.41
SUB TOTAL 2024 TAXES				1,601.20

TAX INSTALLMENT PAYMENT PROGRAM	
CURRENT INSTALLMENT AMOUNT	0.00
BY JOINING THE PAYMENT PROGRAM YOUR PAYMENTS COULD BE AS LOW AS	133.43
	0.00

TOTAL 2024 TAXES	1,601.20
CURRENT OUTSTANDING	0.00
TOTAL CURRENT TAXES PAYABLE FOR 2024	1,601.20
AMOUNT DUE AFTER JUNE 28TH, 2024	1,825.37

FOR COMPARISON 2023 TAXES (NOT INCLUDING LOCAL IMPROVEMENTS) WERE **1,614.62**

Take notice that you have been assessed under the provisions of the Municipal Government Act for the above mentioned property and taxes are now due and payable as shown. In the event of non-payment, the said taxes may be recovered as provided in the Municipal Government Act.

Your property has been assessed as shown for the above taxation year. If you or your agent wish to file a complaint to the Assessment Review Board, submit complaint and appropriate assessment fee on or before July 22, 2024 to ARB Clerk, Box 1000, Claresholm, AB T0L 0T0 (see insert.) To request a receipt for tax payment call 403-625-3381 or e-mail info@claresholm.ca.

TOWN OF CLARESHOLM

BOX 1000
111 - 55 AVE WEST
CLARESHOLM, AB T0L 0T0
(403) 625-3381



ROLL NUMBER	11917000
LAST DATE BEFORE PENALTY	2024-Jun-28

2024

**TAXATION NOTICE
& PROPERTY ASSESSMENT**

ARREARS OR CREDIT	CURRENT TAXES	NET DUE
0.00	1,601.20	1,601.20

AMOUNT DUE PLEASE PAY	1,601.20
AMOUNT PAID	

PLEASE SUBMIT THIS PORTION WHEN MAKING PAYMENT. THANK YOU.

TOWN OF CLARESHOLM (CURLING RINK)
BOX 1976
CURLING RINK
CLARESHOLM, AB T0L 0T0
Canada

11917000



REQUEST FOR DECISION

Meeting: June 10th, 2024
Agenda Item: 10

REQUEST FOR TAX WAIVER GOLF COURSE

DESCRIPTION:

The Town of Claresholm has received a request from the golf course regarding the property taxes. They have asked for forgiveness of the municipal portion for several years.

BACKGROUND:

The golf course asks for forgiveness of these taxes every year. The amounts in past years are as follows:

- 2015 – \$2,632.54
- 2016 – \$2,898.00
- 2017 – \$3,000.93
- 2018 – \$2,732.68
- 2019 – \$2,775.90
- 2020 – \$2,901.14
- 2021 -- \$2,963.49
- 2022 - \$3,204.11
- 2023 - \$3,770.68

The amount of the request for 2024 is \$3,615.58

PROPOSED RESOLUTION:

Moved by Councillor _____ to cancel the municipal portion of the 2024 property taxes levied on the golf course, roll # 11630000, in the amount of \$3,615.58.

ATTACHMENTS:

- 1.) Golf Club Letter of Request
- 2.) 2024 Tax Notice

APPLICABLE LEGISLATION:

- 1.) Municipal Government Act, RSA 2000, Chapter M-26

PREPARED BY: Lisa Chilton, Tax Administrator

APPROVED BY: Abe Tinney , CAO

DATE: June 10, 2024



May 27, 2024

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

Re: Request to Waive the Municipal Portion of the 202⁴ Property Taxes.
Tax Roll # 11630000

Dear Town Council,

The Bridges at Claresholm Golf Club executive would like to make a request to the Town Council for a waiver of the municipal portion of Golf Course taxes in the amount of \$3,615.58 of the 2024 property taxes. We understand that we must pay the remaining portion in the amount of \$1,326.21.

Your consideration in this matter is very much appreciated. Thank You.

Yours truly,

Brady Egger
President

TOWN OF CLARESHOLM

BOX 1000
111 - 55 AVE WEST
CLARESHOLM, AB T0L 0T0
(403) 625-3381



2024

**TAXATION NOTICE
& PROPERTY ASSESSMENT**

ROLL NO.	PROP. SIZE	RIVER LOT	QUAD PORT	QUAD	SEC	TWP	RGE	MER
11630000	2.02 AC	YB: 1981+s			0	0	0	0
SUBDIVISION NAME		GOLF CLUB HOUSE						
CIVIC ADDRESS		349 39 AVE W						
MORTGAGE NUMBER	PLAN	BLOCK	LOT					
	7810016	2	B					
MORTGAGE COMPANY NAME								

DATE OF MAILING	2024-May-15
NOTICE OF ASSESSMENT	2024-May-23
DUE DATE	2024-Jun-28

ASSESSMENT COMPLAINT MUST BE RECEIVED	
ON OR BEFORE	2024-Jul-22

TOWN OF CLARESHOLM (GOLF CLUB)
BOX 2080
CLARESHOLM, AB T0L 0T0
Canada

PREVIOUS ASSESSMENT		CURRENT ASSESSMENT	
DESCRIPTION	AMOUNT	DESCRIPTION	AMOUNT
COMM ASSOC IMPROVE	2,771,000	COMMERCIAL IMPROVED	319,000
COMMERCIAL IMPROVED	324,000	COMM ASSOC IMPROVED	2,793,000
TOTAL ASSESSMENT	3,095,000	TOTAL ASSESSMENT	3,112,000
		EXEMPT	2,793,000
		TAXABLE	319,000

IMPORTANT PENALTY INFORMATION
Taxes are due in full, except for T.I.P.P. participants, before 4:00 p.m. on Friday, June 28th, 2024. A penalty of 14% will be applied on any current outstanding balance after June 28th, 2024. A further 14% penalty will be assessed on all charges applied to tax accounts unpaid after Dec 31st, 2024.

EDUCATION TAXES	TAX RATE	% OF TOTAL	TAX AMOUNT
ASFF - Non Res	0.003800200	24.53079	1,212.26
TOTAL 2024 EDUCATION TAXES			1,212.26
SUB TOTAL 2024 TAXES			1,212.26

MUNICIPAL AND OTHER TAXES	TAX RATE	% OF TOTAL	TAX AMOUNT
Home for Aged	0.000357200	2.30584	113.95
Municipal Tax - Non- Res	0.011334100	73.16337	3,615.58
TOTAL 2024 MUNICIPAL AND OTHER TAXES			3,729.53
SUB TOTAL 2024 TAXES			4,941.79

TAX INSTALLMENT PAYMENT PROGRAM	
CURRENT INSTALLMENT AMOUNT	0.00
BY JOINING THE PAYMENT PROGRAM YOUR	411.82
PAYMENTS COULD BE AS LOW AS	0.00

TOTAL 2024 TAXES	4,941.79
CURRENT OUTSTANDING	0.00
TOTAL CURRENT TAXES PAYABLE FOR 2024	4,941.79
AMOUNT DUE AFTER JUNE 28TH, 2024	5,633.64

FOR COMPARISON 2023 TAXES (NOT INCLUDING LOCAL IMPROVEMENTS) WERE
5,144.96

Take notice that you have been assessed under the provisions of the Municipal Government Act for the above mentioned property and taxes are now due and payable as shown. In the event of non-payment, the said taxes may be recovered as provided in the Municipal Government Act.

Your property has been assessed as shown for the above taxation year. If you or your agent wish to file a complaint to the Assessment Review Board, submit complaint and appropriate assessment fee on or before July 22, 2024 to ARB Clerk, Box 1000, Claresholm, AB T0L 0T0 (see insert.) To request a receipt for tax payment call 403-625-3381 or e-mail info@claresholm.ca.

TOWN OF CLARESHOLM

BOX 1000
111 - 55 AVE WEST
CLARESHOLM, AB T0L 0T0
(403) 625-3381



ROLL NUMBER	11630000
LAST DATE BEFORE PENALTY	2024-Jun-28

2024

**TAXATION NOTICE
& PROPERTY ASSESSMENT**

ARREARS OR CREDIT	CURRENT TAXES	NET DUE
0.00	4,941.79	4,941.79

AMOUNT DUE PLEASE PAY	4,941.79
AMOUNT PAID	

PLEASE SUBMIT THIS PORTION WHEN MAKING PAYMENT. THANK YOU.

TOWN OF CLARESHOLM (GOLF CLUB)
BOX 2080
CLARESHOLM, AB T0L 0T0
Canada

11630000



REQUEST FOR DECISION

Meeting: June 10, 2024
Agenda Item: 11

2024 CANADA DAY BEER GARDEN

DESCRIPTION:

As per Town of Claresholm Liquor and Town Facilities Policy #5.8.15, liquor/alcohol is not allowed in Town owned facilities or park areas except with the permission of the Town of Claresholm, and a permit by the Alberta Gaming and Liquor Commission.

BACKGROUND:

The Claresholm and District Chamber of Commerce has enthusiastically taken on the responsibility of hosting this year's Canada Day beer gardens. Although they have not hosted such an event for the town before, they are eager to participate in more community activities. Several members already have their ProServe certification and are looking forward to using this event as a fundraiser

DISCUSSION/OPTIONS:

The Engagement Coordinator and the Claresholm and District Chamber are requesting Town Council approval for the Canada Day beer gardens to operate at Centennial Park, July 1, 2024, between the hours of 10:30 am and 3:00 pm. There will be food, water, and shelter available at the event.

PROPOSED RESOLUTIONS:

Moved by Councillor _____ to approve the responsible sale and consumption of liquor at Centennial Park, Saturday July 1, 2024, between 10:30 am and 3:00 pm, on the condition that an application to the Alberta Liquor and Gaming Commission has been approved, and is displayed at the event.

RECOMMENDED ACTION:

Approval.

Attachments:
Policy 5.8.15

PREPARED BY: Megan McClung, Engagement Coordinator

APPROVED BY: Abe Tinney - CAO

DATE: June 6, 2024

 Claresholm	Liquor & Town Facilities Policy		Policy #5.8.15
Department Owner:	Public Works & Recreation		
Policy Applies To:	Town Facilities		
Date Created:	October 8, 2019	Date Approved By Council:	October 15, 2019
Version #:	1.0	Resolution #:	19-160
Last Review Date:	October 15, 2019	Policy(ies) Replaced/Rescinded:	GA 09-10

Intent:

To establish a consistent policy regarding alcohol and its use or exclusion from Town owned facilities.

Policy:

Liquor is not allowed in Town owned facilities or park areas except with the permission of the Town of Claresholm and a permit by the Alberta Gaming and Liquor Commission.

Guidelines:

No alcohol shall be served, stored or consumed on any property owned or controlled by the Town of Claresholm, including the following:

- All public areas;
- Millennium Ball Diamond Complex;
- Claresholm Arena;
- Claresholm Fire Hall;
- Claresholm Aquatic Centre;
- Claresholm Public Library;
- Claresholm & District Museum(s);
- Claresholm Town Office;
- Claresholm Public Works Shop; and
- Claresholm Regional Water Plant.

Alcohol may be served, stored or consumed on Town property for special events, *with prior approval received from Council from time to time*, provided that such serving, storage or consumption is in accordance with a valid liquor license. An authorization form will have to be signed (Schedule A) and a Host Liquor Liability Policy will have to be obtained with the minimum coverage required and naming the Town of Claresholm as an additional insured.

The Town owned facilities listed below are operated by separate legal entities and shall follow all appropriate liquor licensing laws that are required to allow alcohol for consumption in these facilities.

- Claresholm Golf Club;
- Claresholm Curling Club;
- Claresholm Community Centre;
- Claresholm Agriplex;
- Claresholm Senior's Drop-in Centre;

Schedule A
Town of Claresholm
**Authorization for the Serving of Liquor at Town Owned
Facilities and Public Areas**

Event: _____ Date: _____

Group or organization: _____

The group or organization serving liquor shall:

1. Provide proof of insurance prior to the event for Host Liquor Liability Policy (PAL) with a minimum \$2 million coverage that shows the Town of Claresholm as an additional insured.
2. Secure a liquor license from the Alberta Gaming and Liquor Control Board and adhere to the regulations. A copy of the license must be provided to the Town prior to the event.
3. Ensure the area to be used for the serving of liquor to be portioned off with fencing/dividers.
4. Signage should be posted in the fencing/dividers that:
 1. it is a private function for members and invited guests only;
 2. the name of the sponsor;
 3. the liquor license number;
 4. minors are not allowed (unless the liquor license allows minors).
5. Arrange for the availability of food service during the time of serving.
6. Provide a trained and responsible server of the liquor to monitor for intoxication.
7. Provide supervision to ensure that alcohol is served only in the designated area.
8. Provide alternate safe transportation for those attending the event.
9. Ensure that alcoholic beverages are removed from the facility immediately following the booking.

I have read and agree to the above Conduct and Responsibility and
Regulations.

Group representative

Date

Town of Claresholm

Date

Arena- Optimizer Divider Rink Board System

BACKGROUND / DESCRIPTION:

With increased usage of the arena, the current foam rink dividers from 2018 have become worn and are starting to show wear. They are approximately 16" high, which does not provide adequate separation when two games are played nor do they allow for other sporting activities such as ball hockey to be played adjacent to roller skating, or sporting activities such as badminton. They have the potential to be a liability at the rink. A center ice rink divider of standard board height will allow the players to use the boards during game play and accommodate two games to be played at once with less risk.

In 2018 Hockey Alberta made the decision that all U9 and U7 minor hockey teams would play on a modified ice surface, meaning half ice, not the full ice surface. During scheduled tournaments or games 2 teams can play simultaneously. This has impacted out-of-town tournaments as well as local groups. Having the dividers available will be an increased feature at the rink through the ice season, and during summer months when activities are scheduled such as Welcoming Claresholm and Community Badminton scheduled to use the rink floor simultaneously. Or in the event of poor weather during town events they can be used as separation for various activities such as carnival games, and sports such as basketball, badminton or pickleball.

Purchasing an aluminum moveable rink divider that is identical in height to the existing boards is a long-term solution for the Town of Claresholm, Claresholm Minor Hockey, user groups and will create the opportunity for private rentals to run at the same time as open skate times.

COSTS/ SOURCE OF FUNDING:

Administration has collaborated with Minor Hockey to secure ~80% of the funding for the purchase of the Optimizer Divider rink board.

Optimizer Rink Divider:

\$8,273.30 plus \$1,300 shipping \$9573.30 Plus GST

\$10,051.97 Total

Rink Board Donations: 4 donations X \$2,000 **\$8,000 Total**

Remainder: **\$2051.97**



Administration proposes the Town of Claresholm pay the remainder of the costs for the rink boards using the Arena Capital Reserve which is funded by annual advertising sales on the boards in the Arena. These funds have been set aside to assist with future projects at the rink.

RECOMMENDED ACTION:

Administration recommends Council approve paying the \$2051.97 remainder of the \$10,051.97 total cost of the Aluminum Rink Dividers from the Arena Reserve Fund.

PROPOSED RESOLUTIONS:

Moved by Councilor _____ to approve the out of budget expenditure of \$2051.97 for the Rink Board Dividers, a 20% contribution to the overall cost, with proceeds to come from the Town's Arena Reserves.

ATTACHMENTS:

- 1.) N/A

PREPARED BY: Denise Spencer - Recreation Manager

APPROVED BY: Abe Tinney - CAO

DATE: June 7, 2024



Claresholm

REQUEST FOR DECISION

Meeting: June 10th, 2024
Agenda Item: 13

Updated Costs for Water Treatment Plant and Water Supply Projects

BACKGROUND:

The 2024 Capital Budget included a number of different projects for the upgrade or update of different pieces of critical equipment related to our supply and treatment of water for the Town of Claresholm. A number of these projects have been deferred for a few years due either to assessments that the risk of deferring to save money was reasonably low, or waiting on potential grant funding before proceeding. With the successful AMWWP grant and the increased risk of deferring further, these projects were given the green light in 2024, being included in the capital budget for this year. The budget for those projects were however, in most cases, based on estimated probable costs from 2023 and therefore are outdated for 2024 construction, or the projects themselves have run into some unforeseen complications that have increased costs. These projects included:

Water Treatment Plant Numatic G3 Upgrade

The existing Numatic solenoids were deemed obsolete by the manufacturer and are no longer supported, therefore maintenance and repairs are difficult, and depending on the issue may become unreparable. These manifolds are critical to the electronic controls of the plant to manage the treatment of water by the SCADA system. We were successful in receiving an AMWWP grant in April of 2023 for this project in the amount of \$64,316.77, which was 51.29% funding for the project based on the project cost estimate when the application was submitted in the Fall of 2022. Estimated updated costs based on 2024 project completion that was approved in the 2024 budget was \$131,700 total project cost.

Highway Pump Station Generator

The existing generator at the Highway Pump Station (HPS) was moved/repurposed from the South Water Treatment Plant in 2010 and was in service many years prior to that. This 1980's generator is reaching its end of life due to the lack of available parts for repair due to its age. The HPS backup generator is a critical piece of the Town's water distribution infrastructure. The backup generator provides a backup power source at the HPS when the utility service fails due to weather or utility equipment failure. Approved budget was \$204,300.

Water Utility SCADA Computer Replacement and Radios Upgrade

The existing radio system uses obsolete systems and protocols, which are becoming more difficult to service/repair and are causing instances of communication failure/alarms. This project would update the radio system to ethernet radios and network that communicates directly with the SCADA system. It would also update/replace the existing computer hardware for the SCADA system as per best practice. With increased risks and prevalence of cyber attacks against municipalities and public utilities, these upgrades would also increase the security of the system.

UPDATED COSTS:

Water Treatment Plant Numatic G3 Upgrade

The G3 Numatics upgrade has already been completed, however during installation there were a number of unforeseen complications encountered that resulted in the contractor being significantly longer than anticipated. They had anticipated the project would only take a few days, and took over 2 weeks to finally finish. For the most part we are not being charged for the unanticipated issues, however the final bill was slightly over budget, coming in at \$140,150 - \$8,450 over budget. This increases the reserve funded portion of this project from \$67,383 to \$75,833, with \$64,317 being grant funded. This project grant has already been reported on and grant funds released/received, closing this grant out.

Highway Pump Station Generator

The current generator is water-cooled, with a water-cooling heat exchanger to an air-cooled unit. The original quote was based on being able to replace the existing generator with another water-cooled generator, being able to maintain the existing water-cooling heat exchanger system. However, when trying to source the new generator it was determined that a water-cooled generator of this size was unusual and would need to be a custom-built design – water-cooled generators are more common in much larger generators. A custom water-cooled generator would increase delays to completing the project, as well as costs.

As a result, the engineers are recommending a switch to an air-cooled generator. This keeps the costs of the generator down, as well as will be easier/cheaper to find parts and repair moving forward. Changing design to an air-cooled unit necessitates a change to how we get both combustion air and ventilation air to the generator. This requires significant changes to the building ventilation/HVAC system – adding around \$30K to the project.

2024 Capital Budget was approved for 204,300 based on an estimate of probably costs received from MPE Engineering in the fall of 2023. Updated estimate for the project is \$250,000. This includes a little over \$25,000 contingency, so we hope to come in closer to \$225,000, but to avoid project delays and issues, Administration is recommending the full \$250K be approved.

Water Utility SCADA Computer Replacement and Radios Upgrade

The original scope of the project missed including one of the radios in the overall system, which would leave only one location using the old radio system, which leaves previous issues still present in the overall system. As a result it is recommended that the scope of the project be updated to include this one additional radio, with applicable installation, programming, and testing, into the overall project. This adds an additional estimated \$7,600 to the project. As with the Generator project, this project as well includes some contingency, so we hope to come in under this updated budget, however due to the critical nature of the systems we need to ensure that there is sufficient budget to address any issues that might arise in completing to project.

COSTS/ SOURCE OF FUNDING:

These three projects in the capital budget were being either fully funded, or primarily funded, by the Water/Sewer Capital Reserve. The proposed source of funding for all these increases or overbudgeted costs, would all be from this reserve as well. Summary of these budgeted and additional costs are as follows:

	2024 Approve Budget	Additional Funding Need	Updated Total
WTP Numatic G3 Upgrade	131,700	8,450	140,150
HPS Generator Upgrade	204,300	45,700	250,000
SCADA Computer and Radios	102,600	7,600	110,200
	438,600	61,750	500,350

RECOMMENDED ACTION:

Administration is requesting Council approve the additional total of \$61,750 from the Water/Sewer Capital Reserve to fully fund and proceed with these 3 projects on critical water utility systems.

PROPOSED RESOLUTIONS:

Moved by Councillor _____ to approve an additional \$8,450 funding from the Water/Sewer Capital Reserve to cover the overbudgeted costs associated with completing the Water Treatment Plant Numatics G3 Upgrade.

Moved by Councillor _____ to approve the updated budget of \$250,000 for the Highway Pump Station Generator Upgrade/Replacement capital project with the additional \$45,700 over the approve 2024 Capital Budget being funded from the Water/Sewer Capital Reserve.

Moved by Councillor _____ to approve the updated budget of \$110,200 for the Water Utility SCADA Computer and Radios Upgrade capital project with the additional \$7,600 over the approve 2024 Capital Budget being funded from the Water/Sewer Capital Reserve.

APPLICABLE LEGISLATION:

- 1.) Municipal Government Act, RSA 2000, Chapter M-26 Section 248 – Expenditure of money

PREPARED BY: Brad Burns – Utilities Manager & Blair Bullock, CPA, CA – Director of Corporate Services

APPROVED BY: Abe Tinney, CAO

DATE: June 7, 2024



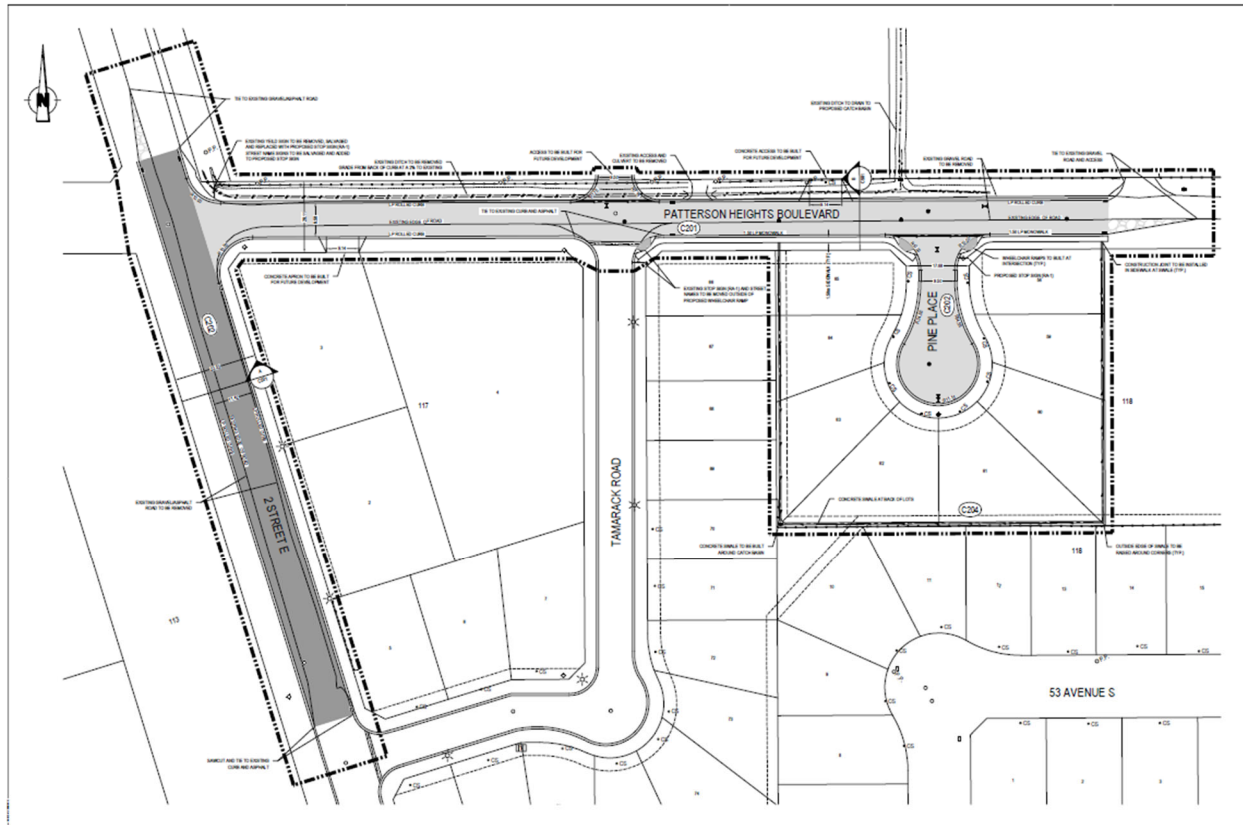
Claresholm

REQUEST FOR DECISION

Meeting: June 10, 2024

Agenda Item: 14

Pine Place Development / 55th Ave 2nd St East Road Upgrades



Included in the 2024 Capital Budget are the Pine Place Development/55th Ave Upgrade and the 2nd St East from Tamarack to 55th Ave Road improvement projects. The project went out to tender, and the tender closed on June 4, 2024. WSP Engineering estimated the cost of the project to be \$1,304,563.35. Two submissions were received with prices of \$1,426,286.47 and \$1,353,212.19. These submissions were reviewed by our engineers for the project, and WSP Engineering recommends the contract be awarded to McNally Contractors (2011) LTD.

McNally's bid of \$1,353,212.19 was the lowest of the bids. McNally has a favorable relationship working with the Town, having completed the Westrose Ave Rehabilitation Project in 2022, the HWY 2 Sanitary repair, Amundsen Park Pathways in 2023, and The Westlynn Storm Trunk in 2023/2024.

McNally's bid for this project is slightly above the engineer's estimate of \$1,304,563.35 based on recent industry tender pricing. With WSP's Engineering's fees of \$64,812.00, an 8% contingency, and possible site occupancy bonus the projected total cost will be \$1,494,561.17, which is within our pre-approved Capital Budget of \$1,554,000.00.

This project consists of pavement and curb and gutter upgrades on 2nd St and 55th Ave East, Sanitary Sewer main extension on 55th Ave East, and the development of 8 residential lots in the Pine Place subdivision.

This project accomplishes three major tasks. It will allow the development of the Pine Place lots, adding much needed, serviced residential lots in Claresholm. It will also finish the road surfaces around the Tamarack subdivision. The residents of this area have had to deal with gravel roads around their properties since construction was completed over 20 years ago. This project will also allow development in the recently sold commercial lot directly North of Tamarack road.

COSTS/ SOURCE OF FUNDING (if applicable):

The project is to be funded partially from CCBF to the amount of \$200,000, MSI funding of \$200,000, and the remainder from land and water and utility reserves.

RECOMMENDED ACTION

Administration recommends that council award this project to McNally Contractors (2011) LTD, at a projected cost of \$1,319,212.19.

PROPOSED RESOLUTION:

Moved by Councillor _____ to award the Pine Place Development/55th Ave Upgrade to McNally Contractors (2011) LTD in the amount of \$1,319,212.19.

ATTACHMENT:

- 1.) WSP Engineering's letter of recommendation

PREPARED BY: Jace McLean, Director of Infrastructure

APPROVED BY: Abe Tinney, CAO

DATE: June 6, 2024



June 5, 2024

File: CA0025723.0477

Town of Claresholm
PO Box 1000, 111 55 Avenue W
Claresholm, Alberta T0L 0T0

ATTENTION: Abe Tinney, CAO

**RE: Pine Place Improvements Project
Underground, Earthwork and Surface Construction
Contract No. CA0025723.0477**

Tenders were received on June 4, 2024 from a total of two (2) bidders. The lowest bid in the tender was received from McNally Contractors (2011) Ltd. A review of all bids submitted is now complete and we have found all bidders have met all contractual requirements at the bid stage. Based on McNally Contractors (2011) Ltd. achieving the lowest bid, the anticipated funding required for this project, if awarded to them, would be as follows:

	Totals	
Contract Amount (Less Site Occ)	\$	1,319,212.19
Contingency (8%)	\$	105,536.98
Potential Site Occ. Bonus (5 day)	\$	5,000.00
Estimated Engineering	\$	64,812.00
TOTAL	\$	1,494,561.17

We are requesting your Councils' decision regarding the awarding of this project to **McNally Contractors (2011) Ltd.** The complete Tender Summary has been attached for your information. Should you require any additional information or clarification, please contact this office.

Sincerely,

Regan Lane
Project Manager, Land Development
WSP

Attachments: PPI - Tender Summary_June4-2024

cc: Trent Purvis, P.Eng., Manager Southern Region, WSP
Jace McLean, Director of Infrastructure, Town of Claresholm



REQUEST FOR DIRECTION

Meeting: June 10, 2024

Agenda Item: 15

COFFEE WITH COUNCIL

DESCRIPTION:

Coffee with Council has been taking place since March 2024, and Council needs to decide the direction of this initiative.

BACKGROUND:

Council indicated that they would like to host Coffee with Council monthly to start and see how the community would respond. Events have been held on the first Saturday of the month at 2:00pm and the 3rd Tuesday of the month at 7:00pm, with the exception of April when it was the third Wednesday.

It was decided that it would be best to host Coffee with Council in Council Chambers at the Town Office to avoid any extra costs associated with renting a space. Coffee with Council has allowed people access to Town Council in a more relaxed environment.

At the February 12, 2024 regular Council meeting, Council passed the following motion:

Moved by Councillor Zimmer to hold Coffee with Council at the Town Office every 1st Saturday at 2:00 p.m. and 3rd Tuesday at 7:00 p.m. starting in March 2024 until the end of June 2024 at which time the initiative will be revisited. MOTION #24-019

Administration would like Council's direction regarding this initiative going forward.

PREPARED BY: Karine Keys, Finance Assistant

APPROVED BY: Abe Tinney, CAO

DATE: June 7, 2024



Town of Claresholm
Income Statement by Object
May 31, 2024

Revenue	MAY	2024 YTD	2024 BUDGET	YTD % of Budget
Net municipal taxes	(5,529,170.83)	(5,193,135.40)	(3,878,088.97)	134% 1
Special assessments	(3,289.54)	(3,289.54)	(3,290.00)	100%
User fees and sales of goods	(152,478.74)	(1,130,581.77)	(3,438,182.00)	33%
Government transfers for operating	(18,540.00)	(255,584.30)	(396,525.09)	64%
Investment income	(7,934.86)	(131,031.33)	(270,000.00)	49%
Penalties and costs of taxes	(747.07)	(29,723.53)	(68,600.00)	43%
Licenses and permits	(5,362.77)	(65,830.35)	(119,700.00)	55%
Other local government transfers	(97,300.00)	(148,738.34)	(230,497.56)	65%
Franchise and concession contracts	(32,199.89)	(158,021.08)	(355,335.00)	44%
Rental	(6,945.59)	(43,590.33)	(151,786.00)	29%
Other	(15,225.78)	(40,599.14)	(94,700.00)	43%
	(5,869,195.07)	(7,200,125.11)	(9,006,704.62)	80%
Expenses				
Salaries, wages and benefits	378,347.55	1,331,182.53	3,359,244.67	40%
Contracted and general services	104,375.58	995,204.63	2,054,840.37	48%
Materials, goods, supplies, and utilities	137,732.79	695,062.59	1,659,794.56	42%
Bank charges and short-term interest	73.02	448.34	1,200.00	37%
Interest on long-term debt	-	-	188,041.73	0%
Other expenditures	8,879.04	16,364.27	33,000.00	50%
Transfers to organizations and others	2,734.15	193,157.10	379,137.00	51%
Purchases from other governments	-	6,726.62	6,750.00	100% 2
Amortization	-	-	1,884,547.00	0%
	632,142.13	3,238,146.08	9,566,555.33	34%
Net Income	(5,243,674.67)	(3,975,914.24)	559,850.71	
Other				
Transfers to/from reserves	-	-	(1,066,511.78)	0%
Government transfers for capital	(64,316.77)	(164,316.77)	(1,982,475.00)	8%
Other external funding for capital	-	-	(147,629.00)	0%
Capital expenditures	171,017.64	460,479.54	4,238,203.00	11%
Debt Principal Repayment	-	-	283,109.07	0%
Amortization addback	-	-	(1,884,547.00)	0%
	(5,136,973.80)	(3,679,751.47)	(0.00)	

Notes

- 1** Net municipal tax is in excess of 100% as it is net requisitions. Only the first quarter school tax payment has been paid to date. The last 3 payments, as well as the Porcupine Hills Lodge requisition are still to be paid.
- 2** This is annexation fees paid to the MD of Willowcreek on annexation of lands on west side of Town that took effect on January 1, 2024. This was a one time fee.



Town of Claresholm
Income Statement by Function
May 31, 2024

Revenue	MAY	2024 YTD	2024 BUDGET	YTD % of Budget
Tax and requisition revenue	(5,570,167.06)	(5,507,883.99)	(4,591,873.97)	120% 1
General administration revenue	(19,838.34)	(62,799.38)	(172,900.00)	36%
Police	(843.00)	(1,874.28)	(4,000.00)	47%
Fire	(9,390.11)	(26,608.86)	(29,000.00)	92%
Bylaw enforcement	(995.00)	(11,105.00)	(14,000.00)	79% 2
Roads, streets, walks, lighting	(720.00)	(720.00)	(15,000.00)	5%
Water supply and distribution	(60,042.07)	(546,867.94)	(1,813,000.00)	30%
Wastewater treatment and disposal	(21,373.53)	(200,393.84)	(632,480.00)	32%
Garbage Collection	(20,054.25)	(163,493.10)	(485,500.00)	34%
Recycling	(8,654.85)	(104,905.72)	(311,520.00)	34%
FCSS	(19,345.00)	(131,328.64)	(249,035.56)	53%
Cemetery	(6,237.00)	(12,701.02)	(22,800.00)	56%
Physician recruitment	-	(1,000.00)	(1,000.00)	100% 3
Economic development	-	(179,037.09)	(180,037.09)	99% 3
Land use planning, zoning and development	(3,232.77)	(41,306.65)	(94,972.00)	43%
Parks and recreation	(127,211.26)	(204,775.81)	(369,086.00)	55%
Culture - libraries and museum	(650.83)	(2,883.79)	(20,500.00)	14%
	<u>(5,869,195.07)</u>	<u>(7,200,125.11)</u>	<u>(9,006,704.62)</u>	
Expenses				
Legislative	9,349.03	40,282.73	133,034.35	30%
Administration	116,218.10	696,806.62	1,502,806.74	46%
Police	-	225,827.00	226,480.00	100% 4
Fire	15,097.38	74,850.11	245,789.38	30%
Bylaw enforcement	14,309.89	47,980.75	111,882.12	43%
Common and equipment pool	55,080.57	281,493.64	640,333.43	44%
Roads, streets, walks and lighting	46,369.05	259,183.48	692,770.48	37%
Storm sewers and drainage	116.37	3,295.38	16,277.54	20%
Water supply and distribution	122,068.47	423,405.05	1,216,710.71	35%
Wastewater treatment and disposal	9,269.32	34,894.61	152,369.13	23%
Garbage Collection	40,167.25	199,718.26	362,884.20	55%
Recycling	21,399.86	110,608.18	316,775.99	35%
FCSS	24,289.09	142,934.43	262,905.06	54%
Daycare	2,118.05	10,173.65	25,000.00	41%
Cemetery	3,601.88	12,752.34	58,132.62	22%
Physician recruitment	-	1,800.00	3,000.00	60%
Economic development	23,091.97	66,494.00	208,605.15	32%
Agriculture - weed and pest control	706.51	1,899.51	18,391.14	10%
Land use planning, zoning and development	19,051.03	116,186.11	241,894.89	48%
Parks and recreation	93,764.46	346,724.93	860,714.18	40%
Culture - libraries and museum	16,073.85	140,835.30	385,251.22	37%
Amortization	-	-	1,884,547.00	0%
	<u>632,142.13</u>	<u>3,238,146.08</u>	<u>9,566,555.33</u>	
Net Income	<u>(5,243,674.67)</u>	<u>(3,975,914.24)</u>	<u>559,850.71</u>	

Notes:

- 1** Net municipal tax is in excess of 100% as it is net requisitions. Only the first quarter school tax payment has been paid to date. The last 3 payments, as well as the Porcupine Hills Lodge requisition are still to be paid.
- 2** Bylaw revenue to date is dog licenses, with majority of revenue received in January. Majority of remaining budgeted revenue is fines and clean-up fees charged that will be charged more evenly throughout the year.
- 3** Physician recruitment and economic development revenues are (primarily) grant funding, which has been fully received or recognized into revenue already for the year.
- 4** Policing costs have been paid for the year. This is a single invoice. There are no further expenditures for the year.

Vision To be the community of choice, leading to a thriving and diverse Claresholm

Mission Statement We will offer family living and encourage economic prosperity through innovative and progressive thinking

Core Values

Community Pride

We take pride in our organization -- in its people, and in the many groups, business and organizations that make it a community. Organizationally, we take pride in the quality and variety of services we provide and the facilities we maintain. We are proud of all that Claresholm has to offer, and whenever possible, we will work to improve and enhance our community.

Healthy, Active Living

The Town of Claresholm will enhance the lives of our residents by supporting Town recreation services and community safety and wellness programming, and by assisting community groups that provide similar services.

Diversity

We recognize and respect the diverse needs of our residents and different sectors of our community. We will seek their input and engagement and grow together.

Forward Thinking

We will plan for the future. We will comply with provincial legislation and understand municipal best practices as we challenge conventional ways of conducting the community's business, managing its finances, and delivering services to our community.

MULTI-YEAR		Assigned to	Update on Progress
POLICY & PLANNING			
3 Year Operations and 5 Year Capital Plan			
	Revise 3 Year Operations Plan and 5 Year Capital Plan	Blair	Council approved the 3-year Operations and 5-Year Capital plan at the April 22, 2024 Council meeting.
Community Center			
	Work with Community Centre Association to secure funding and facilitate accessibility and front entrance upgrades	Jace/Tara	Community Centre Association was successful with a second small CFEP grant. Council approved funding for this project in the 2025 capital budget. Administration is pre-planning this project with the Community Hall board.
Stormwater Infrastructure			

MULTI-YEAR			Assigned to	Update on Progress
		Finalize and Approve Engineering	Jace	Operations has been working with the engineer and contractor to complete the road crossing and north leg (around firehall) of Phase 2 Stormwater.
		Secure grant funding for Phase 2	Jace	There is no competitive grant funding available for this project. Council has provided funding through the Community Canada Building Fund and Water and Sewer Utility Reserves. This is a focussed priority of Council and will it will be completed in 2024.
ECONOMIC & COMMUNITY DEVELOPMENT				
Support the EDC				
		Provide Operational Budget for EDC	Council	Approved through 2024 budget
		Update Economic Development Committee Business Plan	Economic Development	EDC is working with the Town's economic development department to re-work the Business Plan. The goal is to streamline the EDC business plan, and to sync EDC priorties and acitivity with Council's Strategic Plan.
Ensure Town is Development Readiness in Areas of Residential, Commercial and Industrial Development				
		Ad Hoc Committee to Address:		
		Residential, Commercial and Industrial Development Best Practices (Including MCC and PPP)	Abe	Council has approved the Enabling Housing Divesity best practices report. The CDC met in May and decided to reconvene in the fall (or sooner) prior to making a recommendation to Council on its future.
		Consider Residential Development in Tax Incentive Program	Tara	Bylaw 1741, Residentail Tax Incentive Bylaw was passed by council on August 15th, 2022. Town is sharing and promoting the bylaw with potential developers, including developer at parade staging, Tamarack, Prairie Shores, etc.
		Sell and Develop Town-Owned Land	Abe/Tara	Council has approved servicing insfrastructure for 2nd St. East and Patterson Heights to service Tamarack Subdivision. The Town currently has one residential lot (Westlynn) for sale, and has sold over a dozen industrail or residential lots during its term.

MULTI-YEAR			Assigned to	Update on Progress
		Explore Diverse Housing Opportunities (Housing Assessment)	Abe/Tara	RDN presented the Enabling Housing Choice findings to Council in October. Findings are being reviewed by CDC. Housing construction is currently underway at Tamarack -- R1 dwellings and town housing. Apartment buiding Phase 1 approved and constrcution is expected in the spring. Council has approved North Point ASP and will be hearing 1st Reading of Evolution ASP at the June 10th Council meeting. Both ASPs have R1 and R2 zoning to accomodate diverse housing opportunities.
		Continue to work with landowners where Area Structure Plans exist (Starline Business Park, Prairie Shores)	Tara/Economic Development	Claresholm has four approved ASP (Prairie Shores, Starline, Southwest and North Point) and one ASP (Evolution) ready for approval. Administration is currently working with Norht Point land owner on development opportunities. Administration also fields calls and works with groups interested in Prairie Shores (north of the elementary school).
		Explore Value-Added Industry Opportunities		
		Continue Membership in Economic Developers of Alberta, Alberta SW and South Grow Regional Initiatives	Council	2024 memberships provided via operating budget. The future of REDA provincial funding is currently uncertain however, as REDAs have been informed that future funding will be project based (as opposed to operational). Council applied to two projects through Alberta SW -- a shared energy conservation officer and a regional housing initiative. Both endeavours were unsuccessful.
		Explore FDI in 1-2 Industries from 1-2 Countries	Economic Development	Economic Development department has completed Community Profile through a partnership with Alberta SW (https://www.claresholm.ca/business/community-profile). The profile will market the community to potential business and investors. More needs to be done in this area, however.
		Research Value-Added Agri-Food Examples in Neighbouring areas (Lethbridge, Taber, Calgary)	Economic Development	Canada's Premier Food Cooridor has successfully attracted the food processing industry. More work requiried in this area.

MULTI-YEAR			Assigned to	Update on Progress
		Explore opportunities in greenhouse farming and speciality agriculture	Economic Development	Administration has responded to a provincial greenhouse site-selection request. The Town and M.D. have provided a joint response/expression of interest.
Explore Business Attraction Incentives				
		Adopt Progressive Incentives for Private Development and Re-Development of Commercial and Industrial property	Economic Development	Council approved the small business improvement loans program with Community Futures.
		Consider other Incentives (land, utilities and recreation benefits)	Economic Development	Ongoing conversations at the Community Development Committee. Nothing new to report, however.
		Provide Expertise and Resources to Investors	Economic Development	Working on enhancing the webpage and updating resources for investors and potential business owners.
Business Improvement Programs to Promote Downtown Business Retention, Expansion and Revitalization				
		Community Futures Small Business Loan Program	Economic Development	Adopted Community Futures Business Improvement Loans program in partnership with Chamber of Commerce.
		New Business Start-up Grants	Economic Development	This service is coordinated through Community Futures SW
		Façade Improvement Grants/Loans	Economic Development	This service is offered through Community Futures SW and the Town of Clarehsolm.
		Focus on annexed land and vacant properties in downtown core and highway corridor	Economic Development	Continue to assist development inquiries as they are received. Council approved annexation on west wide of Town, providing more land for residential development within the Town's boundaries.
Sound, Responsible Governance				
		Ensure ongoing public participation	Karine/Abe	Council has approved Coffee with Council schedule. Council has also held two ASP Open Houses. Council has also approved two public participation plans, which will include public engagement on Town communications and reserve funding for Recreation and Cultural facilities. The Town will be conducting public surveys on these issues over the summer.

MULTI-YEAR			Assigned to	Update on Progress
		Develop Communications and Public Engagement Strategy	Karine/Abe	Administration actively assessing current communication and engagement strategies, and recommendations for improvement. Council has approved a Public Participation Plan to engage the community on Town communications. This is a focused priority of Council.

MULTI-YEAR			Assigned to	Update on Progress
		Continue to review and update Administration and Council policies.	Blair/Abe	The Administrative Services Committee met in May and recommended the Flag Policy, and updated Hiring Policy and Taxi Token Policy for approval. Council approved these policies in May.
		Address legislative changes in a timely fashion	Abe	Any legislative changes to statues, acts and regulations that affect the Town are updated as required.
PARTNERSHIPS, COLLABORATIONS, RELATIONSHIPS				
Build Government Relations at All Levels				
		Look for opportunities to collaborate	All departments	M.D. and Town administrations are discussing the possibility of more Emergency Management collaboration. The ICF agreements are up for renewal within the year. ICF committee and participating administrations are actively reviewing the ICF agreements. Relationships are strong and we actively look for opportunities to collaborate. Economic Development is working with neighbouring communities to cross promote important Town events.
Strengthen Stakeholder Relationships				
		Encourage presentations to Council, visit organizations to build relationships and have a presence in the community	Council	Ongoing - delegation policy is working as Council has been receiving delegations throughout the year.
		Develop relationships with Land Developers in order to progress on residential development	Economic Development	Administration is actively working with two ASP landowners.
Relationships with AHS and Other Service Providers				
		Enhance Relationships with AHS and Advocate for this industry where possible.	Council, Staff	Initial work still required on this emergent priority.
VIBRANT COMMUNITY, QUALITY OF LIFE				
Housing				

MULTI-YEAR			Assigned to	Update on Progress
		Complete Housing Needs Assessment	Economic Development/FCSS	This document was approved by Council on May 8, 2023. Community Development Committee has reviewed and sent zoning and planning recommendations to MPC. MPC did not impliment any as they felt they the recommendations were not beneficial. Administration has shared the report with various developers to provide leverage for grant opportunities. This is a focussed priority of Council.
		Once Assessment is Complete, Explore how to leverage results and integrate with future housing developments	Economic Development/FCSS	As noted above, the Town was successful with a consulting grant that will provide consulting to the town on how to build on Housing Needs Assessment findings.
Improvement of Parks				
		Revise Recreation Master Plan to Identify Priority Areas	Denise	Recreation personnel had initial conversation on revising the Master Plan. The recreation manager and CAO have met to discuss incorporating Council Strategic plan into the Recreation Master Plan. Work is ongoing.
		Pursue Grant Funding for Pathway and Park Expansions	Denise	Administration is actively pursuing grant opportunities.
Plan Events and Activities that Vitalize Claresholm				
		Economic Development to Coordinate Meeting amongst community groups to ensure resource and knowledge sharing	Economic Development	Adminsitration has coordinated community event meetings, bringing various community groups and volunteers together to plan large community events. Recent meetings have focussed on Fair Days.
		Promotion of Parks Through Town Videos	Denise	No updates
		Maintain and Enhance Current Programming	Denise	Administration applied for grant funding for summer programming assistant. The Town was not successful.
		Planning for Town Event Sustainability	Abe	Town events planning is currentlty funded via grants, with funding to expire March 2025. Funding of Town event planning will be required via the 2025 operational budget.



Town of Claresholm

Council Committee Report

Date: June 10, 2024

Mayor Schlossberger	
Councillor Carlson	
Councillor Cutler	
Councillor Kettles	
Councillor Meister	<p>CARes Received a grant to help offset the cost of spaying and neutering. Total vet costs for 2023 were over \$83k. Volunteer hours for the month total 750. Refused 17 cats and 32 dogs. 50/50 winner topped up the pot for the shelter to match what we usually make at the garage sale. Thank you L.H.! Looking for more grants through Grant match. We feel a review of the cat bylaw and licensing is in order.</p> <p>Welcoming Claresholm We will be hosting a sports night monthly. 7 countries signed up for spread the world so far. Still working towards becoming a society. We will have some involvement with fair days and other summer</p>



Town of Claresholm

	<p>activities. Welcoming week is sept. 13-22. An anti racism education session scheduled for Sept. 16th.</p> <p>FCSS Almost 500 taxes are done and they are still coming in. We made the hard decision to close down the teen group. We will explore options and maybe revamp to increase attendance. Thank you Will for everything! RDN will be doing a homeless estimate in Claresholm to help us better understand the issues that are growing. These issues are not just in our community but everywhere. Kinettes are working on the backpack program. Westwinds, housing support, will have a worker in house bi-weekly.</p> <p>Alberta Southwest I had the pleasure of attending the AGM. Economic development varies in delivery around the region and the collaboration within this group is beneficial for all. Our part of the province is not a top destination for travellers but very well could be! Tourism is expected to increase exponentially in the next few years. With lofty goals set by the govt, communities will face more infrastructure needs to be able to adapt to some of these increases. A few side conversations during the trip indicated many issues with GoA interference in municipal governance and projects that have stalled or been suspended due to new regulations set. Loss of tax revenues, jobs, and feelings of hands being tied while trying to do what is best for their communities.</p>
<p>Councillor Ross</p>	
<p>Councillor Zimmer</p>	



INFORMATION BRIEF

Meeting: June 10, 2024
 Agenda Item: 19

COUNCIL RESOLUTION STATUS

Regular Scheduled Meeting - May 13, 2024				
12	CORRES: Terry Fox Run - Moved by Councillor Meister to direct Administration to reach out to local charity groups to see if anyone is interested in sponsoring the Terry Fox Run going forward and to promote the need for a new coordinator on social media. CARRIED MOTION #24-070	Megan	Request is being shared	In progress
15	RFD: Water Shortage Response Plan Updates - Moved by Councillor Cutler to direct administration to further investigate options regarding having perpetual set watering schedules for odd and even properties. CARRIED MOTION #24-073	Brad	Administration is researching this issue.	In progress
16	RFD: Public Participation Plan - Recreation Facilities - Moved by Councillor Cutler to approve the Public Participation Plan for a potential Recreation and Cultural Facilities Capital Reserve for the Town of Claresholm as presented. CARRIED MOTION #24-074	Abe/Blair	Administration is working through the PPP. Currently developing public survey.	In progress
17	RFD: Public Participation Plan - Communications - Moved by Councillor Ross to approve the Public Participation Plan for the Communications and Engagement Strategy as presented. CARRIED MOTION #24-075	Abe/Karine	Administration is working through the PPP. Currently developing public survey.	In progress
20	RFD: 2024 Parades - Moved by Councillor Ross to accept the 2024 parade schedule as presented. CARRIED MOTION #24-078	Lisa/Karine	Schedule is being created	In progress
29c	IN CAMERA - Moved by Councillor Cutler to extend the closing date for Lot 48 Block 4 Plan 2311249 to May 31, 2024, on the condition that all of the interest as per Section 10 of the purchase contract is obtained. CARRIED MOTION #24-081	Tara	Notified Legal and Realtor.	In progress
Regular Scheduled Meeting - May 27, 2024				
1	BYLAW #1787 - Moved by Councillor Cutler to give Bylaw #1787, a Land Use Bylaw Amendment, 2nd Reading. CARRIED Moved by Councillor Ross to give Bylaw #1787, a Land Use Bylaw Amendment, 3rd and Final Reading. CARRIED	Tara	Bylaw signed, sent to ORRSC, applicant notified	Complete
3	CORRES: Be Prepared Program - Moved by Councillor Zimmer to nominate local resident Kelly Fowler for the Emergency Management Exemplary Service Award in the Search and Rescue Volunteer Category through Public Safety Canada. CARRIED MOTION #24-082	Jason	Nomination being drafted	In progress

3	CORRES: Be Prepared Program - Moved by Councillor Meister to nominate Director of Emergency Management Jason Hemmaway for the Outstanding Contribution to Emergency Management Award through Public Safety Canada. CARRIED MOTION #24-083	Abe	Nomination being drafted	In progress
6	CORRES: Claesholm Social Centre Society - Moved by Councillor Cutler to write a letter of support for the Claesholm Social Centre Society's application for Farmer's Markets on Tuesdays in Claesholm. CARRIED MOTION #24-084	Karine	Letter sent	Complete
8	CORRES: Cliff & Audrey Egger - Moved by Councillor Meister to direct administration to respond to Cliff & Audrey Egger's concerns. CARRIED MOTION #24-085	Karine/Jace	Letter sent	Complete
9	RFD: Tax Waiver - Royal Canadian Legion - Moved by Councillor Kettles to cancel the municipal portion of the 2024 property taxes levied on the property located at 414 - 53rd Avenue East in the amount of \$1,349.89. CARRIED MOTION #24-086	Lisa	Letter written and mailed to Legion with decision to cancel	Complete
10	RFD: Tax Waiver - Claesholm Medical Clinic - Moved by Councillor Ross to cancel the municipal portion of the 2024 property taxes levied on the property owned by the MD of Willow Creek located at 4215 Fairway Drive in the amount of \$7,163.15. CARRIED MOTION #24-087	Lisa	Letter written and mailed to MD with decision to cancel	Complete
11	RFD: Rural Community Immigration Pilot - Moved by Councillor Carlson to direct administration to submit an Expression of Interest application for the Rural Community Immigration Pilot and draft a letter of support to be signed by Mayor Brad Schlossberger. CARRIED MOTION #24-088	Ali	Letter written and signed	Complete
12	RFD: GIS Ortho Photos / Subdivision Project - Moved by Councillor Kettles to approve the out-of-budget expense for the completion of the Willow Park subdivision project up to \$5,000, to be paid out of land reserves. CARRIED MOTION #24-089	Tara	Project commenced	Complete
12	RFD: GIS Ortho Photos / Subdivision Project - Moved by Councillor Ross to approve the out-of-budget expense for GIS photos in the amount of \$5,429 to be paid out of land reserves. CARRIED MOTION #24-090	Tara	Project commenced	Complete
13	RFD: Appointing Assessor by Name - Moved by Councillor Carlson to appoint the Town's current Assessor, Logan Wehlage, an employee of Benchmark Assessments Consultants Inc, as the Assessor for the Town of Claesholm for the 2024 Assessment year. CARRIED MOTION #24-091	Blair	No action required other than noting this in Council Minutes	Complete
14	RFD: Flag Policy - Moved by Councillor Ross to approve Policy #5.9.10, the Town of Claesholm's Flag Policy effective May 27, 2024. CARRIED MOTION #24-092	Abe	Added updated policy to Policy Manual	Complete
15	RFD: Hiring Policy Update - Moved by Councillor Carlson to approve the updated Hiring Policy #1.0.01 for the Town of Claesholm effective May 27, 2024. CARRIED MOTION #24-093	Blair	Added updated policy to Policy Manual	Complete
20a	IN CAMERA: Personal Privacy - Moved by Councillor Zimmer to direct administration to vary the Order to Remedy #DOG-0046 in the following ways: • Remove all contraventions other than the contraventions that reference dogs owned in excess of three; • To extend the timeline for compliance by one year to May 27, 2025; and • To add the requirement to license existing dogs. CARRIED MOTION #24-094	Tara	Notified legal, extension & varied order issued.	Complete

PREPARED BY: Karine Keys, CLGM, Finance Assistant

APPROVED BY: Abe Tinney, CAO

DATE: June 7, 2024

INFORMATION ITEMS

Karine Keys

From: Seniors, Community and Social Services <seniorsinformation@gov.ab.ca>
Sent: May 31, 2024 8:20 AM
To: Karine Keys
Subject: Age-Friendly E-News

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.

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Age-Friendly E-News

Alberta

World Elder Abuse Awareness Day is June 15, 2024

Every year, June 15 is recognized as World Elder Abuse Awareness Day (WEAAD). WEAAD was established in 2006 by the International Network for the Prevention of Elder Abuse and the World Health Organization to bring global attention to the need for all citizens to take responsibility in preventing elder abuse.

We encourage you to learn more about [elder abuse](#), share resources with your network, and host an event in your community. The Alberta Elder Abuse Awareness Council developed a toolkit to support individuals and communities to raise awareness of elder abuse. The theme for this year is Grow the Conversation. You can access the toolkit [here](#).

Through our collective effort in raising awareness, we can help to prevent elder abuse and protect the rights and dignity of older adults in our communities.

