

**CANBY CITY COUNCIL  
WORK SESSION MINUTES  
November 19, 2025**

**PRESIDING:** Brian Hodson

**COUNCIL PRESENT:** Traci Hensley, Paul Waterman, Daniel Stearns, Jason Padden and James Davis.

**COUNCIL ABSENT:** Herman Maldonado

**STAFF PRESENT:** Randy Ealy, Interim City Administrator; Emily Guimont, City Attorney; Teresa Ridgley, Deputy City Recorder; Don Hardy, Planning Director; and Peter Wood, Human Resources Director.

**CALL TO ORDER:** Mayor Hodson called the meeting to order at 6:02 p.m.

**COMPREHENSIVE PLAN POLICIES REVIEW:** Don Hardy, Planning Director, along with Steve Faust, 3J Consulting, reviewed the Comprehensive Plan policies. They discussed the vision and process for the Comprehensive Plan updates, what a Comprehensive Plan was, Planning Commission comments, Comprehensive Plan Map changes including Special Area J and commercial designations along Ivy Street, Goals and Policies overview, and Council considerations.

There was discussion regarding radial roads and need to increase high-density residential development, though concerns were raised about the feasibility of consolidating parcels for large projects.

Staff outlined each goal in the Comprehensive Plan. They asked if there were any policies or strategies the Council would like to remove or modify or if any policies or strategies were missing. There were plans for work sessions in December to address each goal. The timeline included a Planning Commission hearing in February and a City Council hearing in March.

There was discussion regarding the process for the state to acknowledge the plan, tension between state directives and local desires, importance of promoting high-paying jobs to address housing affordability and reduce commuting, building safe communities, affordable housing, and interacting with a tribal agency. Next steps would include continuing work on the plan update and scheduling future work sessions to review specific sections.

Mayor Hodson adjourned the Work Session at 6:56 p.m.

**CANBY CITY COUNCIL  
COUNCIL MEETING MINUTES  
November 19, 2025**

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**STAFF PRESENT:** Randy Ealy, Interim City Administrator; Emily Guimont, City Attorney; Teresa Ridgley, Deputy City Recorder; Don Hardy, Planning Director; and Peter Wood, Human Resources Director.

**CALL TO ORDER:** Mayor Hodson called the meeting to order at 6:31 p.m.

American Heritage Girls Troop OR0207 presented the flag and the pledge of allegiance.

**SMALL BUSINESS SATURDAY PROCLAMATION:** Mayor Hodson read the proclamation declaring November 29, 2025, as Small Business Saturday.

Tyler Nizer, Economic Development & Tourism Coordinator, received the proclamation along with Shatrine Krage, Executive Director of the Canby Area Chamber of Commerce. They explained the Shop Local Canby Program that began on November 29 and Canby's Season of Cheer events.

**CITIZEN INPUT AND COMMUNITY ANNOUNCEMENTS:** Kristi Mowreader-Smith, Canby resident, spoke about Transgender Day of Remembrance on November 20. She encouraged everyone to pause and remember trans and gender diverse people taken by violence.

**CONSENT AGENDA:** **\*\*Council President Hensley moved to approve the Consent Agenda including approval of the October 15, 2025, City Council Regular Meeting minutes. Motion was seconded by Councilor Maldonado and passed 6-0.**

**ORDINANCES & RESOLUTIONS:**

Ordinance 1658 – **\*\*Council President Hensley moved to adopt Ordinance 1658, AN ORDINANCE AUTHORIZING THE INTERIM CITY ADMINISTRATOR TO EXECUTE A SERVICE AGREEMENT WITH DIRECTLINK FOR THE RENEWAL OF VOICECONNECT SERVICES FOR THE CITY OF CANBY. Motion was seconded by Councilor Maldonado and passed 6-0 by roll call vote.**

Ordinance 1659 – Emily Guimont, City Attorney, said at the last Council Work Session, the Council worked through the rest of the edits to the Council Guidelines and Policies. They had discussed holding meetings around the community instead of only in the Council Chambers. However, the City Code would need to be amended to allow them to conduct meetings elsewhere. This ordinance made that change.

There was discussion regarding limitations as to where to host meetings.

**\*\*Councilor Padden moved to approve Ordinance 1659, AN ORDINANCE AMENDING CHAPTER 2.04 OF THE CANBY MUNICIPAL CODE to come up for second reading on December 3, 2025. Motion was seconded by Councilor Maldonado and passed 6-0 on first reading.**

Resolution 1448A or Resolution 1448B – Ms. Guimont said there were two resolution options to adopt the amended Council Guidelines and Policies. Council had asked about the restrictions on Council and the Mayor representing the official position of the City and how sometimes there was not time to get official authorization. She did find a good way to allow for flexibility on that issue. One resolution would retain the current practice, and the other resolution deleted the language and only staff could not speak without authorization.

Discussion included a compromise to change the language so that no member of the Council or the Mayor would testify before another governing board or sign any letters until the Council gave their official position. There was more discussion about the pros and cons of retaining the restriction. There was consensus to retain the restriction as proposed in 1448A.

The Council also reviewed other changes to the document that were suggested at the last meeting, such as including a glossary of terms, requirements for adding agenda items on an agenda, public comment periods, flexibility to change the location of a meeting, and that Council inquiries to staff would be routed to the City Administrator.

**\*\*Council President Hensley moved to adopt Resolution 1448A, A RESOLUTION REPEALING THE CANBY CITY COUNCIL'S POLICIES & OPERATING GUIDELINES ADOPTED IN DECEMBER OF 2018 AND ADOPTING NEW POLICIES & OPERATING GUIDELINES, OPTION A. Motion was seconded by Councilor Stearns and passed 6-0.**

Resolution 1449 – Heidi Muller, Transit Operations Manager, presented the details for an expanded IGA with Clackamas County for Dial-A-Ride services. The agreement would also add electronic payment options.

**\*\*Councilor Waterman moved to adopt Resolution 1449, A RESOLUTION AUTHORIZING THE INTERIM CITY ADMINISTRATOR TO EXECUTE AN INTERGOVERNMENTAL AGREEMENT (IGA) WITH CLACKAMAS COUNTY FOR THE PROVISION AND REIMBURSEMENT OF EXPANDED ELDERLY AND DISABLED DEMAND-RESPONSE TRANSIT SERVICES FOR FISCAL YEARS 2026 AND 2027. Motion was seconded by Councilor Maldonado and passed 6-0.**

**OLD BUSINESS:** None.

**NEW BUSINESS:**

Library Strategic Plan 2024-2027 Update – Marisa Ely, Library Director, presented the first-year progress of the library's 2024-2027 Strategic Plan. She reviewed the library's vision and mission, gave an update on the first strategic priority to advance community education and outreach, gave statistics for the newly opened, grant-funded Career Center, gave an update on the second strategic priority to build community through quality programming and services,

highlighted the Canby Maker Lab, explained the growth in program participants, discussed the 2025 Library Survey results, gave an update on the third strategic priority to improve departmental and organizational health and stability, gave statistics of the large increases for use of services, and listed the plans for 2026.

The Council thanked staff and volunteers for all they did.

Potentially Cancel December 17, 2025, Council Meeting – The Council decided to meet on December 17, 2025, due to the number of items that needed to be addressed.

**MAYOR’S BUSINESS:** Mayor Hodson announced the Light the Night event on December 5. The Kiwanis Food and Toy Drive had begun.

### **COUNCILOR COMMENTS & LIAISON REPORTS:**

Council President Hensley reported on the Traffic Safety Commission who discussed speeding on Ivy, stop sign on 5<sup>th</sup> and Douglas, and safety at South End and 99E.

Mayor Hodson asked staff to look into the lack of crosswalk buttons and signals at the new signal at S Ivy and Township.

Councilor Padden attended the grand opening of S Ivy and 10<sup>th</sup>. He thought the next project for the Council subcommittee was City Charter updates and for the work to start in January. He reminded people not to rake leaves into the streets. Leaves could be dropped off at Public Works for disposal.

Councilor Maldonado thanked the Council subcommittee for their work on the Council Guidelines. He reminded everyone that this was the season of giving and volunteering.

Councilor Davis reported on Canby Adult Center activities and fundraising. He also reported on the Parks and Recreation Advisory Board meeting where they discussed Auburn Farms Park project and naming of the park, Swim Center upgrades, striping and widening of the bike trail, sidewalks for Ivy Ridge Park, building a new bathroom facility at Maple Street Park, and labor charges to be taken out of the Park Maintenance Fee. He was in favor of starting to work on the Charter updates. They had received a thank you card from Mike and Gretchen McCallum for their Hometown Hero Award.

Councilor Stearns said Canby Utility was going to announce a rate increase. Applications were open for the next Civic Engagement Academy.

**CITY ADMINISTRATOR’S BUSINESS:** Randy Ealy, Interim City Administrator, shared information on vacancies on City committees, Associate Planner vacancy, hosting 1<sup>st</sup> graders who were learning about community, new Finance Director coming on December 22, upcoming Council meetings, community meeting earlier tonight about Walnut/Ivy Street, Auburn Farms project gazebos and coming in under budget, 5 Year Budget projection and midyear budget review, Employee Holiday Luncheon on December 11, and upcoming staff meetings.

**CITIZEN INPUT:** None.

## **ACTION REVIEW:**

1. Approved the Consent Agenda.
2. Adopted Ordinance 1658.
3. Approved Ordinance 1659 to come up for second reading on December 3, 2025.
4. Adopted Resolutions 1448A and 1449.
5. Gave consensus to keep the December 17, 2025, Council Meeting.

Mayor Hodson adjourned the meeting at 9:01 p.m.



Maya Benham, CMC  
City Recorder



Brian Hodson  
Mayor

Assisted with Preparation of Minutes – Susan Wood