



TOWN OF CLARESHOLM
PROVINCE OF ALBERTA
REGULAR COUNCIL MEETING MINUTES
NOVEMBER 25, 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: Mike Cutler, Rod Kettles, Kandice Meister, Diana Ross and Craig Zimmer

ABSENT: Councillor Kieth Carlson

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

MEDIA PRESENT: Mickey Dumont, Claresholm Local Press

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 – NOVEMBER 12, 2024**

Moved by Councillor Zimmer that the Regular Meeting Minutes of November 12, 2024 be accepted as presented.

CARRIED

DELEGATIONS:

1. CLARESHOLM RCMP DETACHMENT – Sgt. Perry Pelletier
RE: Quarterly Update to Council

Sergeant Perry Pelletier from the Claresholm RCMP Detachment was present to give Council the quarterly update for July 1 to September 30, 2024 and provided some other information about the detachment. The RCMP are encouraging the public to report any suspicious activity so at the very least, there will be a record of an incident and issues can be tracked.

2. OLDMAN RIVER REGIONAL SERVICES COMMISSION - CAO Lenze Kuiper
RE: Fee Increase

Lenze Kuiper, CAO for the Oldman River Regional Services Commission (ORRSC), was present to speak to Council regarding the proposed rate increase for member municipalities for 2025. ORRSC relies on membership fees in order to cover their base expenses. Fee for service and subdivision fees are variable and cannot be relied upon, and they are not proposing an increase to those fees.

ACTION ITEMS:

1. BYLAW #1793 – BMO Operational Borrowing Bylaw
RE: All Readings

Moved by Councillor Ross to give Bylaw #1793, the 2025 BMO Operational Borrowing Bylaw regarding a revolving line of credit in the amount of \$450,000, 1st Reading.

CARRIED

Moved by Councillor Kettles to give Bylaw #1793, the 2025 BMO Operational Borrowing Bylaw regarding a revolving line of credit in the amount of \$450,000, 2nd Reading.

CARRIED

Moved by Councillor Meister for unanimous consent to give Bylaw #1793, the 2025 BMO Operational Borrowing Bylaw regarding a revolving line of credit in the amount of \$450,000, 3rd & Final Reading at the same meeting.

CARRIED UNANIMOUSLY

Moved by Councillor Cutler to give Bylaw #1793, the 2025 BMO Operational Borrowing Bylaw regarding a revolving line of credit in the amount of \$450,000, 3rd & Final Reading.

CARRIED

2. BYLAW #1794 – AMSC Operational Borrowing Bylaw
RE: All Readings

Moved by Councillor Zimmer to give Bylaw #1794, the 2025 AMSC Operational Borrowing Bylaw regarding the Town MasterCard in the amount of \$50,000, 1st Reading.

CARRIED

Moved by Councillor Ross to give Bylaw #1794, the 2025 AMSC Operational Borrowing Bylaw regarding the Town MasterCard in the amount of \$50,000, 2nd Reading.

CARRIED

Moved by Councillor Kettles for unanimous consent to give Bylaw #1794, the 2025 AMSC Operational Borrowing Bylaw regarding the Town MasterCard in the amount of \$50,000, 3rd & Final Reading at the same meeting.

CARRIED UNANIMOUSLY

Moved by Councillor Meister to give Bylaw #1794, the 2025 AMSC Operational Borrowing Bylaw regarding the Town MasterCard in the amount of \$50,000, 3rd & Final Reading.

CARRIED

**3. DELEGATION RESPONSE: STARS
RE: Funding Increase Request**

MOTION #24-176

Moved by Councillor Cutler to approve yearly funding of \$7,750 to Shock Trauma Air Rescue Services (STARS) starting with the 2026 fiscal year.

CARRIED

**4. CORRES: Hon. Mike Ellis, Deputy Premier of Alberta
RE: Police Governance in Alberta**

Received for information.

**5. CORRES: Alberta Municipalities
RE: Register for Webinar on 2024 Outstanding Resolutions**

Received for information.

**6. CORRES: Alberta Medical Association's Section of Rural Medicine
RE: Primary Health Care Grants**

Received for information.

7. REQUEST FOR DECISION: Small Community Opportunity Program Grant

MOTION #24-177

Moved by Councillor Kettles to instruct Administration to submit an application to the Small Communities Opportunity Program grant for the website updates project.

CARRIED

8. REQUEST FOR DECISION: Letter of Support – Willow Creek Brewery

MOTION #24-178

Moved by Councillor Cutler to direct Administration to write a letter of support for Willow Creek Brewery's application to the Alberta Tourism Product Development Program, to be signed by Mayor Brad Schlossberger.

CARRIED

9. REQUEST FOR DECISION: Claresholm Skatepark Association – Land Request

MOTION #24-179

Moved by Councillor Ross to allocate Town land west of the new skatepark and south of the skatepark walkway for future recreation development by the Claresholm Skatepark Association.

CARRIED

10. REQUEST FOR DECISION: Claresholm & District Museum – Storage Facility Request

MOTION #24-180

Moved by Councillor Meister to allocate Town land south of the Exhibit Hall to accommodate the construction of a new storage building as presented by the Claresholm & District Museum Board.

CARRIED

MOTION #24-181

Moved by Councillor Ross to approve the Claresholm & District Museum Board developing a fundraising plan for the future Museum Storage building.

CARRIED

11. REQUEST FOR DECISION: Claresholm Fire Department – Firefighter Incentive

MOTION #24-182

Moved by Councillor Zimmer to adopt Policy #5.1.25, the Volunteer Firefighter Tax Credit Policy effective November 25, 2024.

CARRIED

12. REQUEST FOR DIRECTION: 2025 Municipal Election Options

MOTION #24-183

Moved by Councillor Cutler to direct Administration to develop a bylaw requiring candidates to submit a deposit of \$100 when submitting nomination papers.

CARRIED

13. FINANCIAL REPORT: Statement of Operations – October 31, 2024

Moved by Councillor Ross to accept the Consolidated Statement of Operations for the month ended October 31, 2024 as presented.

CARRIED

14. INFORMATION BRIEF: Council Committee Report

Received for information.

15. INFORMATION BRIEF: Council Resolution Status

Received for information.

16. ADOPTION OF INFORMATION ITEMS

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

CARRIED

17. IN CAMERA:

a. Confidential Evaluations – FOIP Section 19

b. Local Public Body Confidences – FOIP Section 23

Moved by Councillor Zimmer to go In Camera at 8:40 p.m. for the following items:

a. Confidential Evaluations – FOIP Section 19

b. Local Public Body Confidences – FOIP Section 23

CARRIED

NOTICE OF RECORDING CEASED: Mayor Schlossberger stated that the live stream has ended at 8:40 p.m.

Councillor Meister excused herself from the meeting at 8:40 p.m. due to a potential conflict of interest regarding Personnel.

Councillor Meister rejoined the meeting at 8:45 p.m.

Moved by Councillor Kettles to come out of In Camera at 9:11 p.m.

CARRIED

NOTICE OF RECORDING: Mayor Schlossberger provided notice that live streaming and recording of the Council meeting would begin again at 9:11 p.m.

21. IN CAMERA

a. PERSONNEL – FOIP Section 17

Councillor Meister declared a conflict of interest and left the meeting at 9:11 p.m.

MOTION #24-184

Moved by Councillor Cutler to reappoint Donna Meister to the Claresholm Library Board.

CARRIED

Councillor Meister rejoined the meeting at 9:12 p.m.

ADJOURNMENT: Moved by Councillor Ross that the meeting adjourn at 9:13 p.m.

CARRIED

NOTICE OF RECORDING CEASED: Mayor Schlossberger noted that recording ceased at 9:13 p.m.

Mayor – Brad Schlossberger

Chief Administrative Officer – Abe Tinney