



TOWN OF CLARESHOLM
PROVINCE OF ALBERTA
REGULAR COUNCIL MEETING MINUTES
DECEMBER 9, 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: 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 25, 2024**

Moved by Councillor Ross that the Regular Meeting Minutes of November 25, 2024 be accepted as presented.

CARRIED

DELEGATIONS:

1. CLARESHOLM PUBLIC LIBRARY BOARD

RE: Update

Kelsey Hipkin presented an update about the Claresholm Library on behalf of the Claresholm Public Library Board as she is the current Secretary. Kelsey presented usage statistics and events that the Library consistently runs, and an overall update.

2. CLARESHOLM CHILD CARE SOCIETY BOARD

RE: Update

Kelsey Hipkin and Jocelyn Leeds presented an update from the Claresholm Child Care Society Board. They updated Council on current events at the day care and the after-school program.

ACTION ITEMS:

1. BYLAW #1795 – Nomination Deposit Requirements Bylaw

RE: All Readings

Moved by Councillor Cutler to give Bylaw #1795, the Nomination Deposit Requirements Bylaw, 1st Reading.

CARRIED

Moved by Councillor Meister to give Bylaw #1795, the Nomination Deposit Requirements Bylaw, 2nd Reading.

CARRIED

Moved by Councillor Zimmer for unanimous consent to give Bylaw #1795, the Nomination Deposit Requirements Bylaw, 3rd & Final Reading at the same meeting.

CARRIED UNANIMOUSLY

Moved by Councillor Kettles to give Bylaw #1795, the Nomination Deposit Requirements Bylaw, 3rd & Final Reading.

CARRIED

2. BYLAW #1796 – Subdivision & Development Authority Bylaw

RE: 1st Reading

Moved by Councillor Carlson to give Bylaw #1796, the Subdivision & Development Authority Bylaw, 1st Reading.

CARRIED

3. CORRES: Alberta Municipalities

RE: Opportunity to Serve on AMSC Board

Received for information.

4. REQUEST FOR DECISION: 2025 Interim Budget

MOTION #24-185 Moved by Councillor Ross to approve the Interim 2025 Operational Budget as presented.

CARRIED

MOTION #24-186 Moved by Councillor Meister to approve the 2025 Capital Budget as presented.

CARRIED

5. REQUEST FOR DECISION: Free Public Swim Initiative

MOTION #24-187 Moved by Councillor Carlson to sponsor December 21, 2024 & December 28, 2024 Saturday Public Swims from 2-4pm.

CARRIED

MOTION #24-188 Moved by Councillor Cutler to sponsor December 20, 2025 & December 27, 2025 Saturday Public Swims from 2-4pm.

CARRIED

6. REQUEST FOR DECISION: Town Operations – Christmas Eve

MOTION #24-189 Moved by Councillor Ross to discontinue Town operations at 12 Noon on Tuesday December 24th, 2024 in the spirit of the season and to allow staff to be with their families and loved ones.

CARRIED

7. REQUEST FOR DECISION: Policy #5.3.15 – Surveillance Policy

MOTION #24-190 Moved by Councillor Meister to adopt Policy 5.3.15 Surveillance Camera Policy as presented effective December 9, 2024.

CARRIED

8. REQUEST FOR DECISION: 2025 Municipal Election

MOTION #24-191 Moved by Councillor Ross to appoint Karine Keys as the Returning Officer for the 2025 election.

CARRIED

MOTION #24-192 Moved by Councillor Zimmer to appoint Abe Tinney, Jennifer Place and Tracy Stewart as Substitute Returning Officers for the 2025 election.

CARRIED

MOTION #24-193 Moved by Councillor Cutler to hold an institutional vote for the election on Monday, October 20, 2025 at the Claresholm General Hospital, Willow Creek Continuing Care Centre, Porcupine Hills Lodge, Cottonwood Village, Heritage Manor and Parkside Manor.

CARRIED

9. INFORMATION BRIEF: Council Committee Report

Received for information.

10. INFORMATION BRIEF: Council Resolution Status

Received for information.

11. ADOPTION OF INFORMATION ITEMS

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

CARRIED

12. IN CAMERA:

a. Confidential Evaluations – FOIP Section 19

b. Local Public Body Confidences – FOIP Section 23

Moved by Councillor Ross to go In Camera at 7:49 p.m. for the following items:

a. Confidential Evaluations – FOIP Section 19

b. Advice from Officials – FOIP Section 24

CARRIED

NOTICE OF RECORDING CEASED: Mayor Schlossberger stated that the live stream has ended at 7:49 p.m.

Moved by Councillor Zimmer to come out of In Camera at 8:14 p.m.

CARRIED

NOTICE OF RECORDING: Mayor Schlossberger provided notice that live streaming and recording of the Council meeting would begin again at 8:14 p.m.

a. Confidential Evaluations – FOIP Section 19

MOTION #24-194 Moved by Councillor Cutler to reappoint Kendall Schille to the Claresholm Library Board.

CARRIED

ADJOURNMENT: Moved by Councillor Meister that the meeting adjourn at 8:15 p.m.

CARRIED

NOTICE OF RECORDING CEASED: Mayor Schlossberger noted that recording ceased at 8:15 p.m.

Mayor – Brad Schlossberger

Chief Administrative Officer – Abe Tinney