



**TOWN OF CLARESHOLM**  
**PROVINCE OF ALBERTA**  
**REGULAR COUNCIL MEETING MINUTES**  
**MARCH 24, 2025**

**Place: Council Chambers**  
**Town of Claresholm Multi-Use Community Building, 111 – 55 Avenue West**  
**Livestream: <https://www.youtube.com/channel/UCe3OPyLhTzPajvPVAfNL1KA/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, Director of Corporate Services: Jennifer Place

**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 Ross that the Agenda be accepted as presented.

**CARRIED**

**MINUTES:** **REGULAR MEETING – MARCH 10, 2025**

Moved by Councillor Meister that the Regular Meeting Minutes of March 10, 2025 be accepted as presented.

**CARRIED**

**DELEGATION:** **CLARESHOLM & DISTRICT FCSS – Director Barbara Bell**  
**RE: Update**

Appearing on behalf of Claresholm & District FCSS was Barbara Bell, Director. She provided an update on the assistance that FCSS has provided to the community through various programs including the tax preparation program, housing assistance programs and seniors' assistance programs. She shared a website for FCSS in Alberta that gives statistics about their programs in each community including Claresholm: <https://impact.fcssaa.org>.

**ACTION ITEMS:**

1. **BYLAW #1799 – ATCO Gas and Pipelines Ltd. Franchise Agreement**  
**RE: 1<sup>st</sup> Reading**

Moved by Councillor Kettles to give Bylaw #1799, the ATCO Gas and Pipelines Ltd. Franchise Agreement Bylaw, 1<sup>st</sup> Reading.

**CARRIED**

2. **BYLAW #1801 – Recyclable Materials Management**  
**RE: 1<sup>st</sup> Reading**

Moved by Councillor Cutler to give Bylaw #1801, the Recyclable Materials Management Bylaw, 1<sup>st</sup> Reading.

**CARRIED**

3. **DELEGATION RESPONSE: Livingstone Range School Division**  
**RE: General Update**

MOTION #25-041 Moved by Councillor Carlson to direct Administration to work with Administration from the Livingstone Range School Division to create an LRSD Education Advisory Committee (or some other acceptable name) between the Town of Claresholm and the Livingstone Range School Division to foster a closer relationship between the Town and the school division, and to bring back details at a future meeting for approval.

**CARRIED**

4. **CORRES: Hon. Ric McIver, Minister of Municipal Affairs**  
**RE: Budget 2025 – Education Property Tax (EPT)**

MOTION #25-042 Moved by Councillor Carlson to write a letter to Minister of Municipal Affairs Ric McIver, the Minister of Education Minister Demetrios Nicolaidis and MLA Chelsae Petrovic requesting that details be provided on how the additional funds collected by an increased education tax will be funnelled to the Town of Claresholm's local schools rather than becoming part of the larger provincial government's general budget.

**CARRIED**

**5. REQUEST FOR DECISION: Provincial Priorities Act**

MOTION #25-043 Moved by Councillor Carlson to write a letter to request that Minister of Service Alberta and Red Tape Reduction Dale Nally and Minister of Municipal Affairs Ric McIver come in person as a Delegation to Claresholm Town Council to explain how the Provincial Priorities Act is working towards red tape reduction, and to cc all communities in Alberta to also ask questions regarding this initiative.

**CARRIED**

**6. REQUEST FOR DECISION: Mid-Size Towns Mayor's Caucus**

MOTION #25-044 Moved by Councillor Ross to approve joining the Mid-Size Towns Mayor's Caucus to stand in solidarity for all mid-sized towns in Alberta.

**CARRIED**

**7. REQUEST FOR DECISION: Canada Housing Infrastructure Fund**

MOTION #25-045 Moved by Councillor Carlson to apply to the Canada Housing Infrastructure Fund in the amount of \$6,450,450 for infrastructure upgrades as presented.

**CARRIED**

**8. REQUEST FOR DECISION: Policy #3.3.20 Fire Dept. Remuneration**

MOTION #25-046 Moved by Councillor Kettles to approve Policy #3.3.20 – Fire Department Remuneration – Update as presented.

**CARRIED**

**9. REQUEST FOR DECISION: Spring Clean-up**

Referred to Administration to research Spring Clean-up and bring back details to Council at a future meeting.

**10. REQUEST FOR DECISION: Letter of Thanks – Claresholm Doctors**

MOTION #25-047 Moved by Councillor Ross to direct Administration to write a letter to the local Claresholm Doctors emphasizing that Town Council appreciates their efforts towards servicing our community's health care needs, as well as advertising the Town's thanks in the Claresholm Local Press.

**CARRIED**

**11. FINANCIAL REPORT: Statement of Operations – February 28, 2025**

Director of Corporate Services Jennifer Place presented the statement.

Moved by Councillor Kettles to accept the Consolidated Statement of Operations for the month ended February 28, 2025 as presented.

**CARRIED**

**12. INFORMATION BRIEF: Small Communities Opportunities Program (SCOP) Grant Approval**

Received for information.

**13. INFORMATION BRIEF: CAO Report**

Received for information.

**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 Zimmer to adopt the information items as presented.

**CARRIED**

**17. IN CAMERA:**

**a. Business Interests of a Third Party – FOIP Section 16**

Moved by Councillor Ross to go In Camera at 8:10 p.m. for the following items:

**a. Business Interests of a Third Party – FOIP Section 16**

**CARRIED**

**NOTICE OF RECORDING CEASED:** Mayor Schlossberger stated that the live stream has ended at 8:10 p.m.

Moved by Councillor Zimmer to come out of In Camera at 8:30 p.m.

**CARRIED**

**NOTICE OF RECORDING:** Mayor Schlossberger provided notice that live streaming and recording of the Council meeting would begin again at 8:30 p.m.

**a. Business Interests of a Third Party – FOIP Section 16**

MOTION #25-048 Moved by Councillor Cutler to vary the order to remedy #DOG-0046 by extending the timeline for compliance by one year to May 27, 2026.

**CARRIED**

**ADJOURNMENT:** Moved by Councillor Carlson that the meeting adjourn at 8:31 p.m.

**CARRIED**

**NOTICE OF RECORDING CEASED:** Mayor Schlossberger noted that recording ceased at 8:31 p.m.

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Mayor – Brad Schlossberger

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Chief Administrative Officer – Abe Tinney

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