



INFORMATION BRIEF

Meeting: April 28, 2025

COUNCIL RESOLUTION STATUS

Regular Scheduled Meeting - February 10, 2025				
7	RFD: Fortis Grant - Moved by Councillor Meister to direct administration to apply for the Fortis Community Naturalization and Tree Planting Grant for tree planting in the Town of Claresholm. CARRIED MOTION #25-023	Denise	Grant application has been submitted	Complete
9	RFD: Disc Golf Baskets - Moved by Councillor Kettles to approve the Disc Golf Course Basket Upgrade and the collaboration with Willow Creek Composite High School as presented. CARRIED MOTION #25-026	Denise/Jace	Project is progressing	Complete
Regular Scheduled Meeting - March 24, 2025				
3	Delegation Response: LRSD - 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 MOTION #25-041	Abe	Administration is working on a draft terms of reference.	Ongoing
Regular Scheduled Meeting - April 14, 2025				
1	RFD: 2024 Reserve Transfers - Moved by Councillor Cutler to transfer out of reserve funds for 2024 operational and capital purposes in the amount of \$1,572,747.91 for the year ended December 31, 2024, as follows. CARRIED MOTION #25-049	Jenn	Completed as part of the year end process.	Complete
1	RFD: 2024 Reserve Transfers - Moved by Councillor Zimmer to transfer the 2024 unrestricted surplus funds of \$1,453,211.71 to reserves for the year ended December 31, 2024, as follows. CARRIED MOTION #25-050	Jenn	Completed as part of the year end process.	Complete
2	RFD: 2024 Audited Financial Statements - Moved by Councillor Carlson to accept the Audited Financial Statements for the year ended December 31, 2024 as presented. CARRIED MOTION #25-051	Jenn	Statements have been signed and sent back to the Auditors for submission to the Province.	Complete
2	RFD: 2024 Audited Financial Statements - Moved by Councillor Meister to appoint Gregory Harriman and Associates LLP as the Town of Claresholm Auditor for the 2025 fiscal year. CARRIED MOTION #25-052	Jenn	Auditors have been notified of the 1 year extension.	Complete

3	RFD: 2025 Final Budget & Financial Plans - Moved by Councillor Ross to approve the 2025 Final Operating and Capital Budget as presented. CARRIED MOTION #25-053	Jenn	Documents signed by Mayor and CAO and posted to the website.	Complete
3	RFD: 2025 Final Budget & Financial Plans - Moved by Councillor Carlson to adopt the 3-Year Financial Plan for 2026 through 2028 as presented. CARRIED MOTION #25-054	Jenn	Documents signed by Mayor and CAO and posted to the website.	Complete
3	RFD: 2025 Final Budget & Financial Plans - Moved by Councillor Kettles to adopt the 5-Year Capital Plan for 2026 through 2030 as presented. CARRIED MOTION #25-055	Jenn	Documents signed by Mayor and CAO and posted to the website.	Complete
4	BYLAW #1800 - Moved by Councillor Cutler to give Bylaw #1800, the Traffic & Highways Bylaw, 1st Reading as amended to incorporate a change to playground zones being 24 hours. CARRIED	Tara	2nd and 3rd readings to be on an upcoming agenda.	Complete
5	BYLAW #1801 - Moved by Councillor Ross to give Bylaw #1801, the Recyclable Materials Management Bylaw, 2nd Reading. CARRIED Moved by Councillor Carlson to give Bylaw #1801, the Recyclable Materials Management Bylaw, 3rd & Final Reading. CARRIED	Jenn	Bylaw printed & signed	Complete
6	BYLAW #1804 - Moved by Councillor Kettles to give Bylaw #1804, the Procedural Bylaw, 1st Reading. CARRIED	Karine	Bylaw is on the Agenda for 2nd Reading April 28th	Complete
7	BYLAW #1805 - Moved by Councillor Ross to give Bylaw #1805, a Land Use Bylaw Amendment, 1st Reading. CARRIED	Tara	Public hearing notice circulated to be on an upcoming agenda.	Complete
13	CORRES: Angels Among Us Barrel Racing Event - Moved by Councillor Carlson to support the Angels Among Us Barrel Racing Event June 30th and July 1st, 2025 with a sponsorship of \$200. CARRIED MOTION #25-056	Karine	Payment has been sent	Complete
14	CORRES: Famous 5 Foundation - Moved by Councillor Meister to forward this request to the Claresholm & District Museum Board to investigate the relocation of the Famous 5 Statue from Calgary to Claresholm. CARRIED MOTION #25-057	Jordyn	Being explored	In progress
15	CORRES: Halloween Haunted House - Moved by Councillor Carlson to support the group of individuals who are proposing to host the Halloween Haunted House at the Claresholm Community Centre in October 2025 with a donation of \$825 to cover the cost of renting the space. CARRIED MOTION #25-058	Karine	Community Centre contractor & organizer have been notified	Complete
16	RFD: Communications Survey - Moved by Councillor Zimmer to approve the Council Highlights communication document for the Town of Claresholm and to direct administration to report back to Council with further suggestions based on the communications survey. CARRIED MOTION #25-059	Karine	Council Highlights has been distributed, Council will be notified of other options as necessary	Complete
17	RFD: Look Ahead Consulting Proposal - Moved by Councillor Carlson to hire Look Ahead Consulting to implement the Look Ahead Consulting proposal as presented as an out-of-budget expenditure to come from General Operating Reserves. CARRIED MOTION #25-060	Tara	Consultant contacted, project to commence.	Complete
22c	IN CAMERA: Confidential Evaluations - Moved by Councillor Meister to hire Emmitt Carlson as a Collections Assistant at the Claresholm & District Museum. CARRIED MOTION #25-061	Lisa/Jordyn	Individual has been hired	Complete

PREPARED BY: Karine Keys, CLGM, Finance Assistant

APPROVED BY: Abe Tinney, CAO

DATE: April 17, 2025