



TOWN OF CLARESHOLM
PROVINCE OF ALBERTA
REGULAR COUNCIL MEETING MINUTES
JUNE 23, 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 and Diana Ross.

ABSENT: Councillor Craig Zimmer

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

MEDIA PRESENT: None

NOTICE OF RECORDING: Mayor Schlossberger provided notice that live streaming and recording of the Council meeting would begin immediately at 7:06 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 7:06 p.m. by Mayor Schlossberger.

AGENDA: Moved by Councillor Cutler that the Agenda be accepted as presented.

CARRIED

MINUTES: **REGULAR MEETING – JUNE 9, 2025**

Moved by Councillor Meister that the Regular Meeting Minutes of June 9, 2025 be accepted as presented.

CARRIED

DELEGATIONS:

1. CLARESHOLM RCMP DETACHMENT
RE: Community Policing Report

Sargeant Perry Pelletier from the Claresholm RCMP Detachment provided the Community Policing Report from January 1st to March 31st, 2025 to Council.

2. CALGARY REGION AIRSHED ZONE (CRAZ)

Cynthia Wannamaker, the Town of Claresholm's representative on the Calgary Region Airshed Zone provided an update to Council. Jill Bloor, Executive Director, was also present. CRAZ would like to place a portable air monitoring lab or PAML in Claresholm this year. The only requirement is for a location to place the station for a year and the power to operate it. They have done a preliminary look at Claresholm and prefer the campground or the Town Office for possible locations. They would like it to be operational in town from August 2025 until July 2026.

ACTION ITEMS:

1. BYLAW #1807 – Mayor & Council Remuneration Bylaw
RE: 2nd & 3rd Readings

Moved by Councillor Cutler to give Bylaw #1807, a Mayor & Council Remuneration Bylaw, 2nd Reading.

CARRIED

Moved by Councillor Ross to give Bylaw #1807, a Mayor & Council Remuneration Bylaw, 3rd & Final Reading.

CARRIED

2. DELEGATION RESPONSE: Rural Development Network (RDN)
RE: Housing & Service Needs Community Report

Barbara Bell, FCSS Director was present to provide an overview of the presentation from the last Council meeting.

MOTION #25-093

Moved by Councillor Carlson to approve the Claresholm Housing and Service Needs Community Report and to direct the Claresholm & District FCSS Board to review the report and its findings/opportunities.

CARRIED

3. CORRES: Alberta Municipalities
RE: Nominate a Municipal Leader in Your Community

Received for information.

4. CORRES: Alberta Municipalities
RE: Feedback on School Site Ownership

Received for information.

5. CORRES: Alberta Municipalities
RE: Prepare for Municipal Affairs' Survey on Recall Rules

Received for information.

**6. CORRES: Town of Pincher Creek
RE: Pincher Creek Parade – August 16, 2025**

Received for information.

**7. CORRES: Village of Barons
RE: Family Fun Day – July 5, 2025**

MOTION #25-094 Moved by Councillor Cutler to send the Town float to the Village of Barons parade on July 5, 2025.

CARRIED

**8. CORRES: Carmangay Horticultural Association
RE: Carmangay Annual Sports Day & Parade – August 2, 2025**

MOTION #25-095 Moved by Councillor Cutler to send the Town float to the Carmangay parade on August 2, 2025.

CARRIED

**9. CORRES: Fort Macleod & District Chamber of Commerce
RE: Taste of Fort Macleod – September 11, 2025**

Received for information.

**10. CORRES: Claresholm & District Health Foundation
RE: Health Foundation Golf Scramble – July 12, 2025**

MOTION #25-096 Moved by Councillor Cutler to support the Claresholm & District Health Foundation Golf Scramble on July 12, 2025 with a hole sponsorship in the amount of \$100.

CARRIED

11. REQUEST FOR DECISION: 2025 Fair Days Road Closures & Beer Gardens

MOTION #25-097 Moved by Councillor Cutler to approve the closure of 49th Avenue West from the lane between 2nd Street West and 1st Street West, to 3rd Street West, including the intersection at 2nd Street West, on Saturday August 9th, 2025 from 7:30 am to 11:00 pm, including the use of Amundsen Park, for Fair Days activities.

CARRIED

MOTION #25-098 Moved by Councillor Meister to approve the 2025 Claresholm Parade Route and Road Closure as follows: from 45th Avenue West at Centennial Park to 2nd Street, 2nd Street West from 45th Avenue to 51st Avenue, 51st Avenue West from 2nd Street to 4th Street, and 4th Street West from 51st Avenue to Highway 520, between the hours of 10:30 am and 11:30 am on Saturday, August 9th, 2025.

CARRIED

MOTION #25-099 Moved by Councillor Kettles to approve Such Drama for a beer garden at the Claresholm Museum on Friday, August 8th between 5:00 pm and 11:00 pm on the condition that an application to Alberta Gaming, Liquor and Cannabis has been approved and is displayed at the event, and that they follow Policy #5.8.15 Liquor & Town Facilities Policy.

CARRIED

MOTION #25-100 Moved by Councillor Carlson to approve the Claresholm Arts Society for a beer garden at Centennial Park on Sunday, August 10th, between 10:00 am and 4:00 pm, on the condition that an application to Alberta Gaming, Liquor and Cannabis has been approved and is displayed at the event and that they follow Policy #5.8.15 Liquor & Town Facilities Policy.

CARRIED

12. REQUEST FOR DECISION: 2025 Canada Day Beer Gardens

MOTION #25-101 Moved by Councillor Ross to approve the responsible sale and consumption of liquor at Centennial Park on Tuesday, July 1, 2025, between 10:30 am and 3:00 pm, on the condition that an application to Alberta Gaming, Liquor and Cannabis has been approved and is displayed at the event, and that they follow Policy #5.8.15 Liquor and Town Facilities Policy.

CARRIED

13. REQUEST FOR DECISION: Policy #5.7.50 Arena Advertising Fees

MOTION #25-102 Moved by Councillor Carlson to adopt Policy #5.7.50, the Arena Advertising Fees Policy as presented effective June 23, 2025.

CARRIED

14. INFORMATION BRIEF: SILP Grant Completion

Received for information.

15. INFORMATION BRIEF: Arena Score Clock 2025

MOTION #25-103 Moved by Councillor Kettles to send thank you letters to those groups / businesses that have been involved in funding the new score clock at the Arena.

CARRIED

16. INFORMATION BRIEF: CAO Report

Received for information.

17. INFORMATION BRIEF: Council Committee Report

Received for information.

18. INFORMATION BRIEF: Council Resolution Status

MOTION #25-104 Moved by Councillor Cutler to direct Administration to provide educational materials to the public regarding water usage and billing to encourage greater knowledge about water services in our community.

CARRIED

19. ADOPTION OF INFORMATION ITEMS

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

CARRIED

ADJOURNMENT: Moved by Councillor Carlson that the meeting adjourn at 8:37 p.m.

CARRIED

NOTICE OF RECORDING CEASED: Mayor Schlossberger noted that recording ceased at 8:37 p.m.

Mayor – Brad Schlossberger

Chief Administrative Officer – Abe Tinney

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