



INFORMATION BRIEF

Meeting: August 11, 2025

COUNCIL RESOLUTION STATUS

Regular Scheduled Meeting - June 9, 2025				
7	RFD: Variable Frequency Drive Replacement - Moved by Councillor Kettles that Administration proceed with the replacement of all 25 Variable Frequency Drives at the Water Treatment Plant in the amount of \$380,400 to be funded from the Water and Sewer Capital Reserve. CARRIED MOTION #25-089	Brad	MPE Engineering is contacting the supplier for project drawings and an updated quote	In progress
8	RFD: Water Meter Replacement & Data Collection Upgrade - Moved by Councillor Cutler to submit a Request for Proposal with the intention of securing a supplier to provide non-mechanical meters, cellular ERT's, installation, training and collection software for all meters, present and future, for the Town of Claresholm. CARRIED MOTION #25-090	Jace/Brad	On the August 11th Agenda for Council's consideration	Complete
Regular Scheduled Meeting - June 23, 2025				
2	Delegation Response: RDN - 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 MOTION #25-093	Barb	Report will be going to the FCSS Board after which Council will be notified of the Board's findings	In progress
Regular Scheduled Meeting - July 14, 2025				
DEL	DELEGATION: Willow Creek Agricultural Society RE: Alberta High School Rodeo Finals 2026 - The Ag Society would like to have the Town of Claresholm involved in the Finals in June 2026 as much as possible.	Abe	Added to August 11th council agenda for discussion.	Complete
1	BYLAW #1799 - Moved by Councillor Kettles to give Bylaw #1799, the ATCO Gas and Pipelines Ltd. Franchise Agreement Bylaw, 2nd Reading. CARRIED Moved by Councillor Zimmer to give Bylaw #1799, the ATCO Gas and Pipelines Ltd. Franchise Agreement Bylaw, 3rd & Final Reading. CARRIED	Karine	Bylaw printed & signed	Complete
2	BYLAW #1808 - Moved by Councillor Ross to give Bylaw #1808, a Land Use Bylaw Amendment, 1st Reading. CARRIED	Tara	Advertising for Public Hearing, 2nd and 3rd readings to be on an upcoming Council agenda.	Complete

3	BYLAW #1810 - Moved by Councillor Cutler to give Bylaw #1810, the Electronic Transmission of Documents Bylaw, 1st Reading. CARRIED	Jenn	On the August 11th Agenda for 2nd & 3rd Readings	Complete
4	DELEGATION RESPONSE: Calgary Region Airshed Zone (CRAZ) RE: Portable Air Monitoring Lab - Received for information.	Denise	CRAZ has been notified that the Town will not be participating	Complete
5	CORRES: Town of Coalhurst - Moved by Councillor Cutler to send the Town's parade float to the Miners Day Parade in Coalhurst on July 26, 2025. CARRIED MOTION #25-105	Karine/Lisa	Parade float was sent	Complete
8	CORRES: Claresholm Fire Department - Moved by Councillor Zimmer to approve a cash donation of \$200 to sponsor a hole and donate a gift basket in the amount of \$100 for the Claresholm Fire Department's Annual Golf Fundraiser on Saturday, August 16, 2025. CARRIED MOTION #25-106	Karine	Cash donation sent, gift basket created and picked up	Complete
10	RFD: Non-Residential Tax Incentive Application - Moved by Councillor Carlson to approve the Tax Incentive application submitted by 2291174 Alberta Ltd. under Bylaw #1802, the Non-Residential Tax Incentive Bylaw, having determined that the applicant meets all eligibility criteria as outlined in the Bylaw and; Further that a credit to the 2025 municipal portion of the property taxes in the amount of \$19,437.00 be applied to tax roll #11103000 in accordance with the schedule as set out in Section 4.1 of Bylaw #1802. CARRIED MOTION #25-107	Jenn	Incentive adjustment made to tax roll and letter has been sent to the property owner.	Complete
11	RFD: 4th Street Watermain Replacements Project - Moved by Councillor Cutler to award the 4th Street Watermain Replacements Project to PME Inc. as recommended by ISL Engineering and Land Services in the amount of \$783,867.75 plus GST. CARRIED MOTION #25-108	Jace	Engineer Notified, Award Letter Signed and Sent	Complete
12	RFD: Tax Waiver – Claresholm Curling Club - Moved by Councillor Carlson to cancel the municipal portion of the 2025 property taxes levied on the property located at 430 – 53rd Avenue East in the amount of \$1,170.81. CARRIED MOTION #25-109	Jenn	Waiver adjustment made to tax roll and letter has been sent to the property owner.	Complete
13	RFD: Fair Days Beer Gardens - Moved by Councillor Kettles to approve the Claresholm & District Chamber of Commerce for the responsible sale and consumption of liquor at Amundsen Park on Saturday, August 9, 2025 between 12:00 p.m. and 4:30 p.m. 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 the Liquor and Town Facilities Policy. CARRIED MOTION #25-110	Megan	Letter sent	Complete
14	RFD: Fair Days Ball Tournament Beer Gardens - Moved by Councillor Meister to approve the Claresholm Thunder Alumni Committee for the responsible sale and consumption of liquor at Millenium Ball Diamonds for the following times: • Friday, August 8 from 4:00 p.m. to 12:00 a.m. • Saturday, August 9 from 9:00 a.m. to 12:00 a.m. • Sunday, August 10 from 9:00 a.m. to 7:00 p.m. 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 the Liquor and Town Facilities Policy. CARRIED MOTION #25-111	Denise	Letter sent	Complete
15	REQUEST FOR DIRECTION: Outdoor Watering Schedule - Moved by Councillor Cutler to direct Administration to prepare an amended Water and Sewer Utility Bylaw to include provisions for an Outdoor Watering Schedule as outlined in Option A with some minor adjustments. CARRIED MOTION #25-112	Abe	Bylaw on the August 11th Agenda for consideration	Complete

20a	IN CAMERA: Confidential Evaluations - Moved by Councillor Zimmer to appoint Gene Dwelsdorf to the Municipal Planning Commission as a member-at-large for a term of three years. CARRIED MOTION #25-113	Tara	Notification sent	Complete
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PREPARED BY: Karine Keys, CLGM, Finance Assistant

APPROVED BY: Abe Tinney, CAO

DATE: August 8, 2025
