



TOWN OF CLARESHOLM
PROVINCE OF ALBERTA
REGULAR COUNCIL MEETING MINUTES
JULY 14, 2025

Place: Council Chambers
Town of Claresholm Multi-Use Community Building, 111 – 55 Avenue West
Livestream: <https://www.youtube.com/channel/UCe3OPyLhTzPajvPVAAtNL1KA/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, Director of Infrastructure: Jace McLean

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 7:00 p.m. by Mayor Schlossberger.

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

CARRIED

MINUTES: **REGULAR MEETING – JUNE 23, 2025**

Moved by Councillor Meister that the Regular Meeting Minutes of June 23, 2025 be accepted as presented.

CARRIED

DELEGATION: **WILLOW CREEK AGRICULTURAL SOCIETY**
RE: Alberta High School Rodeo Finals

Appearing on behalf of the Willow Creek Agricultural Society was Santanna Thom and on behalf of Alberta High School Rodeo was Logan Gertner. They have been awarded the opportunity to host the Finals and would like the community to get involved as much as possible. They expect competitors to come from all over Alberta, as well as British Columbia and Saskatchewan. The Finals will take place in June 2026.

ACTION ITEMS:

1. **BYLAW #1799 – ATCO Gas and Pipelines Ltd. Franchise Agreement**
RE: 2nd & 3rd Readings

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

2. **BYLAW #1808 – Land Use Bylaw Amendment**
RE: 1st Reading

Moved by Councillor Ross to give Bylaw #1808, a Land Use Bylaw Amendment, 1st Reading.

CARRIED

3. **BYLAW #1810 – Electronic Transmission of Documents**
RE: 1st Reading

Moved by Councillor Cutler to give Bylaw #1810, the Electronic Transmission of Documents Bylaw, 1st Reading.

CARRIED

4. **DELEGATION RESPONSE: Calgary Region Airshed Zone (CRAZ)**
RE: Portable Air Monitoring Lab (PAML)

Director of Infrastructure Jace McLean provided some information regarding the Portable Air Monitoring Lab.

Received for information.

5. **CORRES: Town of Coalhurst**
RE: Miners Days Parade Invitation – July 26, 2025

MOTION #25-105 Moved by Councillor Cutler to send the Town's parade float to the Miners Day Parade in Coalhurst on July 26, 2025.

CARRIED

6. CORRES: Town of Coaldale
RE: Coaldale Summer Fest – August 9, 2025

Received for information.

7. CORRES: Claresholm Tim Hortons
RE: Join us on Camp Day – July 16, 2025

Received for information.

8. CORRES: Claresholm Fire Department
RE: 17th Annual Golf Tournament

MOTION #25-106 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

9. CORRES: Josh Thyssen
RE: Parks, Recreation & Cultural Needs Survey

Received for information.

10. REQUEST FOR DECISION: Non-Residential Tax Incentive Application

MOTION #25-107 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

11. REQUEST FOR DECISION: 4th Street Watermain Replacements Project

Director of Infrastructure Jace McLean provided some information regarding capital projects for this year.

MOTION #25-108 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

12. REQUEST FOR DECISION: Tax Waiver – Claresholm Curling Club

MOTION #25-109 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

13. REQUEST FOR DECISION: Fair Days Beer Gardens

MOTION #25-110 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

14. REQUEST FOR DECISION: Fair Days Ball Tournament Beer Gardens

MOTION #25-111 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

15. REQUEST FOR DIRECTION: Outdoor Watering Schedule

MOTION #25-112 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

16. FINANCIAL REPORT: Statement of Operations – June 30, 2025

Director of Corporate Services Jennifer Place presented the statement.

Moved by Councillor Zimmer to accept the Consolidated Statement of Operations for the month ended June 30, 2025 as presented.

CARRIED

17. INFORMATION BRIEF: Council Committee Report

Received for information.

18. INFORMATION BRIEF: Council Resolution Status

Received for information.

19. ADOPTION OF INFORMATION ITEMS

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

CARRIED

20. IN CAMERA

a. Confidential Evaluations – ATIA Section 24

Moved by Councillor Ross to go In Camera at 8:00 p.m. for the following items:

a. Confidential Evaluations – ATIA Section 24

CARRIED

NOTICE OF RECORDING CEASED: Mayor Schlossberger stated that the live stream has ended at 8:00 p.m.

Moved by Councillor Meister to come out of In Camera at 8:37 p.m.

CARRIED

NOTICE OF RECORDING: Mayor Schlossberger provided notice that live streaming and recording of the Council meeting would begin again at 8:37 p.m.

CARRIED

a. Confidential Evaluations – ATIA Section 24

MOTION #25-113 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

ADJOURNMENT: Moved by Councillor Carlson that the meeting adjourn at 8:38 p.m.

CARRIED

NOTICE OF RECORDING CEASED: Mayor Schlossberger noted that recording ceased at 8:38 p.m.

Mayor – Brad Schlossberger

Chief Administrative Officer – Abe Tinney