



TOWN OF CLARESHOLM
PROVINCE OF ALBERTA
REGULAR COUNCIL MEETING MINUTES
NOVEMBER 3, 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, Rod Kettles, David Knox, Kandice Meister, Seth Wagner and Craig Zimmer.

ABSENT: None

STAFF PRESENT: Chief Administrative Officer: Abe Tinney; Finance Assistant: Karine Keys; Director of Corporate Services: Jennifer Place

MEDIA PRESENT: None

NOTICE OF RECORDING: Mayor Schlossberger provided notice that live streaming and recording of the Council meeting would begin immediately at 7:21 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 7:21 p.m. by Mayor Schlossberger.

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

CARRIED

MINUTES: **REGULAR MEETING – OCTOBER 14, 2025**

Moved by Councillor Meister that the Regular Meeting Minutes of October 14, 2025 be accepted as presented.

CARRIED

DELEGATIONS:

1. **SHOCK TRAUMA AIR RESCUE SERVICE FOUNDATION (STARS) – Jackie Seely**
RE: Update

Present on behalf of STARS was Jackie Seely, Donation Relations and Development Officer. Jackie thanked Council for the Town's support and provided an update on operations for STARS.

2. **MARCELLE TRINKAUS**
RE: Ongoing Noise & Traffic Violations by Transport Trucks on Highway 2

Marcelle Trinkaus was not present to speak to Council. CAO Abe Tinney read the letter that was submitted which outlined concerns about the ongoing noise and traffic violations by transport trucks on Highway 2 through Claresholm.

ACTION ITEMS:

1. **BYLAW #1818 – Road Closure Bylaw**
RE: 1st Reading

Moved by Councillor Carlson to give Bylaw #1818, a Road Closure Bylaw, 1st Reading.

CARRIED

2. **BYLAW #1819 – Bylaw Enforcement Officer's Bylaw**
RE: 1st Reading

Moved by Councillor Meister to give Bylaw #1819, the Bylaw Enforcement Officer's Bylaw, 1st Reading.

CARRIED

Moved by Councillor Wagner to repeal Bylaw #1699, the Community Peace Officer Bylaw.

CARRIED

3. **CORRES: Alberta Municipal Affairs**
RE: Request to Meet with Minister Williams

Received for information.

4. **CORRES: Alberta Municipalities**
RE: Notice of Annual General Meeting – November 13, 2025

Received for information.

5. **CORRES: Rowan House Society**
RE: Family Violence Prevention Month – Proclamation Request

Received for information.

6. **CORRES: Oldman River Regional Services Commission (ORRSC)**
RE: Announcement of New Chief Administrative Officer

Received for information.

**7. CORRES: Claresholm Local Press
RE: Old Fashioned Christmas – Saturday, December 6, 2025**

MOTION #25-155 Moved by Councillor Kettles to approve the closure of the downtown parking lot from 8:00 a.m. until 6:00 p.m. and to provide barricades for the Old-Fashioned Christmas event on Saturday, December 6, 2025.

CARRIED

**8. CORRES: Claresholm & District Health Foundation
RE: Casino Royale Fall Fundraiser Gala – November 22, 2025**

MOTION #25-156 Moved by Councillor Zimmer to support the Claresholm & District Health Foundation's Casino Royale Fall Fundraiser Gala on November 22, 2025 in the amount of \$1,000.

CARRIED

9. INFORMATION BRIEF: New Council Important Dates

Received for information.

10. INFORMATION BRIEF: Travel Alberta Festival & Event Application

Received for information.

11. INFORMATION BRIEF: Council Resolution Status

Received for information.

12. ADOPTION OF INFORMATION ITEMS

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

CARRIED

13. IN CAMERA

a. Advice from Officials – ATIA Section 29

b. Advice from Officials – ATIA Section 29

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

a. Advice from Officials – ATIA Section 29

b. Advice from Officials – ATIA Section 29

CARRIED

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

Moved by Councillor Carlson to come out of In Camera at 8:39 p.m.

CARRIED

NOTICE OF RECORDING: Mayor Schlossberger provided notice that live streaming and recording of the Council meeting would begin again at 8:39 p.m.

a. Advice from Officials – ATIA Section 29

MOTION #25-157 Moved by Councillor Zimmer to reappoint Doug Priestley to the Facility and Infrastructure Planning Committee.

CARRIED

MOTION #25-158 Moved by Councillor Craig Zimmer to reappoint Doug Priestley to the Municipal Planning Commission.

CARRIED

b. Advice from Officials – ATIA Section 29

MOTION #25-159 Moved by Councillor Meister to reappoint Barry Gibbs to the Claresholm Museum Board.

CARRIED

ADJOURNMENT: Moved by Councillor Meister that the meeting adjourn at 8:41 p.m.

CARRIED

NOTICE OF RECORDING CEASED: Mayor Schlossberger noted that recording ceased at 8:41 p.m.

Mayor – Brad Schlossberger

Chief Administrative Officer – Abe Tinney