



TOWN OF CLARESHOLM
PROVINCE OF ALBERTA
REGULAR COUNCIL MEETING MINUTES
FEBRUARY 23, 2026

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 and Seth Wagner

ABSENT: Councillor Craig Zimmer

STAFF PRESENT: Chief Administrative Officer: Abe Tinney; Legislative Services Administrator: Karine Keys; Director of Infrastructure: Jace McLean; Economic Development Coordinator: Ali Hemmaway

MEDIA PRESENT: None

NOTICE OF RECORDING: Mayor Schlossberger provided notice that live streaming and recording of the Council meeting would begin immediately at 7:00 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 Meister that the Agenda be accepted as presented.

CARRIED

MINUTES: **REGULAR MEETING – FEBRUARY 9, 2026**

Moved by Councillor Carlson that the Regular Meeting Minutes of February 9, 2026 be accepted as presented.

CARRIED

DELEGATIONS:

1. **ROWAN HOUSE SOCIETY – Linette Soldan Executive Director**
RE: Update

Appearing on behalf of Rowan House Society to provide an update was Linette Soldan, Executive Director and Carlee Marchbank, Program Director.

2. **CLARESHOLM RCMP – Sgt. Pelletier**
RE: Q3 Report

Appearing on behalf of the Claresholm RCMP was Sargeant Pelletier with the Q3 Report.

ACTION ITEMS:

1. **CORRESPONDENCE:**

a. **National Police Federation**
RE: Contract Policing Agreement

Received for information.

b. **Canadian History Ehx – Craig Baird**
RE: Telling Your Story: A Community History Video Partnership

MOTION #26-025

Moved by Councillor Kettles to direct Administration to connect with Canadian History Ehx to arrange for them to do a historical video on Claresholm at a cost of \$500 that would be shared on the Town's website in addition to all their media channels.

CARRIED

2. **REQUEST FOR DECISION:**

a. **Golf Course Pond Cleaning**

Director of Infrastructure Jace McLean provided information regarding this project.

MOTION #26-026

Moved by Councillor Kettles to contract KJN Excavating at a day rate of \$1,880 plus mobilization, to a maximum cost of \$15,750 plus GST, to mechanically excavate pond 1 and 2 at the Claresholm Golf Course and that project be funded by the Water and Sewer Utility Reserve.

CARRIED

b. **43rd Avenue West Project**

Director of Infrastructure Jace McLean provided information regarding this project.

MOTION #26-027

Moved by Councillor Meister to award the 43rd Avenue West Sewer Main Replacement and the 43rd Avenue West Water Main Looping to United Utilities Ltd. at a price of \$1,272,724.24 + GST.

CARRIED

c. Letter of Support – Anniversary Grant

MOTION #26-028 Moved by Councillor Wagner to provide a letter of support for the Town of Claresholm’s Community Foundation Anniversary Grant application.

CARRIED

3. FINANCIAL REPORT: Statement of Operations – January 31, 2026

Moved by Councillor Carlson to accept the Consolidated Statement of Operations for the month ended January 31, 2026 as presented.

CARRIED

4. INFORMATION BRIEF:

a. Provincial Policing Funding Model Impacts

Received for information.

b. New Website Launch

Economic Development Coordinator Ali Hemmaway gave Council a sneak peak of the new website prior to the launch on February 25, 2026.

5. CAO REPORT

Received for information.

6. COUNCIL COMMITTEE REPORT

Received for information.

7. COUNCIL RESOLUTION STATUS

Received for information.

8. ADOPTION OF INFORMATION ITEMS

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

CARRIED

9. IN CAMERA

a. Confidential Evaluations – ATIA Section 22

b. Advice from Officials – ATIA Section 29

Moved by Councillor Kettles to go In Camera at 8:22 p.m. for the following items:

a. Confidential Evaluations – ATIA Section 22

b. Advice from Officials – ATIA Section 29

CARRIED

NOTICE OF RECORDING CEASED: Mayor Schlossberger stated that the live stream has ended at 8:22 p.m.

Councillor Wagner declared a pecuniary interest and left the meeting at 8:25 p.m.

Councillor Wagner rejoined the meeting at 9:24 p.m.

Moved by Councillor Knox to come out of In Camera at 9:24 p.m.

CARRIED

NOTICE OF RECORDING: Mayor Schlossberger provided notice that live streaming and recording of the Council meeting would begin again at 9:24 p.m.

a. Confidential Evaluations – ATIA Section 22

MOTION #26-029 Moved by Councillor Meister to appoint Kit Russell to the Town of Claresholm Library Board.

CARRIED

ADJOURNMENT: Moved by Councillor Knox that the meeting adjourn at 9:25 p.m.

CARRIED

NOTICE OF RECORDING CEASED: Mayor Schlossberger noted that recording ceased at 9:25 p.m.

Mayor – Brad Schlossberger

Chief Administrative Officer – Abe Tinney