



TOWN OF CLARESHOLM
PROVINCE OF ALBERTA
REGULAR COUNCIL MEETING MINUTES
MARCH 9, 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, Seth Wagner and Craig Zimmer

ABSENT: None

STAFF PRESENT: Chief Administrative Officer: Abe Tinney; 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 7:00 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 Knox that the Agenda be accepted as presented.

CARRIED

MINUTES: **REGULAR MEETING – FEBRUARY 23, 2026**

Moved by Councillor Meister that the Regular Meeting Minutes of February 23, 2026 be accepted as presented.

CARRIED

PUBLIC HEARINGS:

1. BYLAW #1824 – Land Use Bylaw Amendment

Mayor Schlossberger declared the Public Hearing open regarding Bylaw #1824 at 7:01 p.m.

Kattie Schlamp, Planner from the Oldman River Regional Services Commission (ORRSC) presented Bylaw #1824. The purpose of this Bylaw is to amend Land Use Bylaw #1525 in order to re-zone portions of land from “Single Detached Residential – R1” to “Apartment – R5”.

The Oldman Regional River Services Commission received one letter from the public requesting to be heard at the public hearing regarding Bylaw #1824.

Mayor Schlossberger asked if there were any comments from the public.

Ralph and Laurie McKeown made comments not in favour of the re-zoning to R5.

Al Fairclough spoke in favour of the development on the behalf of the developer. He also spoke in favour on behalf of himself as the developer of the neighboring lot.

Some other concerns brought forward from the public were regarding the water table and potential increase in traffic due to the already approved and proposed developments in the area.

Councillor Carlson and Wagner had a couple of questions regarding the current proposed development and process for ORRSC following the concerns brought forward from the floor.

Mayor Schlossberger declared the Public Hearing closed at 7:32p.m.

2. BYLAW #1825 – Municipal Development Plan Bylaw

Mayor Schlossberger declared the Public Hearing open regarding Bylaw #1825 at 7:32 p.m.

Kattie Schlamp, Planner from the Oldman River Regional Services Commission presented Bylaw #1825. The purpose of this Bylaw is to reflect lands annexed within the Town of Claresholm by order of council 213/2023 and to make textural corrections to maintain accurate policy references and to improve document clarity.

No formal submissions were received from the public.

No comments from members of Council were noted.

Mayor Schlossberger declared the Public Hearing closed at 7:35 p.m.

ACTION ITEMS:

1. BYLAWS:

**a. Bylaw #1824 – Land Use Bylaw Amendment
RE: 2nd & 3rd Readings**

Moved by Councillor Carlson to give Bylaw #1824, a Land Use Bylaw Amendment, 2nd Reading.

CARRIED

Moved by Councillor Kettles to give Bylaw #1824, a Land Use Bylaw Amendment, 3rd & Final Reading.

CARRIED

**b. Bylaw #1825 – Municipal Development Plan Bylaw
RE: 2nd & 3rd Readings**

Moved by Councillor Meister to give Bylaw #1825, the Town of Claresholm Municipal Development Plan Bylaw 2nd Reading.

CARRIED

Moved by Councillor Knox to give Bylaw #1825, the Town of Claresholm Municipal Development Plan Bylaw 3rd & final reading.

CARRIED

2. CORRESPONDENCE:

**a. Alberta Municipalities
RE: Minister Nixon Meeting**

Received for information.

3. REQUEST FOR DECISION:

a. Bobcat Attachment Purchase

MOTION #26-030

Moved by Councillor Wagner to authorize Administration to purchase a Power Rake attachment for the bobcat skid steer from Vanee Farm Centre, at a cost not to exceed \$20,000 plus GST, funded from the Common Equipment Reserve.

CARRIED

b. Violence and Harassment Policy Update

MOTION #26-031

Moved by Councillor Zimmer to adopt the Workplace Violence and Harassment Policy 1.2.03 and the revisions to the Procedures and Appendices, effective March 9, 2026.

CARRIED

c. Town of Claresholm Library Board Appointments

MOTION #26-032

Moved by Councillor Meister to appoint Kit Russell to the Town of Claresholm Library Board until January 31st, 2029.

CARRIED

MOTION #26-033

Moved by Councillor Kettles to appoint Councillor Seth Wagner to the Town of Claresholm Library Board until December 31st, 2028.

CARRIED

MOTION #26-034

Moved by Councillor Wagner to appoint Earl Hemmaway to be a representative on behalf of the Municipal District of Willow Creek to the Town of Claresholm Library Board until February 28th, 2028.

CARRIED

4. COUNCIL COMMITTEE REPORT

Received for information.

5. COUNCIL RESOLUTION STATUS

Received for information.

6. ADOPTION OF INFORMATION ITEMS:

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

CARRIED

7. IN CAMERA

a. Intergovernmental Relations – ATIA Section 26

b. Advice from Officials – ATIA Section 29

c. Advice from Officials – ATIA Section 29

Moved by Councillor Wagner to go In Camera at 8:09 p.m. for the following items:

a. Intergovernmental Relations – ATIA Section 26

b. Advice from Officials – ATIA Section 29

c. Advice from Officials – ATIA Section 29

CARRIED

NOTICE OF RECORDING CEASED: Mayor Schlossberger stated that the live stream has ended at 8:09 p.m.

Councillor Wagner declared a pecuniary interest and left the meeting at 8:14 p.m.

Councillor Wagner rejoined the meeting at 8:27 p.m.

Moved by Councillor Zimmer to come out of In Camera at 8:47 p.m.

CARRIED

NOTICE OF RECORDING: Mayor Schlossberger provided notice that live streaming and recording of the Council meeting would begin again at 8:47 p.m.

ADJOURNMENT: Moved by Councillor Carlson that the meeting adjourn at 8:47 p.m.

CARRIED

NOTICE OF RECORDING CEASED: Mayor Schlossberger noted that recording ceased at 8:47 p.m.

Mayor – Brad Schlossberger

Chief Administrative Officer – Abe Tinney

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