



**TOWN OF CLARESHOLM**  
**PROVINCE OF ALBERTA**  
**REGULAR COUNCIL MEETING MINUTES**  
**SEPTEMBER 23, 2024**

**Place: Council Chambers**  
**Town of Claresholm Multi-Use Community Building, 111 – 55 Avenue West**  
**Livestream: <https://www.youtube.com/channel/UCe3OPyLhTzPajvPVAtNL1KA/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

**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 – SEPTEMBER 9, 2024**

Moved by Councillor Carlson that the Regular Meeting Minutes of September 9, 2024 be accepted as presented.

**CARRIED**

**DELEGATIONS:**

1. **CLARESHOLM RCMP DETACHMENT – Sgt. Perry Pelletier**  
**RE: Quarterly Report**

Appearing on behalf of the Claresholm RCMP Detachment, Sgt. Perry Pelletier was present to go over the quarterly report for April to June 2024. Councillor Zimmer joined the meeting at 7:06 p.m.

2. **SOUTHGROW REGIONAL INITIATIVE – Peter Casurella**  
**RE: Update**

Peter Casurella, Executive Director for SouthGrow Regional Initiative, appeared by Zoom to update Council on their current accomplishments, challenges, and upcoming opportunities.

**ACTION ITEMS:**

1. **DELEGATION RESPONSE: Claresholm Minor Hockey**  
**RE: Ice Fees**

Moved by Councillor Kettles to adopt Option C for the Recreation Fees Policy 5.7.10 amendment to Youth Prime Time Ice User Fees as presented.

**DEFEATED**

2. **CORRES: Alberta Health – Advisory Councils Secretariat**  
**RE: Municipal Representatives on Regional Advisory Councils**

MOTION #24-135 Moved by Councillor Cutler to submit the name of Councillor Carlson to be a municipal representative on the Alberta Health, Advisory Councils Secretariat.

**CARRIED**

3. **CORRES: Alberta Municipalities**  
**RE: Board Election – September 27, 2024**

Received for information.

4. **CORRES: Alberta Municipalities**  
**RE: Seeking ABMunis / Municipal Employer Representative on LAPP**

Received for information.

5. **CORRES: Special Olympics Alberta**  
**RE: 2027 Bid Package – Alberta Winter Games**

Received for information.

6. **CORRES: 5<sup>th</sup> Annual Claresholm Haunted House**  
**RE: Request for Donation**

MOTION #24-136 Moved by Councillor Cutler to support the 5th Annual Halloween Haunted House to be held at the Claresholm Community Centre the weekend of October 25, 2024 with a donation of \$750 to cover the cost of renting the space.

**CARRIED**

7. **CORRES: Kelly Slade**  
**RE: Traffic Lights at Highway 520 & Highway 2**
- MOTION #24-137 Moved by Councillor Meister to refer the matter of requesting a traffic light at the intersection of Highways 2 & 520 to Administration to gather more information and report back to Council.
- CARRIED**
8. **REQUEST FOR DECISION: ATCO Franchise Agreement Renewal**
- MOTION #24-138 Moved by Councillor Zimmer that the Town of Claresholm exercise the ATCO Franchise Agreement re-approval process.
- CARRIED**
9. **REQUEST FOR DECISION: ATCO Franchise Fee**
- MOTION #24-139 Moved by Councillor Cutler to approve a rate change in the ATCO Franchise Fee from 12% to 14% for 2025.
- CARRIED**
10. **REQUEST FOR DECISION: Fortis Alberta Franchise Fee**
- MOTION #24-140 Moved by Councillor Carlson to approve a rate change in the Fortis Franchise Fee from 6% to 7% for 2025.
- CARRIED**
11. **REQUEST FOR DECISION: Letter of Support – Western Fine Meats**
- MOTION #24-141 Moved by Councillor Carlson to provide a letter of support for Western Fine Meats to the Supply Management Investment Fund for their Claresholm expansion project.
- CARRIED**
12. **REQUEST FOR DECISION: General Contractor Services**
- MOTION #24-142 Moved by Councillor Meister to accept the proposal from Mowers & Blowers to become the Town of Claresholm General Contractor for the term of two (2) years with the option of the Town of Claresholm to extend the term of the agreement for an additional year.
- CARRIED**
13. **REQUEST FOR DECISION: Letter of Support – MD Willow Creek – Fire Services Training Grant**
- MOTION #24-143 Moved by Councillor Ross to write a letter of support towards the Municipal District of Willow Creek in their application for the 2025 Fire Services Training Program Grant.
- CARRIED**
14. **REQUEST FOR DECISION: Junior A Thunders Hockey – Liquor & Alcohol Sales**
- MOTION #24-144 Moved by Councillor Cutler to authorize the National Junior Hockey League / Western Provinces Hockey Academy to serve liquor and alcohol within the Town's Arena and Mezzanine for scheduled JR A Thunders' games and events in the 2024-25 season, and that this authorization is based upon League compliance with Policy 5.8.15, the Liquor and Town Facilities Policy, and compliance with the Alberta Gaming, Liquor and Cannabis Commission.
- CARRIED**
15. **REQUEST FOR DECISION: Letter of Support – Kinsmen – Ball Diamonds Revitalization**
- MOTION #24-145 Moved by Councillor Kettles to write a letter of support for the Kinsmen Club of Claresholm's CFEP Application for the Ball Diamond Revitalization Project.
- CARRIED**
16. **INFORMATION BRIEF: CAO Report**
- Received for information.
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 – FOIP Section 19**
- Moved by Councillor Cutler to go In Camera at 8:11 p.m. for the following items:
- a. **Confidential Evaluations – FOIP Section 19**
- CARRIED**

**NOTICE OF RECORDING CEASED:** Mayor Schlossberger stated that the live stream has ended at 8:11 p.m.

Moved by Councillor Kettles to come out of In Camera at 8:20 p.m.

**CARRIED**

**NOTICE OF RECORDING:** Mayor Schlossberger provided notice that live streaming and recording of the Council meeting would begin again at 8:20 p.m.

**a. Confidential Evaluations – FOIP Section 19**

MOTION #24-146 Moved by Councillor Zimmer to reappoint Kelsey Hipkin to the Claresholm Library Board.

**CARRIED**

MOTION #24-147 Moved by Councillor Cutler to appoint Jennifer Cooper to the Claresholm Library Board.

**CARRIED**

**ADJOURNMENT:** Moved by Councillor Carlson that the meeting adjourn at 8:21 p.m.

**CARRIED**

**NOTICE OF RECORDING CEASED:** Mayor Schlossberger noted that recording ceased at 8:21 p.m.

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Mayor – Brad Schlossberger

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Chief Administrative Officer – Abe Tinney

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