



**TOWN OF CLARESHOLM
PROVINCE OF ALBERTA
REGULAR COUNCIL MEETING
FEBRUARY 12, 2018
AGENDA**

Time: 7:00 P.M.
Place: Council Chambers
Town of Claresholm Administration Office
221 – 45 Avenue West

NOTICE OF RECORDING

CALL TO ORDER

AGENDA: ADOPTION OF AGENDA

MINUTES:

1. REGULAR MEETING – JANUARY 22, 2018
2. SPECIAL MEETING – JANUARY 31, 2018
3. SPECIAL MEETING – FEBRUARY 1, 2018

DELEGATIONS:

1. LASHAUNA SMITH
RE: Walking Path on 8th Street West
2. ROXANNE THOMPSON
RE: Taxpayer Subscriptions

ACTION ITEMS:

1. BYLAW #1638 – Road Closure
RE: 1st Reading
2. DELEGATION RESPONSE: Chad Besplug
RE: Invitational Bull Riding Event
3. CORRES: Hon. Shave Anderson, Minister of Municipal Affairs
RE: 17th Annual Minister's Awards for Municipal Excellence
4. CORRES: Alberta Urban Municipalities Association (AUMA)
RE: Municipal Leaders' Caucus – March 14th & 15th, 2018
5. CORRES: Reynolds Mirth Richards & Farmer LLP
RE: 2018 Municipal Law Seminar
6. CORRES: Barry Morishita, President, AUMA
RE: New Police Funding Model
7. CORRES: Claresholm Rodeo Club
RE: Funding Request
8. CORRES: Farm Safety Centre
RE: Funding Request
9. REQUEST FOR DECISION: Designated Officer Appointment
10. REQUEST FOR DECISION: Safety Codes Service Agreement
11. REQUEST FOR DECISION: Alberta Community Partnership (ACP) Grant
12. REQUEST FOR DECISION: Free Swim
13. REQUEST FOR DECISION: Policy #GA 02-18: Miscellaneous Fees & Facility Rent
14. REQUEST FOR DECISION: Letter of Support – Co-op Community Spaces Grant
15. REQUEST FOR DECISION: Arena Floor & Board Replacement
16. FINANCIAL REPORT: Statement of Operations – January 31, 2018
17. INFORMATION BRIEF: Office / Arena Floor Testing Results
18. INFORMATION BRIEF: Revised ATCO Working Space Agreement
19. INFORMATION BRIEF: Water Servicing Agreement – MD of Willow Creek
20. INFORMATION BRIEF: Open House Questions Received
21. INFORMATION BRIEF: Council Resolution Status
22. ADOPTION OF INFORMATION ITEMS
23. IN CAMERA:
 - a. CONTRACT – Claresholm Animal Rescue Society – FOIP Section 16.1
 - b. PERSONNEL – FOIP Section 17.2(c)

INFORMATION ITEMS:

1. Willow Creek Waste Management Services Commission Meeting Minutes – December 28, 2017
2. Oldman River Regional Services Commission Executive Meeting Minutes – November 9, 2017
3. Claresholm & District Museum Board Minutes – December 18, 2017
4. Claresholm & District Transportation Society Meeting Minutes – December 1, 2017
5. Alberta Association of Municipal Districts and Counties – Patronage Refund 2016-17
6. Too Far Too Fast Canada – Legal Cannabis Outlets
7. Claresholm Community Centre Association Meeting Minutes – October 24, 2017
8. Help Inform the Sixties Scoop Apology – Alberta Seniors & Housing
9. Alberta SouthWest Bulletin – February 2018

ADJOURNMENT



TOWN OF CLARESHOLM
PROVINCE OF ALBERTA
REGULAR COUNCIL MEETING MINUTES
JANUARY 22, 2018

Place: Council Chambers
Town of Claresholm Administration Office
221 – 45 Avenue West

COUNCIL PRESENT: Mayor Doug MacPherson; Councillors: Kieth Carlson, Donna Courage, Gaven Moore, Brad Schlossberger, Lise Schulze and Craig Zimmer

ABSENT: None

STAFF PRESENT: Chief Administrative Officer: Marian Carlson, Finance Assistant: Karine Wilhauk

MEDIA PRESENT: Rob Vogt, Claresholm Local Press

NOTICE OF RECORDING: Mayor MacPherson provided notice that live streaming and recording of the Council meeting would begin immediately at 7:04 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 7:04 p.m. by Mayor Doug MacPherson

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

CARRIED

MINUTES: **REGULAR MEETING – JANUARY 8, 2018**

Moved by Councillor Moore that the Regular Meeting Minutes of January 22, 2018 be accepted as presented.

CARRIED

DELEGATION: **CHAD BESPLUG**
RE: Invitational Bull Riding Event

Chad Besplug was present to speak to Council regarding his upcoming Invitational Bull Riding Event. This will be the fifth year in Claresholm. The Claresholm Agriplex is completely transformed for the event. The new building will provide more capacity in the future and help to bring more visitors into our community. He would like to work with Council to find ways that his bull riding event could be more engaging to the community. Chad wanted to start a dialogue with Council to get ideas going forward.

ACTION ITEMS:

1. BYLAW #1636 – Subdivision and Development Appeal Board
RE: 2nd & 3rd Readings

Moved by Councillor Courage to give Bylaw #1636, regarding the Subdivision and Development Appeal Board, 2nd Reading.

CARRIED

Moved by Councillor Schlossberger to give Bylaw #1636, regarding the Subdivision and Department Appeal Board, 3rd and Final Reading.

CARRIED

2. BYLAW #1637 – Designated Officers
RE: 2nd & 3rd Readings

Moved by Councillor Courage to give Bylaw #1637, regarding Designated Officers, 2nd Reading.

CARRIED

Moved by Councillor Schulze to give Bylaw #1637, regarding Designated Officers, 3rd and Final Reading.

CARRIED

3. DELEGATION RESPONSE: Susan Holland
RE: Claresholm Citizens Coalition

Mayor MacPherson spoke about the format of Council's first Open House to be held on January 24, 2018. The Municipal Development Plan is the main focus of the evening but questions from the public will be accepted as well.

4. CORRES: MD of Willow Creek
RE: Appointment to the Economic Development Committee

MOTION #18-009 Moved by Councillor Schlossberger to appoint Municipal District of Willow Creek Deputy Reeve Glen Alm to the Town of Claresholm's Economic Development Committee.

CARRIED

5. **CORRES: Alyssa Cole**
RE: Letter of Support for Kraft Hockeyville Application
- MOTION #18-010 Alyssa Cole was allowed to speak to Council regarding her request. Moved by Councillor Zimmer to write a letter of support for Alyssa Cole's application to Kraft Hockeyville for arena upgrades.
CARRIED
6. **CORRES: Canadian Senior Pro Rodeo Association**
RE: Request for Sponsorship
- MOTION #18-011 Moved by Councillor Courage to support the Canadian Senior Pro Rodeo Association's Senior Pro Rodeo Finals October 11-14, 2018 with sponsorship of \$500.
CARRIED
7. **CORRES: The Bridges at Claresholm Golf Club**
RE: Support for the Golf Course
- Councillor Schlossberger spoke about support for the golf club.
8. **REQUEST FOR DECISION: Rescind Policy #PLDE 10-10 – Offsite Levies**
- MOTION #18-012 Moved by Councillor Carlson to rescind Policy #PLDE 10-10 regarding Offsite Levies, effective January 22, 2018.
CARRIED
9. **REQUEST FOR DECISION: Recorded Vote**
- Moved by Councillor Courage to amend Bylaw #1531, the Procedural Bylaw, to reflect that all motions of Council require a recorded vote.
DEFEATED
10. **REQUEST FOR DECISION: Progressive Discipline Policy**
- MOTION #18-013 Moved by Councillor Schlossberger to adopt Policy #GA 01-18, the Progressive Discipline Policy, effective January 22, 2018 as presented.
CARRIED
11. **FINANCIAL REPORT: Statement of Operations – November 30, 2017**
- Moved by Councillor Moore to accept the Consolidated Statement of Operations for the month ended November 30, 2017 as presented.
CARRIED
12. **FINANCIAL REPORT: Statement of Operations – December 31, 2017**
- Moved by Councillor Zimmer to accept the Consolidated Statement of Operations for the month ended December 31, 2017 as presented.
CARRIED
13. **INFORMATION BRIEF: Transparency**
- Councillor Schulze spoke regarding relations within Council.
14. **INFORMATION BRIEF: ATCO Working Space Agreement**
- Received for information.
15. **INFORMATION BRIEF: Emergency Advisory Committee**
- Received for information.
16. **INFORMATION BRIEF: CAO Report**
- Received for information.
17. **INFORMATION BRIEF: Council Resolution Status**
- Received for information.
18. **ADOPTION OF INFORMATION ITEMS**
- Moved by Councillor Moore to adopt the information items as presented.
CARRIED
19. **IN CAMERA:**
- a. **LAND – Cottonwood Access – FOIP Section 16.1**
 - b. **LAND – Tax Sale Property – FOIP Section 16.1**
 - c. **PERSONNEL – FOIP Section 17.2 (c)**
 - d. **Confidential Evaluations – Committee Structure – FOIP Section 19.1**
- Moved by Councillor Zimmer to go In Camera at 8:03 p.m.
CARRIED

NOTICE OF RECORDING CEASED: Mayor MacPherson stated that the live stream has ended at 8:03 p.m.

Moved by Councillor Schlossberger to come out of In Camera at 9:05 p.m.

CARRIED

NOTICE OF RECORDING: Mayor MacPherson provided notice that live streaming and recording of the Council meeting would begin again at 9:05 p.m.

b. LAND – Tax Sale Property: FOIP Section 16.1

MOTION #18-014 Moved by Councillor Carlson to authorize administration to accept an unconditional offer on the #4 Skyline Crescent property for the appraised value subject to legal review.

CARRIED

c. PERSONNEL – FOIP Section 17.2 (c)

MOTION #18-015 Moved by Councillor Zimmer to direct administration to move forward with the request for proposals for the campground attendant.

CARRIED

d. Confidential Evaluations – Committee Structure – FOIP Section 19.1

MOTION #18-016 Moved by Councillor Schlossberger to appoint Councillor Schulze to the Learn-a-lot Playschool Society Board.

CARRIED

ADJOURNMENT: Moved by Councillor Carlson that the meeting adjourn at 9:08 p.m.

CARRIED

NOTICE OF RECORDING CEASED: Mayor MacPherson noted that recording ceased at 9:08 p.m.

Mayor – Doug MacPherson

Chief Administrative Officer – Marian Carlson



TOWN OF CLARESHOLM
PROVINCE OF ALBERTA
SPECIAL COUNCIL MEETING MINUTES
JANUARY 31, 2018

Place: Council Chambers
Town of Claresholm Administration Office
221 – 45 Avenue West

COUNCIL PRESENT: Mayor Doug MacPherson; Councillors: Kieth Carlson, Donna Courage, Gaven Moore, Brad Schlossberger, Lise Schulze and Craig Zimmer

ABSENT: None

STAFF PRESENT: Chief Administrative Officer: Marian Carlson, Finance Assistant: Karine Wilhauk

MEDIA PRESENT: None

NOTICE OF RECORDING: Mayor MacPherson provided notice that live streaming and recording of the Council meeting would begin immediately at 7:07 a.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 7:07 a.m. by Mayor Doug MacPherson

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

CARRIED

ACTION ITEMS:

1. **IN CAMERA:**
 - a. **LEGAL – FOIP Section 27(1)(a)**

Councillor Courage stated that she has a pecuniary interest in the matter before Council and left the meeting at 7:08 a.m.

Moved by Councillor Carlson to go In Camera at 7:08 a.m.

CARRIED

NOTICE OF RECORDING CEASED: Mayor MacPherson stated that the live stream has ended at 7:09 a.m.

Councillor Courage rejoined the meeting at 7:45 a.m.

Moved by Councillor Moore to come out of In Camera at 7:46 a.m.

CARRIED

NOTICE OF RECORDING: Mayor MacPherson provided notice that live streaming and recording of the Council meeting would begin again at 7:46 a.m.

- a. **LEGAL – FOIP Section 27(1)(a)**

MOTION #18-017 Moved by Councillor Zimmer to direct Administration to contact legal counsel for advice with respect to the legal matter.

CARRIED

ADJOURNMENT: Moved by Councillor Carlson that the meeting adjourn at 7:47 a.m.

CARRIED

NOTICE OF RECORDING CEASED: Mayor MacPherson noted that recording ceased at 7:47 a.m.

Mayor – Doug MacPherson

Chief Administrative Officer – Marian Carlson



TOWN OF CLARESHOLM
PROVINCE OF ALBERTA
SPECIAL COUNCIL MEETING MINUTES
FEBRUARY 1, 2018

Place: Council Chambers
Town of Claresholm Administration Office
221 – 45 Avenue West

COUNCIL PRESENT: Mayor Doug MacPherson; Councillors: Kieth Carlson, Donna Courage, Gaven Moore, Brad Schlossberger, Lise Schulze and Craig Zimmer

ABSENT: None

STAFF PRESENT: Chief Administrative Officer: Marian Carlson, Finance Assistant: Karine Wilhauk

MEDIA PRESENT: Global Lethbridge, Rob Vogt – Claresholm Local Press

LEGAL PRESENT: Kelsey L. Becker Brookes, Partner, Reynolds Mirth Richards & Farmer LLP was present on the phone.

NOTICE OF RECORDING: Mayor MacPherson provided notice that live streaming and recording of the Council meeting would begin immediately at 5:30 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 5:30 p.m. by Mayor Doug MacPherson

AGENDA: Addition to the Agenda:
Moved by Councillor Carlson for unanimous consent to add the following to the Agenda:

1. **IN CAMERA: LEGAL – FOIP Section 27(1)(a)**
a. DELEGATION: Councillor Courage presentation.

UNANIMOUS

Moved by Councillor Schlossberger that the Agenda be accepted as amended.

CARRIED

ACTION ITEMS:

1. **IN CAMERA:**
a. LEGAL – FOIP Section 27(1)(a)
DELEGATION: Councillor Courage presentation.

Moved by Councillor Courage to go In Camera at 5:32 p.m.

CARRIED

NOTICE OF RECORDING CEASED: Mayor MacPherson stated that the live stream has ended at 5:33 p.m.

Moved by Councillor Schlossberger to come out of In Camera at 5:39 p.m.

CARRIED

NOTICE OF RECORDING: Mayor MacPherson provided notice that live streaming and recording of the Council meeting would begin again at 5:39 p.m.

1. **IN CAMERA:**
b. LEGAL – FOIP Section 27(1)(a)
DELEGATION: Kelsey L. Becker Brookes, Partner
Reynolds Mirth Richards & Farmer LLP

Moved by Councillor Zimmer to go In Camera at 5:39 p.m.

CARRIED

Councillor Courage stated that she has a pecuniary interest in the matter before Council and left the meeting at 5:40 p.m.

NOTICE OF RECORDING CEASED: Mayor MacPherson stated that the live stream has ended at 5:41 p.m.

Moved by Councillor Moore to come out of In Camera at 6:11 p.m.

CARRIED

Councillor Courage rejoined the meeting at 6:12 p.m.

NOTICE OF RECORDING: Mayor MacPherson provided notice that live streaming and recording of the Council meeting would begin again at 6:13 p.m.

a. LEGAL – FOIP Section 27(1)(a)

MOTION #18-018 Moved by Councillor Schulze to accept Councillor Courage’s presentation for information.

CARRIED

MOTION #18-019 Moved by Councillor Carlson to direct administration to work with legal counsel to prepare a response to the Human Rights complaint filed by Councillor Courage.

CARRIED

ADJOURNMENT: Moved by Councillor Moore that the meeting adjourn at 6:16 p.m.

CARRIED

NOTICE OF RECORDING CEASED: Mayor MacPherson noted that recording ceased at 6:16 p.m.

Mayor – Doug MacPherson

Chief Administrative Officer – Marian Carlson

DRAFT

DELEGATIONS

January 12, 2018

Here is our overview:

We would like to discuss the need for a walking path along 8th street north of the school and community centre to Derochie Drive. We understand that this is on the towns recreational plan for sometime in the future, but would like bring it to the councils attention and discuss temporary solutions that could be enacted now for safety reasons.

Thank you!

Lashauna Smith



January 19, 2018

Town of Claresholm
Council and Administration
P.O. Box 1000
Claresholm, AB T0L 0T0

Dear Council & Administration

I would like to sincerely thank you for considering the Claresholm Local Press as a viable option to communicate with the public. The Town of Claresholm has been running a half page ad in the Local Press for a few years now and the new, once monthly, full page, full colour ad is an excellent concept. I like all the positive information you are trying to communicate to the residents and I hope that it will prove to be of value to the town.

In this day of new technologies and ways to communicate, it is becoming a bit of a challenge for individuals, businesses and governments alike to try to get the real truth and information out to the public. As we are all aware - not everyone gets the newspaper and not everyone is on facebook and the internet.

Therefore I would like to make a proposal to the town to consider that all the registered tax payers of the town of Claresholm get a subscription to the Claresholm Local Press.

Many municipalities do this. For example:

1. The Bow Island Commentator has had a long standing contract with the County of Forty Mile. In speaking with the CAO for the county each ratepayer gets the weekly Commentator and the cost has come out of their communications budget.
2. Likewise, the Okotoks Western Wheel has had a contract agreement with the M.D. of Foothills.
3. Three Hills Capital has contracts with the Villages of Linden, Carbon, Acme & Trochu as well as the Kneehill County. Once again, after speaking with several of the CAOs in these municipalities. The cost for the subscription is taken out of their communications budget.

Note - these are just a few examples, in my research there are many newspapers in the province that does this.

Therefore I would make this proposal to The Town of Claresholm:

In speaking with your CAO, Marion Carlson, you have 1650 residences and 190 businesses on the tax role.

I would propose to offer subscriptions to every taxpayer at half price of our regular subscription rate of \$40.

Approx. 1840 x \$20 = \$36,800 for the first year. (this amount includes gst)



In my research with other community newspapers who have agreements with the various municipalities, there is often a 3 to 5 year contract with built-in possible rate increases. The rate increases will almost always be to cover mailing rate increases by Canada Post. I would like to point out at this time, that the Government of Canada has recognized the very importance of community newspapers to our individual communities. Every year we go through an extensive reporting process to access government funding to aid in postal costs, allowing us to offer very reasonable subscription rates.

*I would then propose that we agree to a 3 year contract to start, with a yearly increase of 3%.
Therefore the prices would be: first year - \$20, second year - \$20.60 and
the third year - \$21.25. (all prices includes gst)*

I would also offer 35% off all advertising commencing with the start of the contract. Currently the town is getting a 25 discount off all advertising. Based on 52 half page ads per year - this would be a savings of close to \$7000 for the year. As well we have been working closely with the Town of Claresholm Economic Development and will be publishing a weekly (hopefully) business profile featuring a different business every week at no charge. This is part of our (the newspaper) commitment to promoting our community.

When you are considering my proposal, I am sure that the initial cost will be a concern. But I would like you to consider these benefits:

1. Your ratepayer will be up to date on all your development and bylaw notices.
2. Your ratepayer will get coverage of your regular meetings and open houses through the continued attendance of our editorial staff.
3. Special town projects and infrastructure has always been covered in the news.
4. Your ratepayer will be informed on all the happenings in the community, from coming events to local sports teams and human interest stories.
5. This would assist in your mandate to have an open and transparent relationship with your ratepayers and citizens.

Please be assured that should you agree to this proposal, The Claresholm Local Press will not increase advertising rates any more than our usual 2 to 3% every year or every other year. I look at this as a win/win for the Town of Claresholm, the Citizens of Claresholm and the businesses of Claresholm, as well as the Claresholm Local Press.

I look forward to possibly working with The Town of Claresholm and I am available to meet with council and answer any questions or concerns you may have.

Sincerely

Roxanne Thompson
Owner/Publisher

ACTION ITEMS



TOWN OF CLARESHOLM

BYLAW No. 1638

A BYLAW OF THE **TOWN OF CLARESHOLM** FOR THE PURPOSE OF CLOSING TO PUBLIC TRAVEL AND CREATING TITLE TO AND DISPOSING OF PORTIONS OF A PUBLIC HIGHWAY IN ACCORDANCE WITH SECTION 22 OF THE MUNICIPAL GOVERNMENT ACT, CHAPTER M26, REVISED STATUTES OF ALBERTA 2000, AS AMENDED.

WHEREAS, the lands hereafter described are no longer required for public travel,

WHEREAS, application has been made to Council to have the roadway closed, and

WHEREAS, the Council of the **TOWN OF CLARESHOLM** deems it expedient to provide for a bylaw for the purpose of closing to public travel certain roads or portions thereof, situated in the said municipality and thereafter creating title to and disposing of same, and

WHEREAS, notice of intention of Council to pass a bylaw has been given in accordance with Section 606 of the Municipal Government Act, and

WHEREAS, Council was not petitioned for an opportunity to be heard by any person claiming to be prejudicially affected by the bylaw,

NOW THEREFORE BE IT RESOLVED that the Council of the **TOWN OF CLARESHOLM** in the Province of Alberta does hereby close to Public Travel and creating title to and disposing of the following described highways, subject to rights of access granted by other legislation.

TITLE 1

PLAN 8010781

ALL THOSE PORTIONS OF PORCUPINE HILLS ROAD, PINE RIDGE DRIVE, ELM BAY, ELM PLACE, MAPLE BAY, MAPLE PLACE AND CUTOFFS FORMING PART OF LOT 1, BLOCK 128, PLAN _____, CONTAINING 2.180 HECTARES (5.39 ACRES) MORE OR LESS.

TITLE 2

PLAN 8010781

ALL THOSE PORTIONS OF PINE RIDGE CRESCENT AND CUTOFFS FORMING PART OF LOT 1, BLOCK 114, PLAN _____, CONTAINING 0.439 HECTARES (1.08 ACRES) MORE OR LESS.

READ a **first** time this _____ day of _____, 2018.

Chief Elected Official Seal

Chief Administrative Officer

Approved this ____ day of _____, 20__

Minister of Transportation

READ a **second** time this _____ day of _____, 2018.

READ a **third** time and finally passed this _____ day of _____, 2018.

Chief Elected Official Seal

Chief Administrative Officer

BYLAW No.1638 – ROAD CLOSURES

The area north and a portion of the area southeast of Patterson Heights Blvd is owned by the Town of Claresholm, and is currently the compost, off-leash dog park area, and vacant land north of the curling rink. Since reviewing the Municipal Development Plan and in consultation with ORRSC this subdivision is not ideal for development. Some areas of concern are driveways directly onto 5th St East as well as Division Ave. The plan is dense with lots having multiple neighbors (some 5-7 neighbors). The roadways with cul-de-sacs also present parking concerns and odd shaped lots (no back alleys). With a portion of the subdivision remaining within the landfill setback no development can take place there as well.

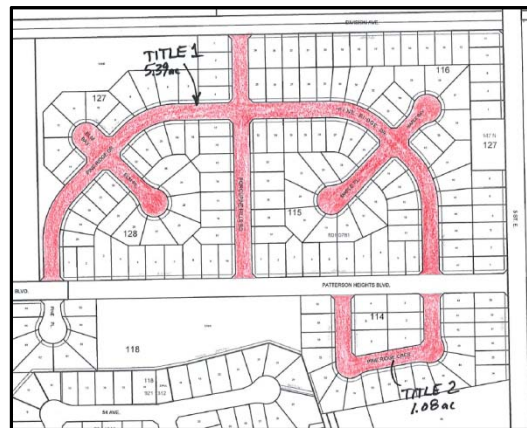
Council has directed Administration to proceed with the consolidation of the lots. This will create two larger parcels and remove the roadways within the subdivision plan. This will allow the Town in the future to redesign the areas, as well as keeping in mind the arterial roadways.

Section 22 of the Municipal Government Act reads as follows:

“Road closure

- 22(1) No road in a municipality that is subject to the direction, control and management of the municipality may be closed except by bylaw.***
- (2) A bylaw closing a road must be advertised.***
- (3) A bylaw closing a road made by the council of a municipality that is not a city has no effect unless it is approved by the Minister of Transportation before the bylaw receives second reading.***
- (4) Before passing a bylaw closing a road, a person who claims to be affected prejudicially by the bylaw or that person’s agent must be given an opportunity to be heard by the council.”***

Upon the completion of 1st reading, the bylaw will be subject to a public hearing (with the applicable advertising/circulation requirements and after being circulated to the utility companies, and then the Bylaw will be sent to the Transportation Minister for approval prior to second and third readings. It can take some time to receive all the comments back from the utility companies and the Minister.



RECOMMENDED ACTION:

Council pass a resolution to give Bylaw No. 1638, a Road Closure Bylaw, 1st reading.

PROPOSED RESOLUTIONS:

Moved by Councillor _____ to give Bylaw No. 1638, a Road Closure Bylaw, 1st Reading.

ATTACHMENTS:

1. DRAFT Bylaw No. 1638, Road Closure Bylaw.

APPLICABLE LEGISLATION:

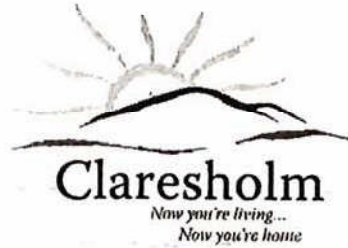
1. Municipal Government Act, Section 22 – Road Closure
2. Municipal Government Act, Section 606 – Requirements for Advertising

PREPARED BY: Tara VanDellen, Development Officer

APPROVED BY: Marian Carlson, CLGM - CAO

DATE: February 5, 2018

**Town of Claresholm Application for Donation
(As per Policy #CDEC 12-15)**



Date of Application: Jan. 17/18

Date of Event: Feb. 24/18

1. Applicant Information

Name of Applicant: Chad Besplug

Address: 1420 - 31 Burntall Dr. Bragg Creek, AB T0L 0K0

Contact Person: _____

Phone, Fax, Email: 403 393 1142

2. Type of Organization: (circle)

ARTS/CULTURE

RECREATION/SPORTS

EVENT

OTHER(specify)

3. Is the Organization registered with Revenue Canada as a Charity? (circle)

YES

provide registration date & #

NO

Willow Creek Ag. Society

4. Is the Organization incorporated as a non-profit organization? (circle)

YES

provide registration date & #

NO

5. Type of Donation: (check and explain)

DONATION - Financial Assistance (explain):

Our event production is wold class and we want to continue to add entertainment to our show

IN-KIND CONTRIBUTION - Fee Waiver (explain):

IN-KIND CONTRIBUTION - Service, Equipment or Material Provision (explain):

We need, generators / skid steer / bleachers / setup work / Rent / volunteers

COMMUNITY PROJECT FUNDING - (explain):

This event attracts 1400 spectators from southern Alberta

SPECIAL EVENT - (explain):

COMMUNITY EVENT - (explain):

Other (explain):

Amount (value) Requested: ~~_____~~

6. Details of how the funds will be expended:

We will use these funds to help pay for production costs. We only have space to sell 1000 tickets so sponsorship is the only way to pay for the remaining expenses.

7. Previous Donations

Has your organization received donation from the Town of Claresholm in the past? If so, please explain the amount and use of these donations.

Date	Amount	Use of Funds

8. Organizational Information

What services or activities does your organization provide to the Town of Claresholm residents? (Please attach a list of membership/executive)

This is a Professional Bull Riding event that brings in the top Canadian athletes as well as professionals from the USA. This event brings our community together and has raised close to \$60,000.00 that has been funneled back into the town of Claresholm. ie. Summer swim, Summer Games, scoreboard at bothull field.

Describe in broad terms the principal objective of your organization or initiative:

We have built a world class event in our small town. We want to turn this into a 2 day event that involves the whole community. We wish to continue to raise money for ~~our~~ causes that we believe in and provide a weekend that people are able to congregate and enjoy being together as a community.

How will your organization acknowledge the Town's donation?

We will continue to promote Claresholm on our social media platforms, provide signage and tickets to be used as desired. We will mention the support during and following the event. ~~the~~ Alpha Bull has a combined following of 36k and we will use that to promote the Town of Claresholm.

9. Is a copy of the organization's budget attached?

YES

NO

One can be provided if requested. The total budget for this event is \$88,800

10. Please provide a detailed list of all sources of funding for the organization.

Funding Source	Amount	Recommended Use of Funds
Century 21 ATB Cattmens corner	5K 5K 2500	
SALE 520 Transport	2500 200	
Frontier Roy's Place Cudlobe Farms	2500 1000 3000	
<input checked="" type="checkbox"/> Davis Chevrolet	2500	



ALBERTA
MUNICIPAL AFFAIRS

*Office of the Minister
MLA, Leduc-Beaumont*

RECEIVED

JAN 31 2018

AR92443

January 24, 2018

His Worship Doug MacPherson
Mayor, Town of Claresholm
PO Box 1000
Claresholm, AB T0L 0T0

Dear Mayor MacPherson,

I am pleased to invite the Town of Claresholm to provide submissions for the 17th annual Minister's Awards for Municipal Excellence, which formally recognizes excellence in local government practices and promotes knowledge sharing among municipalities. These awards offer an opportunity to recognize the truly great work happening in local governments in Alberta.

An independent review committee, comprised of representatives from various municipal associations, will recommend award recipients in five categories and one award for outstanding achievement:

- **Innovation** – Recognizes a leading practice embodying the first use of an idea in a municipal context in Alberta (municipalities with a population of less than 500,000).
- **Partnership** – Recognizes a leading municipal practice involving consultation, coordination, and cooperation with other municipalities, jurisdictions or organizations (municipalities with a population of less than 500,000).
- **Safe Communities** – Recognizes a leading practice focused on making municipalities safer through prevention and enforcement (municipalities with a population of less than 500,000).
- **Smaller Municipalities** – Recognizes the innovative practices developed by communities with less than 3,000 residents.
- **Larger Municipalities** – Recognizes the innovation and creativity of larger municipalities with populations of 500,000 or greater that have a substantial resource base and that can partner with departments within the municipality's control.
- **Outstanding Achievement** – Recognizes a municipality or municipal partnership that has helped to inspire action and change that has benefited local government practice in Alberta. This award, chosen by the review committee, recognizes the best submission from the other categories.

.../2

His Worship Doug MacPherson

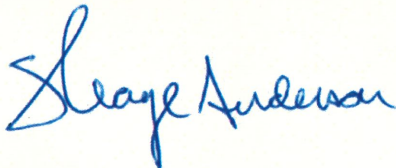
- 2 -

The submission form and additional details may be found on the Municipal Excellence Network website at www.municipalaffairs.gov.ab.ca/mc_municipal_excellence.cfm. The submission deadline is **March 31, 2018**.

I encourage you to share your successful initiatives, and I look forward to celebrating these successes with communities.

If you have any questions regarding the Minister's Awards for Municipal Excellence, please contact the Municipal Excellence Team at 780-427-222, or menet@gov.ab.ca.

Sincerely,



Hon. Shaye Anderson
Minister of Municipal Affairs



Save the date: Municipal Leaders' Caucus set for March 14 and 15

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January 17, 2018

Municipal leaders should save the date for the March **Municipal Leaders' Caucus** (formerly known as the Mayors' Caucus) to be held at the Shaw Conference Centre in Edmonton on March 14 and 15.

This Caucus is open to all mayors, council members, and CAOs, and are a tremendous opportunity to network and build consensus on key issues that affect Alberta's communities. Delegates will also have the opportunity to network with MLAs at the Provincial Leaders' Lunch taking place on March 14.

The cost for attending the Municipal Leaders' Caucus is \$150 for regular and associate members, and \$200 for non-members. Keep an eye on the AUMA Digest and the [AUMA events webpage](#) for details on registration, agendas, and instructions on how to submit an RFD for consideration at the Municipal Leaders' Caucus.

no

[Back to news](#)

AUMA / AMSC 300-8616 51 Ave, Edmonton, AB, T6E 6E6

Main line: 780-433-4431

Toll-free within Alberta: 310-AUMA (2862)



Spring Municipal Leaders' Caucus

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[Event Details](#) [Program & Speakers](#)

Registration is Open!

[Register now for the 2018 Spring Municipal Leaders' Caucus!](#)

The Caucus will take place at the Shaw Conference Centre in Edmonton on March 14 & 15, 2018. It provides attendees an opportunity to dialogue with Ministers and decision makers and will feature a new lunch with Ministers and MLAs on Wednesday, March 14. Hotel booking information can be found below. These Caucuses are open to Mayors, Councillors and senior administration.

Stay tuned to www.auma.ca and the weekly AUMA/AMSC Digest of Announcements for further details. The 2018 spring agenda will be posted in the coming weeks!

Hotel Bookings

AUMA has arranged several hotel blocks to assist you during your stay. Simply click the link of the hotel you would prefer and book your rooms. Act quick, space is limited in each block. If you would prefer to call to book your reservation, please quote "AUMA Municipal Leaders' Caucus 2018" to receive the group rate.

[The Westin Edmonton](#) - \$189 per night
(780) 426-3636
10135 100 St NW, Edmonton

[The Courtyard Marriott](#) - \$139 per night
(780) 423-9999
One Thorton Court, Edmonton

[NEW - The Hyatt Place Downtown](#) - 139 per night
(587) 525-1234
9576 Jasper Avenue, Edmonton

Request for Decision (RFD)

An RFD is an excellent way to influence the advocacy and policy positions of AUMA. If your RFD is passed by the delegates at Municipal Leaders' Caucus, it will be assigned to the appropriate AUMA

committee for further action. In order to present an RFD at a Municipal Leaders' Caucus, the RFD must be endorsed by Council and there must be a representative from your Council to speak to the RFD. [Access the RFD template.](#)

Send your RFDs and the appropriate background information to [Kelly Santarossa](#) by February 28, 2018, so they can be made available for all attendees to review prior to Caucus.

Date

March 14 - 15, 2018

[Add to calendar](#)

Location

Edmonton
Shaw Conference Centre

[View map](#)

Register

To Register:

Click [here](#) to register!

[Back to all events](#)

AUMA / AMSC 300-8616 51 Ave, Edmonton, AB, T6E 6E6

Main line: 780-433-4431

Toll-free within Alberta: 310-AUMA (2862)



BARRISTERS SOLICITORS

Reynolds
Mirth
Richards
& Farmer LLP

2018 Municipal Law Seminar Registration Now Open

Jan. 12, 2018 in [News, Seminars / Educational Leadership](#)

FOR REGISTRATION INFORMATION PLEASE CLICK [HERE](#).

A more detailed agenda, which will include the seminar locations and the times of each session, will be sent to those who register.

Central Seminar (Edmonton): Friday, February 16th, 2018

Our 33rd Annual Central Municipal Law Seminar will take place on Friday, February 16th in Edmonton. Our program will run from 8:30 AM – 3:30 PM with a casual reception to follow. Doors open at 7:45 AM. The cost to attend is \$125 per person and includes continental breakfast, lunch, coffee breaks, post-program reception, and a materials booklet to take home. Please note advance registration is required.

Northern Seminar (Grande Prairie): Friday, February 23rd, 2018

Our 23rd Annual Northern Municipal Law Seminar will take place on Friday, February 23rd in Grande Prairie. Our program will run from 9:00 AM – 3:30 PM. Doors open at 8:30 AM. The cost to attend is \$100 per person and includes continental breakfast, lunch, coffee breaks, post-program reception, and a materials booklet to take home. Please note advance registration is required.

Southern Seminar (Airdrie): Friday, March 2nd, 2018

Our 10th Annual Southern Municipal Law Seminar will take place on Friday, March 2nd in Airdrie. Our program will run from 9:00 AM – 3:30 PM. Doors open at 8:30 AM. The cost to attend is \$100 per person and includes continental breakfast, lunch, coffee breaks, and a materials booklet to take home. Please note advance registration is required.

This year's topics will include:

The Canadian Free Trade Agreement is Here: How is it Changing Things? (Edmonton Location Only)

Since the introduction of the Canadian Free Trade Agreement in July 2017, the rules governing procurement by municipalities have changed. This session will discuss the current rules as they affect municipalities and the impact of these changes.

Intermunicipal Collaboration Frameworks: Ways to Make These Work (Edmonton Location Only)

ICF's are now mandatory. Many municipalities have a history of addressing matters which now will form part of an ACF. Our panel, chaired by Sheila McNaughtan, will discuss approaches that have worked in achieving agreements, things that may hinder reaching agreement and whether existing agreements will satisfy the new statutory requirements. This session will also consider what can be learned from the result of a recent intermunicipal dispute regarding shared services.

What the Courts Tell Us About Municipalities (Edmonton Location Only)

In the last 18 months, there have been several court decisions which provide guidance on the interpretation of the exercise of powers and duties given to municipalities by the Municipal Government Act. This session will look at a number of these decisions and how they are relevant to every municipality.

Assessment 101

Learn the basics of your property assessment which forms the lion's share of municipal revenue and get caught up on the changes coming in force in 2018.

The "Due" in Due Diligence: Changes To Minimum Employment Standards & Safety in 2018 Means Municipalities Have To Do a Lot More

A discussion of changes to employment standards and safety laws.

It's a Joint Effort: Municipalities' Roles in Regulating Recreational Cannabis Use

The pending legalization of cannabis for recreational use raises challenging planning and development questions. This session will explore some of these questions. Do municipalities

have the ability to prohibit cannabis related uses within their boundaries? What tools does a municipality have to restrict, regulate, and place conditions on cannabis related uses? What do municipalities need to do to prepare for the Cannabis Act coming into force? Topics of discussion will include creating and defining use classes and land use districts, the risk of lawful non-conforming uses, and the relationship between municipal and provincial jurisdiction over cannabis.

Heightened Scrutiny: Mandatory Codes of Conduct and the Meaning of Harassment

Members of Council are obliged by law to comply with mandatory codes of conduct under the Municipal Government Act, which include complaint mechanisms and sanctions. This section examines what is required for codes of conduct and tips for best practices. It also looks at the evolving definition of “harassment” from a legal perspective, and standards of conduct in an environment of heightened sensitivity regarding sexual and gender-based misconduct.

The Bear Pit

During the course of our seminar registrants will have the opportunity to submit legal questions on matters affecting municipalities, for discussion by our panel of lawyers.



TIME	AGENDA
8:30 AM - 9:00 AM	Registration and Continental Breakfast
9:00 AM - 9:45 AM	<p align="center"><u>Session A</u></p> <p>Assessment 101 Learn the basics of your property assessment which forms the lion's share of municipal revenue and get caught up on the changes coming in force in 2018. Carol Zukiwski</p>
9:45 AM - 10:00 AM	Coffee Break
10:00 AM - 10:45 AM	<p align="center"><u>Session B</u></p> <p>It's a Joint Effort: Municipalities' Roles in Regulating Recreational Cannabis Use The pending legalization of cannabis for recreational use raises challenging planning and development questions. This session will explore some of these questions. Do municipalities have the ability to prohibit cannabis related uses within their boundaries? What tools does a municipality have to restrict, regulate, and place conditions on cannabis related uses? What do municipalities need to do to prepare for the <i>Cannabis Act</i> coming into force? Topics of discussion will include creating and defining use classes and land use districts, the risk of lawful non-conforming uses, and the relationship between municipal and provincial jurisdiction over cannabis. Kelsey Becker Brookes, Daina Young</p>
10:45 AM - 11:00 AM	Coffee Break
11:00 AM - 11:45 AM	<p align="center"><u>Session C</u></p> <p>Heightened Scrutiny: Mandatory Codes of Conduct and the Meaning of Harassment Members of Council are obliged by law to comply with mandatory codes of conduct under the <i>Municipal Government Act</i>, which include complaint mechanisms and sanctions. This section examines what is required for codes of conduct and tips for best practices. It also looks at the evolving definition of "harassment" from a legal perspective, and standards of conduct in an environment of heightened sensitivity regarding sexual and gender-based misconduct. Sheila McNaughtan, Anthony Purgas</p>
11:45 AM - 1:00 PM	Lunch
1:00 PM - 1:45 PM	<p align="center"><u>Session D</u></p> <p>Employers Get Hit by the Swinging Pendulum of Change to Safety Laws in 2018: Municipalities Have More Obligations, Employees Have More Rights Changes to safety laws are reviewed including prohibited harassment / bullying and discriminatory actions, prime contractor / contractor and other responsibilities, joint worksite safety committees, refusing unsafe work, and appeals of orders to the Labour Relations Board. Anthony Purgas, Tamara Korassa</p>
1:45 PM - 2:30 PM	Coffee Break
2:30 PM - 3:30 PM	<p align="center"><u>The Bear Pit</u></p> <p>During the course of our seminar registrants will have the opportunity to submit legal questions on matters affecting municipalities, for discussion by our panel of lawyers. Sheila McNaughtan, Carol Zukiwski, Kelsey Becker Brookes, Daina Young, Anthony Purgas</p>

From: President [<mailto:President@auma.ca>]
Sent: Wednesday, January 31, 2018 8:57 AM
Subject: Police Funding Letter Writing Campaign

Please ensure this is distributed to all Elected Officials and Chief Administrative Officers:

On behalf of the AUMA Board, I wanted to reach out to you and your Council members to update you on two long-standing issues affecting each of our municipalities. First, municipalities have been waiting since 2010 for a new police funding model to be determined. Currently, policing costs are only paid by urban municipalities with a population greater than 5,000. Small urban municipalities, as well as all municipal districts and counties, are exempt. Second, although the province provides support to offset policing costs through the Municipal Police Assistance Grant Program, there have been chronic shortfalls in funding as this program has not kept pace with growing populations and increasing crime rates.

The inequitable responsibility for funding police services and funding shortfalls have frustrated many of AUMA's members for several years. AUMA believes in the "everyone should pay" concept, whereby the province adopts a more equitable funding formula based on population and property assessment, with the resulting funds being used for crime prevention and response. A more equitable funding model could also generate additional revenue to address the current rural crime epidemic.

In 2016, AUMA members passed a resolution asking AUMA to advocate for a new police funding model. In response to our persistence, at our March 2017 Mayors' Caucus Minister Ganley committed verbally to begin reviewing funding models this fall. We are aware that Ministry of Justice and Solicitor General staff have researched options for a new, more equitable funding model; however, any consultations on police funding are not likely to take place until after the 2019 provincial election.

The AUMA Board feels that we have already waited too long for the province to resolve the inequities in police funding, and that an issue this urgent in nature should not be put off any longer. Accordingly, we are inviting you to participate in a letter writing campaign to signal the importance of this issue to the Minister. AUMA has developed a letter template that municipalities can download and adapt to send to MLAs, as well as a background document for further information.

As always, I am available to each of you if you would like to discuss this further by phone or email.

Sincerely,

Barry Morishita | President, AUMA
Mayor, City of Brooks

president@auma.ca

Alberta Municipal Place

300, 8616 - 51 Avenue Edmonton, AB T6E 6E6

Toll-Free: 310-AUMA | www.auma.ca www.amsc.ca



This email and any files transmitted with it are confidential and intended solely for the use of the individual or entity to whom they are addressed. If you have received this email in error please notify the sender. This message contains confidential information and is intended only for the individual named. If you are not the named addressee, you should not disseminate, distribute or copy this email.



Backgrounder

Join the campaign for a more equitable police funding model

AUMA is calling on municipalities across Alberta to join us in advocating for the Government of Alberta to implement a new, more equitable police funding model.

Overview of current police funding model

Under the Police Act, the Alberta government is responsible for providing police services to those municipalities with populations of 5,000 or less, as well as to all municipal districts and counties, at no direct cost to them. The province meets this obligation by contracting the RCMP to police these communities through the Provincial Police Service Agreement (PPSA), signed by the Alberta and federal governments. Under the PPSA, the province is responsible for 70 per cent of the cost of policing, while the federal government pays 30 per cent. The PPSA also provides police services to Métis settlements, and to First Nations communities where other policing arrangements have not been made.

Some urban municipalities with populations of 5,000 or less have contracted the RCMP for enhanced policing to deal with special situations, or have either by themselves or in cooperation with other municipalities retained Peace Officers to provide an additional policing presence in their communities

Urban municipalities with populations over 5,000 have three options for providing police services in their communities:

- Develop a contract with the federal or provincial government or another municipality for the provision of policing services;
- Establish a stand-alone municipal police service; or
- Establish a regional police service with other municipalities, which may include the province.

The most common municipal policing arrangement in Alberta is the use of contract policing. Under this arrangement, the RCMP provides policing services to a municipality through the Municipal Police Service Agreement (MPSA). Under an MPSA, a proportion of the costs of policing are borne by the federal government, depending on the size of the municipality's population as shown in the following table.



WE ARE
economies
OF SCALE

WE ARE THE
support
YOU NEED

WE ARE THE
experts
IN MUNICIPALITIES

WE ARE YOUR
advocate



Municipal Population	Policing Arrangement	Municipal Responsibility for Policing Costs
Over 5,000	Stand-alone or regional municipal police service	Municipality pays 100% Municipal costs offset by MPAG provided by the Government of Alberta
Over 15,000	Municipal Police Service Agreement with RCMP	Municipality pays 90% Federal government pays 10% Municipal costs offset by MPAG provided by the Government of Alberta
5,000 to 15,000	Municipal Police Service Agreement with RCMP	Municipality pays 70% Federal government pays 30% Municipal costs offset by MPAG provided by the Government of Alberta

The province provides funding to municipalities to help meet the costs of policing services through the Municipal Police Assistance Grant (MPAG) Program. All municipalities that pay some or all of the costs of their policing qualify for this program. Recipients must provide reports on how the grant funds were used. The grant is issued annually to all eligible municipalities and no application is required.

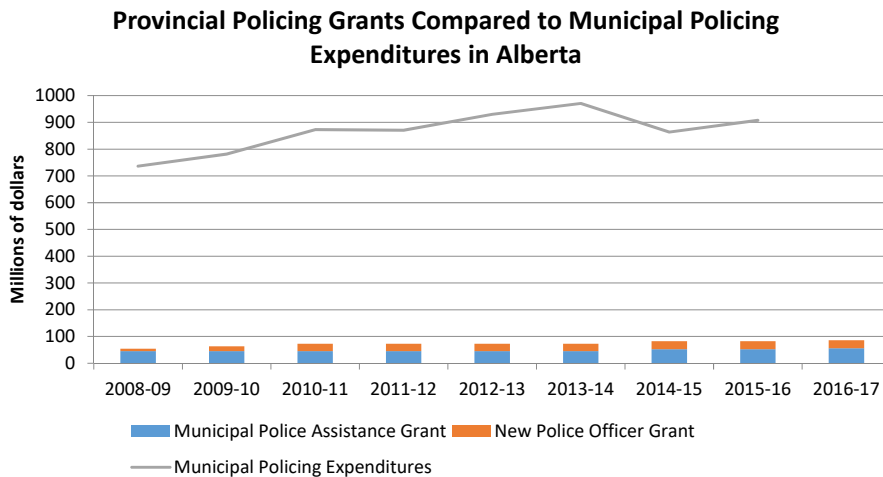


MPAG financial assistance is based on the following thresholds:

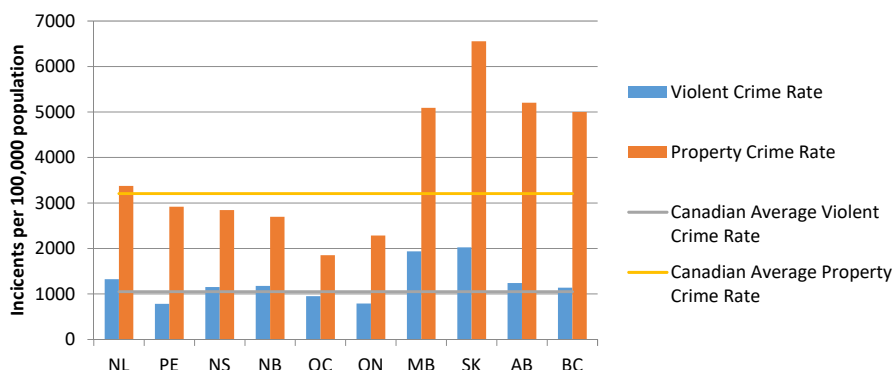
- Towns and cities with a population from 5,001 to 16,666 receive a \$200,000 base payment plus an additional \$8.00 per capita.
- Cities and urban service areas with a population from 16,667 to 50,000 receive a \$100,000 base payment plus \$14.00 per capita.
- Cities and urban service areas with a population over 50,000 receive grants of \$16.00 per capita.

Why action is needed

Currently, policing costs are only paid by urban municipalities with a population greater than 5,000. Small urban and all municipal districts and counties are exempt. Although the province provides some support through the MPAG Program, there have been chronic shortfalls in funding as the program has not kept pace with growing populations and increasing crime rates, as shown in the following figures.



Canadian Crime Rates, 2016



While municipal policing expenditures in Alberta increased 23.3% from 2008 to 2016, the MPAG only increased 15.8 per cent in that time. Meanwhile, crime rates in Alberta have remained high, with both our violent crime rate and property crime rate above the national averages in 2016.

The solution

The inequitable responsibility for funding police services has frustrated many of AUMA's members for several years. In 2010, AUMA consulted with our members on potential approaches and made a number of submissions to the province, including the following principles for equitable police funding model:

1. A fair, flexible and equitable model should be developed that:
 - Ensures the level of provincial funding is sufficient to meet the standard levels of service.
 - Requires services beyond the standard level to be funded by the jurisdiction wanting the additional services.
 - Recognizes the unique needs of each municipality (i.e. specialized services).
2. The model should encourage efficiencies by:
 - Using other mechanisms to address municipal capacity issues.
 - Encouraging regional policing models.
3. The transition to a new model should:
 - Ensure an adequate impact assessment analysis is completed.
 - Ensure that effective education and consultation mechanisms are available to Alberta's municipalities.



- Allow for an adequate notice period.
4. Revenues created from the new model should be reinvested in public safety:
- Ensure any additional revenue collected from an “everyone pays” model is returned to the protection of public safety.
 - Ensure fine revenues stay in the communities they are generated in.

AUMA continues to support the “everyone should pay” concept. This means using a funding formula based on population and property assessment, with any resulting surplus funds being used for crime prevention and response. Under this model, approximately \$30 to \$35 million in police funding would be cost-shared among all municipalities.

Get involved

AUMA has developed a [letter template](#) that you can download and adapt to send to your MLA outlining the urgent need for a new, more equitable police funding model.

Commented [KS1]: Insert link to MLA template.

If you have any questions about the letter writing campaign or AUMA’s approach to police funding, please email advocacy@auma.ca.



WE ARE
economies
OF SCALE

WE ARE THE
support
YOU NEED

WE ARE THE
experts
IN MUNICIPALITIES

WE ARE YOUR
advocate

[Month] [Day], 2017

[MLA Title]. [MLA First Name] [MLA Last Name]

MLA for [Riding Name]

[Address]

[City], [Province] [Postal Code]

Dear [MLA Title]. [MLA Last Name],

Did you know that some municipalities in Alberta receive policing services at no direct cost? Under the current police funding model, policing costs are only paid by urban municipalities with a population greater than 5,000, and those municipalities with their own police forces. Small urban municipalities, as well as all municipal districts and counties, are exempt from paying for policing. Additionally, although the province provides support to offset policing costs through the Municipal Police Assistance Grant Program, there have been chronic shortfalls in funding as this program has not kept pace with growing populations and increasing crime rates.

The Municipality of [X] believes that this police funding model is both unfair and unsustainable. We support the "everyone should pay" concept, using a formula based on population and property assessment, with any resulting surplus funds being reinvested in crime prevention and response. Furthermore, a more equitable funding model could potentially generate additional revenue to address the current rural crime epidemic.

In March 2017, the Honourable Kathleen Ganley, Minister of Justice and Solicitor General, committed verbally to begin a review of funding models this fall. Although Ministry staff have researched options for a new, more equitable funding model, we understand that any consultations on police funding are not likely to take place until after the 2019 provincial election.

The Municipality of [X] feels that we have already waited too long for the province to resolve the inequities in police funding, and that an issue this urgent in nature should not be put off any longer. We are therefore calling on the Government of Alberta to immediately begin public consultations on a new police funding model, and for implementation to take place before the next provincial election. As our MLA, we hope you will join us in championing the need for a new, more equitable funding model for police services in the province of Alberta.

Sincerely,

[Title]. [First Name] [Last Name]

Municipality of [X]

cc: The Honourable Kathleen Ganley, Minister of Justice and Solicitor General
The Honourable Shaye Anderson, Minister of Municipal Affairs
Barry Morishita, President, Alberta Urban Municipalities Association

The Claresholm Rodeo Club
P O Box 3185
Claresholm Ab TOL 0T0

January 10, 2018

Town of Claresholm
Hand Delivered

To whom it may concern;

The Claresholm Jr Rodeo Club is celebrating its 13th consecutive year in operation. This club is focused on providing a safe, non-competitive and fun environment for children under the age of 18 to learn and master the skills of riding and practicing in rodeo based events. The season runs through the winter months starting in November with the last weekly event in March.

Due to the high demand to rent the Agriplex during the summer we have moved our Jr Rodeo to the end of the season. This allows enough notice for all competitors to invite friends and family to come out and watch.

Your support in the past has been \$ 250.00 and we very much appreciate your contribution. It is our goal to continue to look for sponsorship *every other year*, so your funds go further. We are not planning to make a profit from this event and any extra proceeds will go directly toward the club.

To show our appreciation, your name and logo will be added to our program. Your business will be announced throughout the rodeo. We would be happy to have your flag, banners, posters visible within the arena as well.

We appreciate you taking the time to consider the Claresholm Jr Rodeo Club for sponsorship. We look forward to hearing from you.

If you have any questions, please contact:

Marissa Kingsmith (403) 682-7360

Rhonda Wilson (403) 601-1835

Final event Mar 23/18

Sincerely,

The Claresholm Rodeo Club

Town of Claresholm Application for Donation
(As per Policy #CDEC 12-15)



Date of Application: Jan 31/18

Date of Event: March 23/18

1. Applicant Information

Name of Applicant: Claresholm Rodeo Club

Address: P.O. Box 3185

Contact Person: Mauissa Kingsmith

Phone, Fax, Email: 403-682-7360

2. Type of Organization: (circle)

- ARTS/CULTURE RECREATION/SPORTS EVENT OTHER(specify)

3. Is the Organization registered with Revenue Canada as a Charity? (circle)

YES provide registration date & # NO

4. Is the Organization incorporated as a non-profit organization? (circle)

YES provide registration date & # NO

5. Type of Donation: (check and explain)

DONATION - Financial Assistance (explain):
Every 2 yrs we look for sponsorship

IN-KIND CONTRIBUTION - Fee Waiver (explain):

IN-KIND CONTRIBUTION - Service, Equipment or Material Provision (explain):

COMMUNITY PROJECT FUNDING - (explain):

SPECIAL EVENT - (explain):

COMMUNITY EVENT - (explain):

Other (explain):

Amount (value) Requested: 250 - letter attached

6. Details of how the funds will be expended:

We use the funds to cover rental of facility and livestock.

7. Previous Donations

Has your organization received donation from the Town of Claresholm in the past? If so, please explain the amount and use of these donations.

Date	Amount	Use of Funds
June 2016.	\$250 -	

8. Organizational Information

What services or activities does your organization provide to the Town of Claresholm residents?
(Please attach a list of membership/executive)

Provide safe and fun environment for children under age 18 to learn to ride while building confidence. Kids make the decisions on how we operate the club.

Describe in broad terms the principal objective of your organization or initiative:

Encourage outdoor activities with horses in safe environment.

How will your organization acknowledge the Town's donation?

We post all sponsors on the final event program. Utilize Facebook, Instagram. Will be in the local press.

9. Is a copy of the organization's budget attached?

YES

NO

10. Please provide a detailed list of all sources of funding for the organization.

Funding Source	Amount	Recommended Use of Funds
donations / membership	\$2000/yr.	Operating costs



265 East 400 South – Box 291 – Raymond – Alberta – T0K 2S0 – Tel: 403 752-4585 – Fax: 403 752-3643
Email: safetyctr@abfarmsafety.com Website: abfarmsafety.com

January 11, 2018

Town of Claresholm
PO Box 1000
Claresholm, Alberta T0L 0T0

The 2017-2018 school year is the 20th consecutive year of Safety Smarts delivery to children attending rural and remote elementary schools across our province. The generosity of many continues to make this unique farm safety extension effort possible and we are grateful for each and every dollar donated.

For the first time in its 20 year history, our in-school Safety Smarts program was externally evaluated during the 2016-2017 school year. More than 6800 people participated in the process. A single page evaluation infographic is enclosed.

We are very pleased by the evaluation findings and feel they validate our farm safety extension efforts and illustrate their impact on individuals. This infographic along with a 3 page overview and complete evaluation report can be found on the homepage of our website: abfarmsafety.com

In 2018 we are again inviting towns, villages and summer villages from across the province to consider contributing in support of farm safety education. A big thanks to those who contributed in 2017. Truly, the generosity of many make possible the continuation of this unique, impactful farm safety extension program.

As budget realities allow, we invite your council to consider a 2018 contribution of \$.15/resident to a maximum of \$300. It is our intention to continue extending an annual invitation to towns, village and summer villages in Alberta to become involved in strengthening rural Alberta through safety education.

If the timing of this letter does not work within your current budget year, please consider this request as you begin 2019 budget deliberations later in the year.

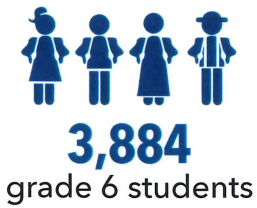
The most recent year-end Safety Smarts report can also be found on our website. Included in this report is an alphabetical listing of all 555 rural schools visited during the 2016-2017 school year along with the number of classes and students reached at each school.

We would be pleased to provide additional information directly to you, upon request.

Sincerely,

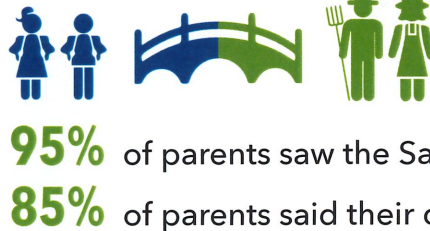
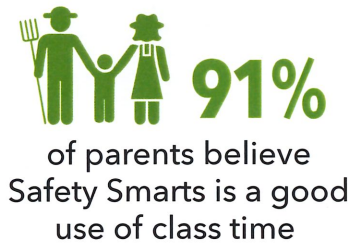
Laura Nelson
Executive Director
Farm Safety Centre

THE EVALUATION HEARD FROM



“ Grandpa stressed don't touch the PTO... the Farm Safety Lady explained why. ”

Through in-person instruction and engaging activities, children comprehend the possible consequences of their safety decisions.



Take home resources are the bridge between classroom instruction and parents

Safety messages and slogans endure over time

Current students remember



15 years after the presentations, young adults



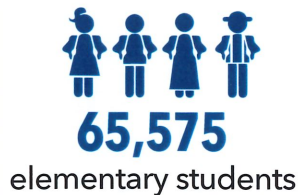
Students intend to practice safe behaviours



Teachers intend to integrate farm safety messages throughout the year



In 2016-2017, Safety Smarts reached elementary students in Rural and Colony schools



ABOUT SAFETY SMARTS

Safety Smarts delivers 7 distinct in-class presentations to students attending rural and remote elementary schools. Presentations are delivered into individual school classrooms by a team of 8 regional instructors.

Our team of instructors live and farm in the regions in which they teach. They understand the safety challenges a working farm presents and have a genuine interest and concern for the safety of rural children.

Children are our Priority

Safety Smarts in the Classroom

- Reaching rural Alberta children since 1998
- 600,000+ face to face teaching experiences
- 60,000+ children reached each school year
- 500+ rural schools accept Safety Smarts
- Offered to rural schools at NO COST



Safety Smarts Supporters



Counties & MD's
Towns & Villages

Colonies
Agricultural Societies

(A complete list is available on our website)



SAFETY SMARTS

An innovative, interactive farm safety program teaching rural elementary-aged children to recognize and react safely to a wide variety of potential rural hazards.

Phone: 403-752-4585

Email: safetyctr@abfarmsafety.com

Website: abfarmsafety.com



facebook.com/farmsafetycentre



External Evaluation 2016-2017 by



Evaluation Participants Included:

- 3,884 Grade 6 Students
- 2,199 Classroom Teachers
- 780 Parents
- 14 Young Adults
- 8 Safety Smarts Instructors
- 2 Office Administrators

***“Grandpa stressed don’t touch the PTO...
the Farm Safety Lady explained why”***

Evaluation Outcomes

- ✓ Through in-person instruction and engaging activities, children comprehend the potential consequences of their farm safety decisions
- ✓ Safety messages and slogans endure over time
 - ✓ 76% of rural & 94% of colony students remember year to year
 - ✓ 15+ years later, young adults still remember safety slogans & value farm safety
- ✓ 66% of rural & 54% of colony students intend to practice safe behaviours
- ✓ 95% of parents saw the take home resources
- ✓ 85% of parents said their child talked with them about the program
- ✓ 91% of parents believe Safety Smarts is a good use of class time
- ✓ 98% of teachers believe farm safety education is useful for their students
- ✓ 78% of rural teachers & 96% of colony teachers intend to integrate farm safety messages throughout the year



SAFETY SMARTS PRESENTATION INFORMATION

Kindergarten Theme: One Seat One Rider
Identified Rural Risk: Passenger Runover
Presentation Objective: Each child will understand the dangers of being an extra rider.

Grade 1 Theme: To Stay Safe - Play Safe
Identified Rural Risk: Bystander Runover
Presentation Objective: Each child will understand that close proximity to cars, trucks and machinery increases runover risk.

Grade 2 Theme: Boats Float - I Don't
Identified Rural Risk: Rural Drowning Hazards
Presentation Objective: Each child will understand rural drowning hazards.

Grade 3 Theme: Hear, Hear - Listen Up
Identified Rural Risk: Sound Induced Hearing Loss
Presentation Objective: Children will understand that hearing loss can be permanent.

Grade 4 Theme: It Can Happen To Me
Identified Rural Risk: Increased On-Farm Involvement
Presentation Objective: Each child will understand their personal responsibility in making safe choices.

Grade 5 Theme: Get A Grip, Safety's In My Hands
Identified Rural Risk: Rider Related Falls & Collisions
Presentation Objective: Youth will recognize risks when riding anything with speed.

Grade 6 Theme: Bigger, Faster - But I'm Smarter
Identified Rural Risk: Riding
Presentation Objective: Youth will recognize the risks involved with riding

Town of Claresholm Application for Donation
(As per Policy #CDEC 12-15)



Date of Application: Jan 25, 2018

Date of Event: Sept 2017 - June 2018

1. Applicant Information

Name of Applicant: Farm Safety Centre

Address: Box 291 Raymond, AB

Contact Person: Laura Nelson

Phone, Fax, Email: 403 752-4585, 403 752-3643, safetyctr@farm-safety.com

2. Type of Organization: (circle)

ARTS/CULTURE

RECREATION/SPORTS

EVENT

OTHER(specify)

Charity - educational extension

3. Is the Organization registered with Revenue Canada as a Charity? (circle)

YES provide registration date & # Aug 1, 1993 89056 6441 RR0001 NO

4. Is the Organization incorporated as a non-profit organization? (circle)

YES provide registration date & # Society in Alberta Aug 9, 1991 505001545 NO

5. Type of Donation: (check and explain)

DONATION - Financial Assistance (explain): For farm safety presentations

IN-KIND CONTRIBUTION - Fee Waiver (explain):

IN-KIND CONTRIBUTION - Service, Equipment or Material Provision (explain):

COMMUNITY PROJECT FUNDING - (explain):

SPECIAL EVENT - (explain):

COMMUNITY EVENT - (explain):

Other (explain):

Amount (value) Requested: \$ 300

6. Details of how the funds will be expended:

Time & mileage expense for regional instructor to visit students in school classrooms

7. Previous Donations

Has your organization received donation from the Town of Claresholm in the past? If so, please explain the amount and use of these donations.

Date	Amount	Use of Funds

8. Organizational Information

What services or activities does your organization provide to the Town of Claresholm residents? (Please attach a list of membership/executive)

Farm Safety presentations to students attending West Meadow School.

See attached delivery records.

Describe in broad terms the principal objective of your organization or initiative:

To reduce farm related injury incidents

How will your organization acknowledge the Town's donation?

Yes

All contributions listed annually on our website - abfarm.safety.com

9. Is a copy of the organization's budget attached?

YES

NO

10. Please provide a detailed list of all sources of funding for the organization.

Funding Source	Amount	Recommended Use of Funds
<i>See attached 2017 list</i>		



265 East 400 South - Box 291 - Raymond - Alberta - T0K 2S0 - Tel: 403-752-4585 - Fax: 403-752-3643

Email: safetyctr@abfarmsafety.com

Website: abfarmsafety.com

2017 "Safety Smarts" Delivery

MD/County Name	School	Date	Classes	Students		
M.D. of Willow Creek	A.B. Daley Community School	05-Oct-17	9	172		
M.D. of Willow Creek	Granum School	09-Mar-17	3	52		
M.D. of Willow Creek	Stavelly Elementary School	06-Nov-17	4	109		
M.D. of Willow Creek	W.A. Day School	24-Apr-17	14	320		
M.D. of Willow Creek	West Meadow School	20-Nov-17	17	310		
M.D. of Willow Creek	Clear Lake Colony School	10-Oct-17	1	12		
M.D. of Willow Creek	Daly Creek School (Granum Colony)	09-Mar-17	1	10		
M.D. of Willow Creek	Daly Creek School (Granum Colony)	08-Nov-17	1	12		
M.D. of Willow Creek	Ewelme Colony School	08-Mar-17	1	7		
M.D. of Willow Creek	Greenwood Colony School	13-Feb-17	1	14		
M.D. of Willow Creek	Jumbo Valley Colony School	02-May-17	1	18		
M.D. of Willow Creek	Parkland Colony School	23-Oct-17	1	21		
M.D. of Willow Creek	Thompson Colony School	07-Jun-17	1	10		
M.D. of Willow Creek	Willow Creek Colony School	23-Oct-17	1	23		
			56	1090		



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M.D. of Willow Creek

2016 "Safety Smarts" Delivery

MD/County Name	School Name	Date	Classes	Students		
M.D. of Willow Creek	A.B. Daley Community School	24-Oct-16	11	213		
M.D. of Willow Creek	W.A. Day	23-Feb-16	14	290		
M.D. of Willow Creek	West Meadow School	06-Jan-16	14	307		
M.D. of Willow Creek	West Meadow School	06-Dec-16	16	311		
M.D. of Willow Creek	Clear Lake Colony School	02-Feb-16	1	18		
M.D. of Willow Creek	Clear Lake Colony School	21-Dec-16	1	20		
M.D. of Willow Creek	Ewelme Colony	09-Feb-16	1	7		
M.D. of Willow Creek	Parkland Colony School	02-Feb-16	1	18		
M.D. of Willow Creek	Parkland Colony School	21-Dec-16	1	21		
M.D. of Willow Creek	Thompson Colony	03-Jun-16	1	12		
M.D. of Willow Creek	Willow Creek Colony School	07-Dec-16	1	18		
Totals		8	62	1235		

2015 "Safety Smarts" Delivery

MD/County Name	School Name	Date	Classes	Students		
M.D. of Willow Creek	A.B. Daley Community School	19-Oct-15	7	129		
M.D. of Willow Creek	A.B. Daley Community School	20-Oct-15	4	75		
M.D. of Willow Creek	Clear Lake Colony School	16-Jan-15	1	21		
M.D. of Willow Creek	Daly Creek Colony	07-Dec-15	1	19		
M.D. of Willow Creek	Ewelme Colony	01-Jun-15	1	7		
M.D. of Willow Creek	Granum School	07-Dec-15	3	62		
M.D. of Willow Creek	Greenwood Colony	12-May-15	1	13		
M.D. of Willow Creek	Greenwood Colony	09-Nov-15	1	12		
M.D. of Willow Creek	Stavelly Elementary School	16-Jun-15	2	50		
M.D. of Willow Creek	Thompson Colony	17-Jun-15	1	13		
M.D. of Willow Creek	W.A. Day	08-Jun-15	15	277		
M.D. of Willow Creek	West Meadow School	02-Feb-15	14	296		
M.D. of Willow Creek	Willow Creek Colony School	09-Dec-15	1	23		
Totals		11	52	997		

2014 "Safety Smarts" Delivery

MD/County Name	School Name	Date	Classes	Students		
M.D. of Willow Creek	Daly Creek Colony	14-Jan-14	1	17		
M.D. of Willow Creek	Granum School	14-Jan-14	2	30		
M.D. of Willow Creek	West Meadow School	05-Feb-14	14	279		
M.D. of Willow Creek	Clear Lake Colony School	27-Feb-14	1	24		
M.D. of Willow Creek	W.A. Day	02-Apr-14	13	223		
M.D. of Willow Creek	Stavely Elementary School	25-Apr-14	4	66		
M.D. of Willow Creek	Greenwood Colony	02-Jun-14	1	13		
M.D. of Willow Creek	G.R. Davis	10-Jun-14	7	110		
M.D. of Willow Creek	Ewelme Colony	11-Jun-14	1	12		
M.D. of Willow Creek	Thompson Colony	13-Jun-14	1	14		
M.D. of Willow Creek	Granum School	09-Oct-14	3	55		
M.D. of Willow Creek	Daly Creek Colony	09-Oct-14	1	15		
M.D. of Willow Creek	A.B. Daley Community School	17-Nov-14	12	209		
M.D. of Willow Creek	Parkland Colony School	27-Nov-14	1	22		
M.D. of Willow Creek	Willow Creek Colony School	27-Nov-14	1	24		
Totals			15	63	1113	

2013 "Safety Smarts" Delivery

MD/County Name	School Name	Date	Classes	Students		
M.D. of Willow Creek	Clear Lake Colony School	05-Jun-13	1	26		
M.D. of Willow Creek	Willow Creek Colony School	06-Jun-13	1	19		
M.D. of Willow Creek	Willow Creek Colony School	05-Dec-13	1	26		
M.D. of Willow Creek	Greenwood Colony	27-Mar-13	1	17		
M.D. of Willow Creek	A.B. Daley Community School	23-Oct-13	13	241		
M.D. of Willow Creek	Parkland Colony School	06-Jun-13	1	19		
M.D. of Willow Creek	Parkland Colony School	05-Dec-13	1	23		
M.D. of Willow Creek	West Meadow School	29-Jan-13	14	292		
M.D. of Willow Creek	Stavely Elementary School	11-Feb-13	4	65		
M.D. of Willow Creek	W.A. Day	26-Mar-13	11	210		
Totals			10	48	938	

2012 "Safety Smarts" Delivery

MD/County Name	School Name	Date	Classes	Students		
M.D. of Willow Creek	Granum School	29-May-12	4	69		
M.D. of Willow Creek	Clear Lake Colony School	21-Jun-12	1	25		
M.D. of Willow Creek	Willow Creek Colony School	28-Feb-12	1	27		
M.D. of Willow Creek	Daly Creek Colony	12-Jun-12	2	35		
M.D. of Willow Creek	Ewelme Colony	01-Mar-12	2	21		
M.D. of Willow Creek	Parkland Colony School	20-Jun-12	1	20		
M.D. of Willow Creek	Greenwood Colony	04-Apr-12	1	10		
M.D. of Willow Creek	West Meadow School	16-Jan-12	12	264		
M.D. of Willow Creek	W.A. Day	03-Apr-12	8	188		
M.D. of Willow Creek	Thompson Colony	22-Oct-12	1	12		
M.D. of Willow Creek	A.B. Daley Community School	17-Oct-12	13	227		
Totals		11	46	898		

2011 "Safety Smarts" Delivery

MD/County Name	School Name	Date	Classes	Students		
M.D. of Willow Creek	A.B. Daley Community School	10-Feb-11	13	253		
M.D. of Willow Creek	Clear Lake Colony School	24-Mar-11	1	26		
M.D. of Willow Creek	Daly Creek Colony	25-Jan-11	1	22		
M.D. of Willow Creek	Ewelme Colony	16-Mar-11	1	12		
M.D. of Willow Creek	Granum School	16-Mar-11	2	43		
M.D. of Willow Creek	Greenwood Colony	31-Mar-11	1	10		
M.D. of Willow Creek	A.B. Daley Community School	17-Oct-11	14	300		
M.D. of Willow Creek	Stavely Elementary School	07-Nov-11	4	51		
M.D. of Willow Creek	Thompson Colony	06-Dec-11	1	10		
Totals		9	38	727		



REQUEST FOR DECISION

Meeting: February 12, 2018
Agenda Item: 9

DESIGNATED OFFICER APPOINTMENT

DESCRIPTION:

Following the addition of the Subdivision and Development Appeal Board Clerk to the Designated Officers Bylaw No. 1637, a resolution of Council is required to appoint a staff member from ORRSC as clerk. ORRSC assists the Town in processing any appeals received to the Subdivision and Development Appeal Board (SDAB). Upon passing of Bylaw No. 1636 which states that the Clerk of the SDAB is required to be a designated officer, and upon passing of Bylaw No. 1637 which has included the Clerk of the SDAB as a Designated Officer, a motion is required to appoint the staff member from ORRSC as a Designated Officer for the Town of Claresholm as Clerk to the SDAB.

Administration will also require direction as to whether the make-up of the existing board requires any alternate members. Currently there are three members on Council and three members at large on the Committee (only one Council member can sit to hear an appeal and all require training prior to hearing an appeal, quorum is three members). Two members at large have completed training, and ORRSC is currently reviewing training guidelines, and will update the Town when training becomes available. It is likely that when an appeal is received ORRSC will complete refresher training as appeals are infrequent. If Council prefers to add additional members at large to the SDAB Administration can advertise for additional members.

PROPOSED RESOLUTIONS:

1. Moved by Councillor _____ to appoint a staff member from Oldman River Regional Services Commission (ORRSC), as the Designated Officer for the Town of Claresholm, as Clerk to the Subdivision and Development Appeal Board.

APPLICABLE LEGISLATION:

1. Designated Officers Bylaw No. 1637
2. Subdivision and Appeal Board Bylaw No. 1636

PREPARED BY: Tara VanDellen, Development Officer

APPROVED BY: Marian Carlson, CLGM, CAO

DATE: February 5, 2018



REQUEST FOR DECISION

Meeting: February 12, 2018
Agenda Item: 10

SAFETY CODES SERVICES AGREEMENT

BACKGROUND / DESCRIPTION:

On January 13, 2014 Council accepted a proposal from Superior Safety Codes Inc. to enter into a Safety Codes Services Agreement to provide the Town's approval and inspection services for the Building, Electrical, Plumbing, and Gas disciplines under the Safety Codes Act. The Town of Claresholm is currently accredited for all five disciplines; fire, building, electrical, plumbing, and gas. The agreement was executed August 1, 2015, for a three year term ending July 31, 2018.

As outlined in Section 4.1 of the Safety Codes Services Agreement, the term of August 1, 2015 to July 31, 2018 has a right of renewal upon written agreement of both parties. Administration has been satisfied with Superior Safety Codes as the Safety Codes provider. However, Council may direct Administration to send out a Request for Proposals for administration and service of the Safety Codes to investigate other professional companies and their fees, terms, and service, or review the terms of the agreement (amend if required) and extend the agreement with Superior Safety Codes for an additional three (3) year term.

Services included under the current fee schedule include compliance, emergency, investigation, appeal and enforcement (up to 8 hrs). The agency also provides consultative services to municipal residents, including; technical advice, and advice and interpretation on related codes and standards. The Agency also collects permit fees and on a monthly basis, pays the Municipality for their share of the issued permit fees (25%).

OPTIONS:

1. Renew the Safety Codes Services Agreement with Superior Safety Codes Inc. for an additional three year term, OR;
2. Send out a Request for Proposals for the administration and service of the Safety Codes.

PROPOSED RESOLUTION:

Moved by Councillor _____ to extend the Safety Codes Services Agreement for an additional 3 year term with Superior Safety Codes.

OR;

Moved by Councillor _____ to direct Administration to issue a Request for Proposal (RFP) for professional service regarding the administration and service of the Safety Codes.

ATTACHMENTS:

- 1.) N/A

PREPARED BY: Tara VanDellen, Development Officer

APPROVED BY: Marian Carlson, CLGM - CAO

DATE: February 5, 2018



REQUEST FOR DECISION

Meeting: February 12, 2018
Agenda Item: 11

ALBERTA COMMUNITY PARTNERSHIP (ACP) GRANT MEDIATION & COOPERATIVE PROCESSES

DESCRIPTION:

The Alberta Community Partnership (ACP) grant aims to improve the viability and long-term sustainability of municipalities by providing support for regional collaboration and capacity building activities. The ACP grant is comprised of five components: Intermunicipal Collaboration, Municipal Restructuring, Mediation and Cooperative Processes, Municipal Internship, and Strategic Initiatives.

Under the guidance of Alberta Municipal Affairs, Administration has applied for the above noted grant as of January 30, 2018 in the Mediation and Cooperative Processes component. This grant will enable the Town to hire a consultant to help navigate through some of the strategic processes that are needed as Council moves forward through their term. The first session is scheduled for February 17, 2018, where the consultant will help build a foundation of collaboration and cooperation and guide Council through the development of the Code of Conduct Bylaw. A motion of support is required from Council for this application.

PROPOSED RESOLUTION:

Moved by Councillor _____ to support the application submitted by administration on behalf of the Town of Claresholm to the Alberta Community Partnership (ACP) grant, the Mediation and Cooperative Processes component for a total value of \$50,000.

PREPARED BY: Karine Wilhauk, Finance Assistant

APPROVED BY: Marian Carlson, CLGM, CAO

DATE: February 7, 2018



REQUEST FOR DECISION

Meeting: February 12, 2018
Agenda Item: 12

FREE PUBLIC SWIM INITIATIVE

DESCRIPTION:

The Town of Claresholm has been supporting the Free Public Swim Initiative, created by the Claresholm Healthy Community Coalition, since 2009. This initiative has become very successful and is the most highly attended swim at the Aquatic Centre during any given month. The continuation of this initiative is very important for the continued physical activity of our citizens.

BACKGROUND:

2009-Claresholm Healthy Community Coalition partnered with Primary Care Network (PCN) and approached the Town of Claresholm for a reduced rate to offer a free Public Swim. The Coalition had secured some funding. Council donated ten (10) hours of pool time up to \$1500.

2010- AHS in partnership with the Coalition requested support for the free swim initiative, council passed a motion and donated sixteen (16) hours of pool time.

2011 & 2012-A reduced number of free public swims were offered (1-2 per month) as funding wasn't secured, Council passed a motion to donate sixteen (16) hours of pool time for both these years.

2013- There were twenty-three (23) free swim Saturdays in 2013. Claresholm Healthy Community Coalition requested the support of the town, and Council approved \$1200 (8-2 hour swims).

2014-In December of 2013, the Claresholm Healthy Community Coalition again requested support of the free swim initiative, and Council passed a motion to donate sixteen (16) hours of pool rental time. In 2014 the free public swim was offered every Saturday with support from community groups.

2015- the Town of Claresholm covered 12 free Saturday swims, (24 hours) at \$75.00 per hour, with a cost of \$1800. That year Alberta Health Services received a grant on behalf of the Healthy Community Coalition which covered the cost of the remaining 32 swims (\$4800) for 2015.

2016- In October of 2015 the Coalition was approached by the Claresholm Kinsmen club, Claresholm Kinettes, and Count on Cowboys (Chad Besplug) who have expressed their continued support of the Free Swim Saturday, and stated they would like to fund this initiative for 2016 and beyond. The Town of Claresholm donated 26 hours for 2016.

2017- there were 46 swims in total, the Town covered 13 (26 hours X \$75/hr= \$1950) and Count on Cowboys, the Kinsmen Club, and Kinettes each covered 11 (33 in total), with a cost of \$1650 for each organization.

The free swim continues to be well attended each week and has become an important part of our community's offerings of physical activity. The free swim has continued from January 1st to the present and the Kinsmen, Kinettes and Count on Cowboys Service Clubs are asking what portion the Town is prepared to cover for 2018 as they are prepared to cover the remainder of the year.

COSTS/ SOURCE OF FUNDING (if applicable):

The charge for one hour of pool rental for the Free Swim Initiative is \$75.
The free swim runs from 2:00 to 4:00 pm for a total of \$150 per Saturday.
There are 46 swims in 2018.

PROPOSED RESOLUTION:

Moved by Councillor _____ to donate twenty-six (26) hours of pool rental time for the Claresholm Healthy Community Coalition's free public swim initiative for the term January 1 to March 31, 2018.

PREPARED BY: Denise Spencer, Recreation Manager

APPROVED BY: Marian Carlson, CLGM, CAO

DATE: February 7, 2018



REQUEST FOR DECISION

Meeting: February 12, 2018
Agenda Item: 13

MISCELLANEOUS FEES & FACILITY RENT

BACKGROUND:

Property taxes levied by the Town are based on a percentage of assessed value of the property being taxed, as set by the Town's Mill Rate Bylaw. Benchmark Assessments is the Town's Assessor and they assess, or update the assessment, on all properties annually. Property owners have the right and ability to appeal the assessment value after the combined assessment/tax notices are mailed out, which if successful in that appeal would change their assessment, and as a result, their property taxes. To appeal the property owner would pay an Assessment Appeal Fee and complete an assessment complaint form and submit the form to the Town Administrator to be passed on to the Assessment Review Board Clerk. If successful in the appeal, the appeal fee is refunded. When an appeal is submitted often the Assessor will talk with the property owner and try to determine if there is a legitimate reason for the appeal and correct the assessment without a hearing, however every appeal has the potential of leading to an appeal hearing, which can be expensive due to the time and administration involved.

The Assessment Appeal Fee for the Town is currently set at \$50 per parcel, regardless of the value or type of property. Alberta Regulation 201/2017 of the Municipal Government Act, Schedule 2 regulates what the assessment appeal fees can be. It states as follows (in part):

	Complaint Fee
Residential 3 or fewer dwellings and farm land	Up to \$50
Residential 4 or more dwellings	Up to \$650
Non-residential	Up to \$650

Also note that the Assessment Appeal Fee is currently set in the "Recreational Facility & Miscellaneous User Charges Policy. The Assessment Appeal Fees along with a few other rental charges and other fees are mixed in with what is primarily a Recreation Fees Policy. For transparency and clarity Administration also recommends moving these non-recreation fees to a separate policy. No changes are being proposed at this time to the attached schedule to the Recreational Facility & Miscellaneous User Charges Policy except removing the fees that are now noted in the Miscellaneous Fees & Facility Rent Policy, and the only fee we are proposing to change at this time is the Assessment Appeal Fee. The map fee is being removed as it is already stated in the separate Land Use Bylaw #1525 Fees Policy (Policy #PLDE 04-09) as well as the Dumpster Rental as it is already stated in the Solid Waste Management Bylaw #1548. The others are just moving to a new policy at the same stated rate and the at the same stated rate.

DESCRIPTION:

Our current policy has "Residential 4 or more dwellings" and "Non-residential" at the same \$50 rate as "Residential 3 or fewer dwellings...". This low complaint fee opens the Town up for potential frivolous appeals, trying to get a reduction on taxes without any basis for believing the assessment is inaccurate. Higher fees help avoid frivolous assessments, but allows those with legitimate concerns to still appeal, get an adjustment made, and get their fee refunded (no net cost to the taxpayer).

Having different assessment appeal fees for different types of properties is common practice as is illustrated by the regulations on those fees, and from review of other municipalities it is common practice to have a graduated rate system based on assessed value of the property. Administration is recommending Assessment Appeal Fees for “Residential 4 or more dwellings” and “Non-residential” properties of \$150 for parcels with assessed values less than \$300,000 and \$300 for parcels equal to or greater than \$300,000, as noted in the attached draft policy.

PROPOSED RESOLUTION:

Moved by Councillor _____ to amend the schedule to Policy #REC 04-15 “Recreational Facility & Miscellaneous User Charges” to remove Water/Sewer/Garbage and Miscellaneous Facility/User Fees, effective February 12, 2018 as presented.

Moved by Councillor _____ to adopt Policy #GA 02-18 “Miscellaneous Fees & Facility Rent” effective February 12, 2018 as presented.

ATTACHMENTS:

- Current Schedule to Policy #REC 04-15 the Recreational Facility & Miscellaneous User Charges Policy
- Policy #GA 02-18, the Miscellaneous Fees & Facility Rent Policy

PREPARED BY: Blair Bullock, CPA, CA – Director of Corporate Services

APPROVED BY: Marian Carlson, CLGM, CAO

DATE: February 7, 2018

**TOWN OF CLARESHOLM
RECREATIONAL FACILITY & MISCELLANEOUS USER FEE/CHARGES**

<u>DESCRIPTION</u>	<u>FEE</u>
<u>CLARESHOLM ARENA</u>	
• PRIME TIME ICE RENTAL (youth only)	\$63.00 / HOUR
• NON PRIME TIME ICE RENTAL (youth)	41.00 / HOUR
• AA AND ADULT RENTAL	90.75 / HOUR
• OUT OF TOWN	110.00 / HOUR
• CONCESSION RENTAL	1,000 / YEAR
• SKATE SHARPENING BUSINESS	300 / YEAR
• STORAGE – MEZZANINE	300 / YEAR
• STORAGE – ICE LEVEL (SM)	300 / YEAR
• STORAGE – ICE LEVEL (LG)	600 / YEAR
• ARENA ADVERTISING (RINK)	400 / YEAR – 1 ST YEAR
• ARENA ADVERTISING (RINK)	275 EACH YEAR THEREAFTER
• ARENA ADVERTISING (LOBBY) SIGNS FOR FUNDRAISING	CMHA AND CSC BE ALLOWED ½ EACH
• ARENA MEZZANINE/LOBBY(non profit)	55 / DAY
• ARENA FLOOR (non profit)	55 / DAY
• ARENA MEZZANINE/LOBBY(for profit)	100 / DAY
• ARENA MEZZANINE/LOBBY(non profit)	30 / EVENING
• ARENA MEZZANINE/LOBBY(for profit)	50 / EVENING
• DAMAGE DEPOSIT	400 / GROUP
• PUBLIC SKATING	500 / SEASON FOR CORPORATE SPONSORS
• SCHOOL USE	NO CHARGE PER JOINT USE AGREEMENT
SUMMER RATES (RINK FLOOR)	
• RECREATIONAL USE	\$37.30 / HOUR, 250 / DAY
• COMMUNITY NON-PROFIT	150 / DAY
• COMMERCIAL USE	650 / DAY
<u>WATER/SEWER/GARBAGE</u>	
• PER BYLAW	
• DUMPSTER RENTAL	\$40 / MONTH
<u>CENTENNIAL CAMPGROUND FEES</u>	
• FULLY SERVICED LOT	\$30 / DAY
• WATER & POWER (NO SEWER) LOT	28 / DAY
• UNSERVICED SITE	18 / DAY
• TENT SITE	15 / DAY
<u>MISCELLANEOUS FACILITY/USER FEES</u>	
• AIRPORT TERMINAL BLDG ONLY	\$125 / DAY
• AIRPORT RUNWAY RENTAL	500 / DAY (includes terminal bldg usage)
• MAPS	COST + 50%
• DOG LICENSE (SPAY/NEUTER)	15 / YEAR
• DOG LICENSE (INTACT)	40 / YEAR
• DAYCARE RENT	100 / MONTH
• PLAYSCHOOL RENT	150 / SCHOOL YEAR
• FOOD BANK RENT	NO CHARGE
• ASSESSMENT APPEAL FEE	50 PER PARCEL REFUNDED IF SUCCESSFUL

BALL DIAMONDS

- RECREATIONAL USE – FREE FOR LOCAL USERS/GROUPS
- MILLENIUM COMPLEX (ALL DIAMONDS)
\$1,000 PER WEEKEND + 500 DAMAGE DEPOSIT
(FOR EXTERNAL USER GROUPS)

CLARESHOLM AQUATIC CENTRE

	Drop In	10 Pass	3 Month Pass	3 Month SPECIAL 25% OFF Free
Under 3 years old	Free	Free	Free	
Ages 3-7	\$1.75	\$12.00	\$24.00	
Ages 8-17	\$3.00	\$24.00	\$48.00	\$36.00
Ages 18-54	\$5.00	\$42.00	\$86.00	\$65.50
Ages 55+	\$3.75	\$30.00	\$57.00	
Family	\$12.00	\$96.00	\$192.00	\$144.00
Aquafit Drop In	\$5.00			

*A family consists of immediate family members with a maximum of 2 adults and 4 children

LESSONS

Private Lessons \$16.50 / half hour
\$35.00 / per hour

Lessons/Programs \$25.00 Parent and Tot
\$5.00 / class x # of classes Baby and Me
\$35.00 per session (Preschool Lessons)
\$40.00 per session (Swimmer 1-4)
\$50.00 per session (Swimmer 5-Rookie, Ranger, Star)
\$6.00 / class x # of classes (Junior Lifeguard club)
\$5.00 / class x # of classes

Bronze Medallion \$130.00
Bronze Cross \$125.00
NLS \$300.00
NLS Recert \$100.00 (same as other facilities)
LSI \$300.00
LSI Recert \$100.00
Standard First Aid \$125.00
SFA Recert \$75.00
School Lessons: \$30.00 / hr / per instructor
*max 10 students per instructor.

RENTALS

	Pool General	Schools	Swim Club
Under 75 People	\$85.00 / hr	\$50.00 / hr	\$50.00 / hr
75-124 people	\$140.00 / hr	\$75.00 / hr	
125-200 people	\$245.00 / hr	\$100.00 / hr	

LANE RENTALS

\$25.00 / Lane / hr

Half Lockers \$5.00 / per month
Full Lockers \$8.00 / per month



Policy #GA 02-18

Miscellaneous Fees & Facility Rent Policy

Effective Date:

PURPOSE: To establish a policy stating miscellaneous fees and facility rent that are not clearly defined in the Town of Claresholm bylaws, agreements, or other policies.

POLICY:

Miscellaneous fees and facility rent shall be charged based on the attached schedule.

PARAMETERS:

This schedule of fees is to be reviewed annually.

NOTE:

The schedule of fees on this policy may be changed by Council resolution and updated to the policy.

Date approved by Council:

Resolution #

SCHEDULE OF FEES

MISCELLANEOUS FEES

- DOG LICENSE (SPAY/NEUTER) \$15 / YEAR
- DOG LICENSE (INTACT) \$40 / YEAR
- ASSESSMENT APPEAL FEE
 - Residential 3 or fewer dwellings or Farm Land \$50
 - Residential 4 or more dwellings or Non-residential <\$300,000 assessed value \$150
 - Residential 4 or more dwellings or Non-residential \$300,000 or greater assessed value \$300

FACILITY RENT

- AIRPORT TERMINAL BLDG ONLY \$125 / DAY
- AIRPORT RUNWAY RENTAL \$500 / DAY (includes terminal bldg usage)
- DAYCARE RENT \$100 / MONTH
- PLAYSCHOOL RENT \$150 / SCHOOL YEAR
- FOOD BANK RENT NO CHARGE



REQUEST FOR DECISION

Meeting: February 12, 2018
Agenda Item: 14

LETTER OF SUPPORT CO-OP COMMUNITY SPACES GRANT

DESCRIPTION:

Claresholm Minor Hockey continues to work on grant applications to secure funding for the ice slab and boards replacement at the Claresholm Arena. They are seeking the support of Council in their efforts.

BACKGROUND:

Claresholm Minor Hockey is submitting an application to the Co-op Community Spaces grant, which supplies up to \$150,000 in funding for various projects in Western Canada. The deadline for applications is March 1st. There are three main categories, one of which is recreation.

For further information regarding this grant, please visit their website <https://www.co-op.crs/communityspaces/funding>.

PROPOSED RESOLUTION:

Moved by Councillor _____ to write a letter of support towards Claresholm Minor Hockey's application to the Co-op Community Spaces grant for the purpose of completing upgrades at the Claresholm Arena.

ATTACHMENTS:

- Eligibility requirements and information regarding the Co-op Community Spaces Grant.

PREPARED BY: Karine Wilhauk, Finance Assistant

APPROVED BY: Marian Carlson, CLGM, CAO

DATE: February 9, 2018



FUNDING

Co-op will award \$2 million to projects across Western Canada in 2018. Individual projects are eligible to apply for between \$25,000 and \$150,000 in funding.

ELIGIBILITY


Projects eligible for funding must:

- be a registered non-profit, registered charitable organization or a community service co-operative

- be a capital project located in British Columbia, Alberta, Saskatchewan or Manitoba
- be completed in two years
- provide the opportunity for permanent signage

Project ineligible for funding include:

- those that support religious or politically affiliated organizations
- those that will have adverse environmental impacts
- those that are third-party fundraising campaigns
- those that are led solely by municipal governments and do not have a charitable or non-profit partner (Local non-profits and charities partnering with their local municipality must apply on behalf of the project)



**\$2M
IN CAPITAL
FUNDING**

UP TO
\$150K
/PROJECT

APPLY FOR FUNDING

The 2018 application period is open February 1 - March 1, 2018.

Please direct questions or inquiries to communityspaces@fcl.crs (mailto:communityspaces@fcl.crs)



REQUEST FOR DECISION

Meeting: February 12, 2018
Agenda Item: 15

ARENA FLOOR AND BOARD REPLACEMENT

DESCRIPTION/BACKGROUND:

Administration requests a motion of council to accept a tender for the Claresholm Arena Floor and Boards Replacement Project which is scheduled for the 2018 year. The tenders for the project closed Wednesday January 31st, 2018.

DISCUSSION:

Five firms submitted bids in the tendering process for the project as outlined below. The low bidder was Western Recreation Ltd. at \$660,276 (excluding GST) however the second lowest bid, Bry Sand Ice Arena Ltd. graded highest on the overall evaluation criteria. The criteria is based on tender completeness, project experience, schedule/deliverability and fee schedule.

Western Recreation Ltd. = \$660,276.00 + \$22,000.00 (sand)
Bry Sand Ice Arena Ltd. = \$709,706.00
Global Sports Resources Ltd. = \$751,220.00
Bird Design-Build Construction Inc. = \$ 770,744.00
Link Builders = \$1,016,615.00

The low bid was evaluated below Bry Sand Ice Arena Ltd. primarily due to the low bid not including the required sand for the project (est. \$22,000 expense expected to be provided by the Town) and quotes a 5" concrete slab instead of a 6" concrete slab included in the other tenders. Administration therefore recommends Bry Sand Ice Arena Ltd., the second lowest bidder, at \$709,706 (excluding GST):

As outlined below the total draft budgeted cost for this project is \$780,721. All but the high bidder are under budget.

COSTS/ SOURCE OF FUNDING (if applicable):

As per the Draft 2018 Capital Budget the project is to be funded as follows:

Town of Claresholm (reserves)	\$154,135
CFEP Grant Funds	\$405,786
MD of Willow Creek	\$144,000
Claresholm Minor Hockey Association (own and fundraising)	<u>\$ 76,800</u>
Total	<u>\$780,721</u>

Some of the CFEP matching funds are also to be provided in the form of in-kind donated equipment and labour from the Town, local businesses, and Claresholm Minor Hockey Association. The \$780,721 is also to cover contingencies outside the Tender contract to complete the project.

The CFEP grant funds have not yet been awarded therefore these funds are not guaranteed. Claresholm Minor Hockey Association has been in contact with the granting body and despite the

website stating that grant notifications will be in February, they don't anticipate notifications going out until early March.

This is a high priority project in order to ensure we have a working ice arena for the 2018/2019 season as it is starting to fail. Based on the size of the project and the required start time of the project to ensure completion prior to the start of the 2018/2019 season, the project will need to be awarded prior to early March when the grant notice is received. Starting the project prior to grant notification or awarding does not affect the eligibility of the project for the grant. Only work done prior to the Grant Application being submitted is ineligible.

If unsuccessful in our grant application Claresholm Minor Hockey Association is committed to doing additional fundraising and is in the process already of applying for Co-op Community Spaces Grant in the amount of \$150,000. There is also available MSI funding to cover any shortfall if needed. Therefore it is administrations recommendation that the project move forward and be awarded at this time despite the CFEP grant not being confirmed yet.

PROPOSED RESOLUTION:

Moved by Councillor _____ to award the contract for the Arena Floor and Boards project to Bry Sand Ice Arena Ltd. for \$709,706 plus GST.

PREPARED BY: Darlene Newson – Infrastructure Assistant & Blair Bullock – Director of Corporate Services

APPROVED BY: Marian Carlson, CLGM - CAO

DATE: February 9, 2018



**Town of Claresholm
Income Statement by Object
January 31, 2018**

Revenue	JANUARY	2018 YTD	2018 BUDGET (INTERIM)
Net municipal taxes	0.01	0.01	(3,102,305.00)
Special assessments	140.00	140.00	(11,571.00)
User fees and sales of goods	(14,402.88)	(14,402.88)	(2,111,170.00)
Government transfers for operating	-	-	(384,095.00)
Investment income	(10,850.30)	(10,850.30)	(58,000.00)
Penalties and costs of taxes	(29,799.14)	(29,799.14)	(129,100.00)
Licenses and permits	(23,840.90)	(23,840.90)	(47,900.00)
Other local government transfers	-	-	(38,000.00)
Proceeds from disposal of capital assets	-	-	-
Franchise and concession contracts	(19,048.40)	(19,048.40)	(202,538.00)
Rental	(3,839.58)	(3,839.58)	(109,650.00)
Other	(4,314.84)	(4,314.84)	(22,500.00)
Government transfers for capital	-	-	(5,324,112.00)
FCSS	(49,937.74)	(49,937.74)	(214,296.20)
	<u>(155,893.77)</u>	<u>(155,893.77)</u>	<u>(11,755,237.20)</u>
Expenses			
Salaries, wages and benefits	122,267.63	122,267.63	2,761,203.25
Contracted and general services	68,397.12	68,397.12	1,458,553.00
Materials, goods, supplies, and utilities	11,154.00	11,154.00	1,307,300.00
Bank charges and short-term interest	1.30	1.30	1,500.00
Interest on long-term debt	-	-	207,093.00
Other expenditures	6,860.10	6,860.10	44,240.00
Transfers to organizations and others	86,488.50	86,488.50	317,341.00
Purchases from other governments	-	-	23,894.00
Amortization	-	-	2,166,952.14
	<u>295,168.65</u>	<u>295,168.65</u>	<u>8,288,076.39</u>
Net Income	<u>139,274.88</u>	<u>139,274.88</u>	<u>(3,467,160.81)</u>
Other			
Transfers to/from reserves	-	-	(191,478.00)
Capital expenditures	12,883.99	12,883.99	5,448,345.00
Debt Proceeds	-	-	-
Debt Principal Repayment	-	-	377,245.95
Amortization addback	-	-	(2,166,952.14)
	<u>152,158.87</u>	<u>152,158.87</u>	<u>0.00</u>



Town of Claresholm
Income Statement by Function
January 31, 2018

	JANUARY	2018 YTD	2018 BUDGET (INTERIM)
Revenue			
Tax and requisition revenue	(55,947.83)	(55,947.83)	(3,423,343.00)
General administration revenue	(17,947.29)	(17,947.29)	(160,661.00)
Police	(3,880.00)	(3,880.00)	(29,000.00)
Fire	(4,200.00)	(4,200.00)	(674,505.00)
Bylaw enforcement	(6,505.00)	(6,505.00)	(57,900.00)
Roads, streets, walks, lighting	-	-	(147,100.00)
Airport	-	-	(6,000.00)
Storm sewers and drainage	-	-	(10,649.00)
Water supply and distribution	(2,203.43)	(2,203.43)	(1,050,100.00)
Wastewater treatment and disposal	(78.22)	(78.22)	(4,844,512.00)
Garbage Collection	(170.47)	(170.47)	(413,670.00)
Recycling	(135.04)	(135.04)	(169,900.00)
FCSS	(49,937.74)	(49,937.74)	(214,296.20)
Cemetery	600.00	600.00	(18,000.00)
Physician recruitment	-	-	-
Economic development	-	-	(52,500.00)
Land use planning, zoning and development	(3,600.90)	(3,600.90)	(17,000.00)
Parks and recreation	(11,887.85)	(11,887.85)	(378,367.00)
Culture - libraries and museum	-	-	(87,734.00)
	<u>(155,893.77)</u>	<u>(155,893.77)</u>	<u>(11,755,237.20)</u>
Expenses			
Legislative	-	-	113,500.00
Administration	86,497.71	86,497.71	1,166,789.21
Fire	3,859.39	3,859.39	301,612.07
Bylaw enforcement	5,437.32	5,437.32	129,778.31
Common and equipment pool	10,215.93	10,215.93	514,064.06
Roads, streets, walks and lighting	13,979.89	13,979.89	843,241.63
Airport	-	-	18,379.37
Storm sewers and drainage	-	-	63,544.78
Water supply and distribution	17,116.49	17,116.49	1,955,421.45
Wastewater treatment and disposal	3,705.27	3,705.27	529,856.47
Garbage Collection	7,656.78	7,656.78	410,323.14
Recycling	6,755.73	6,755.73	165,717.06
FCSS	8,709.52	8,709.52	236,905.00
Daycare	3,183.50	3,183.50	38,202.00
Cemetery	348.98	348.98	51,680.11
Physician recruitment	4,500.00	4,500.00	27,000.00
Economic development	4,621.59	4,621.59	174,350.00
Agriculture - weed and pest control	132.50	132.50	45,203.59
Land use planning, zoning and development	12,401.93	12,401.93	189,502.86
Parks and recreation	48,800.94	48,800.94	904,161.76
Culture - libraries and museum	57,245.18	57,245.18	408,843.52
	<u>295,168.65</u>	<u>295,168.65</u>	<u>8,288,076.39</u>
Net Income	<u>139,274.88</u>	<u>139,274.88</u>	<u>(3,467,160.81)</u>
Other			
Transfers to/from reserves	-	-	(191,478.00)
Capital expenditures	12,883.99	12,883.99	5,448,345.00
Debt Proceeds	-	-	-
Debt Principal Repayment	-	-	377,245.95
Amortization addback	-	-	(2,166,952.14)
	<u>152,158.87</u>	<u>152,158.87</u>	<u>0.00</u>



INFORMATION BRIEF

Meeting: February 12, 2018
Agenda Item: 17

OFFICE / ARENA FLOOR TESTING RESULTS

The Town has received the report for the air quality testing and floor testing at the arena. The Town Administration office building was tested in various locations. Concentrations of asbestos and other fibres were less than 10% of the occupational exposure limit in the locations tested (see results below).

Air Monitoring Results

A summary of the occupational air sampling results for asbestos and other fibres is provided in Table 1: Air Sampling Results for Asbestos and Other Fibres. The laboratory results are presented in Appendix I.

Table 1: Air Sampling Results for Asbestos and Other Fibres

Sample ID	Sample Description	Result (f/cc) ⁽¹⁾
1	Mayor's Office	<0.01 ⁽²⁾
2	Council Chambers	<0.01
3	Storage Room (Adj. CAO Office)	<0.01
4	Peace Officer Office	<0.01
5	Attic	<0.01
6	Basement	<0.01

Notes:

(1) f/cc – fibres per cubic centimeter

(2) < denotes less than

The arena floor results have shown some asbestos within the flooring (see chart below), which will be removed as part of the renovation to the floor and board system. The Invitation to Tender was updated and all interested parties have been made aware of the results of the testing.

Bulk Sample Results

One (1) sample of material suspected of containing asbestos was submitted to EHS^P personnel and sent for analysis. Table 2: Results of Asbestos Analysis, provides a summary of the sampling results. A copy of the analytical laboratory report is provided in Appendix I.

Table 2: Results of Asbestos Analysis

Sample ID	Material	Asbestos Type and Percentage (%)
1	Black Skating Flooring	1.93% Chrysotile

Below lists the conclusion and recommendations from the testing company, Administration has an Asbestos Management Plan currently in place (#2) and as stated above, the skate floor will be removed and replaced as part of the arena renovation (#3).

CONCLUSION AND RECOMMENDATIONS

1. Concentrations of asbestos and other fibres were less than 10% of the occupational exposure limit in the locations tested.
2. If not already implemented, an Asbestos Management Plan should be created as per the Alberta Asbestos Abatement Manual, October 2012.
3. The black skate flooring was found to contain 1.93% Chrysotile asbestos. Prior to renovation or demolition activities that may impact the identified asbestos-containing flooring, the material should be removed following low-risk abatement procedures as per the Alberta Asbestos Abatement Manual, October 2012.

An Asbestos Management Plan has been implemented by the Town as recommended.

ATTACHMENTS:

- 1.) N/A

APPLICABLE LEGISLATION:

- 2.) N/A

PREPARED BY: Tara VanDellen, Development Officer

APPROVED BY: Marian Carlson, CLGM – CAO

DATE: February 5, 2018



Claresholm

INFORMATION BRIEF

Meeting: February 12, 2018
Agenda Item: 18

ATCO – REVISED DATES (WORKING SPACE AGREEMENT)

ATCO is required to upgrade the equipment to the district station which is located inside the ATCO Office in Claresholm located at 5005 2 St West. They will require working space to complete the work. They will need to dig the area around the manhole cover, as well as the existing side walk to re-pipe the turn off valve. All upgrades to the station will be completed so all valves are contained within the building.

Administration wanted to update Council that the original agreement reflected a September 1 start (to not interfere with summer downtown activities and fair days), however Atco engineers feel they will be able to complete the repairs from March 1 to July 31, 2018. If not feasible, they will continue with the original schedule.

ATTACHMENTS:

- 1.) N/A

PREPARED BY: Tara VanDellen, Development Officer

APPROVED BY: Marian Carlson, CLGM – CAO

DATE: February 5, 2018



INFORMATION BRIEF

Meeting: February 12, 2018

Agenda Item: 19

WATER SERVICING AGREEMENT Municipal District of Willow Creek

DESCRIPTION:

Administration met with representatives from the MD of Willow Creek on February 5, 2018 to finalize the Intermunicipal Water, Wastewater and Testing and Maintenance Agreement. This agreement has been in the works for quite some time, and while working out the details, it was discovered that some small amendments needed to be made to ensure that customers were being properly serviced.

BACKGROUND:

The Town of Claresholm currently holds a License to Divert Water from Alberta Environment, which states:

DIVERSION OF WATER

3.4 The Licensee shall divert the water only to the point of use at the municipal boundaries of the Town of Claresholm.

The Town of Claresholm does have five additional customers in the MD of Willow Creek that we are providing water for outside of those located at the airport. The MD of Willow Creek has the capacity under their water license to include these users, however the water itself is supplied by the Town of Claresholm. These users have been included in the agreement signed with the MD of Willow Creek, and the Town will continue to provide water to them as stated in the agreement and will be in compliance with the License to Divert Water.

PREPARED BY: Karine Wilhauk, Finance Assistant

APPROVED BY: Marian Carlson, CLGM – CAO

DATE: February 7, 2018



INFORMATION BRIEF

Meeting: February 12, 2018
Agenda Item: 20

OPEN HOUSE QUESTIONS RECEIVED

The questions below were received from the open house. Italicized are comments from Administration in regards to the inquiries. The relevant departments will continue to follow up on the concerns. Each individual has been either emailed or phoned to let them know Council would be reviewing the questions at the Feb 12th meeting.

1. Is there any way we can get the Campbell building sold and developed? (*Ongoing investigations and orders issued under the unsightly premises bylaw, however this building is private property and up to the landowner to develop or sell, EDC investigating incentives for downtown revitalization and re-development.*)
2. Snow removal from sidewalks in Town & Residences, better policy regarding 30km areas. (*passed to the bylaw department, RCMP, and infrastructure department*)
3. The M.D. friend or foe? It seems there is many wounds to heal from previous Council terms. Has there been any improvement in this vital relationship?
4. Is it possible to discuss policies on road repairs and upgrades? (*passed to the infrastructure department / budget discussions*)
5. Will the Town work to get busing back on the east side of Town for schools? (*has been discussed with LRSD and the bylaw department*)
6. Property tax increase? Re: Multi-use school? (*currently no funds have been allocated or budgets proposed for the building*)
7. North of #1 Tamarack needs to have a back alley. (*passed onto the planning department*)
8. Two Items: 1. Industrial should be divided into four categories: light industrial, medium industrial, heavy industrial, industrial (grandfather clause for existing industrial businesses that don't meet the other 3 categories). 2. Either a major collector or arterial should go directly to the bypass from heavy industrial as they don't want to drive on small streets. (*passed to planning and development for review with the MDP and added to the list when the Land Use Bylaw is reviewed*)
9. With the new housing development on north side... does Council have a sense of what sort of demand there is for such a development? With the highway bypass still on the plans... does Council see a conflict between this plan and hopes for revitalization of the #2 corridor through Town? Might there be a thought to rezoning some of this land as park-like space? (*passed onto the planning department*)
10. I would like in the near future to have a talk with the Council, re: snow clearance at my property in Chinook Crescent. (*passed onto the infrastructure department, this area is a common driveway – shown below in red, but the street is cleared the same as anywhere is Town.*)



11. I feel we really need to grab onto the Kraft Hockeyville and help it along as much as possible. Maybe we can put some ideas forth on town events that we can have in the next few weeks getting people excited and engaged on that page. Could we potentially have some team building night or fun night that A. may allow people to ask the hard questions burning in people's minds B. Get ideas rolling on what we can do to win the Kraft Challenge C. maybe create a backup plan that still has us as an engaged community fixing our rink TOGETHER?? *(Town has shared the link and can continue to encourage everyone to post on the page, passed along to the Rec department)*
12. Looking further into what it would take to remediate the 3 lots currently owned by oil companies on hwy2 (north of the water tower) also looking into what it would take to have CPR remove the restrictive covenant on the old rail way so it could be added to those potential lots, and possibly for more in the future. If we were turning one into a parking lot it could have potential to have the old railway as a park like space for dog kids etc.
13. Contacting the developer again about the potential subdivision on the north side of west meadow school. Filling him in on some of the things coming into town (grow op. new council etc.) See if maybe he wants to move forward on his development. *(Developer has been contacted and the Town will continue to communicate and facilitate the conversation)*
14. Looking more into what can be done on the HWY 2 corridor to make sure that from the second they hit Claresholm there is nothing but positive from that moment. Whether it be looking at beautifying the boulevards, need more ideas on this. We have been really focused on the downtown business' which is awesome but I feel we need to have more discussion on the highway and the presence from the moment they come in in hopes that they want to stop downtown or venture around our town. Way finding signage is a great way to get started. *(EDC has initiated wayfaring signage, Town gardener position has been successful, can pass along to Infrastructure Department)*
15. Old Fox building update? This could be a great place for a new fast food or restaurant... There are no fast food stops on the east side of the highway. *(EDO, Bylaw and Development Department will continue to work with property owner)*

Attached is the compilation of all the notes that were written on the large boards at the open house. ORRSC will continue to review the comments to see if they align with current policy, or if new policies need to be identified to meet the suggestions.

Following the Claresholm Chamber of Commerce Trade Fair on February 2nd & 3rd at the Community Centre, there were some more comments received. Please find the attached document regarding these comments.

ATTACHMENTS:

- 1.) Large board comment compilation.
- 2.) Comments received from the Claresholm Chamber of Commerce Trade Fair

PREPARED BY: Tara VanDellen, Development Officer

APPROVED BY: Marian Carlson, CLGM – CAO

DATE: February 7, 2018

Claresholm Open House Comments

Section 1: What do you want to change in the community?

Question 1: Are there things in and around our community that need to improve?

- 1 Back alley access, more stop signs on side streets, update sidewalks.
- 2 Making sure of back alley access.
- 3 Better sidewalk and maintenance.
- 4 Like to see more walking and biking paths!!
- 5 Our walking and bike pathways.
- 6 Is there any way to promote east/west access on foot? Crosswalk to south is dangerous.
- 7 The corners along 4th St west of 49, 48, 47th – bushes are obstructing the visibility going through intersections.
- 8 When is Saskatchewan Crescent going to be properly maintained or pavement as promised 10 years ago.
- 9 Not as many small lots added. Stick with larger lots!
- 10 Make a lot of town owners accountable for maintenance of their properties.
- 11 Main Street “abandoned” store fronts. Can anything be done about the look?
- 12 Would be nice to focus on the aesthetic appearance of our town, especially at the entrances or the highway.
- 13 Make Main Street more attractive and inviting people to stop and shop.
- 14 What is council’s thoughts on where to draw the line on spending money on old area vs. building a new facility?
- 15 More basic necessities – i.e. for shopping, grocery store, bake store.
- 16 Fix the food bank.

Question 2: Are there opportunities for change within the community?

- 1 New municipal multiplex buildings at old elementary school will add polish and pride!
- 2 In-town busing for students.
- 3 Our recycling system!
- 4 Clean up from street.
- 5 Would like to look into a golf cart area (community) south of Highway 520 and west of Highway 2.
- 6 Make Hwy 2 more inviting.
- 7 Create community spaces for people to connect.
- 8 More seniors shopping. Keep it in Town.
- 9 More family homes. Think of all the seniors in town.
- 10 A new grocery store is badly needed.
- 11 But NOT Walmart!
- 12 Nothing wrong with Walmart.
- 13 Do not proceed with projected Hwy reroute!

- 14 Fight hard to prevent highway being moved. It will kill our businesses!
- 15 A mental health community that can be more incorporated into our larger community.

Question 3: Are there things in the community that need to be added, removed, or altered?

- 1 Clean up the old ugly buildings on Main Street.
- 2 Get rid of derelict buildings.
- 3 Partner with developers and investors to offer incentives for demolition and/or upgrades or derelict buildings!
- 4 More speedy process to resolve issues of construction of housing left unfinished.
- 5 School buses on the east side.
- 6 Senior bus service
- 7 Green bins.
- 8 Finish 8th streets paving.
- 9 Set of lights at the south end of town.
- 10 Stop big trucks from using the road past drop in and Tamarack Rd. They could all get on the highway at the intersection of 520 and Hwy 2.
- 11 Need secure dog park.
- 12 A better skate park.
- 13 Create/add to parks for all ages. Not age specific.
- 14 Trees.
- 15 Need benches for rest stops.
- 16 Bike paths.
- 17 Bike paths.
- 18 Walking/running paths.
- 19 More bike and walking paths.
- 20 A walking path on 8th St out to the new storm drainage lagoons. Many people walking, biking, running and nowhere but the road to share.
- 21 Development of natural recreation like what the Kinsmen Club proposed for by the golf course.
- 22 Create a new recreation facility for our youth and town. More centralized.
- 23 Outdoor multi-use family area with green space, BMX track, B-ball courts and skatepark for kids who don't rodeo all summer.
- 24 Maybe give the community center an update?
- 25 More growth for young people and young families.

Section 2: What do you want to preserve in the community?

Question 1: What are the basic core values of our community?

- 1 Caring, involved, changing.
- 2 Care for others and care for the environment.
- 3 Community support, engaging, and loving.
- 4 Support, recreation, and trust.
- 5 Lots of support. FCSS rocks!
- 6 Quality living: safe and secure, environmentally friendly, spacious and beautiful, quality schools and town facilities.
- 7 Togetherness
- 8 Strength

Question 2: In one or two words, how do you want your children or your grandchildren to describe our community?

- 1 Community spirit.
- 2 Affordable and strong community spirit
- 3 Energetic and active!
- 4 Active, busy, and family orientated.
- 5 Safe
- 6 Safe, but don't forget seniors.
- 7 Safe, thriving, and fun!
- 8 Safe, entertaining, and affordable.
- 9 Fun, learning, safe
- 10 Thriving
- 11 Beautiful and thriving
- 12 Vibrant and home.
- 13 Home
- 14 Inclusive
- 15 Transparent
- 16 The most progressive community in the country to live.
- 17 Debt free
- 18 Try and do something about Hwy 2 businesses to clean up, keep town attractive.
- 19 Don't forget young families
- 20 Work with the MD of Willow Creek.
- 21 Some form of recreation for everyone – young or old.
- 22 Service clubs
- 23 Maintain schools and sports facilities
- 24 Schools and sports facilities (arena, curling rink, football field, ball diamonds, pool)
- 25 Schools/sport facilities
- 26 Better traffic control
- 27 Let's get control of the high speed truck traffic through town!

28 Is the local health system for our current population?

29 Preserve: hospital, Lander Centre, Care Centre, swimming pool, all parks, early 1900s buildings.

Question 3: What is unique to our community that is not found anywhere else?

1 Interaction with rural ranchers and farmers

2 No growth

3 Transparent and safe

4 Safe and community minded

5 Safe and self-sustaining

6 Community

7 Drift Club RMDC

8 Hospitals, mental health facilities, schools (K-12)

9 Links golf course design, well-known and prolific agriplex, recently updated schools, people from all ages stepping up to help our community prosper!

10 Ensure good, safe water for the town now and in the future.

3: What do you want to create in the community?

Question 1: What is missing from the community that would make it an even better place to live, work, and play?

Parks of all ages around town, recreation options all year round/all ages, service clubs collaborating on more events like the winter festival and Fair Days.

More walking/biking paths.

More trees, more walking paths and ponds.

More pathways on both sides of town.

Bike paths and walking paths.

Bike racks downtown and around to encourage fitness.

Family activities such as movies, dances, and bowling. Buildings are there. Let's fill them!

Rec centre.

Bowling alley and indoor play grounds.

Small movie theatre.

Gymnastics in old school gym and open recreation leisure there too (once you've developed it).

A central area for outdoor concerts – small.

Musical evenings at our new café – Fresh Sugar.

Need of a small cocktail and lounge place!!

Larger area for farmers market. Encourage more use of this.

Love the outdoor farmers market!

A community profile or rec guides, listing recreational assets, recreation options, event listings so people know there's movies shown by the Arts Society at the library.

Improvements to field complex on north side of H.S. property. Accommodate soccer, sprinkler systems, working with LRSD on upgrades and improvements.

Low-income housing to help bring in more families.

More for our schools.

More for our schools.

Another taxi service.

Axia internet provider. Walmart? Anything happening?

A better recycling system.

Question 2: Are there any social, economic, or environmental goals the community should pursue?

More small company support. Local is vital.

Try to get another grocery store in town.

But NOT Walmart.

More in town entertainment. Ex. Bowling alley, small theatre, club house.

More community events – intergenerational.

More in community events and family friendly.

More gathering places.

Entertainment, arts, and music.

Social connectedness

Old fox opened back up!

Someone do something about Old Fox!!

Need a reliable, affordable system of transportation for seniors.

More safe ways to cross east and west across Hwy 2.

Social need housing solutions for senior baby boomers. Housing all on one level, with lawn and snow care as part of condo fees – smaller units to accommodate singles and couples.

Create jobs that families can live off of.

Being self-sustained.

Curbside compost program.

Clean up dilapidated buildings.

Industrial growth.

I am concerned with the amount of chemical placed on lawns. It stinks, is unhealthy to humans, food web for birds, butterflies, bats, etc.

Question 3: Wild and crazy ideas are encouraged! How do we build on what we have?

Cleaning the downtown especially on Highway 2.

Clean up downtown buildings would make a more pleasing appearance.

More emphasis should be put on town beautification. More planting in history parks and more parks.

We need more incentives/encouragement in the downtown core to help redevelop rather than the town putting up roadblocks and making it difficult for business startups and real estate improvements.

Abundant communities initiative (i.e., knowing your neighbor and using your human community assets) – (look up abundant communities Edmonton).

Landscaping along highway would make the town more attractive to visitors.

More trees. Good for health, air, they are pretty, and helps cut the winds.

Walking/bike paths!!

It would be lovely to have a walking path not near cars and trucks in the countryside.

Waterslides

More access routes for seniors on electric scooters.

More crossings to east side of town. It's much higher on east side so better for housing.

North of existing Tamarack #1 and 3 there needs to be a back alley.

Residential lots at airport and improvement for water and sewer.

Redevelop old airport

Industry could be at airport.

Being supportive.

Claresholm Chamber of Commerce Trade Fair comments received February 2 & 3, 2018

1. Building setbacks – 8 foot side yard due to Town's inability to suppress fire within 10 minutes. Does the Town plan to hire a full-time fire department staff? If not, why?
2. With the bobcat equipped with a brush, they could use it to do the main streets sidewalks in winter.
3. Please make addresses and house and businesses as streets and avenues not names of roads. Much easier to locate.
4. No question just kudo's to you for great job.
5. How about a toboggan hill.
6. Why no candy?
7. Great job.

COUNCIL RESOLUTION STATUS

Regular Scheduled Meeting - November 27, 2017				
4	CORRES: MD of Willow Creek - Moved by Councillor Moore to donate a door prize to the MD of Willow Creek's 27th Annual Legacy of Our Land Banquet with a maximum value of \$100. CARRIED MOTION #17-130	Karine/Tilly	Letter sent, basket donated	Complete
5	CORRES: The Bridges at Claresholm Golf Club - Moved by Councillor Zimmer to renew the lease agreement with the Bridges at Claresholm Golf Club for an additional five (5) years effective January 1, 2018, and to refer the request for an increase in the management fees to budget discussions. CARRIED MOTION #17-131	Blair	2018 Draft Operating Budget has been updated for this expenditure with a note for discussion. Lease being updated for signatures	In progress
13	Request for Direction - Referred to Administration to invite the Zipline Group to come to Council as a Delegation regarding transportation options.	Marian	Councillor Schulze contacted the group	Complete
	Contact Fort Macleod regarding possibility of expanding Peace Officer partnership	Marian	Contacted Fort Macleod CAO. They may have capacity. Will discuss further as part of budget deliberations. Included in budget discussions	Complete
Regular Scheduled Meeting - December 11, 2017				
18	IN CAMERA: e. Moved by Councillor Schlossberger to adopt the Intermunicipal Water, Wastewater and Testing and Maintenance Servicing Agreement with the Municipal District of Willow Creek as presented. CARRIED MOTION #17-146	Marian	Agreement in place. Legal drafting lease agreement and transfer agreement.	In progress
Regular Scheduled Meeting - January 8, 2018				
8	CORRES: Claresholm & District Chamber of Commerce RE: Trade Fair - Town to participate on February 2 & 3 with a schedule for Council attendance to be made.	Karine	Registration & schedule to be made	Complete
11	RFD: Tamarack Lots - Moved by Councillor Zimmer to obtain appraisals prior to listing the lots located in the Tamarack subdivision. CARRIED MOTION #18-004	Tara	Notified appraiser to proceed with project.	In progress

11	RFD: Tamarack Lots - Moved by Councillor Zimmer to contact the local realtors to notify them of the available lots for sale in the Tamarack subdivision once appraisals on the properties are complete. CARRIED MOTION #18-005	Tara	Will begin preparations for sale of lots in anticipation of appraisals.	In progress
Regular Scheduled Meeting - January 22, 2018				
1	BYLAW #1636 - Moved by Councillor Courage to give Bylaw #1636, regarding the Subdivision and Development Appeal Board, 2nd Reading. CARRIED Moved by Councillor Schlossberger to give Bylaw #1636 3rd & Final Reading. CARRIED	Karine	Bylaw printed & signed	Complete
2	BYLAW #1637 - Moved by Councillor Courage to give Bylaw #1637, regarding Designated Officers, 1st Reading. CARRIED Moved by Councillor Schulze to give Bylaw #1637 3rd & Final Reading. CARRIED	Karine	Bylaw printed & signed	Complete
4	CORRES: MD of Willow Creek - Moved by Councillor Schlossberger to appoint Municipal District of Willow Creek Deputy Reeve Glen Alm to the Town of Claresholm's Economic Development Committee. CARRIED MOTION #18-009	Justin	Welcome sent to Deputy Reeve Alm	Complete
5	CORRES: Alyssa Cole - Moved by Councillor Zimmer to write a letter of support for Alyssa Cole's application to Kraft Hockeyville for arena upgrades. CARRIED MOTION #18-010	Karine	Letter sent	Complete
6	CORRES: Canadian Senior Pro Rodeo Association - Moved by Councillor Courage to support the Canadian Senior Pro Rodeo Association's Senior Pro Rodeo Finals October 11-14, 2018 with sponsorship of \$500. CARRIED MOTION #18-011	Karine	Cheque sent	Complete
8	RFD: Rescind Policy #PLDE 10-10 - Moved by Councillor Carlson to rescind Policy #PLDE 10-10 regarding Offsite Levies, effective January 22, 2018. CARRIED MOTION #18-012	Tara	Table of contents updated, policy removed	Complete
10	RFD: Progressive Discipline Policy - Moved by Councillor Schlossberger to adopt Policy #GA 01-18, the Progressive Discipline Policy, effective January 22, 2018 as presented. CARRIED MOTION #18-013	Lisa	Printed and distributed to all Policy Manual Holders	Complete
19b	IN CAMERA: LAND - Moved by Councillor Carlson to authorize administration to accept an unconditional offer on the #4 Skyline Crescent property for the appraised value subject to legal review. CARRIED MOTION #18-014	Marian	Lawyer dealing with sale	In progress
19c	IN CAMERA: Personnel - Moved by Councillor Zimmer to direct administration to move forward with the request for proposals for the campground attendant. CARRIED MOTION #18-015	Blair	Request for Proposal is being advertised and is open until February 14th, 2018	In progress
19d	IN CAMERA: Confidential Evaluations - Moved by Councillor Schlossberger to appoint Councillor Schulze to the Learn-a-lot Playschool Society Board. CARRIED MOTION #18-016	Karine	Letter sent	Complete

PREPARED BY: Karine Wilhauk, Finance Assistant

APPROVED BY: Marian Carlson, CLGM – CAO

DATE: February 9, 2018

INFORMATION ITEMS

Willow Creek Regional Waste Management Services Commission
Box 2820 Claresholm, Alberta T0L 0T0
Phone: 403-687-2603
Fax: 403-687-2606

Minutes of the Regular Monthly Meeting of the Landfill Commission held at the Landfill Facility
December 28, 2017 at 3:00 P.M.

In attendance: Chair Gord Wolstenholme, Brad Schlossberger, John Kroetsch, Don James,
Duncan McLean and CAO Cheryl Friesen

1. Chair Gord Wolstenholme called the meeting to order at 2:57 P.M.
2. Approval of Agenda

CAO Friesen asked to move item 9a) 2018 Interim Budget to In Camera due to discussions regarding wages.

17.112 **Moved by Duncan McLean** to approve the agenda as amended.
CARRIED

3. Appointment of Vice Chairperson

Chair Wolstenholme called for nominations for Vice Chair. John Kroetsch nominated Brad Schlossberger.

Chair Wolstenholme called for nominations for Vice Chair a second time.

Chair Wolstenholme called for nominations for Vice Chair a third and final time.

With no further nominations, Chair Wolstenholme declared nominations closed and further that Brad Schlossberger be appointed as Vice Chair for the WCRWMS.

4. Revocation and Appointment of Signing Authorities

17.113 **Moved by Don James** that Kieth Carlson be removed as designated signing authority for the Willow Creek Regional Waste Management Services Commission effective immediately.
CARRIED

17.114 **Moved by John Kroetsch** that Brad Schlossberger be appointed as a designated signing authority for the Willow Creek Regional Waste Management Services Commission, and further that all financial transactions require two signatures as outlined in Sec. 8.3 and 8.4 of Bylaw 3-2015.
CARRIED

5. Delegations

No Delegations

Minutes of the Regular Monthly Meeting of the Landfill Commission held at the Landfill Facility
December 28, 2017 at 3:00 P.M.

6. Approval of Minutes

a) Organizational Meeting November 13, 2017

17.115 **Moved by Brad Schlossberger** to approve the minutes from the November 13, 2017 organizational meeting.

CARRIED

b) Regular Meeting November 13, 2017

17.116 **Moved by Brad Schlossberger** to approve the minutes of the November 13, 2017 regular meeting as presented.

CARRIED

7. Financial Information

a) Accounts Payable

CAO Friesen presented the accounts payable, including December 2017 payroll, in the amount of \$27 792.44

17.117 **Moved by Duncan McLean** to approve for payment, the accounts payable in the amount of \$27 792.44.

CARRIED

b) Check Detail November 14, 2017 to December 19, 2017

CAO Friesen presented the members with the check detail from November 14 to December 19, 2017.

17.118 **Moved by Duncan McLean** to accept the check detail of November 14 to December 19, 2017 as presented.

CARRIED

c) Bank Reconciliations November 2017 – Checking & 90 Day Notice Accounts

CAO Friesen presented the members with the reconciliation reports for November 2017 for the ATB Financial checking account & 90 day notice account.

17.119 **Moved by Don James** to accept the November 2017 bank reconciliation reports for the ATB Financial checking & 90 day notice accounts as presented.

CARRIED

Minutes of the Regular Monthly Meeting of the Landfill Commission held at the Landfill Facility
December 28, 2017 at 3:00 P.M.

8. New Business

a) Alberta CARE Spring Seminar 2018

17.120 **Moved by John Kroetsch** that CAO Friesen register and attend the 2018 Alberta CARE Spring Seminar in Brooks, Alberta from February 28 to March 2, 2018.

CARRIED

b) Bill 17 – Fair and Family Friendly Workplaces Act – For Information

CAO Friesen provided the members with information regarding Bill 17, which comes into effect January 1, 2018.

c) OHS – Changes January 1, 2018 – For Information

CAO Friesen provided the members with information regarding changes to OHS effective January 1, 2018.

d) 2018 STEP Grant

There was discussion regarding application to the 2018 Summer Temporary Employment Program.

e) AMSC Procurement Credit Card

CAO Friesen provided the members with information regarding the AMSC procurement credit card.

17.121 **Moved by John Kroetsch** that CAO Friesen apply for the AMSC procurement credit card with transaction limits of \$1000.00 per single transaction and a \$5000.00 monthly credit limit and further that the ATB Financial Master Card account be closed upon approval of the AMSC application.

CARRIED

f) CAO Overtime and Vacation Accumulation to December 28, 2017

CAO Friesen provided the members with her total accumulated overtime and vacation to December 28, 2017.

17.122 **Moved by Brad Schlossberger** to accept the CAO Overtime and Vacation Accumulation report to December 28, 2017 as presented.

CARRIED

9. Old Business

No Old Business Items

10. Correspondence

No Correspondence Items

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Minutes of the Regular Monthly Meeting of the Landfill Commission held at the Landfill Facility
December 28, 2017 at 3:00 P.M.

11. General Landfill Information

a) Emergency Response Tour of Landfill Facility

CAO Friesen reported that she had been in contact with the Claresholm Fire Chief as well as the Interim Fire Chief for Granum to conduct an emergency response tour of the landfill facility. To date we have not heard back from either fire chief. CAO Friesen will continue to correspond with them to get this scheduled early in January.

b) WCB Distribution Credit

CAO Friesen reported that our distribution credit for the 2016 funding year is \$665.09. The WCRWMSD will not receive a check, this amount will be applied as a credit on our WCB account.

12. In Camera

a) 2018 Interim Budget

17.123 **Moved by Don James** to go In Camera at 3:51 P.M.
CARRIED

17.124 **Moved by John Kroetsch** to come out of In Camera at 4:22 P.M.
CARRIED

17.125 **Moved by Duncan McLean** to accept the 2018 Interim Operating and Capital Budget as presented.
CARRIED

17.126 **Moved by Brad Schlossberger** that CAO Friesen be authorized to schedule Brazel Construction to grind the mattress pile at the landfill.
CARRIED

11. Adjournment

17.127 **Moved by Duncan McLean** to adjourn at 4:23 P.M.
CARRIED

Chairman Gord Wolstenholme

CAO Cheryl Friesen



OLDMAN RIVER REGIONAL SERVICES COMMISSION

MINUTES - 6 (2017)
EXECUTIVE COMMITTEE MEETING
Thursday, November 9, 2017 at 7:00 p.m.
ORRSC Boardroom (3105 - 16 Avenue North, Lethbridge)

EXECUTIVE COMMITTEE:

Gordon Wolstenholme - Chair
Henry Van Hierden - Vice-Chair
Don Anderberg
Jim Bester
Bill Chapman
Tom Rose

STAFF:

Lenze Kuiper - Director
Barb Johnson - Executive Secretary

AGENDA:

- 1. Approval of Agenda - November 9, 2017
2. Approval of Minutes - May 11 and September 7, 2017
3. Business Arising from the Minutes
4. New Business
(a) Draft 2018 Budget
(b) AAMD&C Advocacy Report Card - Fall 2017
(c) Meeting with Hon. Shannon Phillips, Minister of Environment and Parks
(d) Council Orientations
(e) Subdivision Activity 2017 and Fee Increase for 2018
(f) Fee For Service
5. Accounts
(a) Office Accounts -
(i) August 2017
(ii) September 2017
(iii) October 2017
(b) Financial Statements -
(i) January 1 - August 31, 2017
(ii) January 1 - September 30, 2017
(iii) January 1 - October 31, 2017
6. Director's Report
7. Executive Report

8. Adjournment.....

CHAIR GORDON WOLSTENHOLME CALLED THE MEETING TO ORDER AT 6:55 P.M.

1. APPROVAL OF AGENDA

Moved by: Don Anderberg

THAT the Executive Committee approve the agenda of November 9, as amended:

ADD: 5(a)(iii) Office Accounts – October 2017

5(b)(iii) Financial Statements – January 1 - October 31, 2017

CARRIED

2. APPROVAL OF MINUTES

- A quorum was not present at either of the last two Executive meetings (July 13 or September 7), therefore the May 11, 2017 minutes have not yet been approved.

Moved by: Henry Van Hierden

THAT the Executive Committee approve the minutes of May 11, 2017, as presented.

CARRIED

- Because there was no quorum at the Executive meeting on September 7, 2017, those present made recommendations rather than motions, which were presented at the November 9 meeting for ratification.

Moved by: Tom Rose

THAT the Executive Committee ratify the motions made and approve the minutes of September 7, 2017, as presented.

CARRIED

3. BUSINESS ARISING FROM THE MINUTES

- None.

4. NEW BUSINESS

(a) Draft 2018 Budget

- The Director reviewed the Draft 2018 Budget, explaining the rationale behind each line item.
- REVENUES: A 2% increase from 2017 will be applied to both Membership Fees and GIS Fees (to match the proposed 2% increase to staff salaries). \$25,000 will be allocated to both the Operating and Capital Reserve Funds. Approval Fees has increased to \$315,000 due to the \$100 per subdivision application fee increase.
- EXPENSES: The budget includes a 2% increase to staff salaries with corresponding increases to staff benefits. Because AMS-Health & Dental (Alberta Blue Cross) increased so substantially, Jim Bester requested that we investigate other providers' rates again.

Moved by: Don Anderberg

THAT the Executive Committee approve the Draft 2018 Budget, as amended (with a 2% increase to Membership Fees and GIS Fees to match the proposed 2% salary increase), and refer it to the Board of Directors for ratification at the December 7, 2017 Annual Organizational meeting.

CARRIED

(b) AAMD&C Advocacy Report Card – Fall 2017

- In 2016, the AAMD&C made a motion that the Government of Alberta provide long-term, provincial funding to all municipalities for regional planning activities in a similar fashion to the Calgary Regional Partnership and the Capital Region Board. The AAMD&C Advocacy Report Card – Fall 2017 outlines reaction and follow-up to this resolution. Although long-term funding for operating costs was not provided, the province did approve a \$500,000 grant to a partnership of five regional municipal planning service providers, which includes ORRSC, to prepare a Municipal Development Plan Guidebook.
- The report stated, *“The ORRSC is a successful example of a shared service approach to municipal land use planning.”* It was suggested that this quote be used as a promotion to our members, and against the government when we approach them in the future.

(c) Meeting with Hon. Shannon Phillips, Minister of Environment and Parks

- On October 20, Hon. Shannon Phillips met with planners at the ORRSC office to discuss a few items including: development permits, solar projects, decommissioning, collection of rainwater, regional office referrals timelines, etc. She now has a better understanding of who ORRSC is and offered to come back to the Executive Committee or Board in the future, if requested.

(d) Council Orientations

- ORRSC typically conducts council orientations following the municipal elections. This time, planners will meet individually with each community they serve in front of the whole Council to address issues specific to that municipality and explain what work will be required as a result of the recent Municipal Government Act amendments. Municipal Planning Commission and Subdivision and Development Appeal Board members should be in attendance also.

Moved by: Jim Bester

THAT the Executive Committee accept the Council orientation discussion, as information.

CARRIED

(e) Subdivision Activity 2017 and Fee Increase for 2018

- 173 subdivision applications were received in the first 10 months of the year, with subdivision revenues totalling \$291,105. The new Municipal Government Act amendments are now in effect which requires a subdivision application be deemed complete within 20 days of receipt, or returned to the applicant. Therefore, a \$100 per subdivision application fee increase (from \$600 to \$700) is proposed to cover the extra work involved.

Moved by:

THAT the Executive Committee approve a \$100 per application increase to the subdivision fees, effective January 1, 2018.

CARRIED

(f) Fee For Service

- The Fee For Service as of October 31, 2017 was reviewed.

Moved by: Bill Chapman

THAT the Executive Committee accept the Fee For Service update, as information.

CARRIED

5. ACCOUNTS

(a) Office Accounts

(i) August 2017

5280	Janitorial Services	Madison Ave Business Services	\$ 425.00
5310	Telephone	Bell Mobility	687.44
5310	Telephone	Shaw Cablesystems (July)	259.60
5310	Telephone	Shaw Cablesystems	259.60
5320	General Office Supplies	Tab	377.05
5320	General Office Supplies	Purolator Courier	29.95
5320	General Office Supplies	Desjardin Card Services	50.77
5380	Printing & Printing Supplies	Desjardin Card Services	236.96
5330	Dues & Subscriptions	Taber Times	46.00
5330	Dues & Subscriptions	Bassano Publishers	25.48
5380	Printing & Printing Supplies	Peak Vocational	90.00
5380	Printing & Printing Supplies	Lethbridge Mobile Shredding	23.00
5430	Aerial Photos & Maps	Galt Museum	240.00
5440	Land Titles Office	Minister of Finance	299.00
5500	Subdivision Notification	Lethbridge Herald	641.48
5531	GIS Grant	Geodesy Group	1,900.00
5570	Equipment Repairs & Maintenance	Cam Air Refrigeration	110.00
5570	Equipment Repairs & Maintenance	Xerox Canada	1,150.05
1160	GST Receivable	GST Receivable	288.42
		TOTAL	<u>\$7,139.80</u>

(ii) September 2017

5150	Staff Mileage	S. Johnson (June - September)	\$ 79.00
5151	Vehicle Gas & Maintenance	S. Johnson (June - September).....	171.75
5320	General Office Supplies	S. Johnson (June - September).....	105.78
5530	Coffee & Supplies	S. Johnson (June - September).....	84.63
5280	Janitorial Services	Madison Ave Business Services	425.00
5320	General Office Supplies	Madison Ave Business Services	31.98
5285	Building Maintenance	Cam Air Refrigeration	395.10
5310	Telephone	Bell Mobility	678.64
5320	General Office Supplies	Desjardin Card Services	139.36
5320	General Office Supplies	Desjardin Card Services	465.84
5380	Printing & Printing Supplies	Desjardin Card Services	449.50

5330	Dues & Subscriptions	Macleod Gazette	50.00
5380	Printing & Printing Supplies	Lethbridge Mobile Shredding	23.00
5570	Equipment Repairs & Maintenance	Xerox	1,086.28
5570	Equipment Repairs & Maintenance	Reiter Computer	30.00
5580	Equipment & Furniture Rental	Pitney Bowes	297.12
1160	GST Receivable	GST Receivable	232.73
		TOTAL	<u>\$4,745.71</u>

(iii) October 2017

5150	Staff Mileage	M. Burla	\$ 90.50
5151	Vehicle Gas & Maintenance	Bridge City Chrysler	173.58
4140	Approval Fees	Martin Geomatics	200.00
5280	Janitorial Services	Madison Ave Business Services	425.00
5280	Janitorial Services	Madison Ave Business Services	425.00
5320	General Office Supplies	Madison Ave Business Services	11.69
5285	Building Maintenance	Ethan Van Dyk	250.00
5285	Building Maintenance	Andon Van Dyk	250.00
5285	Building Maintenance	Weings Sprinklers	100.00
5310	Telephone	Bell Mobility	660.14
5310	Telephone	Shaw Cablesystems	259.60
5320	General Office Supplies	Desjardin Card Services	72.09
5380	Printing & Printing Supplies	Desjardin Card Services	707.28
5320	General Office Supplies	Purolator Courier	36.23
5500	Subdivision Notification	Purolator Courier	17.58
5320	General Office Supplies	Pitney Bowes	37.98
5570	Equipment Repairs & Maintenance	Pitney Bowes	229.98
5330	Dues & Subscriptions	Sunny South News	24.00
5330	Dues & Subscriptions	Vulcan Advocate	68.00
5330	Dues & Subscriptions	Temple City Star	42.00
5350	Postage & Petty Cash	Postage by Phone	3,500.00
5440	Land Titles Office	Minister of Finance	298.00
5500	Subdivision Notification	Lethbridge Herald	431.34
5500	Subdivision Notification	Purolator Courier	17.58
5500	Subdivision Notification	Purolator Courier	35.17
5520	Meetings	Hays Civic Center	200.00
5531	GIS Grant	Geodesy Group	20,000.00
5570	Equipment Repairs & Maintenance	Xerox Canada	937.64
1160	GST Receivable	GST Receivable	1,410.57
		TOTAL	<u>\$30,910.95</u>

Moved by: Don Anderberg

THAT the Executive Committee approve the Office Accounts of August (\$7,139.80), September (\$4,745.71) and October (\$30,910.95) 2017, as presented. **CARRIED**

(b) Financial Statements –

- (i) January 1 - August 31, 2017**
- (ii) January 1 - September 30, 2017**
- (iii) January 1 - October 31, 2017**

Moved by: Henry Van Hierden

THAT the Executive Committee approve the following unaudited Financial Statements, as presented:

January 1 - August 31, 2017
January 1 - September 30, 2017
January 1 - October, 2017

CARRIED

6. DIRECTOR'S REPORT

- The Director reported on his activities since the last Executive Committee meeting. A new server is currently being installed and we are in the process of migrating all the software and data.

7. EXECUTIVE REPORT

- Committee members reported on various projects and activities in their respective municipalities.

8. ADJOURNMENT

Moved by: Henry Van Hierden

THAT we adjourn the regular meeting of the Executive Committee of the Oldman River Regional Services Commission at 9:05 p.m. until **Thursday, January 11, 2018 at 7:00 p.m.** **CARRIED**

/bj

CHAIR:



CLARESHOLM AND DISTRICT MUSEUM BOARD MEETING

December 18, 2017

Present: Susan Holland, Scott Strong, Barry Gibbs, Betty Hoare, Bert Franssens, Lorraine Conaty, Gaven Moore and Ken Favrholt

Absent: Don Glimsdale and Rhodena King

1. Meeting called to order by Ken Favrholt at 3:04 PM.
2. Adoption of agenda as amended by Bert Franssens, motion carried.
3. Approval of previous minutes - Decided that reading the minutes at the meeting was not necessary. Bert moved minutes be approved as amended, motion carried.
4. Financials were discussed – Barry Gibbs moved financials approved, motion carried.
5. Introduction of new board member Barry Gibbs and a brief background of his life.
6. **BOARD CHAIR TO BE ELECTED** – discussed if we should wait until all members were present. Betty made a motion to proceed with elections, motion carried. Susan Holland nominated Barry Gibbs as chairman, motion carried. Barry Gibbs nominated Gaven Moore as Vice Chairman, motion carried. Susan Holland nominated Lorraine Conaty as Treasurer, motion carried. Barry Gibbs moved the position of secretary be deferred until next meeting, motion carried.
7. **CORRESPONDENCE**
 - Young Canada Works 2018 (summer student employment) deadline for program is January 17, 2018.
 - Provincial Archives of Alberta has a travelling exhibit called “Alberta and the Great Wars”. The board agreed that Ken Favrholt should proceed with an application for Claresholm and District Museum to have the exhibit sometime in 2019.
8. **OLD BUSINESS**
 - Volunteer Policy Update was discussed and Ken Favrholt to get further clarification on the term “Museum Workers” that is in the policy.
 - Winter Festival February 10, 2018 – Gaven Moore and Ken Favrholt attended a meeting on December 5, 2017 regarding the upcoming event. The stage is not available for the photo booth that the museum would like to operate. Alternative spots were discussed. Scott Strong, Gaven Moore and Betty Hoare to form a sub-committee and report back to the board at the next meeting.
 - Funding request to Municipal District of Willow Creek for Executive Salary or other projects. This item deferred.
 - TeePee trailer proposal – The board discussed how to provide public information for the upcoming proposed rally organized from outside Claresholm.
 - Purchase of windows from old Methodist Church – Ken will proceed with this project.
9. **ED REPORT**
 - Ken went over some of the highlights of his monthly report.

- Details for upcoming Pincher Creek museum workshop to be forthcoming in early January.
- Off-site storage has now been reduced from 3 units to 1 unit.

10. NEW BUSINESS

- Charitable Donation Receipt Policy for Board manuals – deferred.
- 2018 Budget draft – Board members asked to study and bring any comments to next meeting.
- Old Fashioned Christmas debrief – takedown of decorations to me arranged the Ken Favrholt thru email.
- Museum hours in 2018 – Sunday closure? - deferred.
- Meeting dates for 2018 – Betty passed out calendars for the year 2018, showing proposed meetings and listing other function going on in Claresholm.

11. OTHER

- Traveling exhibit coming in 2018. Betty brought new board members up to date on the exhibit on surveying that the museum will have in 2018.
- Bert Franssens notified the board that he will be away for the next 3 meetings.

12. NEXT MEETING – January 17, 2018

13. Gaven Moore moved meeting adjourned at 5:40, all in favor.

APPROVED

CLARESHOLM AND DISTRICT TRANSPORTATION SOCIETY
Board of Directors, December 1, 2017, CGH, multi-purpose room

ATTENDEES: Brydon Saunders – Lay Representative
Mike McAlonan – Lay Representatiave
Howard Paulson – Lay Representative
Lise Schultze – Town of Claresholm
Brian Comstock- Lay Representative
Darren Allen – Wandering Willows
Lyal O’Neill - CAO

REGRETS: Arlette Heck, Jason Schneider, Bob Thompson

Howard Paulson-Chair called the meeting to order at 10:30 am.

1.0 APPROVAL OF AGENDA

Moved by Mike McAlonan to accept the agenda as presented.
Carried.

2.0 APPROVAL OF MINUTES

Moved by Darren Allen that the minutes of the Oct 27, 2017 be accepted as presented. Carried.

3.0 BUSINESS ARISING

Santa parade – Nov 25th – Fort Macleod – Dan Rhode drove the van in the parade.

4.0 CORRESPONDENCE

1. Town of Granum: Letter appointing Arlette Heck as Representative from the Town of Granum.
- 2.

5.0 REPORTS

1. Financial Report – The new van is paid for. Insurance premiums paid. Good month in November 110 person trips.
Lyal Moved to accept the financial report as presented. Carried.
2. CAO/Resolution Status Report-Motion by Brydon Saunders to accept report as presented by Lyal. Carried.
3. Fundraising Report – \$14,500..
4. Chairmans Report – Moved to accept the report as presented by Howard Paulsen. Carried.

6.0 OLD BUSINESS

1. New Van ordered \$44,009.00 – has arrived and ready to run immediately.

7.0 NEW BUSINESS:

1. Cheque Detail – Presented by Lyal – For information.
2. Zipline Report – Lise Schultze provided information on meetings and intention of Town Council. Lyal will attend the next meeting for information purposes. Brian will attend as Board Representative.
3. Stavelly Elks bus November 17, 18 – 2017 – Elks used the bus for the Pheasant Hunt participation. Moved by Darren Allen and motion carried.
4. Drivers Pay increase – Discussion of graduated driver's pay scale. Moved by Mike McAlonan that we recommend a 2% increase in 2018. Carried.
5. Perfume Free Environment – Policy adjustment to confirm fragrance/smoke free environment in vehicles. Moved by Daren Allen, motion carried.

NEXT MEETING DATE at WCCC at 10:30 a.m.

January 19, 2018.

The meeting was adjourned by Darren Allen..

cc. Town of Claresholm
MD
WCCC
CGH Lisa

SIGNED:

SIGNED:



RECEIVED

JAN 22 2018

CLARESHOLM, Town Of

RE: AAMDC Members & Associate Members – Patronage Refund

The Board of Directors of the AAMDC is pleased to be paying out \$250,000 to members in relation to the 2016-17 fiscal year. This payment reflects your organization’s share of the profits realized by the AAMDC through the operations of our AAMDC Trade Division and Jubilee Insurance Agencies Ltd. subsidiary.

The following is the breakdown for your organization:

MEMBER #	JUBILEE	AAMDC	TOTAL PAYMENT
CLA104	0	64.84	64.84

Our Trade Division provides Alberta local governments and affiliated organizations with access to a wide variety of products at competitive prices, while also offering a streamlined and convenient system for invoicing and payment. Jubilee continues to provide Alberta local governments and affiliated organizations with an unparalleled program of comprehensive and cost-effective risk management services. Jubilee Insurance Agencies Ltd. is also providing qualified members with nearly \$350,000 in RiskPro credits this year and Genesis Reciprocal Insurance Exchange has included Cyber Liability insurance at no extra charge under the Genesis Liability program.

The success we continue to experience is largely due to the strength and commitment of our membership. At this time, we wish to express our sincere thanks for your support of the AAMDC Trade Division and Jubilee Insurance Agencies Ltd. With your ongoing support, we will continue to grow and adapt to changing local government and market circumstances while improving the services and benefits available to our members.

If you have any questions or concerns with respect to your payment, please do not hesitate to contact Julie Thibeault, Financial Analyst at 780-955-4099 (julie@aamdc.com) or Susan Wolfe, Financial Analyst at 780-955-8405 (susan.wolfe@aamdc.com).

Yours truly,

Gerald Rhodes CLGM, MBA, CAE
Executive Director

Duane Gladden, MBA
Director of Aggregated Business Services

JAN 31 2018

TOO FAR. TOO FAST.

January 10th, 2018

Mayor Doug MacPherson
Town of Claresholm
PO Box 1000
Claresholm, AB
T0L 0T0

Dear Mayor MacPherson;

We are writing to you as health and safety experts to consider passing a motion to prevent the opening of legalized cannabis stores in your community in the interest of protecting public safety and young people.

The federal government's cannabis legalization aggressive commercialization agenda has fallen short on ensuring that our youth, road users and communities are protected from the hazards of legal marijuana consumption. In turn, provincial regulatory frameworks to sell and distribute cannabis have been hastily set up according to the federal government's rushed process, which has resulted in further health and safety deficiencies and a patchwork of inconsistent rules across the country. The bottom line is that cannabis legalization and commercialization is going too far, too fast and public health and safety will pay the price.

We stand with public health experts, healthcare professionals, community leaders, parents and law enforcement who have raised important concerns about the federal legalization scheme, but have been ignored thus far. Ultimately, communities such as yours will have to contend with the negative impact brought on by rushed legalization and commercialization: more drug-impaired driving; easier access to cannabis for youth; increased strain on mental health services and counseling; higher costs for enforcement of new laws and regulations with vague promises of new resources (but no guarantee that the black market will fade); and evolving challenges to manage the consumption of a new product that is toxic, addictive and dangerous.

Please consider debating a motion such as the one passed unanimously by the Council of the Town of Richmond Hill, which declares the Town is not willing to host a legal cannabis outlet: <https://pub-richmondhill.escribemeetings.com/Meeting?Id=b5b08598-6cae-43eb-bcb4-d84c5434a064&Agenda=Agenda&lang=English#21>

www.toofartoofastcanada.com

2f2fcanada@gmail.com

2595 Skymark Ave, Mississauga, ON L4W 4L5

Other jurisdictions, including Manitoba, have recognized a municipality's right to decide by ensuring they have a local option right to preclude the establishment of retail cannabis outlets in their municipalities. Why aren't Alberta's municipalities being afforded the same respect and consideration for their residents?

Please also consider pressing your federal and provincial representatives for answers on how they intend to address the health and safety gaps of the current framework. You may wish to use the Too Far Too Fast position paper – www.toofartoofastcanada.com - as a reference tool on how cannabis legalization legislation needs to be improved before we are confident that the risks to public health and safety are minimal. It includes important data and evidence from healthcare advocates, municipal leaders and other experts on the impact of legalization on health and safety.

I have enclosed for your information, a recent report by the Traffic Injury Research Foundation that speaks to the rise of cannabis impairment and the devastating impact on road safety. A reminder that our law enforcement officials do not yet have the tools they need, we are not ready.

This is the first time since the repeal of alcohol Prohibition that a harmful product has been legalized for wide public consumption. There is a way to do this right, but we only have one chance to get it right. The current scheme poses great risks to public safety according to the experts.

We believe that your citizens would want you to take the best available measures to mitigate the risks of cannabis legalization and commercialization, including reducing access.

Yours truly,



Brian Patterson

Enclosure

Claresholm Community Centre Association

October 24, 2017

7:30 p.m.

Members present: Walt Lane, Butch Glimsdale, Brad Schlossberger, Glen Alm, Marni Lane, Shirley Isaacson, Don Leonard, Doug Fletcher, Shayne Petersen

Members absent:

Guest: Doug MacPherson- Mayor

1. Meeting called to order at 7:30 p.m.
2. Minutes of Last Meeting/Approval of Agenda – Minutes presented and moved to be accepted by Shirley. Doug seconded. All in favour.
3. Caretaker Report
 - a) Answering Machine has stopped working and is shut off. Number should be forwarded to the Town Office
 - b) Meat Slicer – Old one is ceased and no one uses it. Shayne will take it to the auction
 - c) Ice Maker – Is acting up again. Shayne will call Clint to see if he can look at it again. New ones are a dispenser type so we prefer not to replace it unless this one can't be fixed
 - d) There are some cedar boards and wayne scotting left from the project. Shayne will place them at the back of the store room for spares
 - e) Power Pole – have learned that this can be moved if we request it, so noted for future reference
4. Treasurer Report – Balance sheet presented by Shirley as well as a comparison for last 3 years. Shirley moved treasurer report be accepted as presented. Don seconded. All in Favor. Carried.
5. Old Business:
 - a) Project – Cedar boards are up, Wayne Scotting completed, Curtains will be finished next week
 - b) Walking Group is starting October 31, and funding is being paid by the Town
 - c) Accountant Information – Sabey & Co will do our auditing and we will receive a quote from them. When Shirley approached them they were confident they could provide this service at the same or less than Avail
6. New Business –
 - a) New Mayor – Doug MacPherson addressed the board to notify us that the new council would like to work with us prior to budget considerations. They have had many complaints about the rental fees and acknowledge that we do

not receive much monetary support from the town. This is a town owned facility and they will work with us to come up with solutions to ensure we have the capital we require for maintenance and improvements to help us keep the usage affordable

- b) Town Representative – Brad Schlossberger is our new rep, so we need to recruit a new board member. The Town will advertise this for us. Suggested that we approach Carmelle Steel to see if she is willing to put her name forward
- c) Website – Fee to make it mobile friendly is 900.00. Doug suggested we see if we can integrate it into the Town website. Brad will look into this.
- d) Christmas Supper will be November 28, 2017 at 6:00 at the Golf Club

Don moved the meeting be adjourned at 8:30 pm. Seconded by Marni.

Karine Wilhauk

From: Kim Armstrong <Kim.Armstrong@gov.ab.ca>
Sent: Tuesday, January 23, 2018 4:30 PM
Subject: Sixties Scoop Engagement Sessions
Attachments: 3681428_Sixties Scoop_engagement poster.pdf

Greetings,

The Alberta government has recently announced a plan to engage with Sixties Scoop survivors and their families to help us understand what a meaningful government apology should look like. We will be hosting engagement sessions in six locations across the province.

Enabling survivors and their families to help shape how our government apologizes for the Sixties Scoop will create a truly meaningful apology and help to promote healing. We are encouraging survivors of the Sixties Scoop and their families to attend and participate in the engagement sessions.

Attached is a notice with details of the engagement sessions. Please share this as you see fit to help encourage participation.

Further details can be found on our website at Alberta.ca/SixtiesScoopApology.

Kind regards,

Kimberly Armstrong
Deputy Minister
Seniors and Housing
Government of Alberta

This email and any files transmitted with it are confidential and intended solely for the use of the individual or entity to whom they are addressed. If you have received this email in error please notify the system manager. This message contains confidential information and is intended only for the individual named. If you are not the named addressee you should not disseminate, distribute or copy this e-mail.

HELP INFORM THE SIXTIES SCOOP APOLOGY

The Government of Alberta and the Sixties Scoop Indigenous Society of Alberta (SSISA) are inviting all survivors of the Sixties Scoop and their families to participate in engagement sessions across the province to help shape a truly meaningful apology. **Have your voice heard.**

Engagement Session Confirmed Dates and Locations

January 18	Peace River	Bell Petroleum Centre - 9403 94 St, Peace River, AB T8S 1J2
February 1	St. Paul	Blue Quills First Nation College - 3 Airport Rd N, St. Paul, AB T0A 3A0
February 7	Fort McMurray	Quality Hotel and Conference Centre - 424 Gregoire Dr, Fort McMurray, AB T9H 3R2
February 14	Lethbridge	
February 21	Calgary	<i>Venue to be confirmed. Visit website for details.</i>
March 1	Edmonton	

Sessions go from 8:30 a.m. to 3:30 p.m. with cultural ceremonies beginning at 7:30 a.m. (visit the website for details). If you can't attend a session, please submit input online.

For more information

Visit Alberta.ca/SixtiesScoopApology
Email SixtiesScoopApology@gov.ab.ca
Call 780-644-7051

Alberta



SIXTIES SCOOP INDIGENOUS
SOCIETY OF ALBERTA

Alberta SouthWest Bulletin February 2018

Regional Economic Development Alliance (REDA) Update

❖ Alberta REDAs

- REDA Chairs and Managers met with The Honourable Deron Bilous, Minister of Economic Development and Trade, in Edmonton on January 18, 2018. This provided an opportunity for the Chairs to meet the Minister, and each other, and outline some key projects, from across the province and highlight successes and achieved with the much-appreciated CARES funding support.



- Chairman Barney Reeves reported on a good meeting and the value of sharing information with other REDAs in the province. Topics discussed included natural resources, energy, broadband and transportation. Alberta has a very diverse economy and challenges and issues on northern Alberta are different from southern Alberta.

❖ AlbertaSW is a member of the Destination Development Association

- Community Futures Alberta Southwest has purchased this annual license, on behalf of all our communities, to access Roger Brooks' Destination Development Association resources. Info at <https://www.destinationdevelopment.org>
- This log-in creates access to webinars, reports and other very valuable marketing and development information.
- **NOTE:** Log-in permissions have been given to each of our communities: There are still 6 permissions available. Contact Tammy Morrison tammy@cfabsw.com for information.

UPCOMING:

❖ Economic Developers Alberta (EDA) Conference The Banff Centre March 21, 2018 - March 23, 2018

- Visit www.edaalberta.ca for details regarding the agenda, registration and accommodation. The theme of the Silent Auction 2018 is "Bring Local", offering a great opportunity to feature the products, services and attractions of your community to an audience of over 400 attendees. Contact Bev for info.

Alberta SouthWest Box 1041 Pincher Creek AB T0K 1W0

403-627-3373 or 1-888-627-3373

bev@albertasouthwest.com

bob@albertasouthwest.com

