

TOWN OF CLARESHOLM PROVINCE OF ALBERTA REGULAR COUNCIL MEETING MAY 27, 2019 **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: REGULAR MEETING – MAY 13, 2019

DELEGATIONS:

TODD HEGGIE, Former Claresholm Fire Chief

RE: Recognition

IRENE GLADSTONE

RE: Fencing at Off-Leash Patterson Park

CLARESHOLM & DISTRICT FCSS

RE: Needs Assessment

ACTION ITEMS:

BYLAW #1669 – Bylaw to Repeal Borrowing Bylaw #1645 RE: 1st Reading

DELEGATION RESPONSE: Claresholm & District Transportation Society

RE: Future of the Transportation Society

CORRES: Hon. Josephone Pon, Minister of Seniors and Housing RE: Seniors' Week 2019

CORRES: SouthGrow Regional Initiative

RE: Invitation to Attend the SouthGrow 2019 AGM – June 13, 2019

CORRES: Royal Canadian Legion – Alberta/NWT Command RE: Commemorative History Book

CORRES: Southern Alberta Energy from Waste Association RE: Annual General Meeting – May 24, 2019 6.

CORRES: Rocky Mountain Drift Club
RE: Request to Hold Demonstration

8. REQUEST FOR DECISION: Claresholm Seniors Drop-in Expansion

9. REQUEST FOR DECISION: General Contractor Services

10. REQUEST FOR DECISION: Pavement Overlay

11. REQUEST FOR DECISION: Ball Diamond Users - Ad-hoc Committee

12. REQUEST FOR DIRECTION: Fair Days Parade Route

13. INFORMATION BRIEF: MD of Willow Creek Application – Solar Optix

14. INFORMATION BRIEF: CAO Report

15. INFORMATION BRIEF: Council Resolution Status

16. ADOPTION OF INFORMATION ITEMS

17. IN CAMERA

a. LEGAL – FOIP Section 27

INFORMATION ITEMS:

Municipal Planning Commission Minutes – April 18, 2019

Oldman River Regional Services Commission Executive Committee Meeting Minutes - April 11, 2019

SouthGrow Regional Initiative Economic Development Newsletter - May 15, 2019 Learn-a-lot Playschool Society Meeting Minutes - April 8, 2019

ADJOURNMENT



TOWN OF CLARESHOLM

PROVINCE OF ALBERTA REGULAR COUNCIL MEETING MINUTES MAY 13, 2019

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

COUNCIL PRESENT: Mayor Doug MacPherson; Councillors: Kieth Carlson, Mike Cutler, Gaven

Moore, Brad Schlossberger, Lise Schultz and Craig Zimmer

ABSENT:

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

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 7:00 p.m. and that recording

would continue until such time as the meeting goes In Camera and/or is

adjourned.

CALL TO ORDER: The meeting was called to order at 7:00 p.m. by Mayor MacPherson.

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

CARRIED

MINUTES: REGULAR MEETING – APRIL 23, 2019

Moved by Councillor Zimmer that the Regular Meeting Minutes of April 23,

2019 be accepted as presented.

CARRIED

PUBLIC HEARINGS:

BYLAW #1665 - Land Use Bylaw Amendment

Moved by Councillor Carlson to adjourn the regular meeting to hold the Public Hearings at 7:02 p.m.

CARRIED

Moved by Councillor Carlson to open the Public Hearings regarding Bylaw #1665 and Bylaw #1666 at 7:02 p.m.

CARRIED

Gavin Scott, Planner from the Oldman River Regional Services Commission, spoke regarding the proposed change of some parcels of land being rezoned from Industrial – I1 to Service Industrial – I2.

Mayor MacPherson opened the floor to individuals for comment.

George Toth has owned property in this area for 18 years.

Gavin Scott indicated that Mr. Toth's business is considered to be light manufacturing which fits within the new zoning. Any changes would need to go through the regular channels going forward but does not affect him.

No other requests were received from the public regarding Bylaw #1665.

BYLAW #1666 - Land Use Bylaw Amendment

Gavin Scott spoke about the reasons for this bylaw, which is to make updates to the Land Use Bylaw. Some clarification and clean-up was required.

Mayor MacPherson opened the floor to individuals for comment.

No requests were received from the public regarding Bylaw #1666.

Moved by Councillor Schulze to close the Public Hearings at 7:07 p.m.

Moved by Councillor Zimmer to reconvene to the regular meeting at 7:08 p.m.

DELEGATION:

CLARESHOLM & DISTRICT TRANSPORTATION SOCIETY RE: Future of the Transportation Society

Howard Paulson, Chair of the Claresholm & District Transportation Society, was present to speak to Council to discuss the future of the Transportation Society in the community. Brydon Saunders, another member of the board, as well as Shirley Isaacson and Sandy Hillis were present as staff.

Ridership is down and they are finding it difficult to continue operating. They have looked at possible funding but most funding is strictly for capital and they are short of operating costs. They need a steady stream of funding coming in in order to maintain the society. They would like a letter of support to government organizations and need approximately \$10,000 more this year.

ACTION ITEMS:

1. <u>BYLAW #1665 – Land Use Bylaw Amendment</u> RE: 2nd & 3rd Readings

Moved by Councillor Schlossberger to give Bylaw #1665, a land use bylaw amendment, $2^{\rm nd}$ Reading.

CARRIED

Moved by Councillor Zimmer to give Bylaw #1665, a land use bylaw amendment, 3rd & Final Reading.

CARRIED

2. <u>BYLAW #1666 – Land Use Bylaw Amendment</u> RE: 2nd & 3rd Readings

Moved by Councillor Carlson to give Bylaw #1666, a land use bylaw amendment, 2nd Reading.

CARRIED

Moved by Councillor Cutler to give Bylaw #1666, a land use bylaw amendment, 3rd & Final Reading.

CARRIED

3. REQUEST FOR DECISION: 2019 Budget Update – Final

MOTION #19-061

Moved by Councillor Schulze to approve the updated 2019 operating and capital budget as presented.

CARRIED

4. BYLAW #1668 – 2019 Mill Rate Bylaw RE: All Readings

Moved by Councillor Schlossberger to give Bylaw #1668, the 2019 Mill Rate Bylaw, 1st Reading.

CARRIED

Moved by Councillor Moore to give Bylaw #1668, the 2019 Mill Rate Bylaw, 2nd Reading.

CARRIED

Moved by Councillor Carlson to give unanimous consent to give Bylaw #1668, the 2019 Mill Rate Bylaw, 3rd and Final Reading at this meeting.

CARRIED

Moved by Councillor Cutler to give Bylaw #1668, the 2019 Mill Rate Bylaw, 3rd and Final Reading.

CARRIED

5. <u>DELEGATION RESPONSE: Youth Justice Committee of Alberta Southwest</u>

RE: Introduction

MOTION #19-062

Moved by Councillor Schlossberger to support the Youth Justice Committee of Alberta Southwest's project of positive ticketing in Claresholm by using the community peace officer to hand out positive tickets and using the Town Office as a redemption point for tickets to gift certificates.

CARRIED

6. <u>DELEGATION RESPONSE: Claresholm Minor Baseball</u> RE: Upgrades to Baseball Facilities

Council indicated that they would like to create an ad-hoc committee that will work to come up with the best plan for all going forward. Discussion on the subject to be postponed to the next regular meeting.

7. CORRES: Alberta Urban Municipalities Association RE: Summer 2019 Municipal Leaders' Caucus

All of Council indicated that they would like to attend.

8. <u>CORRES: Alberta SouthWest Regional Economic Development</u> RE: Invitation to AGM – June 5, 2019

Councillor Schlossberger, Mayor MacPherson and Economic Development Officer Brady Schnell to attend the AGM.

9. CORRES: Southern Alberta Recreation Association RE: 2021 Southern Alberta Summer Games

Received for information.

10. <u>CORRES: Claresholm & District Museum</u> RE: 50th Anniversary Celebration – May 17, 2019

Mayor MacPherson will bring greetings on behalf of the Town along with any members of Council who can attend.

11. CORRES: Indoor Walking Group **RE: Funding for 2018-2019**

MOTION #19-063

Moved by Councillor Schulze to support the Indoor Walking Group with a grant of \$1,000 for the October 2018 to March 2019 season to be applied to the Claresholm Community Centre Invoice #01 dated April 24, 2019 on their behalf.

12. CORRES: Family and Friends of Garry Moyer **RE: Requesting Space for a Memorial Bench**

MOTION #19-064

Moved by Councillor Zimmer to allow for the installation of a bench in memory of Garry Moyer at Westhills Park with the design to be approved by the Town of Claresholm's development department, and the understanding that the Town is not responsible for the replacement of the bench once it has reached its useful

CARRIED

13. REQUEST FOR DECISION: Policy Manual Review & Update -Conduct

MOTION #19-065

Moved by Councillor Schlossberger to adopt the updated Town Policies as follows, effective May 13, 2019:

- Policy 1.2.01 Respectful Workplace Policy (Version 1.0)
- Policy 1.2.05 Conflict of Interest (Version 1.0)
- Policy 1.2.10 Confidentiality Agreement (Version 1.0)
- Policy 1.2.40 Whistleblower Policy (Version 1.0)
- Policy 1.2.90 Progressive Discipline Policy (Version 1.0)

14. REQUEST FOR DECISION: Policy Manual Review & Update - CPO

MOTION #19-066

Moved by Councillor Carlson to adopt the new Town Policies as follows, effective May 13, 2019:

- Policy 5.3.03 CPO Code of Conduct Policy (Version 1.0)
- Policy 5.3.25 CPO Use of Force Policy (Version 1.0)

15. REQUEST FOR DECISION: Policy Manual Review & Update -**Recreation Fees**

MOTION #19-067

Moved by Councillor Zimmer to adopt the amended Town Policy 5.7.10 – Recreation Fees Policy (Version 1.0), effective May 13, 2019.

16. REQUEST FOR DECISION: Sponsorship Plaque / Memorial Policy

MOTION #19-068

Moved by Councillor Moore to adopt the Town Policy 5.6.24 – Sponsorship Plaque/Memorial Policy (Version 1.0), effective May 13, 2019.

17. REQUEST FOR DECISION: Organizational Structure

MOTION #19-069

Moved by Councillor Schulze to adopt the Organizational Structure effective May 13, 2019 as presented.

CARRIED

18. INFORMATION BRIEF: Strategic Plan Report

Received for information.

19. INFORMATION BRIEF: Council Resolution Status

Received for information.

20. ADOPTION OF INFORMATION ITEMS

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

CARRIED

- 21. IN CAMERA:
 a. LAND FOIP Section 16.1
 b. LAND FOIP Section 16.1
 - LAND FOIP Section 16.1 c.
 - d. **Intergovernmental Relations – FOIP Section 21**
 - **LEGAL FOIP Section 27**
 - **LEGAL FOIP Section 27**

Moved by Councillor Cutler to go In Camera at 8:20 p.m.

CARRIED

NOTICE OF RECORDING CEASED: Mayor MacPherson stated that the live stream has ended at 8:20 p.m.

Moved by Councillor Schulze to come out of In Camera at 9:26 p.m.

CARRIED

NOTICE OF RECORDING: Mayor MacPherson provided notice that live streaming and recording of the Council meeting would begin again at 9:26 p.m.

a. LAND - FOIP Section 16.1

MOTION #19-070

Moved by Councillor Cutler to list the property located at 232, 234 & 236 50th Avenue West at the assessed value of \$164,000 (under the tax recovery

guidelines) with conditions.

CARRIED

b. <u>LAND – FOIP Section 16.1</u>

MOTION #19-071 Moved by Councillor Zimmer to cancel the contract with BRZ Partnership

Architecture Inc. for the renovation project of the Multi-use Community

Building.

CARRIED

ADJOURNMENT: Moved by Councillor Carlson that the meeting adjourn at 9:28 p.m.

NOTICE OF RECORDING CEASED: Mayor MacPherson noted that recording ceased at 9:28 p.m.

Mayor – Doug MacPherson

Chief Administrative Officer – Marian Carlson

DELEGATIONS

May 14, 2019

Your Honour and members of Council;

This letter is to request that you will listen to our presentation about the installation of a fence to surround the Claresholm Dog Park.

A group of park users, myself included, have been discussing both the good and the bad about the situation at the Dog Park and have decided that it would be a good thing for the people and dogs of Claresholm that the Park be fenced.

Thank you for giving us your consideration.

Irone Sandstone

Yours truly

Irene Gladstone

P.O. Box 1363

(403) 625-3392

Claresholm AB

ACTION ITEMS



REQUEST FOR DECISION

Meeting: May 27, 2019 Agenda Item: 1

Bylaw #1669 - Repeal Bylaw #1645 - Borrowing

DESCRIPTION:

Due to Council's decision on May 13, 2019 to cancel the renovation project of the Multi-use Community Building, Administration requires Council to give three readings to the proposed Bylaw #1669 to repeal Bylaw #1645, the Borrowing Bylaw relative to the Multi-use Community Building renovation project.

BACKGROUND:

On April 23, 2018 Council passed a motion to proceed with the renovation project to develop a multi-use community building with a total budget of \$3.5M with \$2.8M being debt financed. This was a project to renovate an old school building and repurpose the building for Town administration, Daycare, Playschool, FCSS, as well as some community space.

During the design phase on the project it was determined the project was going to run significantly over budget. As a result Council determined they would not proceed with the renovation project, wanting to explore other potential options. When a new direction is decided on and cost estimates determined a new borrowing bylaw can be brought forward at that time.

As a result of Councils May 13, 2019 decision there is no longer any intent to proceed with the project as outlined in the borrowing bylaw and therefore the Borrowing Bylaw #1645 must be repealed.

As per the *Municipal Government Act*, RSA 2000, Chapter M-26 (MGA) Section 191(2) Amendment and Appeal:

The amendment or repeal must be made in the same way as the original bylaw and is subject to the same consents or conditions or advertising requirements that apply to the passing of the original bylaw, unless this or any other enactment provides otherwise.

As a result Bylaw #1669 must be advertised for two consecutive weeks prior to 2nd reading just as the Bylaw 1645 had to be when passed (as per MGA s. 606).

RECOMMENDED ACTION:

Council give Bylaw #1669 first reading.

PROPOSED RESOLUTIONS:

Moved by _____ to give Bylaw #1669, a bylaw to repeal Bylaw #1645, 1st Reading.

Attachments:

Bylaw #1645 and DRAFT Bylaw #1669.

Applicable Legislation: MGA Sections 254 and 606.

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

APPROVED BY: Marian Carlson, CLGM, CAO DATE: May 21, 2019



TOWN OF CLARESHOLM PROVINCE OF ALBERTA BYLAW #1669

A Bylaw of the Town of Claresholm to repeal Bylaw #1645, being a bylaw to incur indebtedness by the issuance of debenture(s) in the amount of \$2,800,000 for the purpose of renovating and repurposing a Town owned building to create a Multi-use Community Building.

WHEREAS pursuant to the provisions of the Municipal Government Act, Revised Statutes of Alberta 2000, Chapter M-26, as amended, Council of the Town of Claresholm (hereafter called Council) has adopted Bylaw #1645; and

WHEREAS Council has determined the renovation and repurposing project shall not proceed.

NOW THEREFORE under the authority and subject to the provisions of the Municipal Government Act, Council duly assembled does hereby enact the following:

- 1. The Town of Claresholm Bylaw #1645 be repealed as there is no intent to utilize borrowed funds for the purpose of the renovation and repurposing project.
- 2. This Bylaw comes into full force and effect upon third and final reading.

Doug MacPherson Mayor			Marian Carlson Chief Administrative Officer
READ a third time in Council and finall	y passed this	day of	2019 A.D.
READ a second time in Council this	day of	2019 A.D.	
READ a first time in Council this	day of	2019 A.D.	



BYLAW #1645 TOWN OF CLARESHOLM PROVINCE OF ALBERTA

This by-law authorizes the Council of the Town of Claresholm (hereinafter referred to as "the Municipality") to incur indebtedness by the issuance of debenture(s) in the amount of \$2,800,000 for the purpose of renovating and repurposing a Town owned building to create a Multi-use Community Building.

WHEREAS:

The Council of the Municipality has decided to issue a by-law pursuant to Section 258 of the *Municipal Government Act* to authorize the financing, undertaking and completion of the Multi-use Community Building.

Plans and specifications have been prepared and the total cost of the project is estimated to be \$3,500,000 and the Municipality estimates the following grants and contributions will be applied to the project:

Capital Reser	ves	\$	350,000
Provincial Gr	ants	\$	350,000
Debenture(s)		<u>\$2</u> .	,800,000
Total Cost		\$3	,500,000

In order to complete the project, it will by necessary for the Municipality to borrow the sum of \$2,800,000, for a period not to exceed ten (30) years, from the Alberta Capital Finance Authority or another authorized financial institution, by the issuance of debentures and on the terms and conditions referred to in this bylaw.

The estimated lifetime of the project financed under this by-law is equal to, or in excess of thirty (30) years.

The principal amount of the outstanding debt of the Municipality at December 31, 2017 is \$4,244,067 and no part of the principal or interest is in arrears.

All required approvals for the project have been obtained and the project is in compliance with all Acts and Regulations of the Province of Alberta.

NOW, THEREFORE, THE COUNCIL OF THE MUNICIPALITY DULY ASSEMBLED, ENACTS AS FOLLOWS:

- 1. That for the purpose of renovating and repurposing a Town owned building to create a Multi-use Community Building the sum of Two Million and Eight Hundred Thousand DOLLARS (\$2,800,000) be borrowed from the Alberta Capital Finance Authority or another authorized financial institution by way of debenture on the credit and security of the Municipality at large, of which amount the full sum of Two Million and Eight Hundred Thousand DOLLARS (\$2,800,000) is to be paid by the Municipality at large.
- 2. The proper officers of the Municipality are hereby authorized to issue debenture(s) on behalf of the Municipality for the amount and purpose as authorized by this by-law, namely the Multi-use Community Building Borrowing Bylaw.
- 3. The Municipality shall repay the indebtedness according to the repayment structure in effect, namely semi-annual or annual equal payments of combined principal and interest instalments not to exceed thirty (30) years calculated at a rate not exceeding the interest rate fixed by the Alberta Capital Finance Authority or another authorized financial institution on the date of the borrowing, and not to exceed FOUR (4) percent.
- 4. The Municipality shall levy and raise in each year municipal taxes sufficient to pay the indebtedness.
- 5. The indebtedness shall be contracted on the credit and security of the Municipality.
- 6. The net amount borrowed under the bylaw shall be applied only to the project specified by this bylaw.
- 7. This bylaw comes into force on the date it is passed.

Read a first time in Council this 14^{th} day of May 2018 A.D.

Read a second time in Council this 25^{th} day of June 2018 A.D.

Read a third time in Council and finally passed in Council this 25th day of June 2018 A.D.

Doug MacPherson, Mayor

Marian Carlson, Chief Administrative Officer



Affordable and Accessible Transportation for Seniors and those with Disabilities.



The Claresholm & District Transportation Society would like to request the opportunity to present to Town Council as a delegation at the next Town Council meeting on May 13, 2019.

We would like to discuss the future of the Transportation Society in the community.

Thanks

Howard Paulson, Chair Claresholm & District Transportation Society.



AR47602

May 22, 2019

Dear Municipality:

For more than 30 years, the Government of Alberta has recognized Seniors' Week to honour and celebrate seniors for their many contributions to our province. As Minister of Seniors and Housing, I encourage communities, organizations and all Albertans to take the opportunity to recognize and celebrate seniors during Seniors' Week, which takes place from June 2 to 8, 2019.

Enclosed is a Community Declaration, which was designed to support communities in recognizing Seniors' Week and to generate greater awareness of the importance of seniors in our communities. Please notify the province of your declaration by emailing seniorsinformation@gov.ab.ca by May 29, 2019 so this information can be highlighted on my ministry's website, which also includes a promotional poster that can be printed.

In addition, Seniors and Housing is pleased to host an online events calendar. Across Alberta, organizations and communities host hundreds of events. I encourage you to visit the online calendar to register events and to see what is happening in your community. Please visit www.alberta.ca/seniors-week.aspx for more information on Seniors' Week, to print the poster, or to access the events calendar.

I hope that you will join me in celebrating Seniors' Week 2019!

Sincere

Josephine Por Minister of Seniors and Housing

Enclosure

Declaration Seniors' Week 2019

In honour of the past, present and future contributions of the seniors of this community and throughout Alberta, I do hereby declare June 2-8, 2019, to be Seniors' Week.

Dated this ______, 2019,

in ______.

Official

Honourable Josephine Pon Minister of Seniors and Housing



From: Peter Casurella < peter.casurella@southgrow.com >

Sent: May 16, 2019 2:14 PM
To: EDO < EDO @claresholm.ca>

Subject: Invitation to Attend the SouthGrow 2019 Annual General Meeting

Dear Friends of SouthGrow,

Please accept this invitation to RSVP for the SouthGrow Annual General Meeting on Thursday June 13th, in Claresholm, Alberta. Tickets for non-board members are priced only to cover our costs, and can be purchased for only \$25.00 at the link below. We would love to have you join us to review a year of progress and success, learn about the community of Claresholm, and hear the unique viewpoint of Jeff Nielson of Custom Cannabis on what it's like to build a large production facility in a small prairie town.

https://www.eventbrite.ca/e/southgrow-2019-annual-general-meeting-tickets-61889274486

Details

Agenda

5:00 Cocktails and networking

5:30 Welcome and Introduction of Guests

5:45 Roast Beef Dinner served by Putters Restaurant

6:15 Presentation Mr. Brady Schnell of the Town of Claresholm

6:45 Annual General Meeting

7:30 Keynote Address by Mr. Jeff Nielson of Custom Cannabis

8:00 Adjournment

Sincerely,

Peter Casurella

Executive Director

SouthGrow Regional Initiative
403-394-0615

YOURE INVITED

TO THE SOUTHGROW 2019 AGM

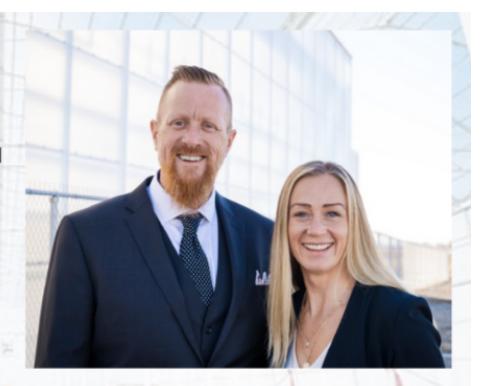
WHEN: THURSDAY, JUNE 13

TIME: 5:00 - 8:00 PM

WHERE: AT THE CLARESHOLM

90

LEGION



Featuring Guest Speaker Jeff Nielsen, Co-founder and CEO of Custom Cannabis in Claresholm, to present the experience of locating a large factory in a small prairie town.

Please RSVP on Eventbrite by June 5th, 2019



Karine Keys

From: Mary Wilson <mwilson@campaign-office.com>

Sent: Tuesday, May 14, 2019 12:52 PM

To: Karine Keys

Subject: ALBERTA/ NWT COMMAND -ROYAL CANADIAN LEGION - MILITARY SERVICE RECOGNITION BOOK

Attachments: Ratesheet.pdf; ABCL Submission form.pdf; dvs letter.pdf; Alberta Checklist.pdf

Hello Karine Wilhauk,

Thank you for your previous support for our Veterans and Military, it's a great help and appreciated.

Here is the information you have requested regarding the Alberta NWT Command Legion's 12th Annual Military Service Recognition Book.

This publication recognizes those brave individuals who sacrificed so much for the freedoms that we enjoy today. Thousands of copies will be distributed free of charge to all Legion Branches and public facilities, advertisers, hospitals, schools, libraries, and will be available on-line for anyone to view or print.

We are profoundly indebted to our Veterans. Their extraordinary service and commitment have afforded us the rights and freedoms that are merely a dream to millions of people around the globe.

The Royal Canadian Legion has honoured these deserving citizens with unwavering support. The Military Service Recognition Book is a fitting tribute to our Veterans and will be an invaluable resource to our young people, whose pride and character will be enhanced by learning about the very important role played by our Veterans, the Royal Canadian Legion, and the contributions of its members and supporters. Past copies can be viewed online by clicking here: books

As discussed we would like to extend an invitation to your organization to show support to our Veterans by purchasing an advertisement. This year marks the **75**th **Anniversary of D-Day**, many of our supporters are designing their ad space to honour the sacrifice and courage of those who secured freedom for us all.

If require any additional information, please do not hesitate to contact me at my number listed below, or by replying to this email. Please see below last years ad copy:



The Town of Claresholm has supported this publication since 2008 with a 1/4 page ad.

2008-2011: \$404.76 + GST 2012-2016: \$423.81 + GST

2017: \$441.76 + GST 2018: \$442.86 + GST

This amount remains the same in 2019.

Thank you again.

Respectfully,
Mary L. Wilson
Alberta / NWT Command - Royal Canadian Legion
Campaign Office 1-888-404-1877



ALBERTA NWT COMMAND

THE ROYAL CANADIAN LEGION



DEAR VALUED SUPPORTER:

Thank you for your pledge, to The "Military Service Recognition Book," a project of The Royal Canadian Legion, Alberta-NWT Command.

This annual publication will help identify and recognize many of the Veterans of Alberta and the Northwest Territories who served their country. As "Keepers of Remembrance," The Royal Canadian Legion strives to perpetuate the sacrifices that our soldiers and their families made for our freedom. The **Military Service Recognition Book** will serve as a reminder for generations to come, of the contributions our veterans made to the creation of our nation and the continuance of Canada as a protector of freedom.

The Royal Canadian Legion plays an active role in communities throughout Alberta and the Northwest Territories. There are 180 Legion Branches with 100 Ladies Auxiliaries. The Alberta-NWT Command of The Royal Canadian Legion is made up of 46,274 men and women. There are 5,182 members in the Ladies Auxiliary. Quietly these volunteers dedicate thousands of hours to supporting our veterans, their dependants and the communities that we live in. They also play an important role in the lives of our youth. Unfortunately, many are unaware of the contributions that The Royal Canadian Legion makes to society.

We are in your community doing:

Youth Programs

- · \$225,000 is spent annually on a Track and Field Camp, M.L.A for a day program, donations to Cadets, Boy Scouts and Girl Guides.
- . \$20,000 to send young Alberta and N.W.T. athletes, coaches and chaperones to a national Track and Field Camp and competition.
- Over \$40,000 annually is given as bursaries to post-secondary students.
- More than \$23,000 is provided for the Literary, Poster and Poem Competition

The Community

Alberta-NWT Command and Provincial Poppy Offices disburse over \$1.2 million back into the community to assist veterans and their dependants and seniors by supplying emergency assistance, help with pension applications, medical equipment and training to heath care facilities and S.T.A.R.S Air Ambulance.

- We sponsor the Alberta Chapter of the Canadian Foundation for Poliomyelitis and Rehabilitation. Revenue from Branches, Ladies Auxiliaries and a Casino provide over \$100,000 in support and equipment for Polio victims
- The Outward Bound Veterans Program is an adventure based peer support program for non serving military personnel and is fully
 funded by The Alberta-NWT Command. The week long courses based in the Canadian Rockies encourage comradeship and a
 connection to others dealing with returning to civilian life.
- Branches and the Command Office provide funds to the Troop Morale Fund, which buys Tim Horton's coffee and donuts for soldiers serving in Afghanistan.
- Established and administer the Veterans license plates program in Alberta.
- . Donate funds to the Royal Commonwealth Ex-service person League, which assists veterans in Caribbean countries,
- Established the Building Bridges Program, which makes contact with families of serving personnel offering comradeship, and support.
- · Partner in The Alberta Promise.
- · Instrumental in the establishment of the Veteran's Highway.
- Advocate for veterans.

The Royal Canadian Legion is NOT funded by the Government. We rely on membership dues, fundraising activities and donations

Your support for this project will ensure that we can continue to serve the communities of Alberta and Northwest Territories.

There will be 10,000 hard copies of this book printed and distributed **free of charge** in communities throughout Alberta and the Northwest Territories, Copies will be given to public and private schools to be used as a teaching tool. An electronic version of our publication will also be posted on our web site at: www.abnwtlegion.com.

Again, we thank you for your sponsorship and support of the very worthwhile project.

Sincerely,

Darrel Jones President

Alberta-NWT Legion Command



Alberta-Northwest Territories Command The Royal Canadian Legion

"Military Service Recognition Book"

Dear Sir/Madam:

Thank you for your interest in the **Alberta-Northwest Territories Command of The Royal Canadian Legion,** representing **Veterans** in Alberta and the NWT. Please accept this written request for your support, as per our recent telephone conversation.

The **Alberta-NWT Command** is very proud to be printing another **5,000 copies** of our annual "**Military Service Recognition Book**" that helps recognize and honour many of our brave Veterans who served our Country so well during times of great conflict. This annual publication goes a long way to help the Legion in our job as the "**Keepers of Remembrance**", so that none of us forget the selfless contributions made by our **Veterans.**

We would like to have your organization's support for this Remembrance project by sponsoring an advertisement space in our "Military Service Recognition Book." Proceeds raised from this important project will allow us to fund the printing of this unique publication and also help our Command to improve our services to Veterans and the more than 170 communities that we serve throughout Alberta and the NWT. The Legion is recognized as one of Canada's largest "Community Service" organizations and we are an integral part of all the communities we serve. This project ensures the Legion's continued success in providing very worthwhile services.

Enclosed, please find a rate sheet for your review. Whatever you are able to contribute to this worthwhile endeavor would be greatly appreciated. For further information please contact the **Alberta-NWT Command Campaign Office** toll free at **1-888-404-1877**.

Thank you for your consideration and or support.

Sincerely,

Chris Strong President



Alberta-Northwest Territory Command The Royal Canadian Legion

"Military Service Recognition Book"

Advertising Prices

Ad Size	Cost		<u>GST</u>		<u>Total</u>
Full Colour Outside Back Cover	\$2,295.24	+	\$114.76	=	\$2,410.00
Inside Front/Back Cover (Full Colour)	\$1,995.24	+	\$99.76	=	\$2,095.00
Full Colour 2 Page Spread	\$3,190.48	+	\$159.52	=	\$3,350.00
Full Page (Full Colour)	\$1,595.24	+	\$79.76	=	\$1,675.00
Full Page	\$1,195.24	+	\$59.76	=	\$1,255.00
1/2 Page (Full Colour)	\$895.24	+	\$44.76	=	\$940.00
½ Page	\$695.24	+	\$34.76	=	\$730.00
1/4 Page (Full Colour)	\$542.86	+	\$27.14	=	\$570.00
1/4 Page	\$442.86	+	\$22.14	=	\$465.00
1/10 Page (Full Colour)	\$323.81	+	\$16.19	=	\$340.00
1/10 Page (Business Card)	\$271.43	+	\$13.57	=	\$285.00

G.S.T. Registration # R12 397 0410

All typesetting and layout charges are included in the above prices.

A complimentary copy of this year's publication will be received by all advertisers purchasing space of 1/10 page and up, along with a Certificate of Appreciation from the Alberta-NWT Command.



PLEASE MAKE CHEQUE PAYABLE TO:
Alberta-NWT Command
The Royal Canadian Legion
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""Ecri ct{':"CD'V4R'4O8"



From: Sherry Poole < sent: Monday, May 13, 2019 3:48 PM

To: Darlene Newson < Darlene@claresholm.ca>

Subject: Fwd: Update: SAEWA AGM May 24, 2019 Registration 10:30 am

Hello Darlene,

Can you please ensure this is forwarded to your CAO, Marianne Carlson and Council.

Thank you

SAEWA 2019 AGM update:

Please see the updated Agenda 2019.05.24 attached - noting that the registration time has been changed to 10:30 am.

Location: Vulcan Lodge Hall, 231 Centre Street, Vulcan, AB

Please R.S.V.P to this message to ensure accuracy of numbers in coordination of catering.

Sincerely appreciated.

Sherry Poole

Executive Director, SAEWA

c. 403-563-5759 | e. sherry@saewa.ca | www.saewa.ca



ANNUAL GENERAL MEETING DATE: May 24TH, 2019

LOCATION OF VENUE: The Lodge HALL - 231 Centre Street, Vulcan, AB

REGISTRATION: 10:30 AM - 11:00 AM

AGENDA

10:30 - 11:00 AM - Registration and Ballots

11:00 - 11:10 AM - Approval of Agenda to be presented by the Chair

11:10 - 11:30 PM - Welcome and Opening Statements to be presented by the Chair

11:30 - 12:00 PM - SAEWA Presentation by Member Ryan

12:00 - 12:30 PM - Lunch (Lower Level)

12:30 - 12:40 PM - Introduction of Governance Committee Chair to present RULES of ORDER

12:45 - 12:55 PM - Adoption of AGM 2017 Minutes: Chair to present

1:00 - 1:15 PM - Derek Taylor, KPMG: 2017 & 2018 Audited Financial Statements

1:15 - 1:20 PM - Reappointment of Auditor

1:20 - 2:00 PM - Elections of Directors and Executive Officers

2:00 - 2:15 PM - Nominations Committee Chair presents nominations

2:15 - 2:30 PM - Nominations from the Floor

2:30 - 2:45 PM - Candidate Statements (if necessary)

2:45 - 3:00 PM - Closing Remarks and Thank You to Member and Guests

3:00 - 3:30 PM - Board Organizational Meeting (lower level)



Jason Toone Rocky Mountain Drift Club Box 147 Claresholm, AB TOL 0T0

Thursday May 23, 2019

Town of Claresholm Town Council Box 1000, Claresholm, AB TOL 0T0

Dear Council Members,

The Rocky Mountain Drift Club (RMDC) has been operating in Claresholm and the MD of Willow Creek for the past 4-years. We are an active club with members training every week and all-year around. The membership grows every year, and we have hosted drivers and spectators from all over Canada and the United States.

In 2018 Town of Claresholm Council granted permission for a drift demonstration on the morning before the parade on Fair Days weekend. The turn-out for the event was great, both drivers and spectators gathered for the early morning entertainment.

The RMDC would like to request again, to hold a 45 minute drift demonstration to add to the activities of Claresholm Fair Days. Much consideration has been given to the possible locations, as well as the safety of drivers, pedestrians, participants, and spectators. Feedback from community members has been overwhelmingly positive for this idea, and we have already spoken with the Town Infrastructure Manager, the Bylaw officer, and the Event Coordinator about the logistics.

We are asking that the Council support this event by providing the following assistance from the Town of Claresholm:

- Allowing a 45-minute drift demonstration at one of our 3 proposed locations
- Provide road barriers to accommodate traffic
- Provide street sweeping prior to the demonstration



In turn Rocky Mountain Drift Club will provide:

- Viewing area with barriers for spectators
- Volunteers with high visibility vests for crowd control
- Print & social media advertising to promote the event
- Up to six (6) professional drivers for a 45-minute demonstration
- A main performance at the airport at 5:00pm

RMDC is confident that with the Town's support we can bring something really exciting and unique into our Community. Attached you will find supporting information for our request, I thank you for your time and consideration, and look forward to seeing you at the next Council meeting on July 16, 2018.

Sincerely

Jason Toone

President of Rocky Mountain Drift Club



Location # 1

2nd Street East, south of 49th Avenue

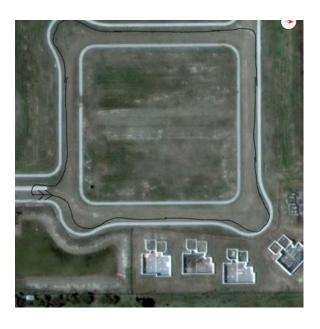
- Wide enough street to demonstrate
- Two (2) turn-around spots
- Controlled and set-back viewing area
- Limited residential impact
- Unrestricted detour access for traffic



Location # 2

Harvest Square, west Claresholm

- Perfect layout to demonstrate
- Zero impact to traffic
- Controlled and set-back viewing area
- Some residential impact
- Development ownership?





INFORMATION BRIEF

Meeting: May 27, 2019 Agenda Item: 7

ROCKY MOUNTAIN DRIFT CLUB - FAIR DAYS DEMONSTRATION

DESCRIPTION / BACKGROUND:

On the morning of Saturday, August 11th, 2018, the Rocky Mountain Drift Club hosted a drift demonstration from 9:00 am – 10:00 am, on 2nd Street East, under the authority granted by Council.

The event included approximately ten (10) different drift cars and drivers, and attracted a crowd of close to 100 people. The Peace Officer and a member of the RCMP were present. Town staff provided road barriers and performed a street sweep prior to the event.

The Rocky Mountain Drift Club has liability insurance that covers all drivers, and the Town of Claresholm itself.

The event in 2018 completed without incident, however there is room for improved safety measures.

DISCUSSION / OPTIONS:

After discussions with the Infrastructure Manager, it is the recommendation of the Economic Development Officer that the following improvements be made, should this event be approved:

- RMDC provides volunteers with identifiable shirts for coordinating drivers, managing parking, and crowd control.
- RMDC provides pedestrian barriers and signage to limit all spectators to a designated viewing area along the west side of 2nd Street East
- Anyone not seated in their own vehicle must be in the designated spectators area
- Invite the Fire department to have 1-truck present between 9:00 10:00 am
- Invite members of the Classic Cruisers to participate in some way

ATTACHMENTS:

1.) Letter from Rocky Mountain Drift Club

APPLICABLE LEGISLATION:

1.) none

PREPARED BY: Brady Schnell, Economic Development Officer

APPROVED BY: Marian Carlson, CLGM – CAO DATE: May 23, 2019



REQUEST FOR DECISION

Meeting: May 27, 2019 Agenda Item: 8

CLARESHOLM SENIOR'S DROP-IN CENTRE EXPANSION

DESCRIPTION/BACKGROUND:

The Claresholm Senior's Drop-In Centre is a community organization that is a membership-based organization open to all individuals 45 years and older. Their stated objectives are:

- 1. To provide and promote recreational opportunities and affordable, friendly social activities for members.
- 2. To acquire lands, by purchase or otherwise, erect or otherwise provide a facility for social or community purposes.
- 3. To encourage and promote amateur games and exercise.
- 4. To provide a meeting place for the consideration and discussion of questions relevant to interests of the members and community.
- 5. To co-ordinate the delivery of presentations on social, educational, political or financial issues and to present and/or arrange for musical and dramatic entertainment.
- 6. To establish and maintain a library/reading room.
- 7. To provide necessary equipment and furnishings required for all sanctioned activities.
- 8. To provide a suitable meeting place for scheduled activities of both the CSCDC and the community.

The Claresholm Senior's Drop-In Centre operates out of the building at 5009 2nd Street East, which is a Town owned building. The organization leases the building from the Town at a base rent amount of \$1/year and the tenant is responsible for all costs, charges, expenses or outlays of any nature with respect to the building. This is with the exception of Town utilities (garbage sewer & water), with are not charged, and property taxes as the property is tax exempt. The lease was renewed in 2017 and is valid until May 31, 2022.

A letter from the Claresholm Senior's Drop-In Centre was received along with draft plans for a potential expansion of the building to add storage and workshop space. Since this is land owned by the Town any expansion requires permission from Council. Items such as parking will need to be reviewed to ensure the space utilized for the expansion has been extended; additional parking could be accommodated to the north (shown on the map below). Administration will require direction from Council as to the approved space for an expansion and then Administration can work with the group on potential grant applications, etc. The group has been in contact with an architect as to the design and construction drawings for the expansion. They would be able to provide those if permission to expand on the site was granted. The current building is 5504 ft², the proposed addition will add 1580 ft².

As per section 7.1 of the current lease agreement, any alterations, additions, improvements or all other fixed improvement which the Tenant may construct upon the lands from time to time, are and shall remain the separate property of the landlord (Town) and not the tenant, but are subject to the conditions of the lease. The map below shows the area requested for expansion (not to scale). The land use district is P (Public) and setbacks are as per the Development Authority. Without knowing the use of the old CPR lands (now the Town's) in between it has been suggested that the proposed expansion remain within the boundaries of the existing property.



PROPOSED RESOLUTION:

Moved by Councillor _____ to approve the use of Town owned land for the expansion (addition) of the Senior's Drop-In Centre provided all new development is contained within the existing property boundaries, and any applicable permits for the construction of the addition have been approved.

ATTACHMENTS:

- 1.) Letter from CSDC requesting expansion
- 2.) Proposed Addition Drawing

APPLICABLE LEGISLATION:

1.) Town of Claresholm / Claresholm Seniors Drop-In Centre Lease Agreement

PREPARED BY: Tara VanDellen, Planner/Development Officer

APPROVED BY: Marian Carlson, CLGM – CAO DATE: May 21, 2019



Claresholm Seniors' Drop-in Centre

5009 - 2nd Street East **403-625-2877**

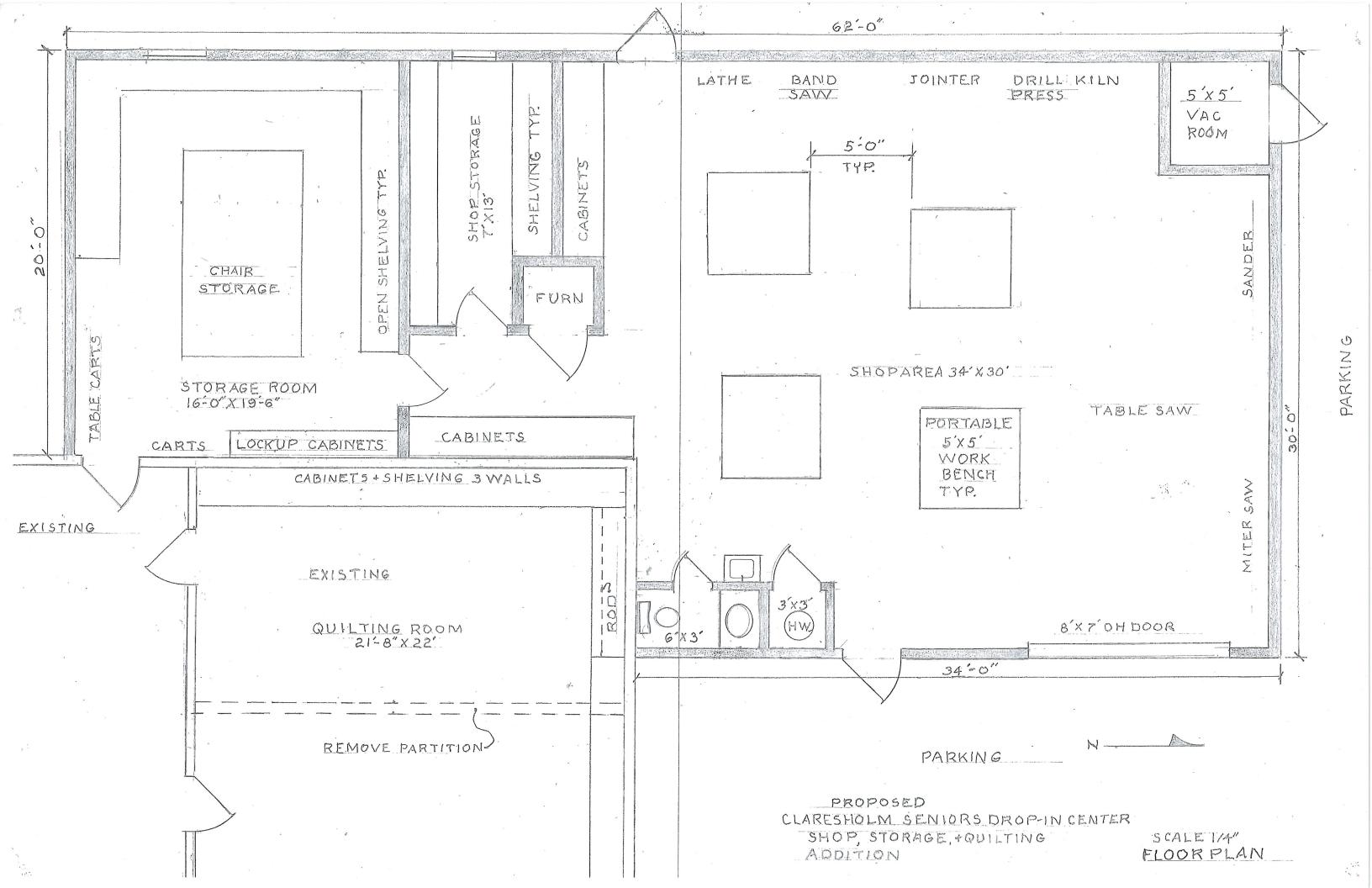
Town of Claresholm 221-45 Ave West P.O. Box 1000 Claresholm, AB TOL 0T0

To All Concerned,

The board of directors of the Claresholm Senior Drop In Center are exploring the possibility of adding more space to the existing building, as was voted in favour of in the last annual general meeting. We are proposing to add 1580 square feet of work shop and storage space to the west and north of the building (see scaled drawing). Three existing parking stalls will be relocated west and adjacent to the row of existing parking stalls on the north side of the parking lot. A recent survey indicates a desire for new activities requiring this expansion. We are asking you if this addition is congruent with your long term plans and current building regulations. We would like your blessing on this endeavor.

Best Regards,

Laurie Butler President





REQUEST FOR DECISION

Meeting: May 27, 2019 Agenda Item: 9

ENFORCEMENT GENERAL CONTRACTOR SERVICES PROPOSALS

BACKGROUND:

One of the biggest challenges that face a Bylaw department is hiring contractors to follow through with the enforcement actions. To ensure such enforcement actions as "On-Demand" snow removal, vegetation removal or property clean-up an Enforcement General Contractor Services agreement is required.

In 2016 the Town of Claresholm Bylaw department entered into a two (2) year Enforcement General Contractor Services agreement with an option to extend that agreement for one (1) year. That extension was exercised in 2018 and now the process of renewal is required.

The request for proposals is meant to be a fair and equitable process to seek out contractors that may be interested in becoming the Town of Claresholm Contractor for enforcement purposes. The Town of Claresholm Bylaw Department issued the Request for Proposal March 29th with a close date of April 30th. It was advertised in the local newspaper for four (4) weeks. We received one (1) submission.

DISCUSSION/OPTIONS:

RECOMMENDED ACTION:

After reviewing the submission, it is adequate and meets the requirements of the proposal process. It is the same in quoting costs per lineal foot for sidewalk clearing and a cost per hour of vegetation removal. The Bylaw department suggests the term of agreement moving forward with the Enforcement General Contractor could be for two (2) years with an option by the Town to extend the term of the agreement for an additional year.

Mowers and Blowers have been executing enforcement work orders as the Enforcement General Contractor for the past five (5) years. They have provided timely bills and adequate documentation of their work as per the contractor's agreement. Their work has always been professional and if not immediate it has been within forty eight (48) hours of issuance of the work order.

The Bylaw department is satisfied with the proposal from Mowers and Blowers and recommends accepting their proposal.

Moved by Councilor ______ to accept the proposal from Mowers and Blowers to become the Town of Claresholm General Contractor for the term of two (2) years with the option of the Town of Claresholm to extend the term of the agreement for an additional year. ATTACHMENTS: N/A

PREPARED BY: Ryan Rasmussen, Peace Officer

APPROVED BY: Marian Carlson, CLGM - CAO DATE: May 21, 2019



REQUEST FOR DECISION

Meeting: May 27, 2019 Agenda Item: 10

PAVEMENT OVERLAY

DESCRIPTION:

The Town of Claresholm roads have experienced serious issues with frost heaving following the 2018/2019 winter season. There are many areas that require patching. One particular area (corner of 51 Ave West and 5th Street) is in poor condition. The areas that require large patching may cause issues in the future. It has been suggested by the contractor doing the Town's paving projects that the entire intersection should be re-paved. The area is approximately 540 m². This is at a cost of \$19,386.00 that is not currently within the Town of Claresholm's 2019 infrastructure budget. This includes removal of the existing asphalt, regrading and compacting the existing base and placing of new asphalt. The cost for patching alone is estimated to be \$16,500.00.

A motion of Council is required for the out-of budget expenditure if the repair is to take place. The paving contractors are completing the work in Claresholm the first few weeks in June. In order to add this project to their list and have it completed in June approval is required prior to their work being completed. If a contractor is required to come back the cost will increase due to mobilization fees.





PROPOSED RESOLUTION:

Moved by Councillor ______ to approve the out-of-budget expenditure of up to \$19,386.00 for the pavement overlay at the corner of 51st Ave West and 5th Street West to be funded from general capital reserves.

PREPARED BY: Mike Schuweiler, Director of Infrastructure Services

APPROVED BY: Marian Carlson, CLGM, CAO DATE: May 22, 2019



REQUEST FOR DECISION

Meeting: May 27, 2019 Agenda Item: 11

BALL DIAMOND USERS-AD HOC COMMITTEE

BACKGROUND / DESCRIPTION:

In response to the delegation by Minor Baseball, at the regular Council meeting held May 13, 2019, Council directed Administration to identify the user groups of the 3 ball diamond parks in Claresholm to enable Council to establish an Adhoc Committee to discuss the future of these facilities.

The following users were identified:

PROPOSED RESOLUTION:

- Willow Creek Composite High School
- Claresholm Minor Ball

APPROVED BY: Marian Carlson, CLGM - CAO

- Claresholm Co Ed Slo pitch
- Claresholm Skatepark Association

Administration recommends the Adhoc Committee include representation from each of the user groups and Council, along with staff including a parks employee, the Recreation Manager and the Director of Infrastructure

Moved by Councillor _____ to establish an Adhoc Committee to make a recommendation to Council on the future use and development of the ball diamond parks within the community. ATTACHMENTS: 1.) n/a PREPARED BY: Denise Spencer, Recreation Manager

DATE: May 23, 2019



REQUEST FOR DIRECTION

Meeting: May 27, 2019 Agenda Item: 12

PARADE ROUTE

BACKGROUND:

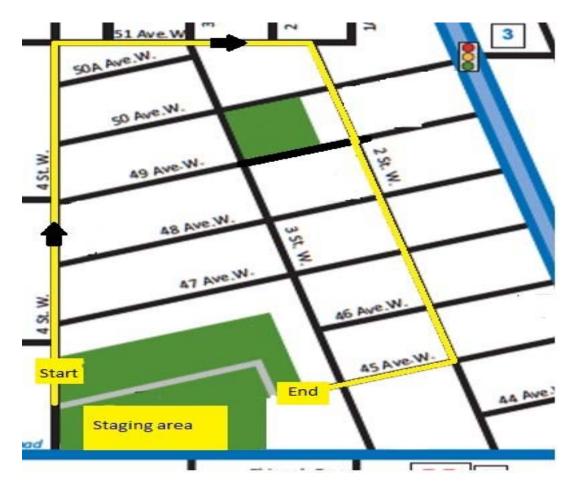
Claresholm's Fair Days is a large event every year that draws people into our community and where considerable planning, time, and money goes into executing each year. The Claresholm Parade is one of the large events of the Fair Days and traditionally the Fair Day's Parade has followed the same route year after year.

However, some concerns have been raised with regards to this parade route traveling straight down Highway 520 and the safety and traffic concerns in relation to this. Reasons for the proposed change is primarily public safety, as closing Hwy 520 restricts access to the <u>Hospital</u> and the <u>Fire Department</u> hindering timely response to emergency calls. There is also considerable time, cost, and man power that goes into the application process to close the highway, as well as to provide proper signage, road blocks, detours, etc. The Road Closure is generally for approximately 2 hours' time.

Administration is seeking direction from Council with regards to whether or not an alternate parade route should be investigated further. A proposed alternate route has been outlined below.

- Move the staging area to Centennial Park on the baseball diamond area so we don't have parade participants on or having to cross the Hwy 520.
- Have the parade end just past the current town office and enable parade participants to "Undecorate" in the baseball diamonds and again not have to cross the Hwy 520, creating a safer area and less congestion on Hwy 520.
- This change will have the route go in the "opposite" direction it has traditionally gone.
- This will have very little impact on viewing the parade, those who did traditionally watch the parade on the Hwy 520 area (approximately two blocks) will need to find a spot along the new purposed route
- Route could still go in the tradition direction and start close to the town office if needed.

The Claresholm Fire Chief, Community Peace Officer, Director of Emergency Management, and Public Works are all in favour of altering the parade route to increase safety and reduce the risks associated with this event. Public Works however is concerned there is insufficient space in Centennial for staging and would like to look at alternatives such as by the Schools or the Agriplex.



OPTIONS:

- Maintain traditional parade route and close Hwy 520
- Avoid closing Hwy 520 through the use of an alternate parade route that maintains most of the traditional parade route.
- Look at other alternatives.

ATTACHMENTS:

1.) N/A

APPLICABLE LEGISLATION:

1.) N/A

PREPARED BY: Ryan Rasmussen, Community Peace Officer

APPROVED BY: Marian Carlson, CLGM - CAO

DATE: May 21, 2019

Claresholm

INFORMATION BRIEF

Meeting: May 27, 2019 Agenda Item: 13

MD of Willow Creek Circulation – Application (Solar Optix)

The MD of Willow Creek emailed a notice of meeting in regards to the attached application for the installation of solar panels (location shown on the map below). The deadline for comments was May 21st. Administration reviewed the application and did not identify any concerns. This is a smaller residential installation and is outside the Town borders. Notification was sent to the MD of Willow Creek Planning Manager that there were no concerns regarding the installation, as presented on the application, from the Town of Claresholm.



ATTACHMENTS:
1.) MD application

PREPARED BY: Tara VanDellen, Planner/Development Officer

APPROVED BY: Marian Carlson, CLGM – CAO

DATE: May 21, 2019

THE MUNICIPAL DISTRICT OF WILLOW CREEK NO. 26

#26-Hwy 520, Claresholm Industrial Area, Box 550, Claresholm, Alberta TOL 0T0

Phone: (403) 625-3351 Fax: (403) 625-3886 Email: development@mdwillowcreek.com

NOTICE OF MUNICIPAL PLANNING COMMISSION MEETING

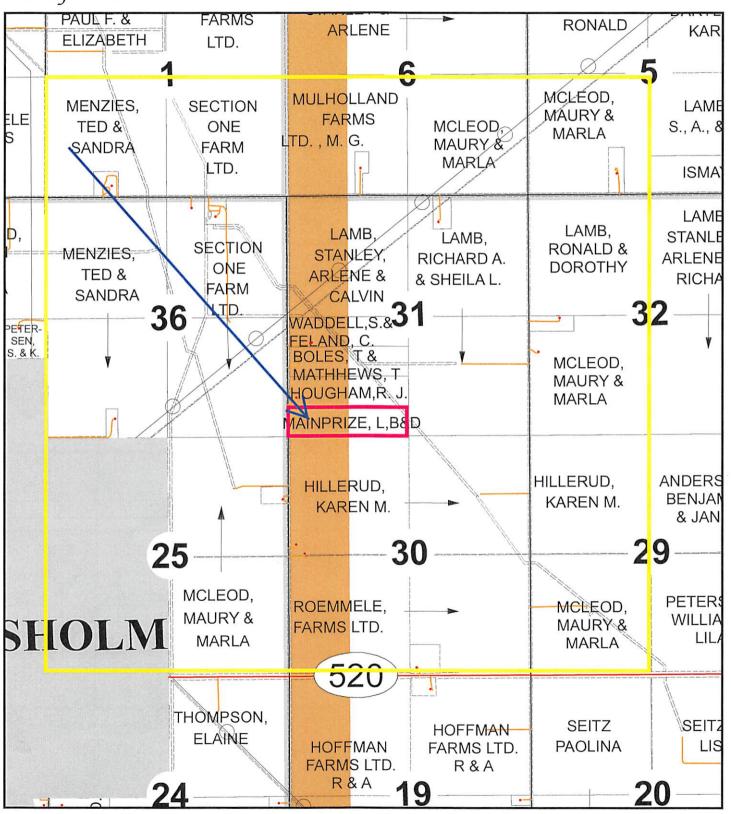
Form B	Application No.	029-19
TO: Landowners 1-mile		
Notice is hereby given that an application is be	eing made for a	development
permit with regard to the following:		
NAME OF APPLICANT: Solar Optix Energy Services		
TYPE OF DEVELOPMENT:		
Installation of a ground mounted structure to sup	port 20.2kWDC	PV solar array
modules		_
LEGAL DESCRIPTION OF SITE: Ptn. SW 31-12-26	5-W4M; 3 & 4	····
PLACE OF MEETING: Municipal Admini	stration Building, (Claresholm
TYPE OF MEETING: Regular Municipal	l Planning Commis	sion
DATE OF MEETING: 9:00 a.m. on Wed	dnesday, May 22,	2019
This development application and all associated infor at the Municipal Office at the address shown above do or on our website at www.mdwillowcreek.com .		
Any person affected by the said proposal has the right to the hearing and/or to be present and be heard a submitted will become available to the public and applicant and appropriate government/other agencies of the Freedom of Information and Protection of Priv questions, please contact The Municipal District of Wi	at the meeting. Are larger also be shown also be shown and is subject to eacy Act (FOIP). If	ny information ared with the the provisions
Persons requesting to be heard at the meeting shall heard to the development officer not later than:	submit a written	request to be
May 16, 2019 (10 consecutive days from the da	ate of this notice)	

DATE: May 2, 2019 SIGNED: Lesholm

Cindy Chisholm Development Officer MD of Willow Creek No. 26



Development Permit No. 029-19 Location: SW 31-12-26-W4M; 3 & 4



Applicant: Solar Optix Energy Services (Mainprize)

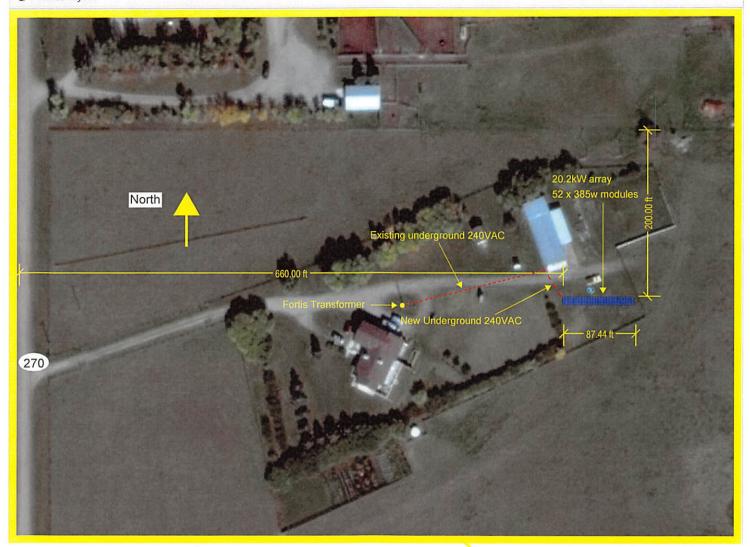
THE MUNICIPAL DISTRICT OF WILLOW CREEK NO. 26 Box 550, Claresholm, AB TOL 0TO Phone (403) 625-3351 Fax (403) 625-3886 www.mdwillowcreek.com APPLICATION FOR A DEVELOPMENT PERMIT IMPORTANT: This information may also be shared with appropriate government/other agencies (e.g. Alberta Agriculture, Food and Rural Development; Alberta Environment; the regional health authority), and may also be kept on file by those agencies. This information may also be used by and for any or all municipal programs and services. The application and related file contents will become available to the public and are subject to the provisions of the Freedom of Information and Protection of Privacy Act (FOIP). If you have any questions about the collection of this information, please contact The Municipal District of Willow Creek No. 26.	FOR OFFICE USE ONLY DISCRETIONARY USE MPC - May 22/19 Q 9:00am Application No. 029-19 Fees Submitted: \$300.00 V Site Inspection:
Form A APPLICANT: Solar Optix Energy Services	Telephone:
ADDRESS:	
MUNICIPAL ADDRESS:	
REGISTERED OWNER: Betty & Lee Mainprize	
CR: Quarter SW Section 31 Township 12	Range 26 W 4 M
EXISTING USE: Yard	_ Kange _ W _ IVI
PROPOSED USE: Remaining yard with a 20.02kW solar array	-
PARTICULARS OF PROPOSED DEVELOPMENT: Installation of a ground mou	inted structure to support
PV solar modules. The intent of the development is to provide power to supplement the e	
a the home & shop. Please see the attached site plan.	
Y Y	
Additional information or clarification can be helpful in processing the application the back of this form, or attach a separate sheet with such information. Please fill or on reverse.	
REGISTERED OWNER OR PERSON ACTING ON BEHALF OF:	
I/we agree to the collection and sharing of this information contained in this application as the required to verify and evaluate this application as explained above. I have completion of the proposed development and agree to comply in all respects with an any development permit that is issued and with any other bylaws that are applicable. pay for all local improvement costs, which include drainage, sidewalks, road cor sewer main extensions, utility connection fees and installation costs at the present estimates the context of the present estimates and installation costs at the present estimates.	submitted particulars concerning the ny conditions that may be attached to I am aware that I may be required to astruction, street lighting, water and
I have read and understand the terms noted on the reverse side of this form and here the development described above and/or on the attached plans and specifications. owner(s) of the land described above is aware of this application.	
DATE: April 22 2019 SIG	
	iee Over

10	'0" below grade. The installer is insured, carries WCB and is a CSA certified photovoltaics installer.
IM	PORTANT:
1.	Subject to the provisions of the Land Use Bylaw of The Municipal District of Willow Creek No. 26, the term "development" includes any change in the use of buildings or land.
	Although the Development Officer is in a position to advise on the principle or details of any proposals, such advice must not be taken in any way as an official consent, and is without prejudice to the decision in connection with the formal application. It must be clearly understood that any development by the applicant within 14 days after receipt of a Development Permit is at his own risk.
	Please submit a plan or drawing showing locations of existing and proposed buildings, roads, services, boundaries, etc. in sufficient detail to ensure proper consideration of the application. Measurements may be metric or imperial units. It is desirable that the plans and drawings should be on scale appropriate to the development, that is:
	Site plans ratio of 1:1000 or 1:1500 Other drawings ratio of 1:100 or 1:200
	or as required by the Development Officer. However, unless otherwise stipulated, it is not necessary for plans and drawings to be professionally prepared.
	If a decision is not made within 40 days from the date of the receipt of the application in its complete and final form, the applicant may exercise his right of appeal as though he had been mailed a refusal at the end of the 40-day period unless an agreement for a time extension has been entered into with the municipality.
	RIGHT OF ENTRY:
	I hereby authorize representatives of The Municipal District of Willow Creek No. 26 to enter my land for the purpose of conducting a site inspection in connection with this application.
	This right is granted pursuant to Section 542(1) of the Municipal Government Act.
	DATE: April 25/26/9 SIGNED:

/ <u>|</u> .

UHelioScope

Oetailed Layout



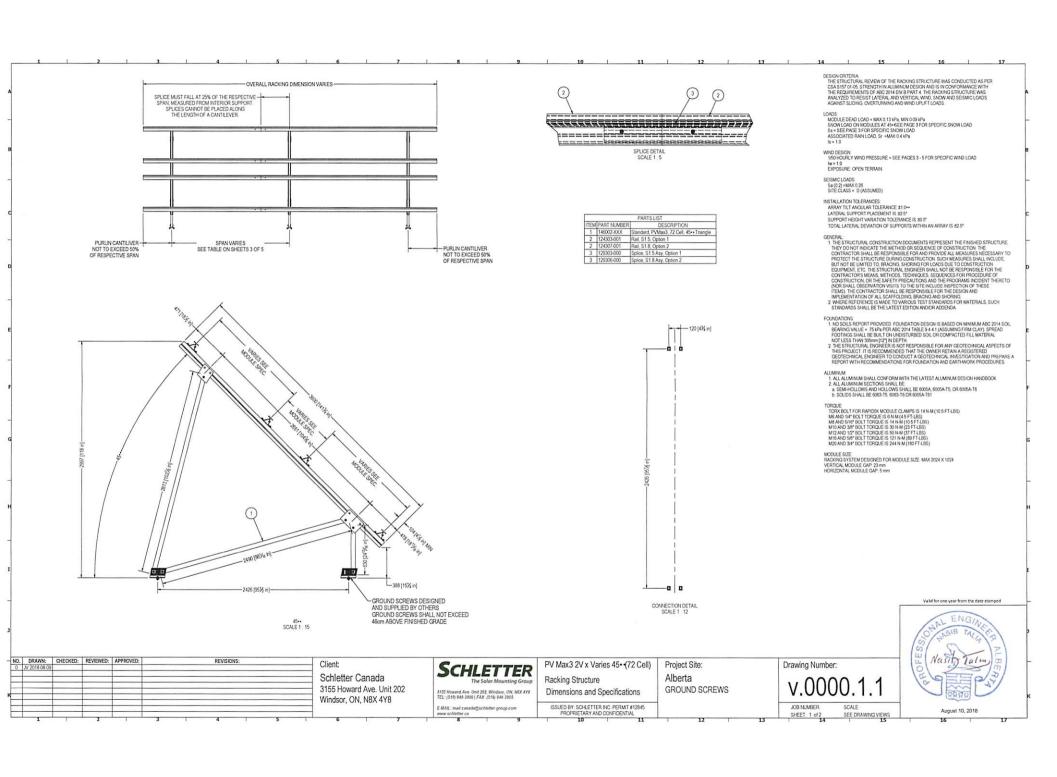
Bill of Material

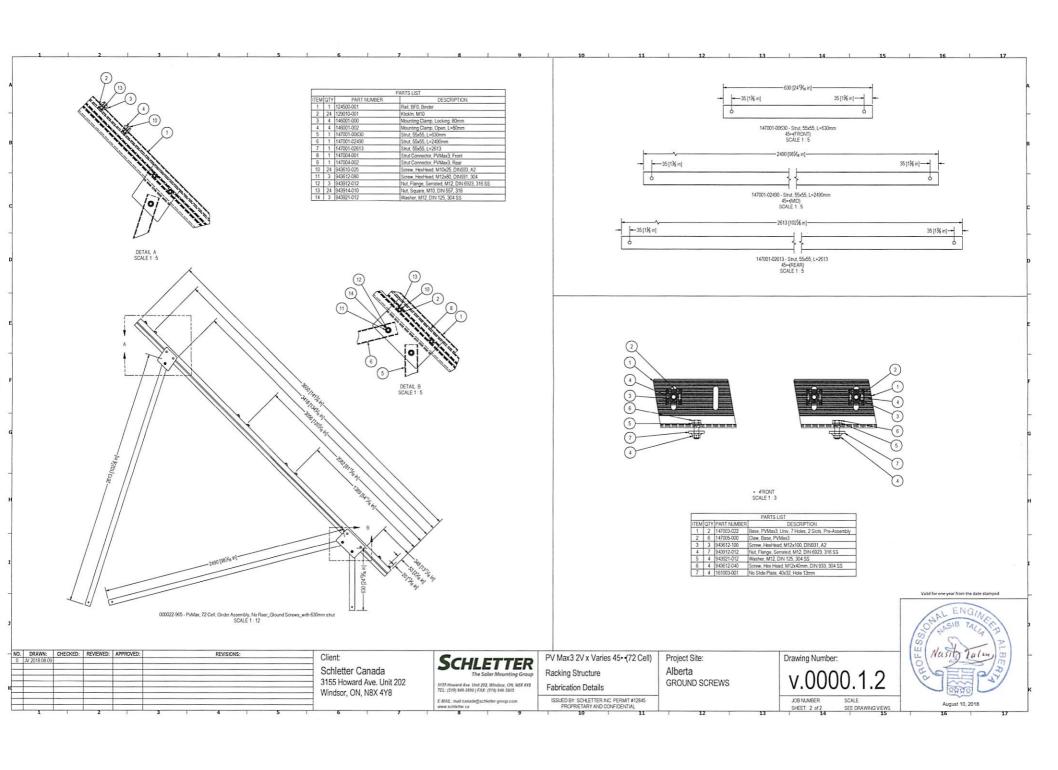
- 1 Schletter PV Racking 2Vx26
- 18 Postech 10'0 helical piles
- 1 Huawei 10kW Sun2000-10ktl-USL0 inverter
- 52 Huawei Sun2000-Opt375 optimizers
- 52 Hanwha PEAK.DUO 385 watt 72 cell

modules

Solar Optix Energy Services April 22, 2019 Lee & Betty Mainprize SW-31-12-26 W4 20.2kWDC PV Solar Array







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	Hourly wind	Load	on	Number								Purli Type	1	Hourly wind	Load	on	Number				T			1	urtin Vype		Hourly wind	Load	Snow	Number		Fiel	it connection		nea	ir connectio	T
rstem	pressure (q _{1/10})		panel	of	attended by the						npression	hear	System	pressure (q _{1/50})		panel	of			Compressi				shear	S	rstem F	pressure (q _{1/50})	(5,)	panel	of	Span		Compression				
guration	kPa	kPa		supports	_	kN	kN	kt	_		kN	kN	configuration	kPa	_	kPa	supports	mm	kN	kN	kN	kN	kN	kN	_	guration	kPa	kPa	kPa	supports	mm	kN	kN	kN	kN	kN	kt
		1.00	0.67	2	2300		3.26					7.86 51.5	-			0.67	2	4020	0.10	5.67		21.88	15.98	13.66		- 1		1.00	0.67		2710	2.66	5.03	-	19.75	14.32	12.
	0.30 or less	2.00		2		0.10	3.84	_	_			7.86 51.5	4		21.74	0.80	2	4020	0.10	6.69		21.88	16.32	13.66		- 1		1.50	0.80		2710	2.66	5.95		19.75	14.62	12
	0.30 or less		0.93	2	2300		4.43					7.86 51.5	-	0.30 or less		0.93	2	4020	0.10	7.72		21.88	16.66		51.8	- 1	0.30 or less	2.00	0.93		2710	2.66	6.87	_	19.75	14.93	12
	1 1	2.50	1.07	2	2300		5.02	_				7.86 51.5	-	l		1.07	2	4028	0.10	8.74		21.88	17.00		51.8	- 1		2.50	1.07		2710	2.66	7.79		19.75	15.23	12
			0.67	2	_	0.10	5.61	_	_	_		7.86 51.5	-		_	1.20	2	4020	0.10	9.76	_	21.88	17.34	13.66	-	- ⊢		3.00	1.20	-	2710	2.66	8.71	_	19.75	15.54	12
	1 1	1.00	0.01	2	-	0.10	3.71					0.47 51.5	-	1		0.67	2	4020	0.10	5.54		29.40	20.42	18.21		- 1		1.00	0.67	-	2710	2.10	4.91	_	26.53	18.31	16
2vx4	0.30 <q<sub>1/to ≤ 0.40</q<sub>	1.50		2		0.10	3.76	_				10.47 \$1.5	2vx7			0.80	2	4020	0.10	6.56		29.40	20.76	18.21				1.50	0.80	4	2710	2.10	5.83		26.53	18.61	16
2414	0.30 cq1/30 5 0.40		1.07	2	-	0.10	4.35	_				0.47 S1.5	ZVX/	0.30 <q<sub>1/10 ≤ 0.40</q<sub>		0.93		4020	0.10	7.58		29.40	21.10	18.21		tvx10 0	0.40 ≥ q _{1/50} ≤ 0.40	2.00	0.93		2710		6.75	_	26.53	18.92	16
	1 1	3.00	1.20	- 2		0.10	5.52			_		0.47 51.5	-1	1		1.20	2		0.10	8.60	_		21.44	18.21		- 1		2.50	1.07		2710	_	7.67	_	26.53	19.23	16
		1.00	_	2		0.10	3.09					3.09 51.5	-1			0.67	3	4020 2580	0.10	9.62		32.97	21.78	18.21		-		3.00	1.20	$\overline{}$	2710	2.10	8.59	0	26.53	19.53	16
	1	1.50		2		0.10	3.68					3.09 51.5	-			0.67	3	2580	0.10	5.73		32.97	22.19	20.33		- 1	13	1.00	0.67		2710	1.54	4.79		33.30	22.30	20
	0.40 <q<sub>1/10 ≤ 0.50</q<sub>			2	-	0.10	4.27	_				13.09 \$1.5	1	0.40 <q<sub>1/10 ≤ 0.50</q<sub>		0.93	3	2580	0.10	6.64		32.97	22.80	20.33		l.	.40 <q<sub>1,700 ≤ 0.50</q<sub>		0.80	_		_	5.71	_			20
	0.15 4(1/18 5 0.35)	2.50	_	2		0.10	4.86	_	_			13.09 51.5	1	0.40 (41/50 2 0.30	_	1.07	3	2580	0.10	7.56		32.97	23.10		51.5	ľ	.40 cq _{1/50} 5 0.50	2.00	1.07	4	2710		6.63 7.55		33.30	22.91	2
	1 1	3.00	_	2		0.10	5.44	_	23			3.09 51.5	1	l		1.20		2580	0.10	8.47		32.97	23.40	20.33		- 1		3.00	1.20	4			8.47	0	33.30	23.53	2
		1.00		2	_	0.10	4.06	_	15			9.79 51.5				0.67	3	2940	2.83	5.77	_	22.26	16.26	13.90		_		1.00	0.67	4		_	5.54	-	21.72	15.74	1
	1 1	_	0.80	-	2890		4.79	_	15			9.79 51.5	1	1		0.80	3	2940	2.83	6.81		22.26	16.61	13.90		- 1		1.50	0.80	4			6.55	_	21.72	16.08	1
	0.30 or less	2.00	_	2	_	0.10	5.52		15			9.79 51.5	1	0.30 or less	_	0.93		2940	2.83	7.85	_	22.26	16.95	13.90		- 1	0.30 or less	2.00	0.80	_	2980		7.56		21.72	16.42	1
	U.SU CH TESS	2.50		2	2000	0.10	6.25	_		_		9.79 51.8	1	0.30 or less		1.07	3	2940	2.83	8.89		22.26	17.30	13.90		- 1	0.30 or less	2.50	1.07	4		_	8.57		_		_
	1 1		1.20	2		0.10	6.99					9.79 51.8	1	1		1.20	3	2490	2.83	9.93		22.26	17.65	13.90		- 1		3.00	1.20	4	2980		9.58		21.72	16.75	1
		1.00	_	2	_	0.10	3.96	_	21		-	3.06 51.5	-		_	0.67	3	2940	2.24	5.63		29.92	20.77	18.53		-		1.00	0.67	4	2980	_	5.40		29.17	20.13	1
	1		0.80	2	2890		4.69					3.06 51.5	1	l		0.80	3	2940	2.24	6.67	_	29.92	21.12	18.53		- 1		1.50	0.67	4	2980		5.40		29.17	20.13	1
2vx5	0.30 <q<sub>1,70 ≤ 0.40</q<sub>		0.93	2		0.10	5.42	_				13.06 51.5	2vx8	0.30 <q<sub>1/50 ≤ 0.40</q<sub>		0.93	3	2940	2.24	7.71		29.92	21.46	18.53		NX11 0	0.30 <q<sub>1/50 ≤ 0.40</q<sub>	2.00	0.93	4	2980	_	7.42	-	29.17	20.47	1
******	1,710	2.50		2		0.10	6.15					13.06 51.8	1	0.30 -41/50 // 0.10		1.07	3	2940		8.75		29.92	21.81	18.53			7.30 (d1/30 3 0.40	2.50		4	2980	_	8.43		29.17	21.14	1
	1 1	3.00	1.20	2		0.10	6.88					13.06 51.8	1			1.20	3	2940		9.79		29.92	22.16	18.53		- 1		3.00	1.20	4	2980		9,45		29.17	21.48	1
		1.00	0.67	2	_	0.10	3.85	_		_		16.32 51.5	1		_	0.67	3	2940		5.49	_	37.58	25.28	23.16		-		1.00	_	4	2980		5.26	_	36.62	24.52	1 2
	1 1	1.50		2	2890	_	4.59		26			6.32 51.5	1	l		0.80	1	2940	1.64	6.53		37.58	25.63	23.16		- 1		1.50	0.80	4	2980	_	6.28		36.62	24.86	12
	0.40 <q<sub>1/50 ≤ 0.50</q<sub>		0.93	2	2890		5.32	_	26			6.32 51.5	1	0.40 <q: 0.50<="" pg="" td="" ≤=""><td></td><td>0.93</td><td>3</td><td>2940</td><td>1.64</td><td>7.57</td><td></td><td>37.58</td><td>25.98</td><td>_</td><td>51.5</td><td>١,</td><td>0.40 <q<sub>1/50 ≤ 0.50</q<sub></td><td>2.00</td><td>0.93</td><td>_</td><td></td><td>1.69</td><td>7.29</td><td></td><td>36.62</td><td>25.20</td><td>2</td></q:>		0.93	3	2940	1.64	7.57		37.58	25.98	_	51.5	١,	0.40 <q<sub>1/50 ≤ 0.50</q<sub>	2.00	0.93	_		1.69	7.29		36.62	25.20	2
	1,000	2.50		2	2890	_	6.05	_	26			6.32 51.5	1	0.10 141/30 2 0.50		1.07	3	2940	1.64	8.61		37.58	26.32	23.16		ľ	7.40 cd1/20 2 0:30	2.50	1.07	4	2980		8.30	_	36.62	25.53	1 2
	1 1	3.00	1.20	2	2890		6.78	_	26			6.32 51.5	1		_	1.20	3	2940	1.64	9.65	_	37.58	26.67	23.16		- 1		3.00	1.20	4	2980		9.31		36.62	25.87	1 2
			0.67	2	3450	_	4.86	_	18			1.73 51.5				0.67	3	3320	3.18	6.52	_	25.14	18.36	15.70	_	-		1.00	0.67	_	3240	_	6.02	_	23.61	17.11	1
	1 1		0.80	2	3450		5.73		18			11.73 51.5	1			0.80	3	3320	3.18	7.69		25.14	18.75	15.70		- 1		1.50	0.80	4	3240		7.12			17.48	1
	0.30 or less	2.00	0.93	2	3450	0.10	6.61	- 0	18	.92		1.73 51.5	1	0.30 or less		0.93	3	3320	3.18	8.86		25.14	19.14	15.70		- 1	0.30 or less	2.00	0.93	_		3.19	8.22	_	23.61	17.85	1
		2.50	1.07	2	3450	0.10	7.49		18			11.73 51.8	1			1.07	3	3320	3.18	10.04		25.14	19.53	15.70		- 1		2.50	1.07	4	3240		9.32		23.61	18.21	1
	1 1	3.00	1.20	2	3450		8.37		18			1.73 51.8	1	l		1.20	3	3320	3.18	11.21		25.14	19.93	15.70		- 1		3.00	1.20	_	3240	_	10.42	_	23.61	18.58	1
		1.00	0.67	2	3450	0.10	4.74	_	25	_	_	5.63 51.5	1		_	0.67	3	3320	2.50	6.36	_	33.78	23.46	20.93		-		1.00	0.67	4		_	5.87	_	31.71	21.89	11
	1. 1	1.50	0.80	2	3450		5.61					5.63 51.5	1		_	0.80	3	3320	2.50	7.53		33.78	23.85	20.93		- 1	3	1.50	0.80	4	3240		6.97		31.71	22.25	1
2vx6	0.30 <q<sub>1,748 ≤ 0.40</q<sub>	2.00	0.93	2	3450	0.10	6.49	0	25		_	5.63 51.5	2vx9	0.30 <q<sub>1/50 ≤ 0.40</q<sub>		0.93	3	3320	2.50	8.71		33.78	24.24	20.93		vx12 0	.30 <q<sub>1/50 ≤ 0.40</q<sub>	2.00	0.93	4	3240		8.07			22.62	1
		2.50	1.07	2	3450	0.10	7.37		_			5.63 51.8				1.07	3	3320	2.50	9.88		33.78	24.63	20.93				2.50	1.07	4	3240		9.17		31.71	22.99	1
	1 1	3.00	1.20	2	3450	0.10	8.24	0	25			5.63 51.8	1			1.20	3	3320	2.50	11.05		33.78	25.02	20.93		- 1		3.00	1.20	4	3240		10.27		_	23.35	15
		1.00	0.67	2	3450	0.10	4.62	0	31	.94	21.40	9.54 S1.5	1		1.00	0.67	4	2440	1.39	4.31		29.98	20.08	18.46				1.00	0.67	4	3240		5.72	_	39.82	26.66	1 2
	1 1	1.50	0.80	2	3450	0.10	5.49		31			9.54 \$1.5	1	I	_	0.80	4	2440	1.39	5.14		29.98	20.35	18.46		- 1		1.50	0.80	4	3240		6.82	_	39.82	27.03	24
	0.40 <q<sub>1/10 ≤ 0.50</q<sub>	2.00	0.93	2	3450	0.10	6.37	0	31	.94	21.98	9.54 51.5	1	0.40 <q<sub>1/50 ≤ 0.50</q<sub>		0.93	4	2440		5.97		29.98	20.63	18.46		l o	.40 <q<sub>1/50 ≤ 0.50</q<sub>	2.00	0.93	4	3240		7.92		39.82	27.39	24
		2.50	1.07		3450	0.10	7.25	0	31.	.94		9.54 \$1.8				1.07	4	2440	1.39	6.79		29.98	20.91	18.46		- 1		2.50	1.07	4	3240	_	9.02	-	39.82	27.76	24
	1 1	3.00	1.20	2	3450	0.10	8.12	0	31	Q.t	22.57	9.54 51.8	1	I	3.00	1 70	4	2440		7.62		29.98	21.18		51.5	- 1		3.00	1.20		3240		10.12	_		28.13	24

Valid for one year from the date stamped



SCHLETTER
The Solar Mounting Group

Schletter Canada

PVMax Kit

NO. DRAWN: CHECKED: REVIEWED: APPROVED:

3135 Howard Ave. Unit 202, Windsor, ON, NRX 4Y8 TEL: (319) 846-3800 | FAX: (519) 946-3805

Racking Structure

ISSUED BY: SCHLETTER INC. PROPRIETARY AND CONFIDENTIAL 10

------Project-Site:

72 CELL

Drawing Number:

JOB NUMBER SHEET 3 of 5 SCALE SEE DRAWING VIEWS 1 15

August 10, 2010

	1	Ground	Snow		1		Front -	onnection			ar conne	ction				Ground				f	nt connection		0.	ar connectio	. 1				Ground	.			r	nt connection		p	ar connectio	
vstem	Hourly wind pressure (q ₁₇₀)	Load (S ₁)	on panel	Numbe		Tan	T	npression					Purlin		Hourly wind	Load		Number			Compression					Purlin Type		Hourly wind	Load		Number							T
guration	kPa	kPa		uppor				kN	kN	kN	kN			System configuration	pressure (q _{1/32}) kPa		panel kPa	of	mm	kN	kN	kN	kN	kN	kN	1.	System configuration	pressure (q _{1/10}) kPa	(5,) kPa	panel kPa	of supports		kN	Compression kN	kN	kN	kN	n sne
		1.00	0.67	4	3510	3.	46	6.52	0	25.58	18.5	4 15	93 \$1.5			1.00	0.67	5	3430	3.33	6.51	0	25.46	18.49	15.86				1.00	0.67	5	4060	3.97	7.71	_	30.14	21.83	18.
		1.50	0.80	4	3510	3.	46	7.71	0	25.58	18,9	4 15	93 51.5	1		1.50	0.80	5	3430	3.33	7.70	0	25.46	18.88	15.86	51.5			1.50	0.80	5	4060	3.97	9.11	0	30.14	22.35	18.
	0.30 or less	2.00	0.93	4	3510	3.	46	8.90	0	25.58	19.3	3 15	93 51.5	1	0.30 or less	2.00	0.93	5	3430	3.33	8.89	0	25.46	19.28	15.86	\$1.5		0.30 or less	2.00	0.93	5	4060	3.97	10.52	0	30.14	22.82	18.
		2.50	1.07	4		3.		10.09	0	25.58	19.7		93 51.5]		2.50	1.07	5	3430	3.33	10.07	0	25.46	19.67	15.86	51.8			2.50	1.07	5	4060	3.97	11.92	0	30.14	23.29	18.
		3.00		4		3.		11.28		25.58	20.1		93 51.8			3.00	1.20	5	3430	3.33	11.26	0	25.46	20.07	15.86	51.8			3.00	1.20	5	4060	3.97	13.33	0	30.14	23.75	18.
		1.00	0.67	4	3510			6.36	_	34.36	23.7		24 51.5				0.67	5	3430	2.63	6.35	0	34.20	23.64	21.15				1.00	0.67	6	3360	2.59	6.22	_	33.50	23.15	20.
		1.50		4		2.		7.55		34.36	24.1		24 51.5			_	0.80	5	3430	2.63	7.54	0	34.20	24.03	21.15		Destroyees	Contract Contract	1.50	0.80	6	3360	2.59	7.39	_	33.50	23.54	20
vx13	0.30 <q<sub>1/50 ≤ 0.40</q<sub>		-	4	3510		_	8.74	_	34.36	24.5		24 51.5	2vx16	0.30 <q<sub>1/50 ≤ 0.40</q<sub>		0.93	5	3430	2.63	8.73	0	34.20	24.43	21.15		2vx19	0.30 <q<sub>1/30 ≤ 0.40</q<sub>	2.00	0.93	6	3360	2.59	8.55	_	33.50	23.93	20.7
		3.00	1.07	4	2780	_	_	9.93	_	34.36	24.9		24 51.8	1			1.07	- 5	3430		9.91	0		24.82	21.15					1.07	_	3360	2.59	9.71	_	33.50	24.32	20.7
		5.00	0.67	-4	2780	1 1	_	5.02		34.36	25.3		24 51.8	-			1.20	5	3430	2.63	11.10	0	34.20	25.22	21.15				3.00	1.20	_	3360	2.59	10.87	_	33.50	24.70	20.7
			0.80	5	2780			5.98		34.81	23.6		43 51.5	1			0.67	6	2830 2830	1.60	6.09	0	35.43	23.75	21.82					0.67		2870 2870	1.62	5.18 6.18		35.93	24.09	22.1
	0.40 <q<sub>170 ≤ 0.50</q<sub>			5	2780			6.94		34.81	23.0		43 51.5	1	0.40 < q ₁₇₀ ≤ 0.50		0.80	6	2830		7.07	0		24.08	21.82			0.40 <q<sub>1/50 ≤ 0.50</q<sub>	2.00	0.80	_	2870	1.62	7.17	_	35.93	24.42	22.
		2.50		5	2780		_	7.91		34.81	24.2		43 51.5	1	0.40 4dT/99 7 0:30		1.07	6	2830	1.60	8.05	0	35.43	24.73	21.82			0.40 ×q1/50 ± 0.30		1.07		2870	1.62	8.16		35.93	25.08	22.
		3.00	1.20	5	2790	_	_	8.87	_	34.81	24.6		43 51.5	1			1.20	6	2830		9.03			25.06	21.82				_	1.20	_	2870	1.62	9.15	_	35.93	25.41	22.
		1.00	0.67	4	3790	3.	71	7.04	_	27.62	20.0		20 51.5			_	0.67	5	3630		6.89	_	_	19.56	16.79					0.67		3540	3.45	6.72	_	26.28	19.08	16.
	l i	1.50	0.80	4	3790	3.	71	8.33	0	27.62	20.4	5 17	20 51.5	1		1.50	0.80	5	3630	3.56	8.15	0	26.95	19.98	16.79				_	0.80		3540	3.45	7.95		26.28	19.49	16.
	0.30 or less	2.00	0.93	4	3790	3.	71	9.61	0	27.62	20.8	8 17	20 51.8	1	0.30 or less	2.00	0.93	5	3630	3.56	9.40	0	26.95	20.40	16.79	\$1.8		0.30 or less	2.00	0.93	6	3540	3.45	9.17	0	26.28	19.89	16.3
		2.50	1.07	4	3790	3.	71	10.90	0	27.62	21.3	0 17	20 51.8]		2.50	1.07	5	3630	3.56	10.66	0	26.95	20.82	16.79	51.8			2.50	1.07	6	3540	3.45	10.40	0	26.28	20.30	16.
		3.00	1.20	4	3790	3.	71	12.18	0	27.62	21.7		20 51.8]		3.00	1.20	5	3630	3.56	11.92	0	26.95	21.24	16.79	51.8			3.00	1.20	6	3540	3.45	11.62	0	26.28	20.71	16.
		1.00	0.67	4		2.	93	5.87	0	37.10	25.6		93 51.5]		1.00	0.67	5	3630	2.81	6.72	0	36.20	25.01	22.39	51.5			1.00	0.67	6	3540	2.72	6.56	0	35.30	24.39	21.
5000		1.50	_	4	3790			8.15	_	37.10	26.0		93 51.5		Lange and		0.80	5	3630	2.81	7.98		36.20	25.43	22.39		00000000			0.80	6		2.72	7.78	0	35.30	24.80	21.
vx14	0.30 <q<sub>1/50 ≤ 0.40</q<sub>		0.93	4	3790			9.44		37.10	26.4		93 51.8	2vx17	0.30 < q _{1/30} £ 0.40		0.93	_ 5	3630	2.81	9.24		36.20	25.85	22.39		2vx20	0.30 <q<sub>1/s0 ≤ 0.40</q<sub>		0.93	6			9.01	0	35.30	25.21	21.
			1.07	4	3790			10.73		37.10	26.8		93 51.8	1			1.07	5	3630	2.81	10.49		36.20	26.27	22.39					1.07	- 6			10.23	_	35.30	25.62	21.1
		3.00		4	3790	_	_	12.01	_	37.10	27.3		93 \$1.8	4		_	1.20	5	3630	2.81	11.75	_	36.20	26.69	22.39	_			_		- 6			11.46		35.30	26.03	21.8
		1.00	0.67	5	3000	_		5.42		37.56	25.1		13 S1.5 13 S1.5	-			0.67	- 6	3010	1.70	5.44		37.69	25.26	23.20				1.00	0.67	7			5.45		37.81	25.35	23.
	0.40 <q<sub>1/50 ≤ 0.50</q<sub>	2.00	0.80	5	3000			7.49		37.56 37.56	25.5 25.8		13 51.5	-	0.40 <q<sub>1/30 ≤ 0.50</q<sub>	2000	0.80	6	3010	1.70	6.48 7.52		37.69 37.69	25.61 25.96	23.20			0.00 40.00		0.80	7		1.70	6.50		37.81	25.69	23.
	0.40 eq1/40 S 0.50	2.50		5	3000		_	8.53		37.56	26.2		13 51.5	1	0.40 < q _{1/50} ≤ 0.50	2.50		6	3010	1.70	8.56		37.69	25.96	23.20			0.40 <q<sub>1/50 ≤ 0.50</q<sub>	2.50	0.93	7		1.70	7.54 8.59		37.81	26.04	23.2
		3.00		5		1		9.57		37.56	26.5		13 51.5	1	1	_	1.20	6	3010	1.70	9.60	_	37.69	26.65	23.20					1.20	7			9.63	_	37.81	26.39	23.2
		1.00	_	4	4060		_	7.54	_	29.59	21.4		43 51.5				0.67	5	3850	3.75	7.31	_	28.58	20.75	17.81				_			3710		7.04	_	27.54	19.99	17.1
			0.80	4	4060	_	_	8.92		29.59	21.9		43 51.8	1		3100	0.80	5	3850	3.75	8.64			21.19	17.81					0.80		3710		8.33		27.54	20.42	17.
	0.30 or less	2.00	0.93	4	4060	3.	37	10.30	0	29.59	22.3	6 18	43 S1.8	1	0.30 or less	_	0.93	5	3850	3.75	9.97			21.64	17.81			0.30 or less				_		9.61		27.54	20.85	17.
	1	2.50	1.07	4	4060	3.9	37	11.68	0	29.59	22.8	2 18	43 51.8	1		2.50	1.07	5	3850	3.75	11.31	0	28.58	22.08	17.81	51.8			2.50	1.07	6	3710	3.63	10.89	0	27.54	21.28	17.
		3.00	1.20	4	4060	3.9	97	13.05	0	29.59	23.2	8 18	43 51.8]		3.00	1.20	5	3850	3.75	12.64	0	28.58	22.52	17.81	51.8			3.00	1.20	6	3710	3.63	12.18	0	27.54	21.71	17.
		1.00	0.67	4	4060	3.	14	7.36	0	39.74	27,4	3 24	57 51.5]		1.00	0.67	5	3850	2.96	7.13	0	38.39	26.53	23.74	51.5			1.00	0.67	6	3710	2.87	6.87	0	36.99	25.57	22.1
		1.50	0.80	4	4060			8.73		39.74	27.8		57 51.8				0.80	5	3850	2.96	8.46	0	38.39	26.97	23.74				1.50	0.80	6	3710	2.87	8.16	0	36.99	25.99	22.8
/x15	0.30 <q<sub>1/90 ≤ 0.40</q<sub>		_	4	4060	_	_	10.11	_	39.74	28.3		57 51.8	2vx18	0.30 < q _{1/30} ≤ 0.40	_	0.93	5	3850	2.96	9.80	0	38.39	27.42	23.74		2vx21	0.30 < q _{1/90} ≤ 0.40	2.00	0.93	6	3710	2.87	9.44	0	36.99	26.42	22.1
		2.50		4	4060			11.49	_	39.74	28.8		57 51.8			_	1.07	_ 5	3850	2.96	11.13	0	38.39	27.86	23.74					1.07		3710	2.87	10,72		36.99	26.85	22.8
		3.00		4	4060	_	_	12.87	0	39.74	29.2	_	57 \$1.8				1.20	5	3850	2.96	12.64	0	38.39	28.31	23.74					_	_	3710		12.01	_	36.99	27.28	22.8
			0.67	5	3210		_	5.80	0	40.19	26.9		75 51.5	ł			0.67	- 6	3190	1.79	5.76	_		26.77	24.59					0.67			1.79	5.73	_	39.69	25.6	24.4
	0.40 <q<sub>1/to ≤ 0.50</q<sub>		0.80	5	3210		_	6.91	0		27.3		75 51.5				0.80	6	3190	1.79	6.87	0	39.94	27.14	24.59							3170		6.82	_	39.69	26.97	24.4
	U.4U <q<sub>1/50 \$ 0.50</q<sub>	_	1.07	5	3210	-	_	9.13	0	40.19	27.6	_	75 S1.5	1	0.40 <q<sub>1/50 ≤ 0.50</q<sub>	_	0.93	6	3190	1.79	7.97	0	39.94	27.51	24.59			0.40 <q<sub>1/10 ≤ 0.50</q<sub>	2.00			3170		7.92		39.69	27.34	24.4
			1.07	5	3210	_	_	10.24	0	40.19	28.0		75 51.5	1		3.00	1.07		3190 3190	1.79	9.07	0	39.94	27.88	24.59					1.07		3170		9.02	_	39.69	27.70	24.4
_		3.00	1.00	- 3	3210	1 1.	24	40.24	0	·n/.19	28.4	2 24	3 31.8			3.00	1.20	0	3730	1.79	10.18	0	39.94	20,24	24.59	21.8			3.00	1.20	/	31/0	1.79	10.11	0	39.69	28.07	24.4

Valid for one year from the date stamped

0.	DRAWN:	CHECKED:	REVIEWED:	APPROVED:	REVISIONS:			
0	JV 2016 11 30						SCHLETTER	
						Schletter Canada	The Solar Mounting Group	Racking Structure
						PVMax Kit	3155 Haward Ave. Unit 202, Windsor, ON, NEX 4YE	
-	_						TEL: (519) 946-3800 FAX: (519) 946-3805	
							E-MAIL: mail canado@schieter-group com www.schieter.ca	ISSUED BY: SCHLET PROPRIETARY AND CO

· • · • • · · • · • · · · · · · · · · ·	Project-Gite:	Drawing Number:
Structure	72 CELL	v.0000.1.
SUITE BY COULTTEE INC.		TOTAL MODEL

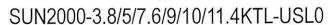


		Ground					Front	connectio	n		Rearco	onnection				Ground				En	ont connectio		Da.	ar connection	.				Ground					connection	\neg		ar connectio	
System	Hourly wind pressure (q _{1/10})	Load	on panel	Numb		Ten	T		T	\top	T	npression	Purlin Type		Hourly wind pressure (q _{1,760})	Load	on panel	Number			Compression	T				Purlin Type		Hourly wind pressure (q _{1/10})	Load (S ₁)		Number		T	connection				
onfiguration	Address of the second	kPa	kPa	suppor	100,700			kN	kN			kN	kN	System configuration	kPa		kPa	support	mm	kN	kN	kN		kN	kN		System configuration	kPa	kPa	panel kPa	of supports	mm	kN	kN	kN	kN	kN	kN
		1.00		6	3890	_		7.39		28.8			17.99 51.5				0.67	7	3770		7.16		27.99	20.32	17.44				1.00	0.67	7	4220	4.12	8.01	0	31.33	22.74	19.52
	0.30 or less	2.00	0.80	6	3890			8.73		28.8		21.41	17.99 \$1.8				0.80	7	3770		8.46	0		20.75	17.44				1.50	0.80	7	4220	4.12	9.47	0	31.33	23.23	19.52
	0.30 or less	2.50	1.07	6	3890	_		11.42		28.8		21.86	17.99 S1.8 17.99 S1.8		0.30 or less		1.07	7	3770 3770	3.68	9.77	0	27.99	21.19	17.44	-		0.30 or less	2.00	0.93	7	4220		10.93		31.33	23.72	19.52
		3.00	1.20	6	3890	_		12.77		28.8			17.99 51.8			_	1.20	7	3770		12.38		27.99	22.06	17.44				3.00	1.07	8	4220 3680	4.12 4.12	12.39	_	31.33	24.20	19.52
		1.00	0.67	6	3890	3.0	00	7.21	0	38.7	79	26.81	23.99 51.5	1		_	0.67	7	3770	_	6.98	_	37.59	25.98	23.25		12		1.00	0.67	8	_	2.84	6.82	-	36.70	25.36	22.70
		1.50	0.80	6	3890	3.0	00	8.55	0	38.7	79	27.25	23.99 51.8	1			0.80	7	3770		8.29	0	37.59	26.41	23.25	-			1.50	0.80	8		2.84	8.09	-	36.70	25.78	22.70
2vx22	0.30 <q<sub>1/50 ≤ 0.40</q<sub>		0.93	6	3890	3.0	00	9.90	0	38.7	79	27.70	23.99 51.8	2vx25	0.30 <q<sub>1/50 ≤ 0.40</q<sub>	2.00	0.93	7	3770	2.90	9.59	0	37.59	26.85	23.25	\$1.8	2vx28	0.30 <q<sub>1/50 ≤ 0.40</q<sub>	2.00	0.93	8	3680		9.36	0	36.70	26.21	22.70
		2.50	1.07	6	3890	_		11.24		38.7			23.99 51.8				1.07	7	3770	2.90	10.90		37.59	27.28	23.25				2.50	1.07	8	3680	2.84	10.64	0	36.70	26.63	22.70
		3.00	1.20	- 6	3890			12.59		38.7			23.99 \$1.8				1.20	7	3770	2.90	12.20	_	37.59	27.72	23.25				3.00	1.20	8		2.84	11.91	0	36.70	27.06	22.70
		1.00	0.67	8	2890			5.22		36.1			22.28 51.5			1.00		9	2910	1.65	5.26	0	36.43	24.42	22.43				1.00	0.67	10		1.65	5.29	0	36.68	24.59	22.59
	0.40 <q<sub>1,710 ≤ 0.50</q<sub>			8	2890			7.22		36.1			22.28 51.5 22.28 51.5		0.40 <q<sub>1/90 ≤ 0.50</q<sub>		0.80	9	2910 2910	1.65	6.26 7.27	0	36,43	24.76	22.43				1.50	0.80	10	2930		6.31			24.93	22.59
	0.40 441/40 2 0.50	2.50	1.07	8	2890		_	8.22		36.1			22.28 \$1.5		0.40 cq _{1/90} s 0.30		1.07	9	2910		8.28	0	36.43	25.09	22.43			0.40 <q<sub>1/80 ≤ 0.50</q<sub>	2.00	0.93	10	2930 2930		7.32 8.33	0	36.68	25.27 25.60	22.59
		3.00	1.20	8	2890	_		9.22		36.1			22.28 S1.8			_	1.20	9	2910	1.65	9.28	0	36.43	25.76	22.43				3.00	1.07	10	2930		9.35		36.68	25.60	22.59
		1.00	0.67	6	4070	3.5	6	7.73	0	30.2	21 :	21.94	18.83 51.5			1.00	0.67	7	3920	3.83	7.44	0	_	21.13	18.13				1.00	0.67	7	4370		8.30		32.44	23.55	20.21
		1.50	0.80	6	4070	3.9	16	9.14	0	30.2	11	22.40	18.83 51.8	i	l 1	1.50	0.80	7	3920	3.83	8.80	0	29.1	21.58	18.13				1.50	0.80	7	4370		9.81	_	32.44	24.06	20.21
	0.30 or less	2.00	0.93	6	4070	3.9	6	10.54		30.2		22.87	18.83 \$1.8	1	0.30 or less	2.00	0.93	7	3920	3.83	10.16	0	29.1	22.03	18.13	\$1.8		0.30 or less	2.00	0.93	7	4370		11.32	-	32.44	24.56	20.21
		2.50	1.07	6	4070			11.95		30.2			18.83 51.8	1		2.50	1.07	7	3920	3.83	11.51	0	29.1	22.48	18.13	\$1.8			2.50	1.07	8	3810	3.72	12.83	0	32.44	25.06	20.21
		3.00	1.20	6	4070	_	_	13.36	_	30.2	_		18.83 \$1.8				1.20	7	3920	3.83	12.87	0	29.1	22.93	18.13	\$1.8			3.00	1.20	8	3810	3.72	14.34	0	32.44	25.57	20.21
		1.00	0.67	7	3470			6.43		34.6			21.40 \$1.5				0.67	7	3920	3.02	7.26	0		27.01	24.18				1.00	0.67	8	3810		7.06		37.99	26.25	23.50
2vx23	0.30 <q<sub>1/50 ≤ 0.40</q<sub>	1.50	0.80	7	3470	-	_	7.63		34.6			21.40 51.5	2vx26	0.30 40.40	-	0.80	7	3920	3.02	8.62		30.09	27.46	24.18				1.50	0.80	8	3810		8.38	\rightarrow	37.99	26.69	23.50
24423	0.30 ×q _{1/10} 3 0.40	2.50	1.07	7	3470			10.03		34.6			21.40 51.8	2VX26	0.30 <q<sub>1/50 ≤ 0.40</q<sub>	_	1.07	7	3920 3920	3.02	9.97 11.33		30.09	27.92 28.37	24.18		2vx29	0.30 <q<sub>1/50 ≤ 0.40</q<sub>	2.00	0.93	_	3810		9.69		37.99	27.13	23.50
		3.00	1.20	7	3470			11.23		34.6			21.40 51.8				1.20	7	3920	3.02	12.69		30.09	28.82	24.18				3.00	1.20	8	3810		12.33		37.99 37.99	27.57	23.50
		1.00	0.67	8	3020	_	_	5.45		37.8		_	23.28 51.5				0.67	9	3030		5.47	_	37.94	25.43	23.36				1.00	0.67	10	3030		5.47	-	37.99	25.43	23.36
		1.50	0.80	8	3020			6.50		37.8			23.28 51.5	1		_	0.80	9	3030	1.71	6.52	_	37.94	25.78	23.36				1.50	0.80	10	3030	1.72	6.52		37.94	25.78	23.36
	0.40 <q<sub>1/50 ≤ 0.50</q<sub>	2.00	0.93	8	3020	1.7	72	7.54	0	37.8	1 :	26.04	23.28 51.5	1	0.40 <q<sub>1,7se ≤ 0.50</q<sub>		0.93	9	3030		7.57		37.94	26.13	23.36			0.40 <q<sub>1/50 ≤ 0.50</q<sub>		0.93	10	3030	1.72	7.57		37.94	26.13	23.36
		2.50	1.07	8	3020		72	8.59	0	37.8	31		23.28 \$1.5	1		2.50	1.07	9	3030	1.71	8.62	0	37.94	26.48	23.36	51.5			2.50	1.07	10	3030		8.62		37.94	26.48	23.36
		3.00	1.20	8	3020			9.63	_	37.8			23.28 51.8			3.00	1.20	9	3030	1.71	9.67	0	37.94	26.83	23.36	\$1.8			3.00	1.20	10	3030	1.72	9.67	0	37.94	26.83	23.36
		1.00	0.67	6	4250			8.07		31.5			19.66 51.8				0.67	7	4070	3.97	7.73	0	30.21	21.94	18.83	-			1.00	0.67	7	4520	3.85	8.58	0	33.55	24.36	20.91
		1.50	0.80	6	4250			9.54		31.5			19.66 \$1.8	1			0.80	7	4070	3.97	9.14	0	30.21	22.40	18.83			2252 507	1.50	0.80	7	4520	_	10.15	0	33.55	24.88	20.91
	0.30 or less	2.00	1.07	6	4250		_	11.01		31.5			19.66 S1.8		0.30 or less		0.93	7	4070	3.97	10.54	0		22.87	18.83			0.30 or less	2.60	0.93	7	4520		11.71	_	33.55	25.40	20.91
		3.00	1.07	7	3620			11.88		31.5			19.66 51.8	ł			1.20	7	4070	3.97	11.95	0	30.21	23.34	18.83				2.50	1.07	8	3940		11.57	_	33.55	22.60	20.91
		1.00	0.67	7	3620	_	_	6.71		36.1			22.33 \$1.5			1.00		8	3550	2.73	6.58	0	35.40	24.46	_				1.00	0.67	8	3940		7.30		33.55	23.05	20.91
	1 1	1.50	0.80	7	3620			7.96		36.1			22.33 51.5	i		_	0.80	g	3550	2.73	7.80	0	-	24.40	_				1.50	0.80	8	3940		8.66		39.29	27.15	24.30
2vx24	0.30 <q<sub>1,90 ≤ 0.40</q<sub>		0.93	7	3620			9.21		36.1			22.33 51.8	2vx27	0.30 <q<sub>1/90 ≤ 0.40</q<sub>		0.93	8	3550	2.73	9.03	0	35.40	25.28		51.8	2vx30	0.30 <q<sub>1/10 ≤ 0.40</q<sub>	2.00	0.93	9	3940		10.02		_	28.06	24.30
		2.50	1.07	7	3620	2.7	9	10.46		36.1			22.32 51.8				1.07	8	3550		10.26	0		25.69		51.8			2.50	1.07	8		3.04	11.39		39.29	28.51	24.30
		3.00	1.20	7	3620	2.7	9	11.72	0	36.1	10	26.61	22.32 51.8	1		3.00	1.20	8	3550	2.73	11.49	0		26.10		51.8			3.00	1.20	8		3.04	12.75	_	39.29	28.97	24.30
		1.00	0.67	8	3150		0	5.69	0	39.4	и	26.44	24.28 S1.5	1		1.00	0.67	9	3140	1.79	5.67	0	39.31	26.35	24.21	\$1.5			1.00	0.67	10	3140	1.77	5.67	0	39.31	26.35	24.21
		1.50	0.80	8	3150			6.78		39.4			24.28 51.5	1			0.80	9	3140	1.79	6.76	0	39.31	26.71	24.21	\$1.5			1.50	0.80	10	3140	1.77	6.76	0	39.31	26.71	24.21
	0.40 <q<sub>1/50 ≤ 0.50</q<sub>		0.93	8	3150		_	7.87	_	39.4	_		24.28 51.5	1	0.40 <q<sub>1/50 ≤ 0.50</q<sub>		0.93	9	3140	_	7.84	0		27.08		\$1.5		0.40 <q<sub>1/10 ≤ 0.50</q<sub>		0.93	10	3140		7.84	0	39.31	27.08	24.21
	1 1	2.50	1.07	8				8.96		39.4			24.28 51.5				1.07	9	3140		8.93	0		27.44		51.5			2.50	1.07			1.77	8.93		39.31	27.44	24.21
		3.00	1.20	8	3150	1.8	N L	10.05	10	39.4	4 2	27.89	24.28 51.8			3.00	1.20	9	3140	1.79	10.02	0	39.31	27.80	24.21	\$1.8			3.00	1.20	10	3140	1.77	10.02	0	39.31	27.8	24.21

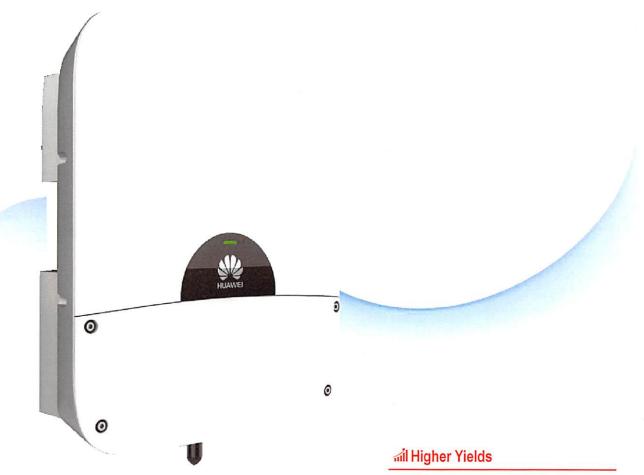
Valid for one year from the date stamped

													SS ACTURE ACTURE
	DRAWN: JV 2016.11.30	CHECKED:	REVIEWED:	APPROVED:		REVISIONS:		4	SCHIETTED		- Project-Site:	Drawing Number:	IL Masty latin 3
E								Schletter Canada	SCHLETTER The Solar Mounting Group	Racking Structure	72 CELL	B 11 B 11 B 12 B 12 B 12 B 12 B 12 B 12	5 69 11 63
ĸ								PVMax Kit	2155 Howard Ave. Unit 202, Windsor, ON, N8X 4Y8 TEL: (519) 846-3800 FAX: (519) 846-3805			V.0000.1.	जिस्तात । अस्तिता
E					 				E-MAIL: mail canaduit schletter-group com www.schletter.ca	ISSUED BY: SCHLETTER INC. PROPRIETARY AND CONFIDENTIAL		JOB NUMBER: SCALE SHEET: 5 of 5 SEE DRAWING	August 10, 2018

Smart Energy Center







High-efficiency inverter topology, CEC efficiency 99%

□ Simple & Easy

- Simple, elegant, single box design
- 7.6KTL 39.7 lb. (18 kg), easy installation by one technician
- No wearable parts like LCD, button or fans
- Modular design for easy Power Unit replacement

Safe & Reliable

- Protection rating: TYPE 4X/IP65, natural convection
- Arc fault protection and rapid shutdown in compliance with NEC 2014 and 2017

Future Proof

- Optimized for PV + Storage
- Energy storage interface for all sizes
- Battery ready for future expansion any time UL9540 certified for PV + Storage system
- Ready for rapid shutdown NEC 2017

Smart Energy Center (SUN2000-3.8/5/7.6/9/10/11.4KTL-USL0)



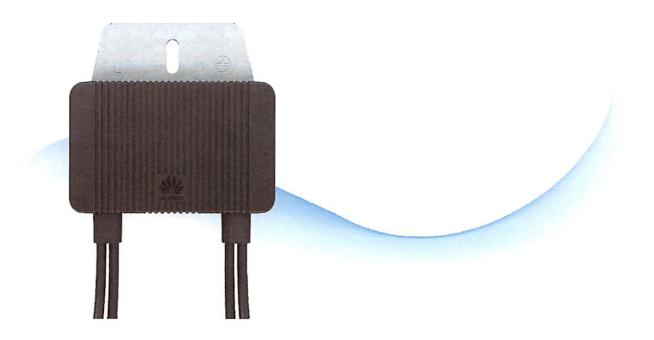
Technical Specification	SUN2000-3.8KTL-USL0	SUN2000-5KTL-USL0	SUN2000-7.6KTL-USL0	SUN2000-9KTL-USL0	SUN2000-10KTL-USL0	SUN2000-11.4KTL-USL
			Effici			
Maximum efficiency			99			
CEC weighted efficiency			99	%		
			Inp	ut		
Recommended DC power	5,130 Wp	6,750 Wp	10,260 Wp	12,150 Wp	13,500 Wp	15,400 Wp
Maximum input voltage			500			*
Rated input voltage			370			
Number of inputs		2	0.0	****	3	
Maximum input current		15 A x 2			15 A x 3	
maximum input current		15 A X Z	0.1		15 A X 3	
	0.01111.0.000.11	101111000011	Out		0.71111.0.000.11	
Rated output power	3.3 kW @ 208 V	4.3 kW @ 208 V	6.6 kW @ 208 V 7.6 kW @ 240 V	7.8 kW @ 208 V	8.7 kW @ 208 V	9.9 kW @ 208 V
	3.8 kW @ 240 V	5.0 kW @ 240 V		9.0 kW @ 240 V	10.0 kW @ 240 V	11.4 kW @ 240 V
Maximum output power	3.3 kW @ 208 V 3.8 kW @ 240 V	4.3 kW @ 208 V 5.0 kW @ 240 V	6.6 kW @ 208 V 7.6 kW @ 240 V	7.8 kW @ 208 V 9.0 kW @ 240 V	8.7 kW @ 208 V 10.0 kW @ 240 V	9.9 kW @ 208 V 11.4 kW @ 240 V
Rated output voltage	3.0 KVV @ 240 V	3.0 KVV @ 240 V	208 Vac,		10.0 KVV @ 240 V	11.4 KVV @ 240 V
			200 vac,			
Rated AC grid frequency	45.0.4	00.0.4				47.5.4
Maximum output current	15.9 A	20.9 A	31.7 A	37.5 A	41.7 A	47.5 A
Adjustable power factor			0.8 leading			
Max. total harmonic distortion			≤3	3%		
			Feat	ure		
Revenue grade data ANSI C12.20			0.5%	RGM		
Rapid shutdown - NEC 2014 and 2017			Ye			
per article 690.11 and 690.12			TE	S		
			Protei	ction		
AFCI compliant to UL 1699B			Ye	S		
DC disconnect device			Ye	S		
Anti-islanding protection			Ye			
				_		
DC reverse polarity protection			Ye			
Insulation monitoring			Ye			
DC surge arrester			Ye			
AC surge arrester			Ye	S		
Residual current detection			Ye	S		
AC over-current protection			Ye	S		
AC short-circuit current capability			Ye	S		
AC over-voltage protection			Ye			
Over-heat protection			Ye			
Ground-fault isolation detection			Ye			
Ground-rault isolation detection						
			General Sp	ecification		
AC output & backup output conduit size		0.75" Conduit			1.00" Conduit	
PV input, battery input conduit size		0.75" Conduit			0.75" Conduit	
Communication input conduit size		0.75" Conduit			0.75" Conduit	
Operating temperature range			-30°C ~ 60°C (-	22°F ~ 140°F)		
Relative humidity			0 ~ 100	% RH		
Transformerless			Ye	S		
Cooling			Natural co			
Noise emission (typical)		< 25 dB (A)	riatural co		< 29 dB (A)	
		~ 23 UD (A)	LED !	ientero	~ 23 UD (A)	
Display			LED ind			
Supported communication interface			RS485, WLAN,	46 (optional)	92940 20100 - 37000 0000 0000 000	
Weight		39.7 lb. (18.0 kg)			50.7 lb. (23.0 kg)	
		15.8 in x 22.4 in x 6.3 in			17.5 in x 25.5 in x 6.3 in	
Dimensions (W x H x D)		0 mm x 570 mm x 160 m	m)	14	145 mm x 650 mm x 160 m	m)
	() •	0 mm x 070 mm x 100 m		1	110 111111 X 000 111111 X 100 111	,
Protection rating			TYPE 4>	(/ IP65		
Self-consumption at night			< 2.5 W (with batter	y enabling < 5 W)		
			Back	cup		
Rated continuous output power		3.5 kVA	@ 240 V		5 kVA @ 240 V	
Peak output power	3.8 kVA 10s @ 240 V		s @ 240 V		7 kVA 10s @ 240 V	
		0	Battery Cor	npatibility		
Battery			All series support LG Che			
Datiety			The second secon	representation representative profession representation of registrating at 1 to 3 months of an ex-	nati	
		S	tandards Compliance (mo	And the state of t	ist)	
EMC			FCC Part 1			
Safety		UL 1741, UL 17415	SA, UL 1998, UL 1699B, UL		/CSA C22.2 107.1-1	
Grid connection standards			IEEE 1547A, CA Ru	le 21 (UL 1741SA)		
Others			ANSI C12.20, Sur	spec Certified™		

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Smart PV Optimizer

SUN2000-375W-USP0





- Maximum flexibility for any roof configuration, install more panels on the roof
- Module-level MPPT adapted to all mismatch scenarios, up to 30% more energy

Simple & Easy

- More flexible system design capability with Huawei optimizers (6 to 25 per string)
- Faster physical layout creating and optimizer auto-mapping

Safe & Reliable

- Protection rating: TYPE 6P, support outdoor application
- Module-level rapid shutdown capability, no high voltage during installation, maintenance to ensure personnel safety

Smart Management

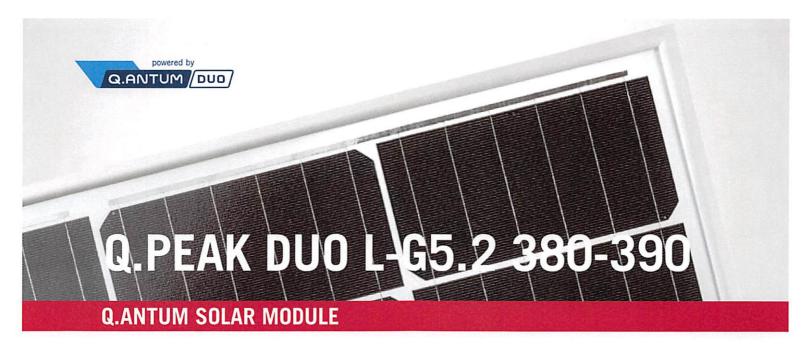
 Module-level monitoring to guarantee system performance and improve maintenance efficiency

Smart PV Optimizer (SUN2000-375W-USP0)



Technical Specification	SUN2000-375W-USP0
	Input
Rated input power	375 W
Absolute maximum input voltage	80 V
MPPT operating voltage range	10 ~ 80 V
Maximum input current	12 A
Maximum efficiency	99.5%
Weighted efficiency	99.0%
Overvoltage category	П
	Output
Maximum output voltage	80 V
Maximum output current	15 A
Output bypass	Yes
	Standard Compliance
EMC	FCC Part15 Class B
Safety	UL 1741, UL 1703, UL 2703
RoHS	Yes
	General Specification
Maximum allowed system voltage	600 V
Dimensions (W x H x D)	5.3 in \times 3.3 in \times 1.0 in (135 mm \times 85 mm \times 25.2 mm)
Weight (including cables)	1.7 lb. (0.8 kg)
Input connector	MC4
Output connector	MC4
Output wire length	47 inch (1.2 m)
Operating temperature	-40°C ~ 85°C (-40°F ~ 185°F)
Humidity range	0 ~ 100 % RH
Protection rating	TYPE 6P
	Monitoring
Communication	Power Line Communication
Monitoring parameters	PV voltage, PV current, module temperature, output power, etc.
	PV System Design Using A SUN2000 Inverter
Min. string length (power optimizers)	6
Max. string length (power optimizers)	25
Max. power per string	5550 W
allel strings of different lengths or orientations	Yes

The text and figures reflect the current technical state at the time of printing. Subject to technical changes, Errors and omissions excepted. Huawei assumes no liability for mistakes or printing errors. For more information, please visit solar huawei com. Version No.:01-(2018828)



The new high-performance module Q.PEAK DUO L-G5.2 is the ideal solution for commercial and utility applications thanks to a combination of its innovative cell technology Q.ANTUM and cutting edge cell interconnection. This 1500 V IEC/UL solar module with its 6 busbar cell design ensures superior yields with up to 390 Wp while having a very low LCOE.



LOW ELECTRICITY GENERATION COSTS

Higher yield per surface area, lower BOS costs, higher power classes, and an efficiency rate of up to 19.6%.



INNOVATIVE ALL-WEATHER TECHNOLOGY

Optimal yields, whatever the weather with excellent low-light and temperature behavior.



ENDURING HIGH PERFORMANCE

Long-term yield security with Anti LID Technology, Anti PID Technology¹, Hot-Spot Protect and Traceable Quality Tra.Q™.



EXTREME WEATHER RATING

High-tech aluminum alloy frame, certified for high snow (5400 Pa) and wind loads (2400 Pa).



A RELIABLE INVESTMENT

Inclusive 12-year product warranty and 25-year linear performance warranty².



SIMPLER INSTALLATION

Custom cable lengths connect to cableless junction box after mounting, reducing labour effort and minimizing resistive losses³.

THE IDEAL SOLUTION FOR:















- APT test conditions according to IEC/TS 62804-1:2015, method B (-1500V, 168h)
- See data sheet on rear for further information.
- ³ See data sheet on rear for further information. Cable length depends on the product version.



Format $79.3 \, \text{in} \times 39.4 \, \text{in} \times 1.38 \, \text{in}$ (including frame)

(2015 mm × 1000 mm × 35 mm)

Weight

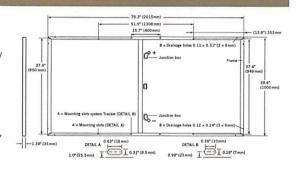
Front Cover 0.13 in (3.2 mm) thermally pre-stressed glass with anti-reflection technology

Back Cover Composite film Frame Anodized aluminum

Cell 6 x 24 monocrystalline Q.ANTUM solar half-cells Junction box $2.40-2.80\,\mathrm{in} \times 1.61-1.97\,\mathrm{in} \times 0.51-0.83\,\mathrm{in}$

(61-71 mm × 41-50 mm × 13-21 mm), decentralized, IP67

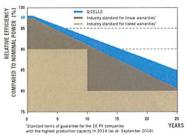
Cable 4 mm² Solar cable; one ≥15.7 in (400 mm) or two ≥11.8 in (300 mm) cables*



ELEC	TRICAL CHARACTERISTICS					
POWE	R CLASS			380	385	390
MININ	IUM PERFORMANCE AT STANDARD TES	T CONDITIONS, STC1	(POWER TOLERANCE	+5 W / -0 W)		
F	Power at MPP ²	P_{MPP}	[W]	380	385	390
	Short Circuit Current*	I _{sc}	[A]	10.05	10.10	10.14
	Open Circuit Voltage*	Voc	[V]	47.95	48.21	48.48
MINIMUM	Current at MPP*	I _{MPP}	[A]	9.57	9.61	9.66
١	/oltage at MPP*	V_{MPP}	[V]	39.71	40.05	40.38
E	Efficiency ²	η	[%]	≥18.9	≥19.1	≥19.4
MININ	IUM PERFORMANCE AT NORMAL OPERA	ATING CONDITIONS, N	OC3			
F	Power at MPP ²	P _{MPP}	[W]	281.6	285.3	289.0
E 8	Short Circuit Current*	I _{sc}	[A]	8.11	8.14	8.18
	Open Circuit Voltage*	Voc	[V]	44.85	45.10	45.35
Ξ (Current at MPP*	I _{MPP}	[A]	7.53	7.56	7.60
١	/oltage at MPP*	V _{MPP}	[V]	37.41	37.73	38.04

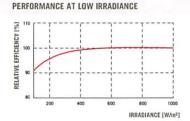
¹¹⁰⁰⁰ W/m2, 25 °C, spectrum AM 1.5G Q CELLS PERFORMANCE WARRANTY

² Measurement tolerances STC ±3%; NOC ±5% 3800 W/m², NOCT, spectrum AM 1.5G



At least 98% of nominal power during first year. Thereafter max. 0.54% degradation per year. At least 93.1% of nominal power up to 10 years. At least 85% of nominal power up to 25 years.

All data within measurement tolerances. Full warranties in accordance with the warranty terms of the Q CELLS sales organization of your respective country.



Typical module performance under low irradiance conditions in comparison to STC conditions (25°C, 1000 W/m2).

TEIM ENATORE GOLITIOIENTO	TEMPERATURE	COEFFICIENTS
---------------------------	-------------	--------------

Temperature Coefficient of I _{sc}	α	[%/K]	+0.04	Temperature Coefficient of Voc	β	[%/K]	-0.28
Temperature Coefficient of P _{MPP}	Υ	[%/K]	-0.37	Normal Operating Cell Temperature	NOCT	[°F]	113 ±5.4 (45 ±3 °C)

PROPERTIES FOR SYSTEM DESIGN

	Constitution of the Parket of			
Maximum System Voltage V _{sys}	[V]	1500 (IEC) / 1500 (UL)	Safety Class	П
Maximum Series Fuse Rating	[A DC]	20	Fire Rating	C (IEC) / TYPE 1 (UL)
Design load, push (UL) ²	[lbs/ft²]	75 (3600 Pa)	Permitted module temperature on continuous duty	-40 °F up to $+185$ °F (-40 °C up to $+85$ °C)
Design load, pull (UL)2	[lbs/ft²]	33 (1600 Pa)	² see installation manual	

QUALIFICATIONS AND CERTIFICATES

UL 1703; CE-compliant; IEC 61215 (Ed.2); IEC 61730 (Ed.1) application class A







PACKAGING INFORMATION Number of Modules per Pallet

Number of Pallets per 53' Trailer Number of Pallets per 40' High Cube Container Pallet Dimensions (L×W×H)

81.9 in × 45.3 in × 46.7 in (2080 mm × 1150 mm × 1185 mm)

Pallet Weight 1635 lbs (742 kg)

NOTE: Installation instructions must be followed. See the installation and operating manual or contact our technical service department for further information on approved installation and use of this product.

29

26

22

^{*} depending on product version

^{*} typical values, actual values may differ



CAO REPORT

May 27, 2019

The following report is designed to provide Council with an update on the activities and projects of the Town. The report is not intended to provide an all-encompassing review of Town activities, but to provide Council with a brief update on some of the more noteworthy activities and events.

Society of Local Government Administrators (SLGM)

Karine and I attended the annual SLGM conference in Kananaskis where Karine received her CLGM designation. Congratulations to Karine for all her hard work. We attended many valuable sessions, including one on the Municipal Accountability Program review which will be taking place here in September.

BYLAW ENFORCEMENT

See enclosed report

CORPORATE SERVICES

See enclosed report

DEVELOPMENT

See enclosed report

ECONOMIC DEVELOPMENT

See enclosed report

FCSS

See enclosed report

FIRE

See enclosed report

HR/TAXATION

See enclosed report

INFRASTRUCTURE SERVICES

See enclosed report

RECREATION

See enclosed report

UTILITY SERVICES

See enclosed report

Respectfully submitted by

Marian Carlson, CLGM CAO

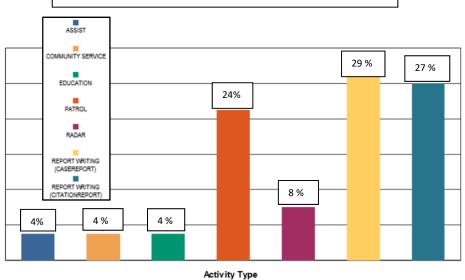


INFORMATION BRIEF

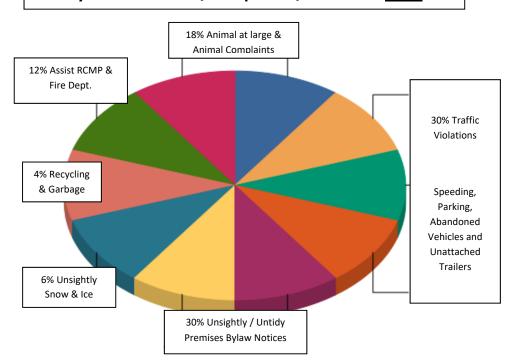
Meeting: May 27, 2019 Agenda Item: CAO REPORT

BYLAW ENFORCEMENT REPORT April 2019

Community Engagement in April



Bylaw Infractions/Complaints/Actions in April



April newspaper Highlights:

General Contractor
 Notice to tender for
 Enforcement contractor

April Enforcement Highlights:

- **1.** Now able to patrol / Radar and deal with TSA infractions
- 2. Two TSA tickets issued \$322
- **3.** Two Grade 12 Risk Reduction programs were facilitated. The first one was in conjunction with Willow Creek Emergency Services and the Fire Department on self defense and self awareness. The second one was with FCSS and focused on nutrition and how it is a positive life skill, made no-bake protein bites with the students.
- **4.** Continued monitoring progress on outstanding unsightly orders.
- **5.** Served verbal notices for a few more unsightly yard concerns.
- **6.** Complaints about a loose dog on the east side of town, unable to locate the dog.
- 7. Bike rodeo season has started with Claresholm as the first stop of six for this educational event for young children. Claresholm's was on April 10th.
- **8.** Camper trailer verbal warnings issued for illegal parking of trailers.
- **9.** Responded with Fire Dept on three calls.
- **10**. Worked with RCMP on possible stolen vehicles.
- 11. Two missing dog concerns.

DIRECTOR OF CORPORATE SERVICES - UPDATE



For: 4/22/2019 - 5/24/2019

Financial

- Final 2019 Operating and Capital Budgets were presented to and passed by Council on May 13, 2019. This included a number of updates from the interim budget including slight increase to tax revenue, addition of capital projects such as a new Columbarium at the Cemetery, additional position of a full-time Fire Chief, as well as other updates. Muniware has been updated for new budgets.
- Along with the final budget, Council was also presented with and passed, the 2019 Mill Rate on May 13, 2019. Tax notices have been subsequently printed and sent out. This is a fairly significant undertaking updating our financial software with current assessment data and new tax rates, confirming calculations, and then printing and mailing out notices. Big thanks to Lisa Chilton for all her work on this. 2019 was also the first year e-notices were sent out (tax notices sent by email instead of by post). We had over 500 property owners' sign up for this service.
- Worked with the Utility Department to update systems for new utility rates to be in effect for May non-residential billings and May/June residential billings. Other than some final testing to ensure rates are calculating properly everything should be ready.

Museum

 Museum Grand Opening occurred over the long weekend on Friday May 17th. This is the Claresholm and District Museum's 50th Anniversary. There have been a number of changes throughout the Museum for this year, so if you haven't been in a while please go check it out.

General

- Continuing to assist Granum with Financial Management and Bookkeeping matters. Time spent assisting them has been relatively minimal during this time.
- Policy review and updates continue with numerous policies being passed by Council on May 13, and more being presented to the Admin Services Committee on May 30, 2019.
- I was (mostly) off for about two weeks on the birth of our new little boy, Wilford Nathaniel Bullock, born on May 2.

Submitted by Blair Bullock, CPA, CA Director of Corporate Services



For: 4/19/2019 - 5/23/2019

Claresholm

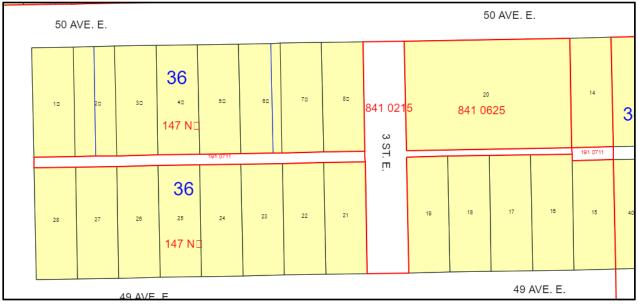
Development Permits

- ❖ 12 permit applications received.
- 8 development permits closed.

Compliance Requests

❖ 21 compliance requests received. Finalization of the road plan project, 17 compliance letters completed and RPR's sent to each property owner. The land titles and GIS map now reflect the existing alley.





Miscellaneous

- ❖ MPC meeting April 18, 2019, May 17, 2019 & May 24, 2019.
- Local Press Ads: Land Use Amendments Public Hearing Notices MPC approved developments ad, Alberta One Call reminders.
- ❖ Safety Codes Council Internal Audit Report completed & submitted. This year the Safety Codes Council updated their forms and included more information for municipalities to report back. The reporting deadline for this year is June 30, 2019. Every successive year will be March 30. This includes coordination with the Fire Chief and Superior Safety Codes for all the files which fall under the Town's Uniform Quality Management Plan (QMP). The QMP has guidelines for the service delivery or all safety codes, including our municipal accreditation, training, and to ensure designation and powers and certificate of competency for all officers. The QMP is reviewed annually for all officers and the QMP Manager (CAO).
- May 22, 2019- Webinar from the Destination Development Association on "How to Design & Develop a Low-Cost Amazing Plaza". Ideas on creating an amazing destination downtown, programing needs, attraction to the downtown and what will keep people there. Creating a community "living room" with comfortable furniture, activities, washrooms, signage, sponsorship programs and restaurants, shops nearby.

On-going projects

- Stormwater Pond signage project ongoing.
- ❖ Land Use Bylaw 2 amendments completed. Still working towards an update of the sign schedule of the land use bylaw.
- ❖ Multi-use building project Continued investigation and meetings held with user groups.
- ❖ Working with the MD on required easements for upgrades to servicing at the airport.
- Kin Clubs pathway grant application submitted on behalf of the Kinsmen.
- Road plan clean-up project– complete.
- ❖ Adhoc Committee Amundsen Park re-design survey complete, landscape architect engaged. Scheduled open house for public feedback June 6, 2019.
- ❖ Tax recovery sale property Property information posted to the website and property is advertised in the Local Press.
- SAEWA expression of interest completed & sent. (see attached package that was submitted).

Submitted by Tara VanDellen Planner/Development Officer



April 29, 2019

Southern Alberta Energy from Waste Association (SAEWA) Attention: SAEWA Administrator, Sherry Poole 1920 – 17 Street Coaldale, AB T1M 1M1

RE: EXPRESSION OF INTEREST

Please accept the attached proposal as the Town of Claresholm's Expression of Interest in hosting a new energy-from-waste (EFW) facility.

The Town thanks you for the opportunity to submit this expression of interest and we are available to answer any questions or provide additional information as required.

Yours truly,

Marian Carlson, CLGM
Chief Administrative Officer

Town of Claresholm

MC/tv Encl.



TOWN OF CLARESHOLM EXPRESSION OF INTEREST

Claresholm

Overview

The Town of Claresholm is pleased to submit this expression of interest to SAEWA as a potential community host for an Energy for Waste (EFW) Facility Site. The Town of Claresholm has recently completed an Area Structure Plan (ASP) for expansion of Industrial lands with all relevant technical studies to support the plan. Transportation routes are easily accessible with access to Highway 2 and Highway 520.

"The vision of the Starline Business Park ASP is to provide guidance for the orderly expansion of Claresholm's industrial area and to harmonize the plan area with developed areas within the Town, by building on existing development and taking advantage of the locational attributes of Highway 2 and Highway 520."



The Opportunity

- Starline Business Park ASP is located at the east end of Claresholm directly adjacent to current Industrial lands.
- Short Legal Land Description: 4;27;12;24;;12,13. Linc #: 0035 334 382. The full parcel contains 80 acres, which can be subdivided to suit any developers needs. Parcel sizes range from 5-20 acres within the plan.
- Lands are privately owned (please contact the Town for landowner information if required). The landowners and the municipality have a good working relationship and are eager to work together for development.
- These lands are easily accessible to Highway #2 along Alberta's North/South Trade Corridor and Highway 520.
- This area provides for logical and orderly expansion in Town, and the plan allows for flexibility for development. The lands are currently zoned AT (Agricultural/Transitional), however upon subdivision the lands are slated for Industrial land uses. The list of uses is attached.

Technical Studies

As part of the Area Structure Plan process, the Town has completed various studies supporting the plan. These will be vital when development occurs on site (these can be found at the links below with the full ASP). These studies confirm the area can be developed for these industrial uses.

- Biophysical Assessment
- Phase 1 Environmental Site Assessment
- Historical Resource Overview

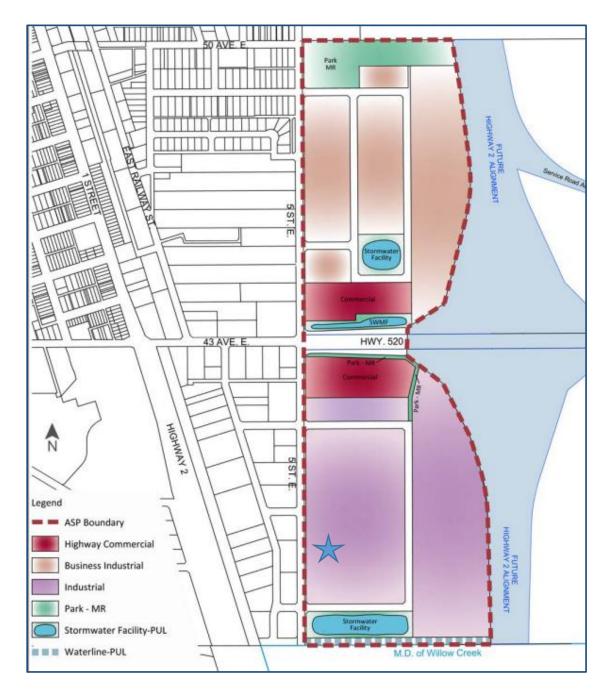
- Traffic Impact Assessment
- Geotechnical Investigation

Servicing Deliverables

The Town of Claresholm has completed the detailed design work for servicing of Phase 1 along 5th Street East. This will allow for servicing to the Starline Business Park within Phase 1. This is an ideal location for a facility that requires transportation access, but minimizes effects on any neighboring or adjacent properties. In essence if this location is chosen the area structure plan is flexible to allow for the needs of the facility (size/access/servicing). These upgrades have been approved within the Town of Claresholm's capital budget plan for construction in 2021 (though it could be sooner), and the detailed engineering design is complete. ATCO has recently upgraded their line directly adjacent and there are all other shallow services (cable, power- Fortis, etc.) available directly adjacent to the plan area. Alta Link transmission line is also located directly east of the current plan area. The line has a capacitor station to the north near the Town of Stavely, and a substation to the south near the Town of Fort Macleod. Enclosed is the line map for your information.

The map below shows the phasing for the plan (potential location shown star below – or anywhere within that south portion labelled 1). Land sale and subdivision, plus the creation of a portion of the storm pond will be required, but the Town is willing to work with the landowner and potential developer to facilitate the development.





Supplied Material & Resources

The Town of Claresholm has the full Area Structure Plan (with maps) and supporting documents on the website at the links below.

http://myclaresholm.com/starline/

http://www.claresholm.ca/news/public-notices/starline-business-park-asp

For the past few years the Town of Claresholm has been working with an Economic Development Committee and a full time Economic Development Officer, Brady Schnell. Brady is a resource that can be utilized within our community for economic development and contacts with the local and regional business community. The support of this committee, as well as a thriving Chamber of Commerce, support local businesses. The Town has also partnered regionally to support businesses; ie: Alberta Southwest & SouthGrow Regional Initiative.

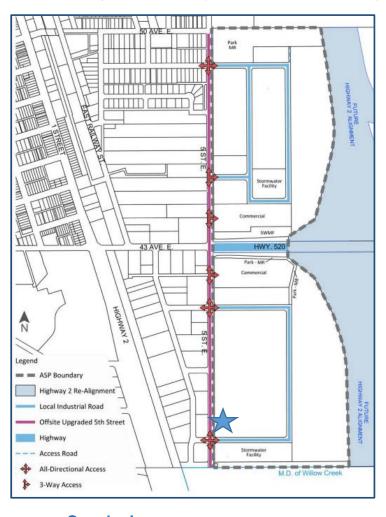
Brady Schnell, Economic Development Officer

Phone: 403.625.3381 | Cell: 403.489.0762 | Fax: 403.625.3869 PO Box 1000, 5318 – 2nd Street W, Claresholm, AB T0L 0T0

Email: edo@claresholm.ca

Other Benefits

The Town of Claresholm has this land identified in all statutory and strategic plans for industrial development. This area will be a brand new, fully serviced area that will be able to sustain itself long-term. Additional benefits of new infrastructure allow a facility such as this to not worry about upgrades to infrastructure in the future or road improvements. Again, the flexibility in lot sizes and creation of the development as necessary is a benefit rather than trying to fit within a particular subdivision or location. Being located along two major highways within Southern Alberta provide access to transportation corridors. The Town has capacity for any additional water and sanitary users within this plan, as well as a local Fire Department and RCMP detachment.





Conclusion

The Town of Claresholm appreciates your review of our expression of interest and looks forwards to any further conversations and partnership opportunities that may arise. Thank-you for your consideration.

Marian Carlson, CLGM CAO, Town of Claresholm



INDUSTRIAL - 11

INTENT: This district is intended to provide for a broad range of industrial and storage uses. The location of individual uses will have regard to both the effect on adjacent uses and the ability to provide adequate services to the site.

1. PERMITTED USES

Accessory buildings Accessory structure Accessory use

Animal care service, major Auctioneering facility

Building and trade contractors Bulk fuel storage and sales Business support services

Equipment sales, rental and service

Farm supplies and service

Farm/industrial machinery sales, rental

and service Fitness centre

Food processing facility, minor

Garden centre

Manufactured home sales and service

Offices
Public utility
Recycling facility
Retail store

Shipping container, permanent Shipping container, temporary Truck transportation depot

Vehicle sales and service

DISCRETIONARY USES

Abattoir

Alternative energy, solar Alternative energy, wind Amusement facility Aquaculture

Aquaponics

Auto body and paint shop

Building supplies

Cannabis production facility

Caretaker suite

Food processing facility, major

Grain elevator Manufacturing Market garden

Mini-storage and self storage Municipal works storage shops Natural resource extractive uses Oilfield servicing operation

Retail cannabis store

Salvage or waste disposal facility

Seismic operations

Storage yard

Theatre, drive-in movie

Tire business Truck stop Warehousing

2. MINIMUM LOT SIZE

		Width		Length		Area	
	m	ft.	m	ft.	m²	sq. ft.	
All uses	As re	As required by the Development Authority				12,000	

3. MINIMUM SETBACK DIMENSIONS

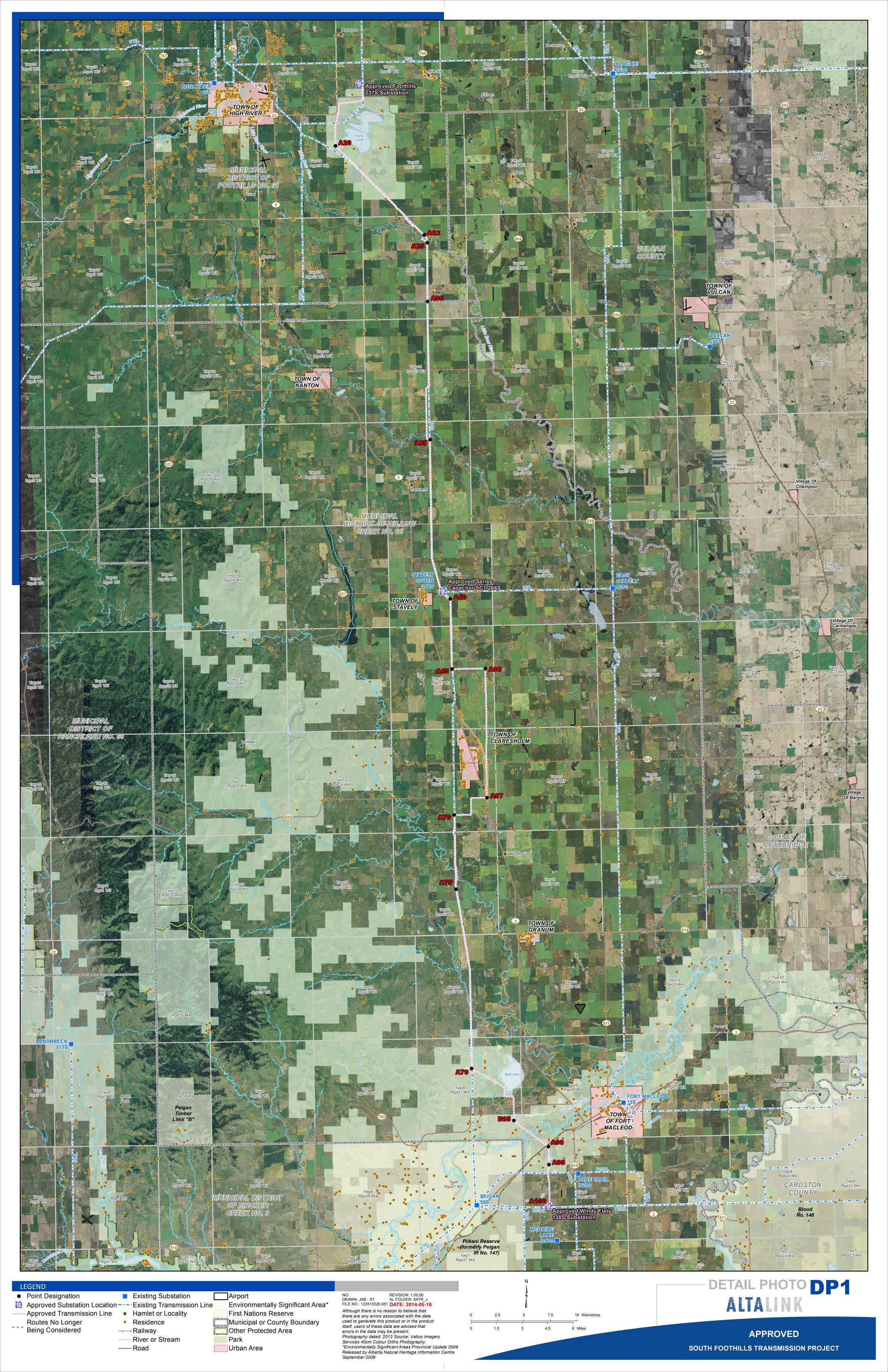
	Fro	ont	Side		Rear	
Use	m	ft.	m	ft.	m	ft.
All uses	9.1	30	6.1	20	6.1	20

4. SCREENING

The Development Authority shall prescribe or approve screening for uses which involve the outdoor storage of goods, machinery, vehicles, building materials and other items.



- 5. SIGNS See Schedule 2.
- 6. FENCING REQUIREMENTS See Schedule 7.
- 7. PARKING AND LOADING SPACE REQUIREMENTS See Schedule 8.
- 8. LANDSCAPING STANDARDS See Schedule 9.
- 9. SHIPPING CONTAINER REGULATIONS See Schedule 11.
- 10. TELECOMMUNICATION ANTENNA STRUCTURES See Schedule 12.
- 11. CANNABIS REGULATION See Schedule 14.



Economic Development Officer's Report

Town of Claresholm May 22, 2019



Prepared by Brady Schnell for the CAO of the Town of Claresholm, and its Council.

Since the submission of the April 17, 2019 report I continue to perform my duties and responsibilities as outlined in my employment contract, and as directed by the Chief Administrative Officer and Economic Development Committee. This report provides a summary of the committee operations as well as highlights for significant projects, when appropriate.

Economic Development Office

The Economic Development Assistant began work on May 1st and has been assigned to a number of tasks relating to record keeping, research, property inventory, and document creation.

Planning for Growth is the Starline-Business Park

Town Council, Administration and the Land Owners of the Starline Business Park will be meeting this month to discuss the detailed development process, anticipated marketing efforts, and eventual sale of the lands.

Claresholm Business Conference – September 21, 22, 2019

The WCCHS has been booked for the entire conference. A list of more than a dozen potential speakers and workshops has been compiled. The EDO and EDA will be contacting each of them to determine availability and price prior to the next working group meeting, which is May 24th.

Business Licensing and Home-Occupations

The EDA has updated the office registration for Mail Chimp service. This service allows us to email large groups of business owners in a way that is compliant with current legislation. The subscription is approximately \$130 annually, but provides easy contact management, attractive templates, and the ability to save documents for future use.

Claresholm Signage and the Community Advertising Program

The EDO met with Public Works at the site of the LED signs to determine materials and method to cover the back-side, and make the required additions to the front of the sign.

The EDO has identified the person who most recently painted the welcome sings and will be contacting them to inquire about another refresh to the paint and decals.

During the month of May two more local businesses joined the Community Advertising Program, bringing the total to eleven (11). JK's Barber Shop and Cotton Wood Village Retirement Residence will be sharing billboard 6, replacing one of the Sandman Inn's spaces.

Claresholm & District Chamber of Commerce

At the May Chamber of Commerce meeting it was decided to stop the executive meetings and return to the previous schedule of only having one general meeting per month. This decision comes as a result of the Executives feeling over burdened with the administrative work of having up to 24 meetings per year, and the desire for the board to remain included.

The next Opportunity for Growth will be held Tuesday June 25, at 7:00 pm, at the Claresholm Legion. The event will be entitled Laugh with Your Staff and speakers include:

• Dr. Tashi Kinjo Medical Director of the Care Centre

• Dr. Roisin Dempsey Family Practitioner

Mike Cutler
 LPN, Community Liaison, and Case Worker for the Care Centre

EV Charging Stations and Shaw Go Wi-Fi

EDO is waiting to receive an installation schedule for the five locations.

Alberta Southwest Quarterly EDO Round Table

My invitation to host the entire group in Claresholm was accepted; 12 people were in attendance including representatives from Alberta Innovates, Choose Lethbridge, Alberta Agriculture and Forestry, Alberta Economic Development & Trade, SouthGrow, and Alberta SouthWest.

The group parked and met downtown at the information sign, from there we walked to Amundson where we stood on the pool and discussed ideas for the park. We had a fantastic lunch at Moon House restaurant, and then convoyed to the Industrial Airport. At the airport we had four stops at which we gathered and I spoke on prepared subjects; the site of the air force memorial and industrial fire pump house, the taxi-way where we witnessed Alan Minor take-off and land his plane, then to RMDC where we met Lon and owner of a \$60k drift car, and then the historic site of the Flying N Restaurant. The convoy drove past the MD office's, and residences as we left the Industrial Airport for our final stop, a full-tour of Custom Cannabis by Jeff and Robyn.

Feedback has been tremendous, other municipalities would like to try and do the same kind of regional hosting, and the estimated number of leads from this day in Claresholm is now at six.

Bridge2Food International Conference, Calgary June 3-5, 2019

The EDO met with Councillor Schlossberger earlier this month to discuss sales strategy at the upcoming conference. A request for decision to Council has provided the direction needed to market Town owned land at the Industrial Airport. It was agreed that USB stick would be an effective way to deliver content to delegates at the Bridge2Food Conference. The EDA has sourced 4GB USB sticks that are branded with the Town logo and in the shape of a carrot. These USB sticks will be the primary tool by which the Town's delegates will be remembered and referred to after the conference. Hopefully the delegates will follow the carrot.

Content for the USB is under development, the shipping deadlines are very tight, and the back up plan is unbranded USB's sourced direct from Calgary.

SouthGrow Initiative

The Town of Claresholm's offer to host the 2019 SouthGrow AGM was accepted, and so it will take place Thursday June 13, 2019 at the Claresholm Legion, from 5:00 – 8:30 pm. The evening will include a number of presentations, and dinner will be catered by Putters Restaurant.

The EDA is preparing a powerpoint presentation about Claresholm and together with the EDO this project will be polished into something we can all be proud of. The intent is to use this presentation on the Bridge2Food USB's as well as at the SouthGrow AGM.

Important Updates and Activity

- Site-visit at SunCountry FM in High River where Sales and Management presented what they can offer and gave a tour of the facility.
- Attended the Protein Industry Workshop in Lethbridge
- Attended the SAAEP Energy Forum in Fort Macleod
- Site-visit at Water Plant to better understand our source and limits
- Industrial Airport Tour with Keith Armstrong, commercial relator and chamber executive
- Be Social workshops continue to take place twice Wednesday's. I attend the start, and end, each night from 7:00 – 9:00 pm, at Cotton Wood Village.
- Installed Barber Shop Billboard (200 sq ft.) on Saturday May 11, 2019.
- Prepared an attractive Canada Day Partnership Package for the Events Coordinator to use for Canada Day sponsorship. This package is largely social media based sharing, and I understand it has been going over very well with 4-5 partners already.

Submitted,

Brady Schnell, Economic Development Officer

Report to Council for April/May

Barb has returned!

She is presently working on AHS reporting, Emergency services plans, will be attending an FCSS Regional Spring meeting and an emergency services meeting with Jason.

Tax season 2019 was a very busy time. Taxes at this time: 371

We are creating a plan for poverty reduction by bringing in programming that brings awareness to the issue of poverty, especially generational poverty, in our community. Getting Ahead in a Just Getting by World, Bridges out of Poverty, Poverty Simulator, Brain Story by Alberta Family Wellness

Working with WCCHS for the Youth Council Representative positions

We are running a My Account Workshop on May 29th, for those that accessed the volunteer income tax program and anyone else in the community. This will allow us to be able to assist clients in accessing their tax and benefit information when they have lost or misplaced government correspondence.

Senior Walking Group is continuing and we have a core group of participants.

Allison is continuing to work with promoting the Risk Reduction program at WCCHS

We're working with Sagesse to bring Finding Our Voices Peer Support Group, a provincially funded program, to Claresholm. We are currently in the process of finding volunteers to take the 2.5 day training program offered to facilitate. We hope to offer the training in the summer and begin the program in the fall.

All three of us were invited, and went, to the Diamonds presentation with tickets for the event as a thank you for funding their project this year.



Claresholm Fire department Report May 2019

Miscellaneous:

- 1. 10-01 Professional Firefighter level 1 course is close to completion. Exam date June 22.
- 2. We currently have three safety codes inspection files open that we are working on.
- 3. We are hosting the Drilling for Function with Aaron Fields for a one-day work shop at the Claresholm fire Hall on May 26. Aaron is an award-winning fire service trainer who has taught firefighters across north America and has offered to do his one-day seminar for no charge. We have opened this unique event up to all of the firefighters in the MD with a cap of 40 participants.
- 4. We are currently working with Cotton Wood Village to update their fire response plan.
- 5. We have recently had 4 of our members participate in the Calgary stair climb challenge climbing 55 stories in full turn out gear and SCBA to raise money for cancer research in the fire service. Captain Kris Benna, FF Ryan Ritzen, FF Codey Schpanasky and FF Crystal Trombley all competed.
- 6. We recently assisted at Willow Creek Composite High School with their risk reduction assembly.

Calls:

Calls since last month:

Town calls	M.D. Calls	Total
13	11	24

Call Type	Town	M.D.	Total
Medical first response	6	1	7
Medical co-response	4	2	6
Motor vehicle collision	0	2	2
Gas odor /Leak	2	0	2
Vehicle fire	0	2	2
Outside fire	0	3	3
Stranded motorists (storm)	0	1	1
Smoke Investigation	1	0	1
Total	13	11	24

• 2 assists to neighboring Departments

Calls to date:

Claresholm Fire has responded to 116 emergency calls to date.

MAY 2019 H/R TAXATION REPORT

Prepared by Lisa Chilton

Human Resources

All of the seasonal employees have been hired for the summer. They have all started now.

Assessment and Taxation

Benchmark Assessments continue to do inspections around town.

I have successfully completed my recertification for Assessment Review Board Clerk. The Town contracts O.R.S.C.C. to handle our assessment appeals with the Regional Assessment Review Board or the Composite Assessment Review Board but all the appeals usually come to the office first. It is important for the Tax Administrator to understand the process and this is communicated through the Assessment Review Board Clerk training.

2019 Tax season has officially begun. We are here to answer any questions from the rate payers so please refer any questions to the Town Administration.

Below are the current outstanding taxes, except for the Tax Installment Payment Plan participants, at May 8th, 2019.

Taxes outstanding are \$145,569.17 summarized as follows:

\$ 42,269.41	Arrears including penalties
\$ 24,047.63	Tax recovery property not sold at auction 2018 (town-owned now)
\$ 74,454.57	Properties on 2019 Tax Arrears List. Subject to auction in 2020.
\$ 4,797.56	Property under tax agreement

There are no properties left on the 2018 Tax Arrears List. All taxes have been satisfied within the limits as per the Municipal Government Act.

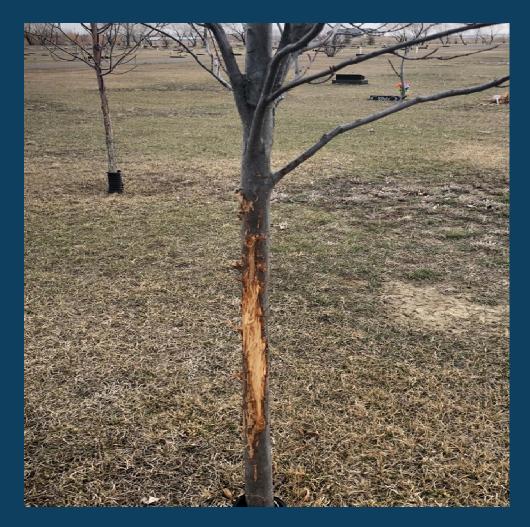
The 2019 Tax Arrears List has been registered with the Alberta Land Titles Office on April 3rd, 2019. There are 15 properties on the list this year.

The combined Tax and Assessment Notices have been issued and are due for payment in full (except the rate payers on the Tax Installment Payment Program) by June 28th, 2019.

Also take note that this is the first year that customers are able to receive their tax notices by e-mail rather than Canada Post. This is new legislation. We have approximately 550 tax notices going out by e-mail in 2019. This is a great savings to the tax payers as there will be no postage, envelopes, paper copies and staff labour associated with these e-mailed notices. Also note there is a \$1.50 paper fee charge for tax notices processed and sent out by mail. This is indicated by "Paper Fee" on the notice.

Infrastructure Services





May 2019
TOWN OF CLARESHOLM
Mike Schuweiler
Director of Infrastructure

Airport

Work on the servicing of 5 airport hangar lots is now completed. The MD's contractor, extended the water main alongside the existing sewer main and has serviced two Town owned lots as well. The roadway is still to be rebuilt. An incident of a plane landing without landing gear down on the runway was reported, Town crew assisted with the removal of the plane.

Arena

Lacrosse started up in April, and has scheduled one weekend tournament so far that will require staffing. The Gun show was another success, and two other new users are also renting the Arena. Gymnastics and a floor hockey group have signed user agreements.

Town Buildings

The regular weekly inspections of Town owned buildings continue. The Arena roof is leaking again in the mezzanine. Door and trim painting and touch ups are underway at the various buildings.

Cemetery

Cemetery memorial trees have been damaged, by deer. A new columbarium has been ordered and delivery is expected in August. Cleanup of winter debris has been done. Gopher poison bait stations maintained.

Equipment

There are no problems to report at this time. A used 2013 dump truck has been purchased and the 1997 Mack has been advertised for sale and will be going for public auction.

Garbage

Our collection program is working well, and no complaints to report. Spring Cleanup has started for another year and the PW crew is working with the Sanitation Dept. to collect all materials and separately dispose properly.

Sidewalks

Our yearly sidewalk assessment has been completed to determine the condition and repair/replacement list, of all sidewalks to be done in the 2019 sidewalk tender. As usual the worst ones are moved to the top of the list and the amount replaced is determined by the lowest tendered price received. Also, warranty work will be requested for new sidewalk last year, that has cracked, from last year's contractor.

Streets

Road conditions are poor in many areas due to Frost boils. Cutting out the pavement, coring and replacing the base is done. Repaving of the patches will be done when possible. Repairs needed this year will be extensive. Street sweeping and pothole repair is done as time and manpower is available.

McNally contractors has started construction and will be working on the Town's infrastructure improvements for 2019.

Sanitary Sewers

One homeowner has had sewer backup in their home (May 11) due to a sewer main blockage, on 53rd Ave. East. The cause was undetermined, but upon investigation and a camera inspection, there is work planned to improve the service connection at this location.

Our semi-annual sewer flushing of the entire Town is well underway. This is needed to eliminate the buildup of stuff in the lines and reduce sewer backups into homes as much as possible. One residential sewer service was repaired into the street at the owner's request and expense by the PW crew and one other done by a contractor. McNally has almost finished the 2 blocks of sewer replacement on 49th Ave. West. Rain has caused some delays.

Water Distribution

The PW crew has flushed all dead-end water mains, this is done yearly to improve water quality in our system. Two water main breaks have been repaired by the PW crew in the last month.

Storm Water Drainage

The golf course storm water drainage work has been completed, topsoil placement and seeding are now done. Inspections of the completed work are planned for May 28th.

Parks

All Parks have been cleaned and inspected. It was noted that extensive damage to trees in our parks, cemetery and other green spaces was discovered. Some trees will not recover. These are not just newly planted ones, but trees that have been planted 5+ years ago. The damage has been done by the Town's deer population. Options are being investigated to control the problem.

Campground stalls and roads in Centennial Park have been ripped up and re-laid and compacted as rutting and frost heave damage was getting worse. The spray park has been gone over and readied for another season of fun.

INFRASTRUCTURE REPORT

All 19 planters in the downtown have been gone over, weeded and watered and flower pots and barrels readied for flower planting.

Recycling

Sorting staff is struggling, with the basics and causing some concerns with our product quality. Administration staff is working on gathering proposals for a new program before the current June contract expires. An RFP has been posted on the APC web, asking for pricing, for the implementation of a new blue bin curbside collection program.

Staff

2 seasonal employees, and a gardener position have been hired, to help with the summer demand. Another 31 weeks of employee holidays are scheduled for the remainder of this year, in these 4 departments.

CLARESHOLM RECREATION

APRIL-MAY 2019





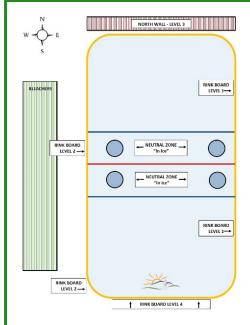
Authored by: Denise Spencer

CLARESHOLM RECREATION

ARENA

The fall advertising packages for returning advertisers have been mailed out; all cards are printed on cardstock, double sided, and were sent with a letter and new arena map. Deadlines include dates for neutral zones, rink board advertising (before the ice is made). We're pleased to offer the monitor bundles this year, as last season there was difficulties with the system.



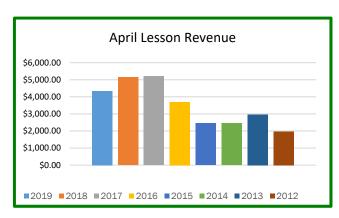


- Lacrosse: painting of the lines has been delayed
- Floor Hockey has 10 weeks scheduled July 2-September 3; possibility of a recreation evening with other users (ie. Pickleball, basketball)
- Claresholm Minor Ball has rescinded their requested use of the facility for inclement weather

CAC

- CCHMA bi-annual Facility meeting was Tuesday May 7; general consensus regarding the Kraken Swim Meet is that every year it runs smoother. The Center will be charging the Claresholm Aquatic Centre rental fee for using rooms for courses.
- Summer/ April registration numbers; while the numbers have dropped slightly from 2018 & 2017, they are still significantly higher than previous years
- Kraken swim club & clinic May 11-12; registration numbers for this camp were less than planned, the pool rental was downgraded to 2 lane rentals.





- Marlin Swim Club has confirmed they will be renting our facility until the Nanton pool is open. Claresholm has worked with Nanton for a number of years. The CAC Annual Summer pass sale has shown an increase this May, with almost double the sales from May 1-20 from previous years.
- NL Recertification May 5th had 13 participants, which included 5 guards and 8 public. There is currently a Lifeguard shortage in Canada which we continue to work on strategies for enrollment in advanced courses, and entice new Lifeguards.

BALL DIAMONDS

- Fair Games tournament August 9-11 is booked. In 2018 the organizers were pleased to have 16 teams register. The caliber of ball at these tournaments is high, and very competitive.
- Co-ed slo pitch now has insurance coverage through AMSC. The number of teams has dropped from 7 in 2018, to 6.
- Claresholm Minor Ball is looking at ways to improve the diamonds for future use

ADMUNSEN PARK

FROG CREEK WETLANDS

Frog Creek Signage

- The initial design of the signage had corrections needed and I sent back the changes needed in detail May 1st. We are still waiting on the next design.
- Meeting May 22, 2019 with the new account manager, expressed that the Town of Claresholm would like this project completed.

SKATEPARK ASSOCIATION

• Working in partnership with Rocky Mountain Drift Club for future endeavours

SOUTHERN ALBERTA SUMMER GAMES

- 50 years of Games
 - Registrations began May 8, 2019
 - Schools have been contacted with posters and information emailed and dropped off in the form of handouts to schools within the MD of Willow Creek. Nanton, Claresholm, Stavely and Granum have received handouts for students to be sent home.

SOUTHERN ALBERTA SUMMER GAMES SOCIETY

A meeting was held May 7 to discuss the 2021 bid for SASG in Claresholm. Date for the proposed evaluation and tour of facilities will be June 11, 2019

BE SOCIAL WORKSHOPS

Throughout the month of May I have attended Wednesday workshops that have directed community members and organizations on ways to use social media and their platforms to better promote business. These tools will be valuable in promotion for recreation within our community. The facilitator worked with Claresholm Rec Facebook with the challenges that we faced due to our site being set up as a personal page versus an organization, and merged the different parts of Claresholm Aquatic Centre and Claresholm Rec so we now have an

operable business page which we will be a huge benefit going forward. With his guidance we will be able to use the free tools at our disposal to better promote our community's offerings.

COMMUNITY VOLUNTEERING

I have been involved with painting set backdrops and working behind the scenes with SUCH Drama for "Red Riding Hood & The Three Pigs", held at the Community Center in Claresholm. I also updated the backdrop for the Diamonds performance at the Seniors Drop in show, "Anything Goes". These recreation outlets rely heavily on the support of community members and volunteers.





Claresholm

Utility Services Report

MAY 2019

3700 8th Street West

Work# 1-403-625-3100

brad.burns@claresholm.ca

Box 1000 T0L-0T0

Cell # 1-403-625-1687

www.claresholm.ca

Claresholm, Alberta

Fax # 1-403-625-3869

Utility Services Manager, Brad Burns

Regional Water Treatment Plant

Maintenance

- Schedule 3 treated water quality limits daily monitoring, measuring and reporting frequency as per approval.
- Distribution free chlorine test taken daily.
- Calibrate lab testing equipment monthly.
- Inspect pumps, VFD's, piping, valves, and gauges daily.
- Check SCADA, electrical components and telemetry equipment daily.
- Check chemical rooms and DAF area equipment and process daily.
- Clean chlorine analyzer and change solutions monthly.
- Test onsite backup generator monthly.
- Yard Maintenance at all Utility Services locations.
- CIP (clean in place) PALL membrane clean both Pall Racks.
- Clean PALL caustic and acid tanks.
- Carbon Dioxide leak detection alarm system issues (ordered part to replace and repair).
- Cleaned Particle Counters on both PALL Membrane Racks.
- Clean BMS unit heaters, replace filters and service motors.
- CHAMCO onsite for yearly air compressor service and trouble shooting.
- Inline mixer on post DAF raw water line offline. Water injection system sparging quill online for chemical mixing.
- MPE onsite to look at low lift pump area water seepage around pump casing and constant weeping tile water flow.
- Investigating cost estimates from different environmental lab services and comparing fee schedules.

Model "TME" Air Sparging Injection Quill Disperses High Velocity Water Using No Moving Parts Replacing The Need For Mechanical Mixing And Associated Costs.



Alberta Parks and Environment Requirements

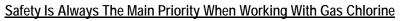
- Schedule 3 treated water quality limits daily monitoring, measuring and reporting frequency as per approval.
- Daily lab testing of treated water as per the approval in accordance with schedule 2&3.
- Distribution samples for free chlorine residual throughout town continue to be compliant.
- Bacteriological samples within the distribution system showing no Total Coliforms or E coli.

<u>Meetings</u>

- Bi-weekly management meetings.
- Monthly Public Works safety meetings.
- Monthly onsite safety meetings.

Safety

- Check SCBA monthly.
- Check fire extinguishers monthly.
- Monthly Public Works safety meetings.
- Monthly onsite safety meetings.
- Check eyewash and shower stations monthly.
- Test chlorine alarm detector monthly.
- Check Co2 detector monthly.
- Check emergency lighting monthly.
- Complete required hazard assessments.
- Tool box meetings for weekly jobs to be done.
- Organize water treatment lab and process chemical MSDS sheets.
- CINTA Fist Aid supplies onsite to check first aid supplies.
- Ensure proper gas chlorine bottle changing procedures for employee safety.





Chemical

- Transfer chemicals to day tanks as required. Change gas chlorine bottles as required. Order and delivery of chemicals as required.

- Cleaning sodium hydroxide tank.
- Order testing products for Carbon Dioxide system.

Pumping Stations and Reservoirs

Highway Pump Station

- Schedule 3 treated water quality limits daily monitoring, measuring and reporting frequency as per approval.
- Distribution free chlorine test taken daily.
- Inspect pumps, VFD's, piping, valves, and gauges daily.
- Check SCADA links, electrical components and telemetry equipment daily.
- Clean chlorine analyzer and change solutions monthly.
- Test onsite backup generator monthly.
- Inspect rooftop exhaust fans and change belt.

East Side Reservoir (UFA)

- Check SCADA links, electrical components and telemetry equipment weekly.
- Check sump pump and onsite manholes.

M.D Willow Creek Chlorine Booster Station

- Distribution free chlorine and required test taken as per Code of Practice for a Waterworks System Consisting Solely of a Water Distribution System.
- Bacteriological, THM and Lead samples as per AEP code of practice.
- Dennis Dirt Works charged new water line north of Airport Terminal building. Fee chlorine and bacteriological samples taken and recorded.
- Installed pressure gauge on sodium hypochlorite line to distribution to determine line pressure.

West Water CO-OP

- Distribution free chlorine and required test taken as per Code of Practice for a Waterworks System Consisting Solely of a Water Distribution System.
- Check PRV and double check valves biweekly.

Water Distribution

Universal Metering

- Meter readings as requested by the office.
- Replace/check ERT's and inspected meters as requested by office.
- Monthly town meter reads.
- METERCOR onsite with newly upgraded meter reading system setup and training.

Government Compliance

- Schedule 3 treated water quality limits daily monitoring, measuring and reporting frequency as per approval.

Town of Granum and Supply Line

- Check supply line monthly.
- AEP onsite dealing with water and wastewater licensing requirement issues.

Meter Vaults

- Check acreage meter vault bi-weekly.
- Check Granum meter vault (in Claresholm) bi- weekly.
- Fortis onsite to repair broken pole wire to Granum vault (in Claresholm).

Distribution Lines

- Two Bacteriological samples sent to Provincial Health Lab for testing once per week.
- Distribution free chlorine test taken once per week.
- Water line break on 51st West (bacteriological test for coliforms).

Lagoon and Wastewater Collection

Government Compliance

- Code of practice for wastewater systems using a wastewater lagoon daily monitoring requirements.

Harvest Square Lift Station

- Check lift station online daily.
- Check SCADA pack, electrical components and telemetry equipment weekly.
- Test onsite backup generator monthly.

Lagoons

- Check lift station online daily.
- Check SCADA, electrical components and telemetry equipment daily.
- Test onsite backup generator monthly.
- Inspect piping, valves and gauges daily.
- Dennis Dirt Works placed all concrete dumped along lagoon bank to prevent erosion.

Raw Water Supply

Pine Coulee Reservoir

- Test Pine Coulee Reservoir water.
- Control fill line to onsite reservoir.
- Pine Coulee Reservoir level 1048 geodetic meters.
- Pine Coulee Reservoir filling at 1.76 m3/s below Pine Coulee diversion canal below head gates.
- Chain Lakes Reservoir 90% capacity.

Raw Water Storage Reservoir

- Schedule 2 raw water daily monitoring, measuring and reporting frequency as per approval.
- Onsite raw water reservoir LT1026 6225 mm (filling from Pine Coulee).
- Check blowers to lake daily.

Golf Course

Treated Backwash water from process continues through the neutralization system to the golf course holding ponds.

Golf Course Main Pump House Controls





INFORMATION BRIEF

Meeting: May 27, 2019

Agenda Item: 15

COUNCIL RESOLUTION STATUS

Regular Scheduled Meeting - November 13, 2018				
18a	IN CAMERA: Moved by Councillor Schulze to support the concept and approach recommended by the Regional Fire Services Study Steering Committee, and further to support the approach and guiding principles for the remaining components of the Intermunicipal Collaboration Framework. CARRIED MOTION #18-176	Marian	Draft agreement being prepared and scheduled to be presented to all Councils for consideration on June 19, 2019	In progress
Regu	ular Scheduled Meeting - April 8, 2019			
3	CORRES: APWA Alberta Chapter - Referred to Administration to acknowledge National Public Works Week May 19-25, 2019.	Marian/Karine	National Public Works week acknowledged	Complete
Regu	ılar Scheduled Meeting - April 23, 2019			
10	RFD: EV Charging Station Site - Moved by Councillor Moore to approve the use of Site-1 as indicated on the proposed locations for the placement of two (2) electric vehicle charging stations with the Peaks to Prairies project. CARRIED MOTION #19-058	Brady	License of Occupation Signed and filed. Await install schedule	In Progress
Regu	ular Scheduled Meeting - May 13, 2019	-		
1	BYLAW #1665 - Moved by Councillor Schlossberger to give Bylaw #1665, a land use bylaw amendment, 2nd Reading. CARRIED Moved by Councillor Zimmer to give Bylaw #1665, a land use bylaw amendment, 3rd & Final Reading. CARRIED	Tara	Bylaw printed, signed and sent to ORRSC for updates to map	Complete
2	BYLAW #1666 - Moved by Councillor Carlson to give Bylaw #1666, a land use bylaw amendment, 2nd Reading. CARRIED Moved by Councillor Cutler to give Bylaw #1666, a land use bylaw amendment, 3rd & Final Reading. CARRIED	Tara	Bylaw printed, signed and sent to ORRSC.	Complete
3	RFD: 2019 Budget Update - FINAL - Moved by Councillor Schulze to approve the updated 2019 operating and capital budget as presented. CARRIED MOTION #19-061	Blair	Printed, signed, and uploaded to website.	Complete
4	BYLAW #1668 - Moved by Councillor Schlossberger to give Bylaw #1668, the 2019 Mill Rate Bylaw, 1st Reading. CARRIED Moved by Councillor Moore to give Bylaw #1668, the 2019 Mill Rate Bylaw, 2nd Reading. CARRIED Moved by Councillor Carlson to give unanimous consent to give Bylaw #1668, the 2019 Mill Rate Bylaw, 3rd and Final Reading at this meeting. CARRIED Moved by Councillor Cutler to give Bylaw #1668, the 2019 Mill Rate Bylaw, 3rd and Final Reading. CARRIED	Blair/Lisa	Bylaw Signed and uploaded to website. Tax Notices E- mailed May 15th, 2019 and Mailed May 16th, 2019	Complete

		_		<u>-</u>
5	DELEGATION RESPONSE: Youth Justice Committee of Alberta Southwest - Moved by Councillor Schlossberger to support the Youth Justice Committee of Alberta Southwest's project of positive ticketing in Claresholm by using the community peace officer to hand out positive tickets and using the Town Office as a redemption point for tickets to gift certificates. CARRIED MOTION #19-062	Ryan	Waiting for further information	In Progress
6	DELEGATION RESPONSE: Claresholm Minor Baseball - Council indicated that they would like to create an ad-hoc committee that will work to come up with the best plan for all going forward. Discussion on the subject to be postponed to the next regular meeting.	Denise/Mike	RFD on May 27th Agenda	Complete
11	CORRES: Indoor Walking Group - Moved by Councillor Schulze to support the Indoor Walking Group with a grant of \$1,000 for the October 2018 to March 2019 season to be applied to the Claresholm Community Centre Invoice #01 dated April 24, 2019 on their behalf. CARRIED MOTION #19-063	Karine	Payment sent	Complete
12	CORRES: Family and Friends of Garry Moyer - Moved by Councillor Zimmer to allow for the installation of a bench in memory of Garry Moyer at Westhills Park with the design to be approved by the Town of Claresholm's development department, and the understanding that the Town is not responsible for the replacement of the bench once it has reached its useful life. CARRIED MOTION #19-064	Tara/Mike	Contacted group, will work with them for selection of site and bench.	In Progress
13	RFD: Policy Manual Review and Update - Moved by Councillor Schlossberger to adopt the updated Town Policies as follows, effective May 13, 2019: • Policy 1.2.01 – Respectful Workplace Policy (Version 1.0) • Policy 1.2.05 – Conflict of Interest (Version 1.0) • Policy 1.2.10 – Confidentiality Agreement (Version 1.0) • Policy 1.2.40 – Whistleblower Policy (Version 1.0) • Policy 1.2.90 – Progressive Discipline Policy (Version 1.0) CARRIED MOTION #19-065	Blair	Policies updated, printed, and added to policy manuals	Complete
14	RFD: Policy Manual Review and Update - Moved by Councillor Carlson to adopt the new Town Policies as follows, effective May 13, 2019: • Policy 5.3.03 – CPO Code of Conduct Policy (Version 1.0) • Policy 5.3.25 – CPO Use of Force Policy (Version 1.0) CARRIED MOTION #19-066	Blair	Policies updated, printed, and added to policy manuals	Complete
15	RFD: Policy Manual Review & Update - Recreation Fees - Moved by Councillor Zimmer to adopt the amended Town Policy 5.7.10 – Recreation Fees Policy (Version 1.0), effective May 13, 2019. CARRIED MOTION #19-067	Blair	Policies updated, printed, and added to policy manuals	Complete
16	RFD: Sponsorship Plaque / Memorial Policy - Moved by Councillor Moore to adopt the Town Policy 5.6.24 – Sponsorship Plaque/Memorial Policy (Version 1.0), effective May 13, 2019. CARRIED MOTION #19-068	Blair	Policies updated, printed, and added to policy manuals	Complete
17	RFD: Organizational Structure - Moved by Councillor Schulze to adopt the Organizational Structure effective May 13, 2019 as presented. CARRIED MOTION #19-069	Marian/Karine	Updated	Complete
21a	IN CAMERA: LAND - Moved by Councillor Cutler to list the property located at 232, 234 & 236 50th Avenue West at the assessed value of \$164,000 (under the tax recovery guidelines) with conditions. CARRIED MOTION #19-070	Tara	Property information prepared for inquiries. Notice sent to Local Press for advertising, also on the Town website.	Complete

IN CAMERA: LAND - Moved by Councillor Zimmer to cancel the contract with BRZ Partnership
Architecture Inc. for the renovation project of the Multi-use Community Building. CARRIED

Tara/Marian
Notification letter sent to firm.
Complete

PREPARED BY: Karine Keys, CLGM, Finance Assistant

APPROVED BY: Marian Carlson, CLGM – CAO DATE: May 24, 2019

INFORMATION ITEMS



MUNICIPAL PLANNING COMMISSION MINUTES

April 18, 2019 Town of Claresholm — Council Chambers

Attendees: Doug MacPherson – Mayor

Brad Schlossberger - Council Member (Chairperson)

Doug Priestley - Member-at-Large Jeff Kerr - Member-At-Large Kieth Carlson - Council Member

Staff: Tara VanDellen – Planner/Development Officer

Darlene Newson - Infrastructure Admin Assistant

Public Present: Rob Vogt - CLP

8:34 a.m. Call to Order /Adoption of Agenda

Motion to adopt the agenda by Jeff Kerr

> Seconded by Doug Priestly

> > **CARRIED**

Adoption of Minutes

• April 5, 2019

Motion to adopt the Meeting Minutes By Doug Priestly

> Seconded by Jeff Kerr

> > **CARRIED**

8:34 Councillor Carlson entered

Item 1: ACTION DEVELOPMENT PERMIT

File: D2019.030

Applicant: Kelly Matthews

Owner: Kelly and Tracey Matthews Address: 280 59 Avenue East Legal: Block 3, Plan 731663

Regarding: Discretionary Use – addition of Farm

Building (1296 ft.2 barn)

Item 2: DISCUSSION LAND USE BYLAW AMENDMENTS

With conditions by Mayor MacPherson

Motion to approve

Seconded by Councillor Carlson

CARRIED

Motion to recommend changes to Council by Jeff Kerr

> Seconded by Doug Priestly



MUNICIPAL PLANNING COMMISSION MINUTES

April 18, 2019
Town of Claresholm – Council Chambers

Town of Claresholm -	- Council Chambers	
		CARRIED
ITEM 3: IN CAMERA	ADVISE FROM OFFICIALS – FOIP SECTION 24.1	Motion to go in camera by
		Mayor MacPherson
		Seconded by Doug Priestly
		CARRIED
		Motion to come out of in camera by Mayor MacPherson
		Seconded by Doug Priestly
		CARRIED
9:42 a.m.		Motion to Adjourn By Jeff Kerr
		CARRIED

Next meeting: May 17, 2019 8:30 a.m.



MINUTES - 3 (2019) **EXECUTIVE COMMITTEE MEETING**

Thursday, April 11, 2019 at 6:00 p.m. ORRSC Boardroom (3105 - 16 Avenue North, Lethbridge)

EXECUTIVE COMMITTEE:

Gordon Wolstenholme - Chair Jim Bester - Vice-Chair Don Anderberg Doug MacPherson

Ian Sundquist Jennifer Crowson (absent) Margaret Plumtree

STAFF:

Lenze Kuiper – *Director*

Barb Johnson – *Executive Secretary*

AGENDA:

1.	Approval of Agenda – April 11, 2019	
2.	Approval of Minutes – February 14, 2018	(attachment)
3.	Business Arising from the Minutes	
4.	New Business (a) KPMG LLP – Auditors' Report and Financial Statements 2018	(attachment) (attachment) (attachment) (attachment)
5.	Accounts (a) Office Accounts – February 2019	(attachment)
6.	Director's Report	
7.	Executive Report	
8.	Adjournment	

CHAIR GORDON WOLSTENHOLME CALLED THE MEETING TO ORDER AT 6:03 P.M.

1. APPROVAL OF AGENDA

Moved by: Doug MacPherson

THAT the Executive Committee approve the agenda, as amended:

MOVE: 4(g) In-Camera to following 7. Executive Report CARRIED

2. APPROVAL OF MINUTES

Moved by: Jim Bester

THAT the Executive Committee approve the minutes of February 14, 2019, as presented. CARRIED

3. BUSINESS ARISING FROM THE MINUTES

None.

4. NEW BUSINESS

(a) KPMG LLP – Auditors' Report and Financial Statements 2018

Derek Taylor of KPMG LLP presented the Auditors' Report and Financial Statements which
were prepared in accordance with Canadian public sector accounting standards, including
the 4200 series of standards for government not-for-profit organizations. He reported that
the financial statements present fairly, in all material respects, the financial position of the
ORRSC for the year ending December 31, 2018. Excess revenues over expenses for the
year totalled \$185,032.

Moved by: Don Anderberg

THAT the Executive Committee accept the Auditors' Report and Financial Statements for the year ending December 31, 2018 prepared by KPMG LLP.

CARRIED

(b) Draft ORRSC 2018 Annual Report

 Director Lenze Kuiper gave a brief overview of the Annual Report which includes a message from the Chair, Board of Directors, Executive Committee, Staff, Municipal Projects and Subdivision Statistics for 2018.

Moved by: Ian Sundquist

THAT the Executive Committee accept the Draft ORRSC 2018 Annual Report, which will be combined with the Auditors' Report and Financial Statements for the year ending December 31, 2018, and referred to the Board of Directors for approval at the June 6, 2019 Annual General Meeting.

CARRIED

(c) Ministerial Order MSL:013/19 for ORRSC to Continue to Provide GIS Services

Alberta Municipal Affairs forwarded Ministerial Order No. MSL:013/19 dated March 5, 2019, authorizing the Oldman River Regional Services Commission to continue providing geographic information systems services to the towns of Bow Island, Innisfail, Olds, Penhold, Sundre and Taber; and the villages of Alix and Rosemary. This authorization shall remain in effect for each of the above listed municipalities, for the length of time each municipality requests these services as per the terms of a written agreement, or until such time as the Minister rescinds the authorization.

(d) Chinook Intermunicipal Subdivision and Development Appeal Board Update

 On March 5, 2019, ORRSC emailed an Agreement, Bylaw and Schedule of Fees to member municipalities regarding voluntary participation in the Chinook Intermunicipal Subdivision and Development Appeal Board. Approximately 25 municipalities have indicated they will join and 19 signed agreements have been received to date. A \$500 administration fee will be invoiced annually, and the costs of each SDAB hearing will be borne by the municipality involved as per the fee schedule.

(e) Subdivision Activity 2019

• \$39,637.50 in subdivision fees was received in March, bringing the total subdivision revenue for the first quarter of the year to \$93,757.50 (53 applications).

(f) Fee For Service 2019

 The status of Fee For Service projects as of March 29, 2019 was reviewed. Currently, our main focus is on completing the required Municipal Development Plans and Intermunicipal Development Plans.

5. ACCOUNTS

(a) Office Accounts – February 2019

5150 Staff Mileage S. Johnson	\$ 102.50
5320 General Office Supplies S. Johnson	114.38
5530 Coffee & Supplies S. Johnson	86.94
5230 Member Conf & Out of Area CPAA	\$2,000.00
5280 Janitorial Services Madison Ave Business Se	ervices 475.00
5320 General Office Supplies Madison Ave Business Se	ervices 16.99
5330 Dues & Subscriptions The Bulletin	61.89
5380 Printing & Printing Supplies Peak Vocational & Suppor	rt Services 114.00
5380 Printing & Printing Supplies Paramount Printers	180.00
5380 Printing & Printing Supplies Lethbridge Mobile Shreddi	ing 23.00
5440 Land Titles Office Minister of Finance	305.00
5460 Public Relations The Engravers	21.00
5500 Subdivision Notification Lethbridge Herald	
5510 Insurance AMSC	12,954.55
5570 Equipment Repairs & Maintenance Digitex	1,100.00
5570 Equipment Repairs & Maintenance Digitex	45.00
5570 Equipment Repairs & Maintenance Pitney Bowes	

		TOTAL	\$19,522.62
1160	GST Receivable	GST Receivable	194.04
5570	Equipment Repairs & Maintenance	Xerox	1,000.52

Moved by: Doug MacPherson

THAT the Executive Committee approve the Office Accounts of February 2019 (\$19,522.62), as presented.

6. DIRECTOR'S REPORT

The Director reported on his activities since the last Executive Committee meeting.

7. EXECUTIVE REPORT

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

IN-CAMERA

Moved by: Doug MacPherson

THAT the Executive Committee go in-camera (7:35 p.m.).

CARRIED

Moved by: Doug MacPherson

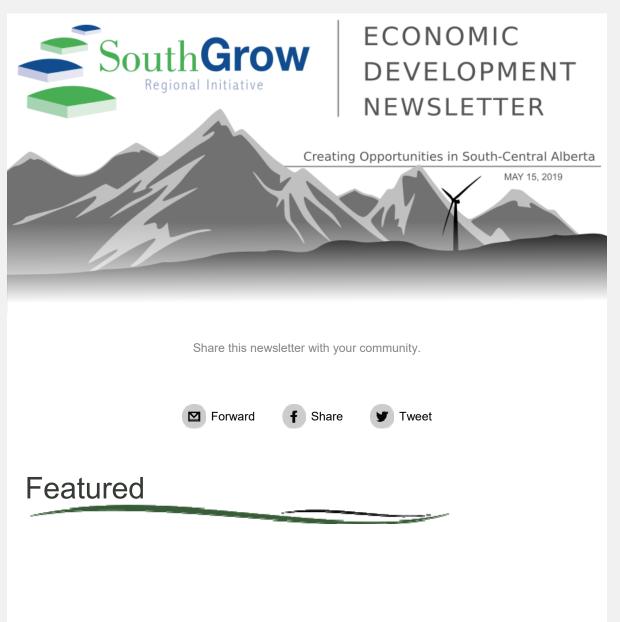
THAT the Executive Committee come out of camera (7:45 p.m.).

CARRIED

8. ADJOURNMENT

The meeting was declared adjourned by unanimous consent at 7:46 p.m. until **Thursday**, **May 9**, **2019 at 6:00 p.m**.

/bj CHAIR: North Wostlerblue





O-NET Offers Broadband Solutions for Alberta Communities

On March 28th, Chris Thompson, General Manager of O-Net, took the stage at the Annual SouthGrow Economic Summit in Coaldale, Alberta, to promote their newly launched suite of services to help Albertan communities advance their broadband infastructure. If you haven't heard the story of O-Net, it's worth a listen. In the early 2000's a group of visionary residents and professionals in Olds decided that to be ahead of the curve, Olds needed their own broadband fibre-optic network. After a decade of work, lessons learned the hard way, and continuous adaptation, they have emerged onto the modern scene as a gamechanger, and a community to emulate.

Today, O-Net provides ISP services over a modern fibre network to all of the service areas in the Town of Olds, and they are looking to export their expertise to help make municipally owned broadband a reality for other ambitious communities.

And that value isn't just making sure that every citizen of a town can get access to reliable video streaming. Thompson told a packed room of SouthGrow representatives that having your own community broadband returns an immense amount of value to the community. Fibre networks certainly support gigabit connections for families, but they also allow for efficient operation of municipal services and facilities, such as video survailence, facility and infastructure control and monitoring, and consolidated broadband service for local government and staff. Furthermore, fibre networks can support increased cost savings for the municipality, aid with future-readiness to lower eventual adaptation costs, and serve as a smart grid resource for future applications.

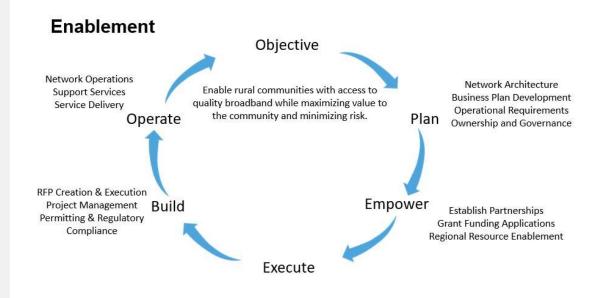
With all the lessons they've learned and the systems to propel success that they've built, O-Net now wants to help others acheive solutions that work for them. Thompson said also that there isn't any single solution or model for every community, and that solutions are individual. In the Village of Waterton, for example, O-Net helped the village deploy a fibre network, and now provides network operations and support for the Waterton Community Broadband Network.

Is O-Net a good partner to help your community? The best way to find out is to pick up the phone and call them.

Contact: Chris Thompson - General Manager

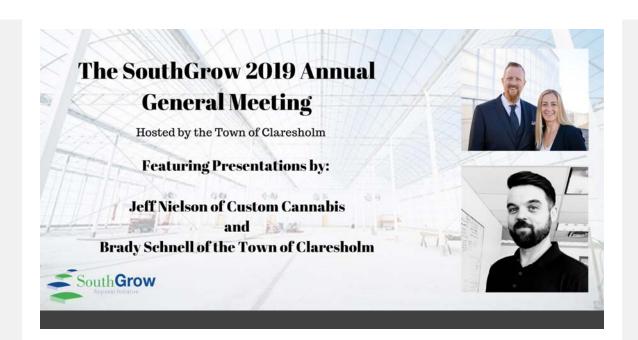
chris.thompson@o-net.ca

403-556-6638



Reserve your Spot at the SouthGrow 2019 Annual General Meeting

Thursday, June 13, 2019 at the Legion in Claresholm, Alberta.



Reseve your Spot Here

SouthGrow in the News

Officials look at future of renewable energy sector in Alberta - Global News

Weekly Economic Review

Issue of May 10, 2019
Full Document Access



Exports post a strong rebound

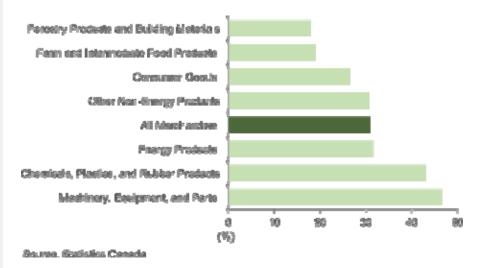
Merchandise Trade

Energy exports jump on higher prices and volumes

Goods exports posted the largest monthly rebound on record in March after a four-month slide. The value of merchandise exports in Alberta jumped improvement across 11 out of 12 products (Chart 1). This strong increase was led by energy exports (+32% m/m), which got a lift from a bounce back in Canadian crude prices and higher export volumes of crude oil amid easing curtailments. Non-energy exports also posted a solid increase (+29% m/m) boosted by chemicals and machinery exports. With the monthly increase, exports were up 12% year-over-year (y/y). They remained down 3.4% year-to- date (YTD) due to weakness in the first two months of the year.

Chart 1: Broad-based surge in Alberta goods exports

Month-over-month percent change in Alberta merchandise exports, March 2019



Employment

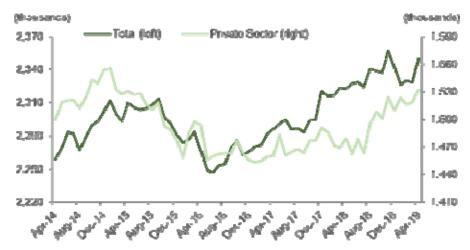
Private sector drives monthly gain

Alberta employment advanced after declining in three of the last four months. There were 21,400 jobs added in April. The increase was spread across most industries and likely buoyed by election-related spending. The gain was concentrated in the private sector (+13,500), which jumped to the highest level

since February 2015 (Chart 2). This was supported by a modest increase in public sector employment (+2,600), while self-employment bounced up (+5,400) after substantial declines over the previous eight months. Both part-time and full-time employment also grew in April. With the sturdy job gain, the unemployment fell 0.2 percentage points to 6.7%, reversing the increases since the start of the year. Compared to a year ago, employment increased by 26,600 jobs, or up 1.1% y/y.

Chart 2: Private sector positions jump to a four-year high

Total and private sector employment in Alberta



Source Statistics Canada

Housing Starts

Apartment starts surge

After a weak start to 2019, housing starts got a lift in April as apartment starts spiked to an eightmonth high. Housing starts surged 31% m/m to a seasonally adjusted annual rate (SAAR) of 26,012. Starts jumped more than 50% in both Edmonton and Calgary, while they declined to a two-and-a-half-year low in other urban centres. The strength in the large urban centres was driven by apartment starts, which jumped over three-fold from the previous month, while single starts continued their downward trend, reflecting weakness across the province. Despite the monthly rebound, housing starts remained well below 2018 levels and down 14% YTD.

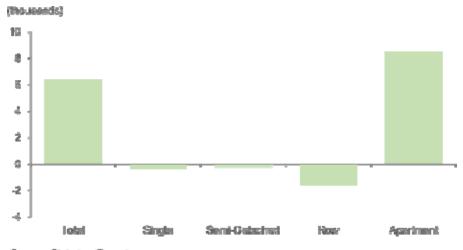
New Home Price Index

New home prices continue to slide

New homes prices continue to decline in Alberta. The new home price index (NHPI) fell 0.1% m/m for the third month in a row in March as prices in both Calgary and Edmonton continued to ease. New home prices have been trending down over the last 13 months and were 0.5% lower than a year ago. The house-only component (-0.8% y/y) accounted for all the declines, while land prices were steady (+0.1% y/y). Regionally, the divergence between land and house only component was pronounced in Edmonton, as the house-only component pulled back and the land component was steady. Conversely, both land and house prices eased in Calgary.

Chart 3: Monthly increase due to apartment starts in urban centres

Monthly change in Alberta SAAR housing starts in 10,000+ centres, April 2019



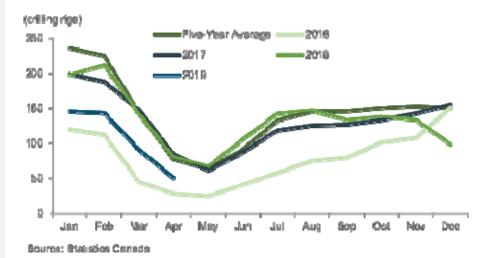
Source: Statestics Conside

Rigs Drilling

Spring breakup continues

Drilling activity in the province continues to wind down following a modest winter drilling season. There was an average of 51 rigs drilling for oil and gas in April, down 44% from the previous month, on par with the April 2018 monthly decline. With the seasonal slowdown, the rig count dropped 36% y/y and remained at the lowest level in two years (Chart 4) as weaker oil prices in the fourth quarter of 2018 and market access challenges continued to weigh on conventional activity. Similarly, drilling activity in the rest of Canada remainsMonthly change in Alberta SAAR housing starts in 10,000+ centres, April 2019restrained, down 19% YTD.

Chart 4: Rigs activity weaker than in the past two years Alberta rigs drilling



Contact: Daniel Letcher 780.427.8845

Please see the Alberta Economy - Indicators at a Glance for a current snapshot of Alberta indicators

Things You Need To Know



IEDC May Webinar: Marketing Tourism

\$95 for IEDC Members | \$135 for Non-Members

How is your community taking advantage of that impact and growth potential? Join IEDC's May webinar as we explore the ways in which communities can better market their communities to tap into the economic potential of tourism. Our discussion will offer the latest in tourism marketing techniques, while also examining recent successful campaigns.

Learn more about the webinar >>

Learning Outcomes

- Skills to design and launch a successful tourism marketing campaign
- Strategies to use in both rural and urban communities
- Tools for measuring results and return on marketing investments

Register

Stories to Follow

Government

Ottawa plans to impose levy after Kenney tables legislation to kill Alberta's carbon tax

The Globe and Mail | May 14, 2019 | News

Ottawa plans to move quickly to impose a carbon tax on Albertans once Premier Jason Kenney kills the province's own tax as part of his government's wider attack on federal environmental policies ...

Alberta pot barons join forces to form advocacy, lobbying group

Calgary Herald | May 13, 2019 | News

Last week, the Alberta Cannabis Council became a registered lobbyist with the province, aiming to promote the six-month-old industry, educate and protect consumers, and advocate on behalf of its ...

Former Saskatchewan finance minister advising Alberta government on fiscal plan

CityNews1130 | May 7, 2019 | News

A former NDP finance minister from Saskatchewan is heading a panel of experts looking into Alberta's finances. Alberta Premier Jason Kenney says Janice MacKinnon will chair the group and come up with ...

Economy & Markets

Bankruptcy rates on the rise in Alberta

Edmonton Journal | May 14, 2019 | News

The first quarter of 2019 saw the number of consumer insolvencies in Alberta rise by 15.2 per cent compared to the first quarter of 2018 according to a report by the Office of the Superintendent of ...

U.S. livestock: Lean hog futures bounce, cattle end lower

Alberta Farmer Express | May 14, 2019 | News

Chicago | Reuters — U.S. lean hog futures on the Chicago Mercantile Exchange (CME) closed higher on Tuesday in a technical rebound after Monday's limit-down close, with firm cash hog values lending ...

Forestry in Alberta

The Owl: ATB Financial's Economics + Research Team | May 8, 2019 | Research & Analysis In honour of Alberta Forest Week, The Owl is looking at economic statistics related to Alberta's forestry sector. Forestry and forest products* contributed \$2.2 billion dollars of real GDP to Alberta's economy ...

Communities

Lethbridge County exploring options to improve municipal internet access

Sunny South News | May 7, 2019 | News

Lethbridge County council has been given an update on potential broadband solutions. During their regular May 2 meeting, Lethbridge County council received an update on the high-speed broadband ...

Sustainable practices reap rewards for longtime Hereford breeders

Canadian Cattlemen | May 7, 2019 | News

Sustainability has always been a guiding principle for the Radau family at Coulee Crest Farm. "It's something that we've always practiced before we even knew what the word meant, just to ensure the ...

Project aims to connect Lethbridge and Coaldale with bike path

Global News | May 7, 2019 | News

The Southern Alberta Council on Public Affairs (SACPA) hosted an information session Tuesday night with speakers discussing a bike path project that would link Lethbridge and Coaldale. The project has ...

Taber environmentally-friendly elementary school wins \$20K grant for new tech

Global News | April 17, 2019 | News

Students at St. Patrick School in Taber will be getting their hands on some new technology after winning a \$20,000 grant from Staples Canada for their efforts to limit their carbon footprint and learn more about ...

Science, Technology, & Innovation

Contagious pig virus appears to be contained in Alberta

Calgary Herald | May 14, 2019 | News

It has been eight weeks since the last discovery of porcine epidemic diarrhea (PED) in Alberta, giving officials reason to hope the deadly pig disease has been contained ...

Opinion: Alberta could afford a basic income that reduces poverty — but the devil is in the details

Calgary Herald | May 14, 2019 | Opinion

Alberta is a prosperous province, but our poverty rate has hovered around 10 per cent for decades, costing the government over \$2 billion each year. Add to this context the looming spectre of automation ...

WHO releases new guidelines for reducing dementia risk

CTV News | May 14, 2019 | News

The World Health Organization has unveiled new guidelines on reducing the risk of dementia, which include advising people to exercise and quit smoking. Dementia is a rapidly growing public health ...

Events

MAR 5 - 7

2019 Western Canada Alberta Chambers of Commerce Excellence Summit

Host: Alberta Chambers of Commerce & Disney Institute

Time: 8:30 AM - 4:30 PM Daily

Location: Best Western Premier Hotel & Conference Centre - Calgary

Discover ways to positively impact your organization and the customers you serve as you're immersed in leadership, service and employee engagement at the three-day ACC Excellence Summit featuring Disney Institute March 5-7, 2019 at the Best Western Premier Calgary Plaza Hotel & Conference Centre, Calgary Alberta.

For nearly three decades, *Disney Institute* has helped professionals discover ways to positively impact their organizations and the customer they serve through immersion in leadership, service and employee engagement.

Throughout these courses, you will discover insights that drive Disney parks and resorts organization and gain awareness of how these insights could be adapted to strengthen your own organizational efforts.

ACC Excellence Summit featuring Disney Institute presenting Disney's Approach To Leadership Excellence, Disney's Approach To Employee Engagement, and Disney's Approach To Quality Service.

Learn More & Register

Employment Opportunities

AUMA | Association of Urban Municipalities of Alberta
RMA | Rural Municipalities of Alberta
Government of Alberta

Resources

At SouthGrow's main office, we are working hard to further improve our implementation of technology and data to improve our organization and service. Here's what we are using, as well as some other tools we think would help the businesses within our communities.

Community (Local) Economic Development - Government of Alberta

Tools and resources to help support local economic development. ... Alberta's communities need qualified workers and professionals to drive their local ...

Fundingportal - Government Grants, Tax Credits, and Private Financing

Canada's bilingual one-window gateway to improve access to 7000+ sources of government funding and private financing for business, hospitals, universities, ...

Community Toolkit for Economic Recovery and Resiliency

Community Toolkit for Economic Recovery and Resiliency (2017 Canadian Version) In June 2014, the International Economic Development Council (IEDC) ...

Alberta Community Health Dashboard | Healthier Together

The Alberta Community Health Dashboard from Alberta Health Services makes it easier for you to find and apply comprehensive, interactive data.

Questions? Suggestions? Have something you would like us to

share? Contact the SouthGrow team!

info@southgrow.com | (403) 394-0615

Not on the list? Sign up for this newsletter.











Learn-A-Lot-Playschool Society Meeting Minutes

Monday, April 8th, 2019 7:00pm

Call to Order at 7:10pm.

Attendees: Chairperson-Sara Schuler, Vice-Chairperson-Lauren Billey, Treasurer-Chelsae Petrovic, Secretary-Leah Blake, Treasurer Liaison-Erin Thompson, Casino Representative-Lashae Holtz, Teacher-Carol VanRootselaar, Parent Liaison- Eric Chatterton, Parent-Leni Patterson.

Regrets:, Town Councillor Representative-Lise Schulze

Meeting Agenda

- 1. a. Grant Cheque
 - b. Student Cubbies

Lauren motions to adopt the agenda with the additions. Lashae seconded this motion.

Old Business

2. Approval of Minutes

Review of last month's meeting minutes. Chelsae motions to accept last month's minutes as is. Lashae seconded this motion.

3. Review of class numbers:

Monday/Wednesday-23 Tuesday/Thursday- 22 Friday- 21

- 4. Financials
 - a. Treasurers report

No report at this time. Chelsae will send out report when available. Not many changes have incurred.

b. Pay for Substitutes

Blair and Chelsae will create a contract for substitutes in regards to deductions & T4's

c. Grant Cheque

Chelsae motioned to deposit the grant cheque into the elite savings account. Leah seconded this motion. All in favor. Motion carried.

5. Joint Fundraiser

It was a great success. 490 tickets were sold. We deposited \$2,450.00 in the joint fundraising account along with 2 donations.

New Business

6. Student Cubbies

We will look at some different options for student cubbies for each kid for mail, receipts, artwork, communication, and fundraising.

7. Mrs. V's Monthly Reflection

- -Sensory Path Bus OT- PUF money may be available.
- -Possible combining this with the Bike Rodeo at the Arena.
- -Sally's farm visit possibly combined with a John Deere visit.
- -Registration night will be advertised on Facebook. Monday, April 29^{th} from 6:30pm-
- 7:30pm. Board members to setup at 6:00pm.

Next Meeting:

AGM Monday, May 6th, 2019 at 7:30pm

Meeting Adjournment- Meeting adjourned at 7:50pm.