



**TOWN OF CLARESHOLM
PROVINCE OF ALBERTA
REGULAR COUNCIL MEETING
FEBRUARY 8, 2021
AGENDA**

Time: 7:00 P.M.

Place: Electronic Only due to COVID-19 Pandemic

Livestream: <https://www.youtube.com/channel/UCe3OPyLhTzPajvPVAfNL1KA/live>

NOTICE OF RECORDING

CALL TO ORDER

AGENDA: ADOPTION OF AGENDA

MINUTES: REGULAR MEETING – JANUARY 25, 2021

**DELEGATION: MR. ROGER REID, MLA Livingstone-Macleod
RE: Alberta's Coal Policy**

PUBLIC HEARINGS:

1. BYLAW #1718 – Land Use Bylaw Amendment
2. BYLAW #1719 – Land Use Bylaw Amendment

ACTION ITEMS:

1. BYLAW #1718 – Land Use Bylaw Amendment
RE: 2nd & 3rd Readings
2. BYLAW #1719 – Land Use Bylaw Amendment
RE: 2nd & 3rd Readings
3. BYLAW #1720 – Business License Bylaw Amendment
RE: 1st Reading
4. CORRES: Mayor Craig Snodgrass, Town of High River
RE: Reinstatement of the 1976 Coal Development Policy
5. CORRES: Alberta Urban Municipalities Association (AUMA)
RE: Regional Partnerships and Collaboration Course
6. CORRES: Alberta Urban Municipalities Association (AUMA)
RE: 2021 Insurance Renewal
7. CORRES: Crime Stoppers
RE: Request for Advertising
8. CORRES: TELUS
RE: Universal Broadband Fund – Letter of Support
9. CORRES: FortisAlberta
RE: Approved FortisAlberta 2021 Distribution Rates
10. CORRES: Naomi Bullock
RE: Public Space for Home Schoolers
11. CORRES: Jacqueline L. Chalmers
RE: Request to Install “Protect Alberta Water” Banners
12. REQUEST FOR DECISION: MD of Willow Creek – Notice of Application for Subdivision
13. INFORMATION BRIEF: Strategic Plan Report
14. INFORMATION BRIEF: Council Resolution Status
15. ADOPTION OF INFORMATION ITEMS
16. IN CAMERA:
 - a. DELEGATION – Faith Community Baptist Church: LAND – FOIP Section 16.1
 - b. Intergovernmental Relations – FOIP Section 21
 - c. Intergovernmental Relations – FOIP Section 21
 - d. Local Public Body Confidences – FOIP Section 23
 - e. LAND – FOIP Section 16.1
 - f. LEGAL – FOIP Section 27
 - g. LEGAL – FOIP Section 27

INFORMATION ITEMS:

1. Municipal Planning Commission Meeting Minutes – November 20, 2020
2. Claresholm RCMP Detachment – Town of Claresholm Crime Statistics 2017-2020
3. Claresholm RCMP Detachment – MD of Willow Creek Crime Statistics 2017-2020
4. Municipal District of Spirit River No. 133 – Letter to Premier Kenney about COVID-19 Restrictions
5. Mackenzie County – Letter to Premier Kenney about Reopening Recreational & Business Services
6. Claresholm & District Museum Board Meeting Minutes – December 15, 2020

ADJOURNMENT



Claresholm

TOWN OF CLARESHOLM PROVINCE OF ALBERTA REGULAR COUNCIL MEETING MINUTES JANUARY 25, 2021

Place: **Electronic Only due to COVID-19 Pandemic**

Livestream: <https://www.youtube.com/channel/UCe3OPyLhTzPajvPVAtNL1KA/live>

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

ABSENT: None

STAFF PRESENT: Chief Administrative Officer: Marian Carlson, Director of Corporate Services: Blair Bullock, Finance Assistant: Karine Keys

MEDIA PRESENT: None

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 7:02 p.m. by Mayor MacPherson.

AGENDA: Moved by Councillor Schlossberger for unanimous consent to add/amend the following to the Agenda under Action Items:

1. **CORRES: Sharon Senderek**
RE: Dog Bylaw
2. **BYLAW #1709 – Dog Bylaw**
RE: 2nd & 3rd Readings

CARRIED UNANIMOUSLY

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

CARRIED

MINUTES: **REGULAR MEETING – JANUARY 11, 2021**

Moved by Councillor Zimmer that the Regular Meeting Minutes of January 11, 2021 be accepted as presented.

CARRIED

DELEGATION:

1. **THE HONOURABLE SALMA LAKHANI, Lieutenant Governor of Alberta**
RE: Introduction

The Honourable Salma Lakhani, Lieutenant Governor of Alberta, joined Council by Zoom to introduce herself. Her Honour Salma Lakhani was installed as Alberta's 19th Lieutenant Governor on August 26, 2020. Her longstanding service as a community leader and volunteer has been guided by her deep commitment to the values of pluralism and inclusion and her dedication to championing those who face barriers in life. She expressed her excitement at being able to come to Claresholm at some point to meet everyone and get to know our community better.

2. **WILD ROSE COMMUNITY CONNECTIONS: Marianne Dickson & Chanice Tarasoff**
RE: Programs in Claresholm

Marianne Dickson and Chanice Tarasoff from Wild Rose Community Connections joined Council by Zoom to provide updates on their programming in the Claresholm area including Food Rescue, the "Caring Connections" program and "First Years for Families" Home Visitation program.

ACTION ITEMS:

1. **CORRES: Sharon Senderek**
RE: Dog Bylaw

MOTION #21-007

Moved by Councillor Schulze to direct Administration to write a letter to Sharon Senderek thanking her for sharing her concern on the Dog Bylaw and responding to each of the points she made and how they are addressed by the bylaw.

CARRIED

2. **BYLAW #1709 – Dog Bylaw**
RE: 2nd & 3rd Readings

Moved by Councillor Cutler to give Bylaw #1709, the Dog Bylaw, 2nd Reading.

CARRIED

Moved by Councillor Carlson to give Bylaw #1709, the Dog Bylaw, 3rd and Final Reading.

CARRIED

3. **NEWS RELEASE: Alberta Energy**
RE: Coal leases: Minister Savage

MOTION #21-008 Moved by Councillor Carlson to write a letter to the Minister of Environment and the Minister of Energy, and to cc MLA Roger Reid and Premier Jason Kenney, requesting that the government take a closer look at instituting more aggressive regulations and more environmental controls regarding coal leases and the Town of Claresholm's concern over the rescindment of the 1976 Coal Policy on June 30, 2020.

CARRIED

4. CORRES: Hon. Doug Schweitzer, Minister of Jobs, Economy and Innovation

RE: Alberta's Regional Economic Development Alliances (REDAs)

Received for information.

5. CORRES: Alberta Urban Municipalities Association (AUMA)

RE: 2021 AUMA President's Summit on Policing

Received for information.

6. CORRES: Wild Rose Community Connections

RE: Snack Shack Initiative

Received for information.

7. REQUEST FOR DECISION: Monthly Utility Billing

MOTION #21-009 Moved by Councillor Moore to direct Administration to refer discussion on the Water and Sewer Utility Bylaw as far as adjusting the utility billing cycle for residential users to monthly to the 2022 budget.

CARRIED

8. REQUEST FOR DECISION: Arena Advertising

MOTION #21-010 Moved by Councillor Schulze to cancel all 2020-2021 arena advertising fees, in light of the early closure and limited availability of the arena due to the pandemic and health restrictions, and to credit or refund fees for those who have already paid.

CARRIED

9. REQUEST FOR DECISION: Family Day Event

MOTION #21-011 Moved by Councillor Cutler to approve the use of Patterson Park for Claresholm & District FCSS's community event on Monday, February 15, 2021, subject to public health orders in effect at the time.

CARRIED

10. REQUEST FOR DECISION: Recreation Survey

MOTION #21-012 Moved by Councillor Schulze to allow a Recreation Survey to be posted on the website and advertised on the Town's social media accounts to receive feedback on recreation outlets in our community.

CARRIED

11. INFORMATION BRIEF: Transportation Society

Received for information.

12. INFORMATION BRIEF: Airport Road Plan Notification

Received for information.

13. INFORMATION BRIEF: MD of Willow Creek LUB Amendment

Received for information.

14. INFORMATION BRIEF: CAO Report

Received for information.

15. INFORMATION BRIEF: Council Resolution Status

Received for information.

16. ADOPTION OF INFORMATION ITEMS

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

CARRIED

ADJOURNMENT: Moved by Councillor Carlson that the meeting adjourn at 8:24 p.m.

CARRIED

NOTICE OF RECORDING CEASED: Mayor MacPherson noted that recording ceased at 8:24 p.m.

Mayor – Doug MacPherson

Chief Administrative Officer – Marian Carlson

ACTION ITEMS



**TOWN OF CLARESHOLM
PROVINCE OF ALBERTA
BYLAW # 1718**

A Bylaw of the Town of Claresholm to amend Bylaw #1525 being a bylaw setting out land uses for the Town of Claresholm.

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 Land Use Bylaw #1525;

WHEREAS it is deemed expedient and proper pursuant to the provisions of the *Municipal Government Act* that the Council of the Town of Claresholm shall issue a Bylaw to amend its existing Land Use Bylaw; and

WHEREAS the purpose of the bylaw is to accommodate the construction of a proposed shop with office for retail trailer sales.

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 Land Use Bylaw #1525 shall be amended as follows:

LAND USE DISTRICT MAP

Potion of Block 3, Plan 731663 within the S½ Section 35 Twp 12 Rge 27 W4M, be amended by changing the Agricultural/Transitional – A/T designation to Highway Commercial – C2

as depicted in “Schedule A”.

2. This Bylaw shall take effect on the date of final passage.
3. That Bylaw #1718 be consolidated with Bylaw #1525.
4. Bylaw #1525 is hereby amended.

Read a first time in Council this **11th** day of **January** 2021 A.D.

Read a second time in Council this day of 2021 A.D.

Read a third time in Council and finally passed in Council this day of 2021 A.D.

Doug MacPherson, Mayor

Marian Carlson, Chief Administrative Officer

AGRICULTURAL / TRANSITIONAL – A/T

INTENT: This district is intended to ensure lots typically on the periphery of existing developments are allowed limited uses and maintain parcels of larger sizes to give maximum flexibility for use and development when the land is required for urban development.

1. PERMITTED USES

Additions, maintenance, and replacement of existing dwellings*
 Alternative energy, solar (wall and roof mounted)
 Extensive agriculture
 Home occupation 1
 Market garden
 Shipping container, temporary

DISCRETIONARY USES

Alternative energy, solar (ground mounted)
 Campground
 Farm buildings
 Home occupation 2
 Public park or recreation
 Intensive horticultural operations or facilities

* Existing dwellings that were legally in existence at the time of annexation.

2. MINIMUM LOT SIZE

64.8 hectares (160 acres) or area of existing titles.

3. MINIMUM SETBACK DIMENSIONS

As required by the Development Authority.

4. MAXIMUM PERCENTAGE OF LOT COVERAGE

As required by the Development Authority.

5. MAXIMUM HEIGHT OF BUILDINGS

As required by the Development Authority.

6. SIGNS – See Schedule 2.

7. GARBAGE RECEPTACLES – See Schedule 4.

8. FENCING REQUIREMENTS – See Schedule 7.

9. PARKING AND LOADING SPACE REQUIREMENTS – See Schedule 8.

10. LANDSCAPING STANDARDS – See Schedule 9.

11. HOME OCCUPATIONS – See Schedule 10.

12. TELECOMMUNICATION ANTENNA STRUCTURES – See Schedule 12.



HIGHWAY COMMERCIAL – C2

INTENT: This district is intended to ensure the sites adjacent to the highway are reserved for appropriate commercial uses.

1. PERMITTED USES

Accessory building
 Accessory structure
 Accessory use
 Alternative energy, solar (wall and roof mounted)
 Amusement facility
 Animal care service, minor
 Business support services
 Café/Coffee shop
 Convenience store
 Cultural facility
 Drive-in restaurant
 Equipment sales, rental and service
 Fitness centre
 Gas bar
 Hotel
 Motel
 Office
 Vehicle sales and rental
 Vehicle sales and service
 Restaurant
 Service station
 Shipping container, temporary

DISCRETIONARY USES

Alternative energy, solar (ground mounted)
 Auctioneering facility
 Breweries, distilleries and wineries
 Bulk fuel storage and sales
 Caretaker's suite
 Car wash
 Farm/industrial machinery sales, rental and service
 Food processing facility, minor
 Liquor store
 Outdoor patio
 Public utility
 Retail cannabis store
 Retail store, large scale
 Shipping container, permanent
 Theatre, drive in movie
 Tire business
 Truck stop
 Truck transportation depot

2. MINIMUM LOT SIZE

	Width		Length		Area	
	m	ft.	m	ft.	m ²	sq. ft.
All uses	30.5	100	45.7	150	1,393.5	15,000

3. MINIMUM SETBACK DIMENSIONS

As required by the Development Authority and the provincial building requirements.

4. ACCESS

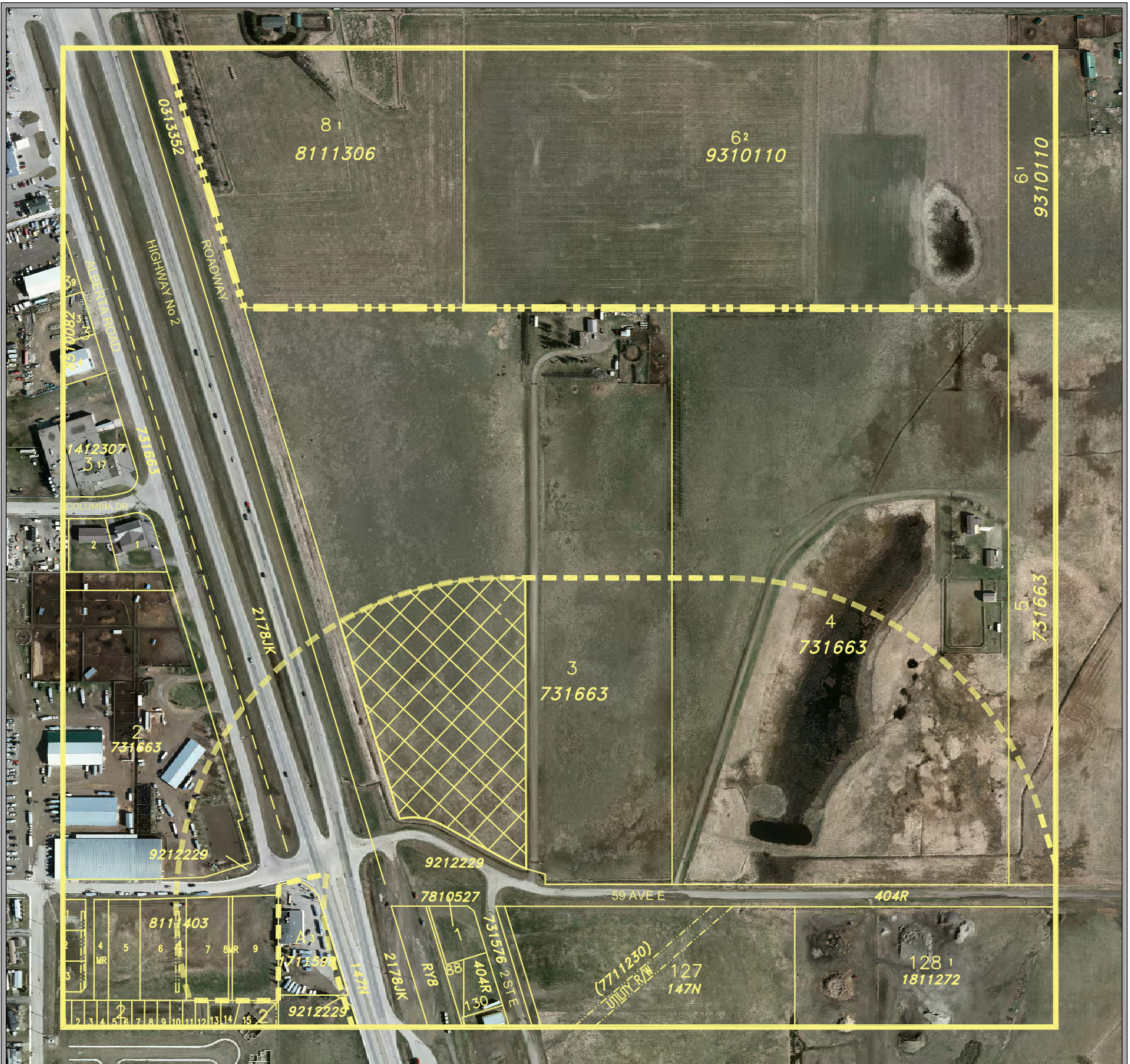
Access, wherever possible, shall be from service roads onto Highway 2. Access points onto service roads shall be approved by the Development Authority.

5. 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.

6. **SIGNS** – See Schedule 2.
7. **STANDARDS OF DEVELOPMENT** – See Schedule 4.
8. **FENCING REQUIREMENTS** – See Schedule 7.
9. **PARKING AND LOADING SPACE REQUIREMENTS** – See Schedule 8.
10. **LANDSCAPING STANDARDS** – See Schedule 9.
11. **SHIPPING CONTAINER REGULATIONS** – See Schedule 11.
12. **TELECOMMUNICATION ANTENNA STRUCTURES** – See Schedule 12.
13. **CANNABIS REGULATION** – See Schedule 14.





LAND USE DISTRICT REDESIGNATION SCHEDULE 'A'



FROM: Agricultural / Transitional AT
TO: Highway Commercial C2

PORTION OF BLOCK 3, PLAN 731663 WITHIN
S 1/2 SEC 35, TWP 12, RGE 27, W 4 M
CONTAINING 3.25±ha(8.03±ac)
MUNICIPALITY: TOWN OF CLARESHOLM
DATE: DECEMBER 8, 2020

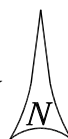
Aerial Photo Date: April 22, 2017

--- 300m Non-Operating Landfill Buffer

--- Town of Claresholm Boundary

Bylaw #: 1718

Date: _____



MAP PREPARED BY:
OLDMAN RIVER REGIONAL SERVICES COMMISSION
3105 16th AVENUE NORTH, LETHBRIDGE, ALBERTA T1H 5E8
TEL. 403-329-1344

"NOT RESPONSIBLE FOR ERRORS OR OMISSIONS"



**TOWN OF CLARESHOLM
PROVINCE OF ALBERTA
BYLAW # 1719**

A Bylaw of the Town of Claresholm to amend Bylaw #1525 being a bylaw setting out land uses for the Town of Claresholm.

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 Land Use Bylaw #1525; and

WHEREAS it is deemed expedient and proper pursuant to the provisions of the *Municipal Government Act* that the Council of the Town of Claresholm shall issue a Bylaw to amend its existing Land Use Bylaw.

WHEREAS The Town of Claresholm is in receipt of Municipal Government Board Order in Council 383/2020 which approved the annexation of certain lands to the Town. The Town has determined that those lands take the land use designation legally described as follows:

SE-23 12-27-4

And as shown on Schedule 'A' attached hereto, from "Rural Commercial (RC)" to "Industrial (I1)".

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

1. Amendments to Land Use Bylaw # 1525 as per "Schedule A" attached.
2. This Bylaw shall take effect on the date of final passage.
3. That Bylaw #1719 be consolidated with Bylaw #1525.
4. Bylaw #1525 is hereby amended.

Read a first time in Council this **11th** day of **January** 2021 A.D.

Read a second time in Council this day of 2021 A.D.

Read a third time in Council and finally passed in Council this day of 2021 A.D.

Doug MacPherson, Mayor

Marian Carlson, Chief Administrative Officer

INDUSTRIAL – I1

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
 Alternative energy, solar (wall and roof mounted)
 Animal care service, major
 Auctioneering facility
 Breweries, distilleries and wineries
 Building supplies
 Bulk fuel storage and sales
 Business support services
 Contractor, general
 Contractor, limited
 Equipment sales, rental and service
 Farm supplies and service
 Farm/industrial machinery sales, rental and service
 Fitness centre
 Food processing facility, minor
 Garden centre
 Greenhouse
 Light fabrication shops
 Light industrial
 Manufactured home sales and service
 Offices
 Public utility
 Recycling facility
 Retail store
 Retail store, large scale
 Shipping container, permanent
 Shipping container, temporary
 Truck transportation depot
 Vehicle sales and service

DISCRETIONARY USES

Abattoir
 Alternative energy, solar (ground mounted)
 Alternative energy, wind
 Aquaculture
 Aquaponics
 Auto body and paint shop
 Cannabis production facility
 Caretaker suite
 Food processing facility, major
 Grain elevator
 Intensive horticulture operations or facilities
 Manufacturing and fabrication
 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
 Storage yard
 Theatre, drive-in movie
 Tire business
 Truck stop
 Warehousing

2. MINIMUM LOT SIZE

	Width		Length		Area	
	m	ft.	m	ft.	m ²	sq. ft.
All uses	As required by the Development Authority				1,114.8	12,000



3. MINIMUM SETBACK DIMENSIONS

Use	Front		Side		Rear	
	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.





Photo Date: April 22, 2017

LAND USE DISTRICT REDESIGNATION SCHEDULE 'A'



FROM: Rural Commercial (RC)

TO: Industrial I1

PORTION OF SE 1/4 SEC 23, TWP 12, RGE 27, W 4 M

MUNICIPALITY: TOWN OF CLARESHOLM

DATE: DECEMBER 11, 2020

Bylaw #: 1719

Date: _____



0 Metres 100 200 300 400





**TOWN OF CLARESHOLM
PROVINCE OF ALBERTA
BYLAW #1720**

A Bylaw of the Town of Claresholm to provide a waiver for the 2021 business license late fee to businesses within the Town of Claresholm by amending Bylaw 1615, the Business License Bylaw.

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 the Business License Bylaw, Bylaw #1615; and

WHEREAS Council deems it necessary to amend the existing Bylaw #1615;

NOW THEREFORE under the authority and subject to the provisions of the Municipal Government Act, Revised Statutes of Alberta 2000, Chapter M-26, as amended, the Council of the Town of Claresholm, in the Province of Alberta, duly assembled does hereby enact the following:

1. This Bylaw may be cited as the **“2021 Business License Late Fee Waiver Bylaw”**
2. The Town of Claresholm Business License Bylaw #1615 shall be amended as follows:

ADD: Section

4.20 Despite section 4.8, for 2021 only, payments for current business license renewals must be received by September 1st, 2021 to avoid the \$15.00 late fee.

4. This bylaw comes into full force and effect on _____, 2021 upon third and final reading.
5. Bylaw #1615 is hereby amended.

Read a first time in Council this day of 2020 A.D.

Read a second time in Council this day of 2020 A.D.

Read a third time in Council and finally passed in Council this day of 2020 A.D.

Doug MacPherson, Mayor

Marian Carlson, CAO



REQUEST FOR DECISION

Meeting: February 8, 2021
Agenda Item: 3

BUSINESS LICENSE BYLAW LATE FEE

The Town of Claresholm generally reviews business license renewals in March of each year. Those without a valid Town of Claresholm license following March 1st are subject to a \$15.00 late fee. The general practice for the bylaw department is to send out renewal reminder letters or phone individual businesses without valid licenses in March and April. If they still have not renewed by the end of April the Bylaw Officer will visit or re-phone businesses.

Renewal letters (invoices) are sent to every home occupation and industrial/commercial business January 1st of each year. This year, the Town of Claresholm did send out those original renewal letters; however, some businesses are closed and unsure of when/if they were re-opening (especially some home occupations). In many cases with all the changes businesses are having to deal with, the renewals may have simply been forgotten for those businesses that are open and operating. Those can be contacted when they are noticed to be open and have not renewed their license. Administration feels that again for the 2021 year, a waiver could be granted for the \$15.00 late fee until September 1st, 2021 (or another time frame if desired). Bylaw 1708 was passed in 2020 (for the 2020 year only) to allow for the waiver of the late fee as businesses were dealing with the same issues last year.

License fees for all industrial and commercial businesses are \$50 per year, and home occupations are \$100 per year. In order to waive the late fee for the 2021 year, the business license bylaw will require an amendment (see the attached draft bylaw No.1720). If an amendment is desired all three readings of the bylaw can be completed to ensure timeliness (see possible resolutions below).

Bylaw 1615: *A business license for an existing, licensed business shall be renewed by the 1st of March each year. Renewal shall be effected by a business license holder submitting applicable fees, and relevant development applications where necessary. Failure to renew by the specified date will result in a late payment fee as per Schedule "B".*

Late Payment Fee: \$ 15.00

OPTIONS:

Council can pass a bylaw amendment to waive the late fee for the 2021 again, and direct Administration to mail out reminder letters in March explaining our need to ensure businesses are licensed and our directory is current for those operating. The waiver of any late fees due to COVID-19 can also be explained with a deadline to renew by September 1st, 2021 (or a different timeline as Council may deem appropriate).

Or

Council can direct Administration to send out renewal letters in March without any waiver of late fees.

PROPOSED RESOLUTION(S):

Moved by Councillor _____ to give Bylaw # 1720, the 2021 Business License Late Fee Waiver Bylaw first (1st) Reading.

Moved by Councillor _____ to give Bylaw # 1720, the 2021 Business License Late Fee Waiver Bylaw second (2nd) Reading.

Moved by Councillor _____ to allow for third and final reading of Bylaw #1720.

Moved by Councillor _____ to give Bylaw # 1720, the 2021 Business License Late Fee Waiver Bylaw third (3rd) and Final Reading.

Or

If a waiver of the late fee is not desired, then the bylaw will be defeated, and not proceed, if it does not receive first reading.

APPLICABLE LEGISLATION:

- 1.) Bylaw No. 1720 - Business License Late Fee Waiver Bylaw.

APPLICABLE LEGISLATION:

- 1.) Town of Claresholm Business License Bylaw No. 1615

PREPARED BY: Tara VanDellen, Planner/Development Officer

APPROVED BY: Marian Carlson, CLGM, CAO

DATE: February 2, 2021



309B Macleod Trail SW
High River, Alberta Canada T1V 1Z5
P: 403.652.2110 F: 403.652.2396
www.highriver.ca

February 3, 2021

OFFICE OF THE MAYOR

VIA E-MAIL: info@claresholm.ca

Office of the Mayor,
Town of Claresholm
PO Box 1000
Claresholm, AB T0L 0T0

Attention: Mayor Doug MacPherson

RE: Reinstatement of the 1976 Coal Development Policy

Dear His Worship:

In June of 2020, the Government of Alberta rescinded the Coal Development Policy (Coal Policy) without adequate consultation with First Nations, environmental groups, residents, property owners and local governments. This policy was originally developed with the intended purpose to guide coal extraction along the eastern slopes of the Rockies based upon a land use classification system and dictated where and how coal leasing, exploration and development could occur.

The Coal Policy introduced in 1976, guided coal extraction in one of the most important landscapes in Alberta and Canada. The Eastern Slopes provides water to users from the Rockies to the Hudson Bay. For 44 years, the policy provided essential protection of valuable water resources, ensuring downstream communities had access to clean drinking water, that farmers had access to irrigation water to protect their livelihoods and that ecosystems that tourists come to experience remained in their pristine state.

The rescindment of any policy that affects public lands and/or water resources, requires public consultation with First Nations, environmental groups, residents of Alberta, property owners and local municipalities. Without that consultation, our democratic processes are undermined.

In response to the Government of Alberta's action, the Town of High River's Council adopted the following resolution at its Regular Meeting of Council on January 11, 2021:

BE IT RESOLVED THAT Council direct Administration to draft a letter to Premier Jason Kenney, requesting the immediate reinstatement of the 1976 Alberta Coal Policy which was rescinded on June 1, 2020;

AND THAT the letter requests that the Government of Alberta begin public consultation with Indigenous groups, environmental groups and all stakeholders in Alberta on any proposed revisions or replacement to this policy;

AND FURTHER THAT this letter be sent to the Minister of Environment & Parks Honorable Jason Nixon, Minister of Energy Honorable Sonya Savage as well as the MLA for Livingstone-Macleod Roger Reid.

This letter was sent to the Premier and Ministers on January 12, 2021 and a meeting has been requested with the Premier. To date, the Town of High River has neither received a response to our letter nor a meeting with the Premier.

Other local governments, public officials and Albertans have called upon the Government of Alberta to reinstate the Coal Policy. In response, the Government of Alberta has cancelled some of the coal leases but this is not adequate in order to protect water resources for downstream communities, such as High River.

Therefore, at the February 1, 2021 Special Meeting of Council, the following resolution was adopted:

WHEREAS Council adopted resolution #RC 14 -2021 requesting the Province of Alberta immediately re-instate the 1976 Coal Development Policy;

AND WHEREAS coal exploration and open pit mining will impact water resources for downstream communities affecting businesses, residents, ranchers, farmers and ecosystems;

AND WHEREAS coal exploration is causing irreparable damage to the landscapes and watersheds as well as adversely affecting the public's access, use and enjoyment of Crown lands on the Eastern Slopes of Alberta;

AND WHEREAS local First Nations groups, municipalities, landowners and ranchers are legally challenging the Province's rescindment of the 1976 Coal Policy in the Courts;

BE IT RESOLVED THAT Council request all coal exploration be immediately ceased on the Eastern Slopes of Alberta and cease issuance of any new exploration permits on the Eastern Slopes of Alberta until public consultation has taken place regarding the future of coal mining on the Eastern Slopes of Alberta;

AND THAT Council request the Government of Alberta & Premier Jason Kenney issue an immediate stop work order for all existing coal exploration permits on the Eastern Slopes of Alberta and cease issuance of any new exploration permits on the Eastern Slopes of Alberta until public consultation has taken place regarding the future of coal mining on the Eastern Slopes of Alberta;


AND THAT Council direct Administration to investigate legal options relating to the damage caused due to exploration on Alberta's Eastern Slopes.

AND FURTHER THAT Council direct Administration to prepare a letter with a copy of this resolution to all members of the Federation of Canadian Municipalities, Alberta Urban Municipalities Association, Rural Municipalities of Alberta, Municipalities of Saskatchewan, Saskatchewan Association of Rural Municipalities and Association of Manitoba Municipalities requesting their support to re-instate the 1976 Coal Development Policy.

In light of this resolution, the Town of High River is respectfully requesting that you consider drafting a letter of support to the Government of Alberta for the immediate Exploration Stop Work Order as well as the reinstatement of the Coal Policy.

Thank you for considering our request,

Sincerely,

A handwritten signature in black ink, appearing to read "Craig Snodgrass", enclosed within a large, loopy circular scribble.

Craig Snodgrass
Mayor

CS/cp/kr

From: Exec. Assistant on behalf of Dan Rude <EA_DRude@auma.ca>

Sent: January 26, 2021 3:17 PM

To: Marian Carlson <Marian@claresholm.ca>

Subject: Evening offering of Virtual Partnerships and Collaboration – An edifying alternative to Netflix

Dear Mayors, Councillors and CAOs,

The Elected Officials Education Program is excited to offer our first course of 2021, a virtual offering of [Regional Partnerships and Collaboration](#). This course will build on our strong set of offerings in 2020. It is being offered through a combination of three interactive Zoom sessions structured for participants to be able ask questions of the instructor and engage in small group breakout room discussions (where the real learning occurs).

New for this session, **the course will be held in the evening** to allow for elected officials with obligations during the work day to participate.

Regardless of where your municipality is at with your Intermunicipal Collaboration Framework(s), this course will provide you with the skills, tools and inspiration to help build intermunicipal relationships and overcome the challenges inherent in regional partnerships. Visit the EOEP website for more information and to register for the virtual [Regional Partnerships and Collaboration Course](#).

The course schedule is as follows:

- Thursday, February 11 6:30 – 9:00 pm
- Thursday, February 18 6:30 – 9:00 pm
- Thursday, February 25 6:30 – 9:00 pm

Why should you consider registering in this course?

- Municipal Elections are in less than 1 year! Why did I need to add this dose of reality? - So you can take training to help you be the best elected official that you can be with credentials backing your desire represent your constituents and provide services as effectively as possible.
- Course Content. EOEP courses are structured to provide up-to-date information on being an Alberta elected official on the topics that matter. As evidenced by the multiple sell outs of the courses that were repeated in 2020, the instructors are engaging and the content valuable.
- An Accommodating & reduced Time Commitment. The course is divided into 3 evening modules of 2.5 hrs per session to make them engaging and easier to accommodate around participant work schedules.

- Affordability. The fee for this course is reduced from the standard EOEP course fee to \$200. Plus there will be no travel, hotel, or meal costs as normally required for an in-person course away from home.
- Interaction and learning from fellow councillors. The EOEP course will leverage Zoom's unique capability for participants to go into breakout rooms to have small group discussions like you do at a face to face EOEP course. Learn from others and make connections with councillors from all across Alberta.
- A New method of attending a course. Be a part of something new - especially if you haven't tried it yet. Yes You! We are planning have face to face courses at future conventions when conditions allow. However, this is not likely until later this year. In the meantime and between conventions, we will use virtual offerings. We challenge those that have not ever taken an EOEP course or, those that have not taken a EOEP course in this new format to try it out.

If further help is needed please contact the EOEP Registrar at registrar@eoep.ca or at 780-989-7431.

Have a great day!




Dan Rude | Chief Executive Officer

ALBERTA URBAN MUNICIPALITIES ASSOCIATION

D: [780.431.4535](tel:780.431.4535) | C: [780.951.3344](tel:780.951.3344) | E: drude@auma.ca

Alberta Municipal Plac | 300-8616 51 Av Edmonton, A T6E 6E6
e e n B



Toll Free: 310-AUMA | 877-421-6644 | www.auma.ca   

From: Crystal Zevola <czevola@auma.ca> **On Behalf Of** Dan Rude
Sent: February 3, 2021 11:35 AM
Subject: We provided a \$4 million rebate through insurance premium reductions to members

Dear Mayors, Councillors & CAOs,

Your Alberta Municipal Service Corporation (AMSC) insurance renewal notice was sent recently to your administration, and we are pleased to be bringing you good news.

THE VALUE OF YOUR INSURANCE PROGRAM WITH AMSC

Your insurance program coverage is provided in two layers. The first layer of coverage is provided by our MUNIX insurance pool. This layer covers property, liability and auto property losses up to a pre-determined annual loss limit. The second layer of insurance is acquired by AMSC from the global insurance market. This second layer provides coverage for large losses and if MUNIX's losses exceed its annual loss limits. Our current insurer for this layer is Lloyds of London.

SHIELDED BY YOUR INSURANCE POOL

As we are all hearing and experiencing, the global insurance market is in an extremely volatile state, with 40% - 60% premium increases. The premiums quoted and charged by the AMSC global insurance carriers for the 2021 year were no different, but because of the insurance pool layer, we are extremely pleased to be able to help our members by **reducing the premiums we charge by \$4 million**. This means our insurance pool subscribers will benefit from premiums well below what other insurance providers are offering. We managed to keep our **rate increases below 10% on average**. We could only do this because of our subscriber-owned insurance pool.

Unlike other insurance programs, your insurance pool returns surplus amounts to you as a pool subscriber in the form of a premium reduction. Last year, we cushioned insurance pool premiums by rebating \$2 million in the form of a premium reduction. This year, we are excited to let you know that we doubled the amount returned to subscribers with a \$4 million premium reduction.

SERVING MEMBERS, NOT SHAREHOLDERS

Our members will always remain the focus of our efforts as we continue to provide the most appropriate insurance coverage, claims support, and risk management tools.

I thank you for your continued commitment to AMSC. If you have any questions about your insurance renewal or want to know how to join our insurance program, please e-mail our dedicated team at insurance@auma.ca.

Yours truly,

Dan Rude | Chief Executive Officer
Alberta Municipal Place

C: 780.951.3344 | drude@auma.ca

Alberta Municipal Place | 300 8616-51 Ave Edmonton, AB T6E 6E6

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



From: Bart McClintock <Bart@crimewatchcanada.com>

Sent: January 27, 2021 2:45 PM

To: Marian Carlson <Marian@claresholm.ca>

Subject: Crime Stoppers

CRIME STOPPERS

and You... Making a Difference

Crime Stoppers is a community crime prevention organization that rewards anonymous tipsters while supporting law enforcement partners to solve and stop crime.

The Crime Stoppers Magazine.

Along with Crime Watch Publications, Crime Stoppers creates a magazine filled with crime prevention articles, news and information about Crime Stoppers, the latest statistics and unsolved crimes. We send it to mailboxes all over Alberta for free and publish it on the Crime Stoppers website for digital download .

www.crimestoppers.ab.ca.

ADVERTISING RATES

Full Page \$1,200

Half Page \$800

Quarter Page \$450

Business Card \$320

Business Box \$195

Crime Stoppers and you.. is a quarterly publication. All advertisers receive a copy of the magazine and assist in the distribution effort throughout the province.

Crime Stoppers would not exist without the generous support of individuals and businesses that choose to partner with us. Please consider supporting Crime Stoppers by advertising in the Crime Stoppers Magazine!

Sincerely

Bruce Buckley

Account Manager

587-525-8619

From: Theresa Lynn <Theresa.Lynn@telus.com>
Sent: January 28, 2021 2:34 PM
To: Marian Carlson <Marian@claresholm.ca>
Cc: Matt Mosby <Matt.Mosby@telus.com>
Subject: TELUS / Claresholm

Hi Marian,

I hope you're doing well and staying sane in this crazy world we live in. I'd like to take a moment to introduce myself as the general manager for Southern Alberta for TELUS. One of the hats I wear is being the advocate and liaison for the communities and municipalities in my region, to help them accomplish their goals – this quite often is related to rural connectivity, but it can be anything from helping you address a customer complaint, to solving an account challenge you may be having to supporting your needs during an event. The other hats I wear are community financial support or sponsorship opportunities and day to day operations of the field technician team.

The reason I am reaching out is to let you know that TELUS is seeking to submit an application to the universal broadband fund to see if we can get some funding to improve mobility coverage in your municipality, and as such launch wireless high speed internet access in those enhanced areas. We are seeking a letter of support from the city for us to attach to the submission. I've attached a template for you to review. Applications close Feb 14, so the sooner the better as we are aiming to be in well before the deadline. There is no request for capital investment from the municipality to support this endeavour and the offer for me to engage with your community (hopefully someday soon in person) to share what TELUS is doing to help support your residents and businesses. I have attached the letter for you to review, and please don't hesitate to reach out to me if you have questions.

Let me know if you have questions or concerns, and I'd be happy to help. Looking forward to a coffee one of these days too, so we can catch up on the happenings in each other's areas and see where we can work together to address the areas of concern that you may have. I have also included Matt Mosby on this letter who is our local manager, Community and Service Excellence and is based in Lethbridge for any local area matters you may have.

Thank you

Theresa Lynn
General Manager, Alberta South
TELUS
Mobile +1 587 877 8175

Healthcare in your hands.
[Download the app](#) today!





January 27, 2021

Claresholm
Marian Carlson, CAO
marian@claresholm.ca
221 – 45 Ave West
Claresholm, Alberta T0L 0T0

SUBJECT: Universal Broadband Fund – Letter of Support
TELUS Sites in Claresholm

TELUS is currently in the process of applying to the Canadian Government’s Universal Broadband Fund for a financial contribution to improve access to wireless services within Claresholm.

Improving connectivity within rural communities enables residents to engage in numerous aspects of the digital economy, including those residents from underrepresented groups. Internet has become an essential service and provides access for residents to numerous benefits such as tele-health, distance learning, and telework. Today, reliable internet access has become a virtual requirement for commercial and industrial businesses, whether small or large, to operate and develop.

Access to reliable internet also provides social services within the municipality valuable avenues to serve the residents. The internet has made connecting key social service institutions with the residents who use those institutions much easier. Furthermore, this access, expedited through the Universal Broadband Fund, will contribute to a multitude of government strategies that have become easiest to access via the internet.

Please indicate Claresholm’s support of TELUS submitting applications to improve wireless service within your County by signing in the indicated area below.

If you have any questions, please do not hesitate to contact me directly.

Sincerely,

Daniel Johnson
Real Estate Manager
TELUS/Wireless Implementation West
2930 Centre Ave NE Calgary, AB T2A 4Y2
403-863-7597
Dan.johnson@telus.com

Authorized Signatory,	
Signed: _____	Date: _____
Name: _____	
Title: _____	



February 1, 2021

RE: Approved FortisAlberta 2021 Distribution Rates - REVISED

As a follow up to our correspondence in September 2020, FortisAlberta has received approval from the Alberta Utilities Commission (AUC) for its distribution rates, effective Jan. 1, 2021. In addition, the AUC has approved the Alberta Electric System Operator (AESO) 2021 tariff resulting in adjustments to the Base Transmission Adjustment Rider, the Quarterly Transmission Adjustment Rider and Balancing Pool Allocation. FortisAlberta collects and flows through all transmission and Balancing Pool costs billed by the Alberta Electric System Operator (AESO) as approved by the AUC.

The attached charts illustrate the estimated percentages and average changes for each rate class based on estimated consumption and demand between December 2020 and January 2021 on a *distribution rate only* basis and a *bundled bill* basis from your retailer. The bundled bill percentages indicated on the attached chart will vary slightly compared to the version you received in September, as it reflects the transmission rate rider adjustments.

We thank you for the opportunity to advise you of these updates. Please feel free to contact me or your Stakeholder Relations Manager should you have any questions or require further information.

Sincerely,

A handwritten signature in black ink, appearing to read "Dave Hunka".

Dave Hunka, Manager, Municipalities & Key Accounts North
P: (780) 464-8311
C: (780) 868-7040
E: Dave.Hunka@FortisAlberta.com

2021 Approved Rates
Average Monthly Bill Impacts by Rate Class
DISTRIBUTION ONLY

Rate	Rate Class Description	Consumption Usage	Demand Usage	Dec 2020 Bill	Jan 2021 bill	\$ Difference	% Change
		300 kWh		\$31.75	\$32.15	\$0.40	1.2%
11	Residential	640 kWh		\$39.57	\$40.07	\$0.55	1.2%
		1200 kWh		\$52.46	\$53.12	\$0.66	1.2%
		900 kWh	5 kVA	\$84.06	\$85.06	\$1.00	1.2%
21	FortisAlberta Farm	1,400 kWh	10 kVA	\$153.98	\$155.79	\$1.81	1.2%
		7,500 kWh	25 kVA	\$363.77	\$368.00	\$4.23	1.1%
		6,000 kWh	20 kW	\$781.94	\$788.22	\$6.28	0.8%
26	FortisAlberta Irrigation	14,518 kWh	33 kW	\$1,324.69	\$1,335.31	\$10.62	0.8%
	*Seasonal bill impact	45,000 kWh	100 kW	\$4,021.74	\$4,053.98	\$32.24	0.8%
31	Streetlighting (Investment)	5,144 kWh	12,500 W	\$2,288.25	\$2,327.79	\$39.54	1.7%
33	Streetlighting (Non-Investment)	7,900 kWh	12,000W	\$819.12	\$833.42	\$14.30	1.7%
38	Yard Lighting	5,000 kWh	12,000 W	\$1,436.58	\$1,462.13	\$25.55	1.7%
	Rates 31, 33 and 38 is based on 100 HPS Lights in assorted fixture wattages.						
		1,083 kWh	5 kW	\$72.76	\$73.59	\$0.83	1.1%
41	Small General Service	2,165 kWh	10 kW	\$129.04	\$130.52	\$1.48	1.1%
		10,825 kWh	50 kW	\$579.34	\$585.96	\$6.62	1.1%
		2,590 kWh	7.5 kW	\$178.57	\$180.51	\$1.94	1.1%
44/45	Oil and Gas Service	5,179 kWh	15 kW	\$333.11	\$336.72	\$3.61	1.1%
		25,895 kWh	75 kW	\$1,501.36	\$1,517.52	\$16.16	1.1%
		32,137 kWh	100 kW	\$590.52	\$589.40	-\$1.12	-0.2%
61	General Service	63,071 kWh	196 kW	\$942.62	\$940.88	-\$1.74	-0.2%
		482,055 kWh	1500 kW	\$4,848.13	\$4,840.13	-\$8.24	-0.2%
		824,585 kWh	2500 kW	\$9,623.97	\$9,525.10	-\$98.87	-1.0%
63	Large General Service	1,529,869 kWh	4638 kW	\$11,199.66	\$11,081.29	-\$118.37	-1.1%
		3,298,338 kWh	10,000 kW	\$15,151.44	\$14,984.13	-\$167.31	-1.1%
65	Transmission Connected Service	The Distribution component will increase from \$37.49/day to \$39.17/per day. The Transmission Component is the applicable rate of the AESO.					

2021 Approved Rates
Average Monthly Bill Impacts by Rate Class
BUNDLED BILL Including Energy, Retail, and DT Rates & Riders

Rate	Rate Class Description	Consumption Usage	Demand Usage	Dec 2020 Bill	Jan 2021 bill	\$ Difference	% Change
		300 kWh		\$75.40	\$76.94	\$1.54	2.0%
11	Residential	640 kWh		\$123.68	\$126.59	\$2.91	2.3%
		1200 kWh		\$203.24	\$208.36	\$5.12	2.5%
		900 kWh	5 kVA	\$193.79	\$200.12	\$6.33	3.2%
21	FortisAlberta Farm	1,400 kWh	10 kVA	\$321.64	\$331.74	\$10.10	3.0%
		7,500 kWh	25 kVA	\$1,237.47	\$1,286.11	\$48.64	3.8%
		6,000 kWh	20 kW	\$1,587.94	\$1,723.51	\$135.57	7.9%
26	FortisAlberta Irrigation	14,518 kWh	33 kW	\$3,234.64	\$3,558.05	\$323.41	9.1%
	*Seasonal bill impact	45,000 kWh	100 kW	\$9,886.93	\$10,888.68	\$1,001.75	9.2%
31	Streetlighting (Investment)	5,144 kWh	12,500 W	\$3,029.68	\$3,082.75	\$53.07	1.7%
33	Streetlighting (Non-Investment)	7,900 kWh	12,000W	\$1,669.39	\$1,698.42	\$29.03	1.7%
38	Yard Lighting	5,000 kWh	12,000 W	\$1,979.14	\$2,012.07	\$32.93	1.6%
	Rates 31, 33 and 38 is based on 100 HPS Lights in assorted fixture wattages.						
		1,083 kWh	5 kW	\$212.43	\$218.99	\$6.56	3.0%
41	Small General Service	2,165 kWh	10 kW	\$400.44	\$413.35	\$12.91	3.1%
		10,825 kWh	50 kW	\$1,904.50	\$1,968.26	\$63.76	3.2%
		2,590 kWh	7.5 kW	\$467.36	\$478.72	\$11.36	2.4%
44/45	Oil and Gas Service	5,179 kWh	15 kW	\$899.08	\$921.85	\$22.77	2.5%
		25,895 kWh	75 kW	\$4,284.27	\$4,394.69	\$110.42	2.5%
		32,137 kWh	100 kW	\$3,828.11	\$3,892.65	\$64.54	1.7%
61	General Service	63,071 kWh	196 kW	\$7,143.33	\$7,270.46	\$127.13	1.7%
		482,055 kWh	1500 kW	\$52,152.08	\$53,129.02	\$976.94	1.8%
		824,585 kWh	2500 kW	\$87,932.39	\$87,418.81	-\$513.58	-0.6%
63	Large General Service	1,529,869 kWh	4638 kW	\$148,716.35	\$147,831.52	-\$884.83	-0.6%
		3,298,338 kWh	10,000 kW	\$311,502.17	\$309,683.77	-\$1,818.40	-0.6%
65	Transmission Connected Service	The Distribution component will increase from \$37.49/day to \$39.17/per day. The Transmission Component is the applicable rate of the AESO.					

Riders Included:

Municipal Franchise Fee
(Average by Rate Class)
Municipal assessment Rider (0.73% on July 1, 2020)
Average EPCOR Default Supply Rate
2020 Q4 QTAR and 2021 Q1 QTAR
January 2020 BPAR and 2021 BPAR

Retail/Energy Price Assumptions

Rates 11 through 44 – October 2019 to September 2020
Average EEAI RRT Rates
Rates 61 and 63 – August 2019 to July 2020-2020 Base TAR and 2021 Base TAR

CUSTOMER CONTRIBUTIONS SCHEDULES **

**Table 1
Maximum Investment Levels for Distribution Facilities
When the Investment Term is 15 years or more**

Type of Service	Maximum Investment Level
Rate 11 Residential	\$2,638 per service
Rate 11 Residential Development	\$2,638 per service, less FortisAlberta's costs of metering and final connection
Rate 21 Farm and Rate 23 Grain Drying	\$5,984 base investment, plus \$857 per kVA of Peak Demand
Rate 26 Irrigation	\$5,984 base investment, plus \$952 per kW of Peak Demand
Rate 38 Yard Lighting	\$851 per fixture
Rate 31 Streetlighting (Investment Option)	\$3,080 per fixture
Rate 41 Small General Service	\$5,984 base investment, plus \$952 per kW of Peak Demand
Rate 45 Oil and Gas Service	\$5,984 base investment, plus \$952 per kW of Peak Demand FortisAlberta invests as required per unmetered to metered service conversion program.
Rate 61 General Service (less than or equal to 2 MW)	\$5,984 base investment, plus \$952 per kW for the first 150 kW, plus \$120 for additional kW of Peak Demand
Rate 63 Large General Service (over 2 MW) (Distribution Connected)	\$108 per kW of Peak Demand, plus \$119 per metre of Customer Extension

**Alberta Utilities Commission (AUC) Decision 24843-D01-2020, Dec. 18, 2020.
Maximum Investment Levels are reduced if the expected Investment Term is less than 15 years.

Karine Keys

From: Naomi Bullock <naomi.bullock@gmail.com>
Sent: February 2, 2021 10:36 AM
To: Karine Keys
Cc: Marian Carlson
Subject: Request for use of town building for homeschooling purposes
Attachments: edc-covid-19-home-education-update (1).pdf; ATT00001.txt

To Claresholm Town Council,

I am writing to request the use of Mackin hall (or a different facility if that is not viable) 2-4 times a month for homeschoolers to gather for educational purposes. As you may or may not be aware unlike public school children, who have been able to be apart of a learning cohort in classes and recess groups, homeschooled children have not had permission to meet up with other homeschoolers throughout these Covid shut downs. When outside gatherings were permitted they could meet at a park but there hasn't been the ability to gather inside and share in indoor learning activities together. I am so grateful for and excited about the new changes that have come for this group of children (please see attached document). Homeschoolers often get accused of the down side of homeschooling being that they miss out on the social aspect of school. For many homeschoolers this is not the case because they find other ways to create such opportunities however most often such activities would be provided within the walls of their own homes, at facilities that have been shut down or limited in their access to keeping to household units due to Covid and through extracurricular activities that have also been limited. This is why the recent changes are so exciting and of such importance for our homeschooling children.

If use of a facility is granted we commit to following policies and protocols mandated by the province and any others you may also require. I am not sure if usually there would usually be a charge for such use but would ask if you would provide this as a donation. This will provide the town's homeschooling children with a place for much needed face to face learning opportunities with other children and adults.

I thank you for considering this request.

Sincerely,
Naomi Bullock

Home education update

Learning during COVID-19

Effective January 25, 2021, home education students can participate in joint home education co-op activities / supportive group learning environments outside of their homes while following health measures that also apply to schools.

A number of public health measures remain in place, including [CMOH Order 42-2020](#) that prohibits social gatherings in homes. Please note that under this order, home education gatherings are not permitted in homes at this time.

Required health measures for joint learning activities

- Parents and students engaging in joint learning activities with other home education families outside of their homes must use the appropriate [Alberta Health Daily Checklist](#) and follow recommendations of the Zone Medical Officer of Health or designate, including having an adult within each cohort to identify close contacts should there be a case of COVID-19 identified within the cohort.
- Parents and students choosing to engage in joint learning activities with other home education families outside of their homes, (e.g., community hall or rental facility) will be considered a cohort and must follow the cohorting guidance in the [COVID-19 information: Guidance for schools on re-entry scenario 1](#).
- Parents, along with students 10 years and older (Grades 4 and older) choosing to engage in joint learning activities with other home education families outside their home must wear a non-medical face mask and follow the same masking requirements in school ([CMOH Order 33-2020](#)).
- Parents must develop procedures for hand hygiene requirements and follow enhanced cleaning and disinfecting guidance in the [COVID-19 information: Guidance for schools on re-entry scenario 1](#).
- Parents and students must follow the physical distancing guidelines in the [COVID-19 information: Guidance for schools on re-entry scenario 1](#).
- Please note that cohorts should be maintained for outdoor play-based learning, recess and outdoor learning activities. Indoor and outdoor learning activities must take place in facilities only and not in homes as the [indoor and outdoor social gathering restrictions](#) remain in place.

Karine Keys

From: Jacqueline Chalmers <newoxley@gmail.com>
Sent: February 3, 2021 6:24 AM
To: Karine Keys
Cc: Gaven Moore; peter jowett; Kieth Carlson
Subject: Banner Installation

Dear Karine,

We are seeking additional locations within Claresholm to install Protect Alberta Water banners. If Council follows the lead of many other local Town Councils supporting the initiative to re-instate the Coal Policy, put a moratorium on development and seek public consultation the banner would further reinforce their position.

A banner installed on the chain link fence surrounding the new town office is an ideal location. The banners create awareness and are good conversation starters. Suggestions of other locations are welcome too.

We are grateful for any support Council will provide to protect our most precious resource "water". I look forward to hearing back from you after the next Council meeting. Thank you.

Sincere regards,

Jacqueline L. Chalmers

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SUBDIVISION REFERRAL - MD of WILLOW CREEK No. 26

ORRSC has circulated the Town in regards to two subdivision application within the MD of Willow Creek (see the attached notice, location shown approx. below). The deadline for responses is February 22, 2021 with the applications to be reviewed on March 10, 2021. There are some concerns regarding roadway connectivity with the adjacent lands, in particular the application for north west of the elementary school.



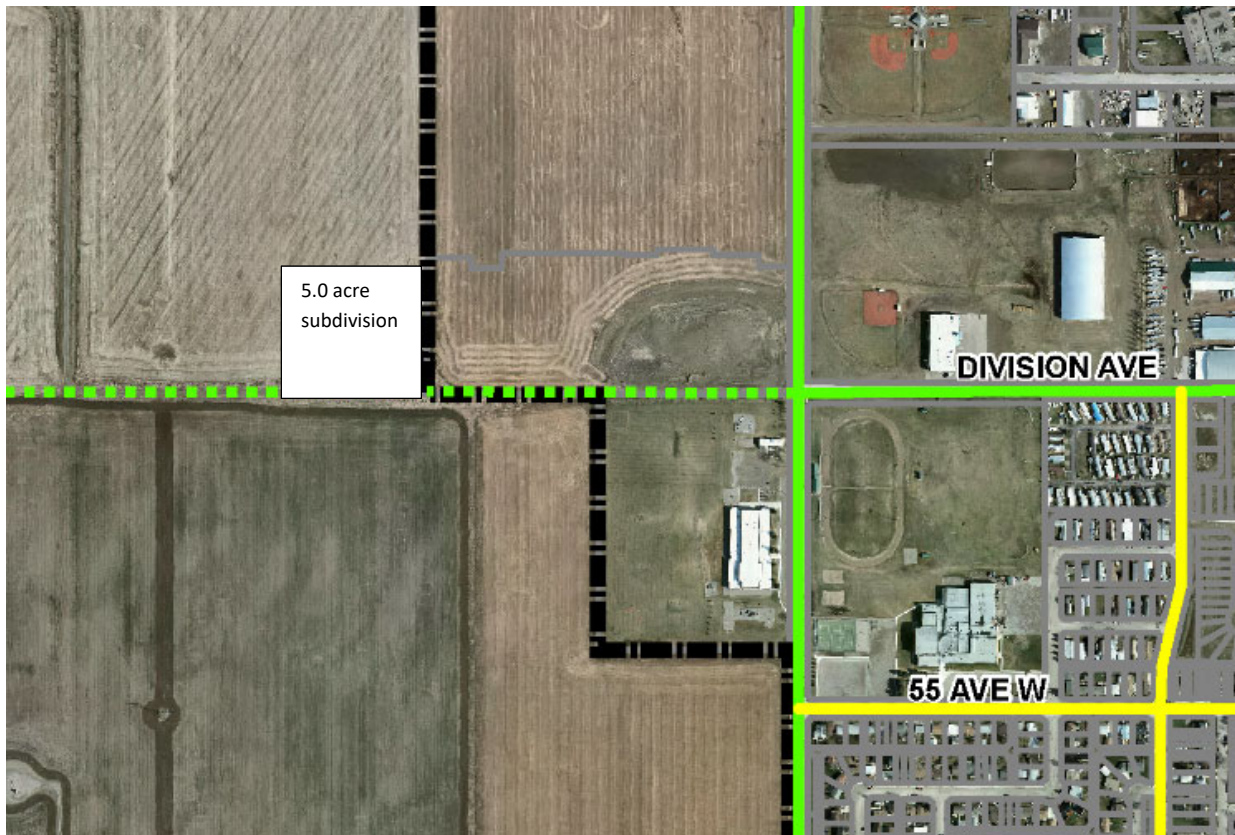
Comments: Gavin Scott, Planner, ORRSC

Subdivision 2021-0-018: No concerns as the alignment of 51st Avenue West is north of the proposed subdivision.

Subdivision 2021-0-015:

The 5.0-acre proposed parcel within the SE 1/4 SEC 34, TWP 12, RGE 27, W 4 M has recently been designated Vacant Country Residential by the MD of Willow Creek and as such is eligible for subdivision. The location of this application is directly adjacent to the Town of Claresholm and as such has direct implications to land use planning in the area.

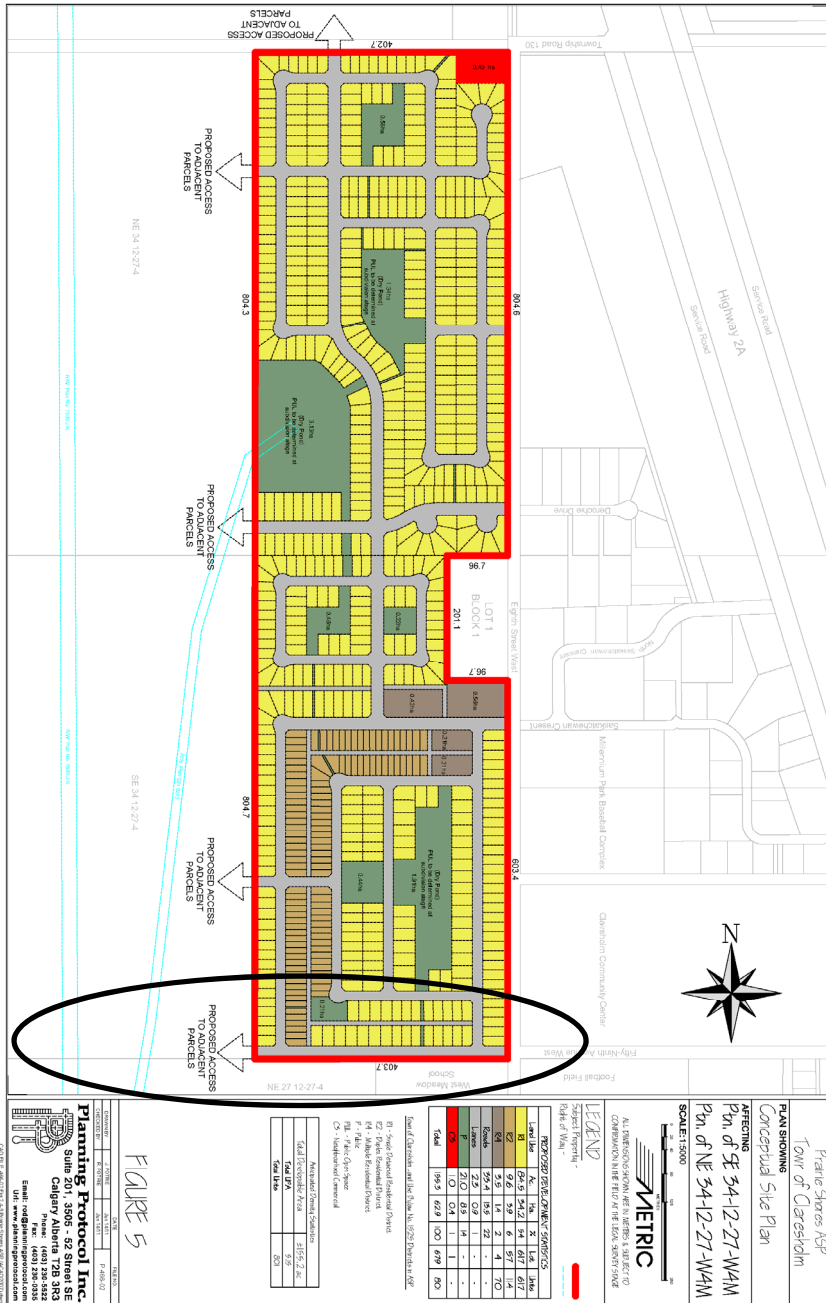
The Town has implemented two specific documents that are relevant to this application. The first and highest-level document is the Town of Claresholm Municipal Development Plan (Bylaw 1644) which provides in Map 10: Road Hierarchy. This map indicates that the Town has identified the subject property as a being a natural extension of Division Avenue (59 Ave W). The map indicates that the Town envision this to be major collector linking up to both 8th St W and Highway 2 (see below).



The second document pertinent to this application is the Prairie Shores Area Structure Plan (Bylaw 1536) (see below) in which the Town also worked with that planning team to ensure access was designated along the southern boundary of their 80acre parcel. Land use within this plan is designated as residential and is therefore compatible with the proposed residential subdivision (ASP Figure 5).

Current access to the proposed subdivision is via a registered 10m easement which runs along the southerly portion of the Prairie Shores ASP lands and provides access to the Mulholland 80acre title and will provide legal access to the proposed title until such time as a road is registered through Prairie Shores ASP. Access via easement is not always the best means of access for growth, but in this case until Prairie Shores moves forward with their approved design and dedicates a road the easement will work.

The larger concern to be conveyed to the MD is that the proposed parcel has not accounted for a future roadway extending through the applicants' land moving to the west. The proposed parcel as a single residential lot would actually block the capability of future extension of the road. Town Council should request that the parcel either be moved northward 20m or that a 20m road right-of-way be dedicated as part of the subdivision along the southern boundary. It should be noted that a dugout lies in the southeast corner of this property and a portion of the dugouts slope may fall within this request. But as the road is not required to be built; this is an issue for a future date.



Administration recommends sending comments in regards to the points noted above.

PROPOSED RESOLUTION

Moved by Councillor _____ to direct Administration to write a letter in regards to the proposed subdivision 2021-0-015 indicating the points within the comments from Gavin Scott, Planner, ORRSC.

ATTACHMENTS:

1. ORRSC -subdivision referrals 2021-0-015 & 2021-0-018

PREPARED BY: Tara VanDellen, Planner/Development Officer

APPROVED BY: Marian Carlson, CLGM – CAO

DATE: February 2, 2021

NOTICE OF APPLICATION FOR SUBDIVISION OF LAND

DATE: February 1, 2021

Date of Receipt: January 15, 2021

Date of Completeness: January 20, 2021

TO: Landowner: David Mulholland

Agent or Surveyor:

Referral Agencies: M.D. of Willow Creek No. 26, Ian Sundquist, Town of Claresholm, G. Scott - ORRSC, Livingstone Range School Division, AltaLink, FortisAlberta, TELUS, ATCO Gas, ATCO Pipelines, AB Health Services - Calgary, AB Environment & Parks - J. Wu, AB Transportation, AER, Canada Post, CNRL

Adjacent Landowners: M.G. Mulholland Farms Limited, Phoenix West Land Corp., Southcal Developments Inc.

Planning Advisor: Mike Burla



The Oldman River Regional Services Commission (ORRSC) is in receipt of the following subdivision application which is being processed on behalf of the M.D. of Willow Creek No. 26. This letter serves as the formal notice that the submitted application has been determined to be complete for the purpose of processing.

In accordance with the Subdivision and Development Regulation, if you wish to make comments respecting the proposed subdivision, please submit them via email or mail no later than **February 22, 2021**. (Please quote our File No. **2021-0-015** in any correspondence with this office).

File No.: 2021-0-015

Legal Description: LSD 2 & 7, SE1/4 34-12-27-W4M

Municipality: M.D. of Willow Creek No. 26

Land Designation: Vacant Country Residential - VCR
(Zoning)

Existing Use: Agricultural

Proposed Use: Country Residential

of Lots Created: 1

Certificate of Title: 171 162 399 +3

Meeting Date: **March 10, 2021** *Note that meeting dates are subject to change. It is advisable to contact the M.D. of Willow Creek No. 26 three (3) days prior to the meeting for times and to confirm that this application is on the agenda.*

If you wish to make a presentation at the subdivision authority meeting, please notify the M.D. of Willow Creek No. 26 Municipal Administrator at your earliest convenience.

Planner's Preliminary Comments:

This proposal would subdivide a vacant 5.0 acre parcel from a titled area comprising 80.0 acres for country residential use. The 80.0 acre parcel is located immediately adjacent to the westerly boundary of the Town of Claresholm. The proposed 5.0 acres has been recently redesignated by the Municipal District council to accommodate this proposed subdivision.

The subdivision complies with the Municipal District's subdivision policies whereby a single lot subdivision is allowed from a historically created parcel of 80.0 acres or greater. As this area is strategically located to an anticipated Town growth area, consideration should be given to future access, egress and/or servicing to the immediate area relatively early in the subdivision and development process.

The Subdivision Authority is requested to consider the following when rendering decision on this application:

1. Payment of any outstanding property taxes to the M.D. of Willow Creek No. 26.
2. Provision of a development agreement with the M.D. of Willow Creek No. 26.
3. Pertinent comments and information provided by adjacent landowners and by referral agencies.
4. Pertinent comments with respect to future servicing and access to the proposed parcel from the Town of Claresholm.
5. Provision of money in place of land on the 5.0 acre parcel being created for Municipal Reserve purposes.
6. Provision of legal and physical mean of access to the proposed parcel with the consideration of future residential infill of the parent parcel in the future as the Town expands into the immediate area.

RESERVE:

Municipal Reserve is applicable and will be taken in cash on 5.0 acres.

Submissions received become part of the subdivision file which is available to the applicant and will be considered by the subdivision authority at a public meeting.



**APPLICATION FOR SUBDIVISION
RURAL MUNICIPALITY**

FOR OFFICE USE ONLY	
Zoning (as classified under the Land Use Bylaw):	
Fee Submitted: <u>\$1040.00</u>	File No: <u>2021-0-015</u>
APPLICATION SUBMISSION	
Date of Receipt: <u>January 20, 2021</u>	Received By: <u>[Signature]</u>
Date Deemed Complete: <u>January 20, 2021</u>	Accepted By: <u>[Signature]</u>

1. CONTACT INFORMATION

Name of Registered Owner of Land to be Subdivided: David Mulholland
 Mailing Address: Box 2020 City/Town: Claresholm
 Postal Code: TOLOTO Telephone: 403-625-4250 Cell: 403-682-9930
 Email: deltaaz@hotmail.com Preferred Method of Correspondence: Email Mail
 Name of Agent (Person Authorized to act on behalf of Registered Owner): _____
 Mailing Address: _____ City/Town: _____
 Postal Code: _____ Telephone: _____ Cell: _____
 Email: _____ Preferred Method of Correspondence: Email Mail
 Name of Surveyor: _____
 Mailing Address: _____ City/Town: _____
 Postal Code: _____ Telephone: _____ Cell: _____
 Email: _____ Preferred Method of Correspondence: Email Mail

2. LEGAL DESCRIPTION OF LAND TO BE SUBDIVIDED

a. All/part of the SE $\frac{1}{4}$ Section 34 Township 12 Range 27 West of 4 Meridian (e.g. SE $\frac{1}{4}$ 36-1-36-W4M)
 b. Being all/part of: Lot/Unit _____ Block _____ Plan _____
 c. Total area of existing parcel of land (to be subdivided) is: _____ hectares 160 acres
 d. Total number of lots to be created: 1 Size of Lot(s): 5 acres
 e. Rural Address (if applicable): N/A
 f. Certificate of Title No.(s): 171 162 399 +3

3. LOCATION OF LAND TO BE SUBDIVIDED

a. The land is located in the municipality of Willow Creek
 b. Is the land situated immediately adjacent to the municipal boundary? Yes No
 If "yes", the adjoining municipality is Claresholm
 c. Is the land situated within 1.6 kilometres (1 mile) of the right-of-way of a highway? Yes No
 If "yes" the highway is No. 2 (approx 1.3 km from Highway)
 d. Does the proposed parcel contain or is it bounded by a river, stream, lake or other body of water, or by a canal or drainage ditch? Yes No
 If "yes", state its name Personal dugout
 e. Is the proposed parcel within 1.5 kilometres (0.93 miles) of a sour gas facility? Unknown Yes No

4. EXISTING AND PROPOSED USE OF LAND TO BE SUBDIVIDED

Describe:

- a. Existing use of the land Farmland, dugout, grass
- b. Proposed use of the land Farmland, Future building site

5. PHYSICAL CHARACTERISTICS OF LAND TO BE SUBDIVIDED

- a. Describe the nature of the topography of the land (flat, rolling, steep, mixed) Flat
- b. Describe the nature of the vegetation and water on the land (brush, shrubs, tree stands, woodlots, sloughs, creeks, etc.)
Grass, Canola stubble, Dugout
- c. Describe the kind of soil on the land (sandy, loam, clay, etc.) Loam
- d. Is this a vacant parcel (void of any buildings or structures)? Yes No
If "no", describe all buildings and any structures on the land. Indicate whether any are to be demolished or moved.
There is a 60'x14' Hayshed, metal roof - which will remain.
- e. Is there a Confined Feeding Operation on the land or within 1.6 kilometres (1 mile) of the land being subdivided? Yes No
- f. Are there any active oil or gas wells or pipelines on the land? Yes No
- g. Are there any abandoned oil or gas wells or pipelines on the land? Yes No

6. WATER SERVICES

- a. Describe existing source of potable water N/A
- b. Describe proposed source of potable water Good possibility of drilling a good well, or a cistern. (2 good wells in vicinity)

7. SEWER SERVICES

- a. Describe existing sewage disposal: Type N/A Year Installed _____
- b. Describe proposed sewage disposal: Type Septic Field

8. REGISTERED OWNER OR PERSON ACTING ON THEIR BEHALF

I David Mulholland hereby certify that

- I am the registered owner
- I am authorized to act on behalf of the register owner

and that the information given on this form is full and complete and is, to the best of my knowledge, a true statement of the facts relating to this application for subdivision approval.

Signed: [Signature] Date: 13 Jan 2021

9. RIGHT OF ENTRY

I, DAVID MULHOLLAND do / do not (please check one) authorize representatives of the Oldman River Regional Service Commission or the municipality to enter my land for the purpose of conducting a site inspection and evaluation in connection with my application for subdivision. This right is granted pursuant to Section 653(2) of the Municipal Government Act.

[Signature]
Signature of Registered Owner(s)

Personal information collected on this form is collected in accordance with Section 653 of the Alberta Municipal Government Act and Section 33(c) of the Freedom of Information and Protection of Privacy Act. Please note that such information may be made public. If you have any questions about the information being collected, contact the Oldman River Regional Services Commission FOIP Coordinator at 403-329-1344.



LAND TITLE CERTIFICATE

S	LINC	SHORT LEGAL	TITLE NUMBER
	0021 545 225	4;27;12;34;;2,7	171 162 399 +3
	0021 545 233	4;27;12;34;;10,15	

LEGAL DESCRIPTION

FIRST

MERIDIAN 4 RANGE 27 TOWNSHIP 12
SECTION 34
LEGAL SUBDIVISIONS 2 AND 7
CONTAINING 32.4 HECTARES (80 ACRES) MORE OR LESS
EXCEPTING THEREOUT ALL MINES AND MINERALS

SECOND

MERIDIAN 4 RANGE 27 TOWNSHIP 12
SECTION 34
LEGAL SUBDIVISIONS 10 AND 15
CONTAINING 32.4 HECTARES (80 ACRES) MORE OR LESS
EXCEPTING THEREOUT ALL MINES AND MINERALS

ESTATE: FEE SIMPLE

MUNICIPALITY: MUNICIPAL DISTRICT OF WILLOW CREEK NO. 26

REFERENCE NUMBER: 841 074 113 B .

REGISTERED OWNER(S)				
REGISTRATION	DATE (DMY)	DOCUMENT TYPE	VALUE	CONSIDERATION
171 162 399	21/07/2017	AFFIDAVIT OF SURVIVING JOINT TENANT		

OWNERS

DAVID F MULHOLLAND (FARMER)
OF BOX 2020
CLARESHOLM
ALBERTA

ENCUMBRANCES, LIENS & INTERESTS

PAGE 2

REGISTRATION

171 162 399 +3

NUMBER	DATE (D/M/Y)	PARTICULARS
821KU .	15/09/1970	UTILITY RIGHT OF WAY GRANTEE - ALTALINK MANAGEMENT LTD. 2611 - 3 AVE SE CALGARY ALBERTA T2A7W7 AS TO PORTION OR PLAN:7505JK (DATA UPDATED BY: TRANSFER OF UTILITY RIGHT OF WAY 021185525) (DATA UPDATED BY: CHANGE OF ADDRESS 091121347)
921 035 213	19/02/1992	CAVEAT RE : AMENDING AGREEMENT CAVEATOR - ALTALINK MANAGEMENT LTD. 2611 - 3 AVE SE CALGARY ALBERTA T2A7W7 (DATA UPDATED BY: TRANSFER OF CAVEAT 021193420) (DATA UPDATED BY: CHANGE OF ADDRESS 091065868)
951 164 694	25/07/1995	UTILITY RIGHT OF WAY GRANTEE - CANADIAN WESTERN NATURAL GAS COMPANY LIMITED.
971 067 511	10/03/1997	EASEMENT OVER LEGAL SUBDIVISION 1 IN THE SE 34-12-27-W4 FOR BENEFIT OF LEGAL SUBDIVISIONS 2,7,10 AND 15 IN THE EAST 1/2 34-12-27-W4 (PORTION AS DESCRIBED)
011 232 979	15/08/2001	UTILITY RIGHT OF WAY GRANTEE - CANADIAN NATURAL RESOURCES LIMITED. ATTN: LAND DEPARTMENT BOX 6926,STN D CALGARY ALBERTA T2P2G1 "RE-ENTERED 02/07/03 BY 031221517" (DATA UPDATED BY: TRANSFER OF UTILITY RIGHT OF WAY 091204655) (DATA UPDATED BY: TRANSFER OF UTILITY RIGHT OF WAY 161004466)
031 221 707	02/07/2003	DISCHARGE OF UTILITY RIGHT OF WAY 011232979 PARTIAL EXCEPT PLAN/PORTION: 0210273

TOTAL INSTRUMENTS: 006

(CONTINUED)

THE REGISTRAR OF TITLES CERTIFIES THIS TO BE AN
ACCURATE REPRODUCTION OF THE CERTIFICATE OF
TITLE REPRESENTED HEREIN THIS 20 DAY OF
JANUARY, 2021 AT 11:15 A.M.

ORDER NUMBER: 40857779

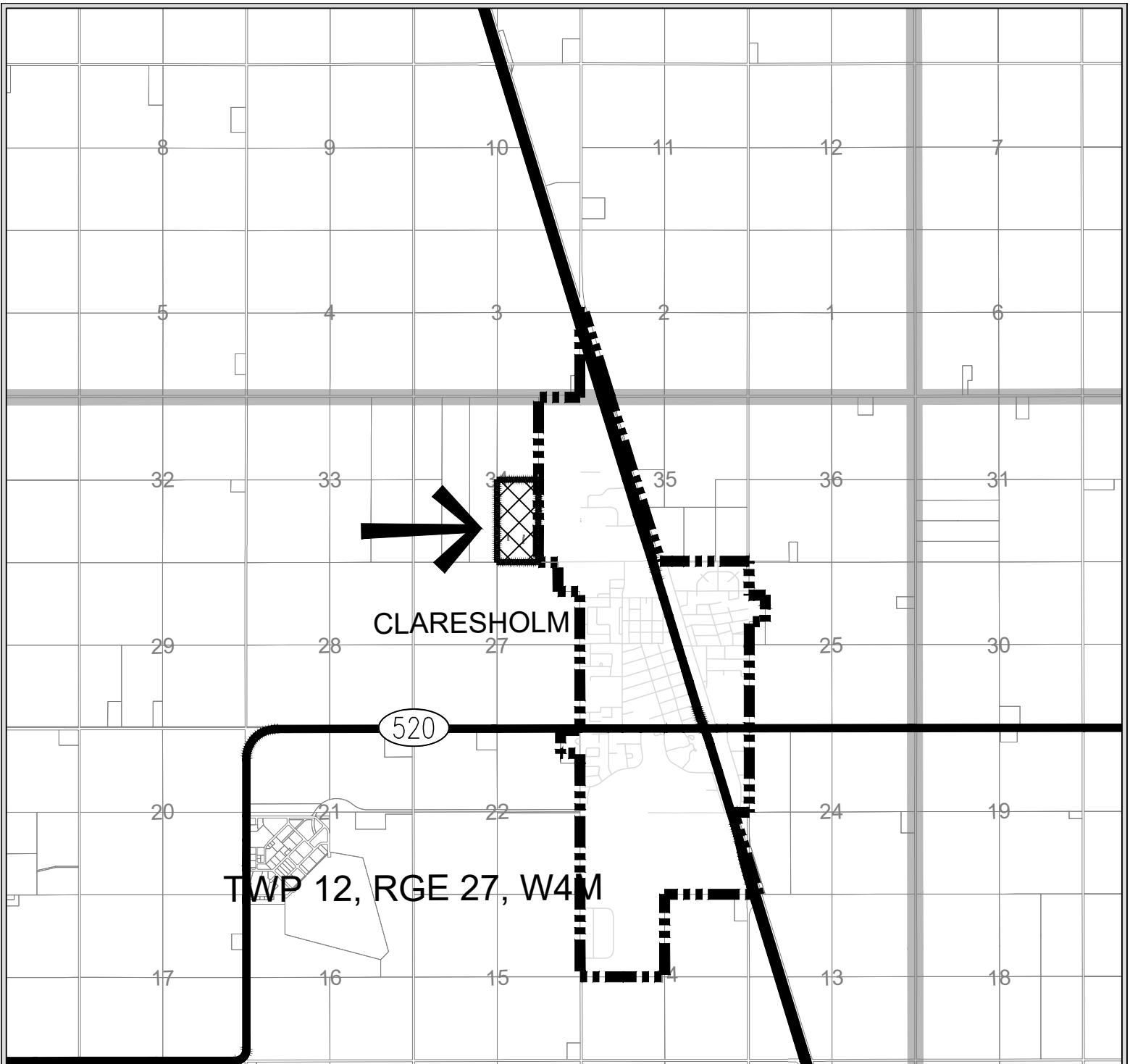
CUSTOMER FILE NUMBER:



END OF CERTIFICATE

THIS ELECTRONICALLY TRANSMITTED LAND TITLES PRODUCT IS INTENDED
FOR THE SOLE USE OF THE ORIGINAL PURCHASER, AND NONE OTHER,
SUBJECT TO WHAT IS SET OUT IN THE PARAGRAPH BELOW.

THE ABOVE PROVISIONS DO NOT PROHIBIT THE ORIGINAL PURCHASER FROM
INCLUDING THIS UNMODIFIED PRODUCT IN ANY REPORT, OPINION,
APPRAISAL OR OTHER ADVICE PREPARED BY THE ORIGINAL PURCHASER AS
PART OF THE ORIGINAL PURCHASER APPLYING PROFESSIONAL, CONSULTING
OR TECHNICAL EXPERTISE FOR THE BENEFIT OF CLIENT(S).



SUBDIVISION LOCATION SKETCH

SE 1/4 SEC 34, TWP 12, RGE 27, W 4 M

MUNICIPALITY: MUNICIPAL DISTRICT OF WILLOW CREEK

DATE: JANUARY 22, 2021

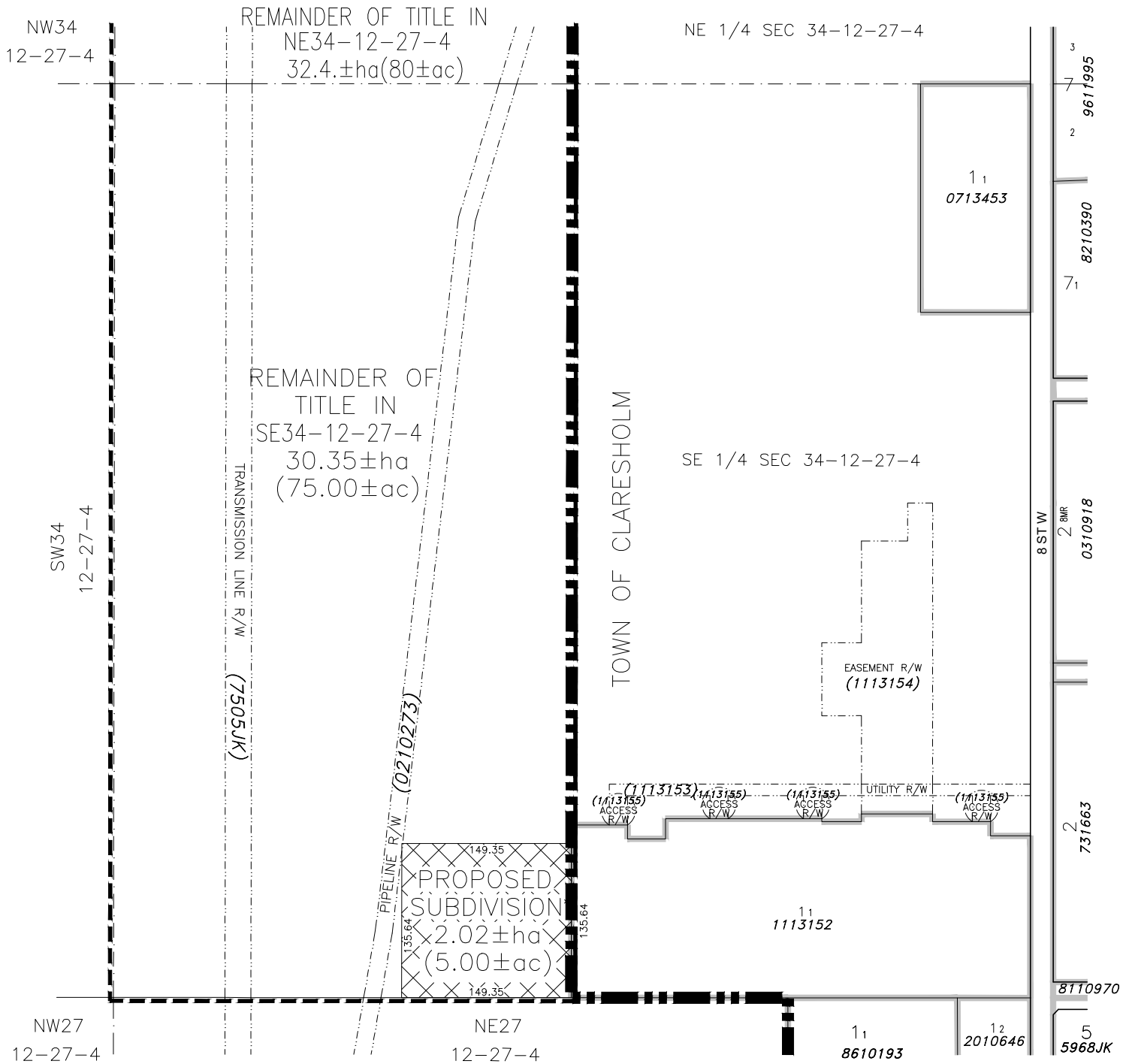
FILE No: 2021-0-015

MAP PREPARED BY:
 OLDMAN RIVER REGIONAL SERVICES COMMISSION
 3105 18th AVENUE NORTH, LETHBRIDGE, AB T1H 5E8
 "NOT RESPONSIBLE FOR ERRORS OR OMISSIONS"



OLDMAN RIVER REGIONAL SERVICES COMMISSION

January 22, 2021 N:\Subdivision\2021\2021-0-015.dwg



SUBDIVISION SKETCH

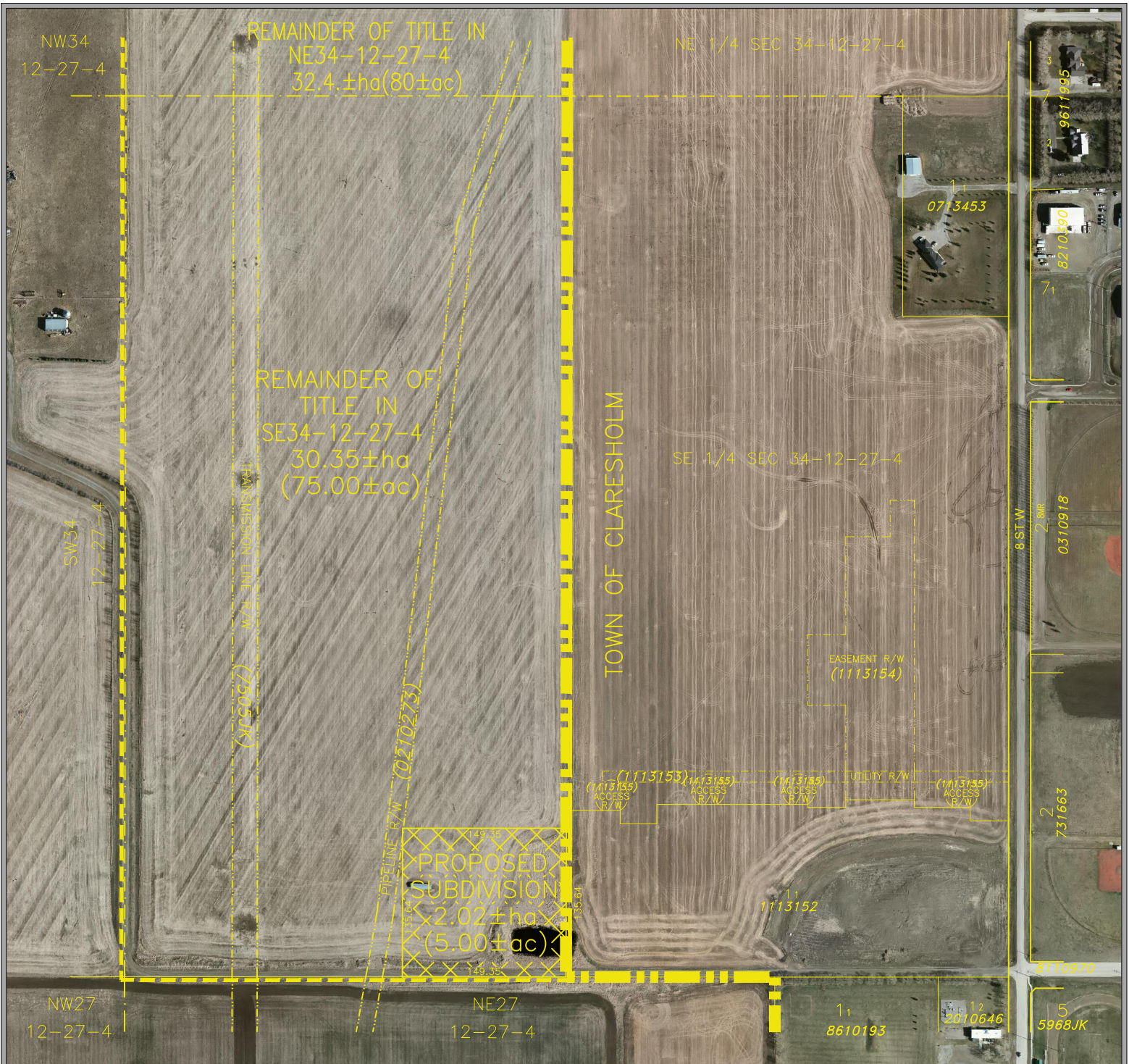
SE 1/4 SEC 34, TWP 12, RGE 27, W 4 M

MUNICIPALITY: MUNICIPAL DISTRICT OF WILLOW CREEK

DATE: JANUARY 22, 2021

FILE No: 2021-0-015





SUBDIVISION SKETCH
 SE 1/4 SEC 34, TWP 12, RGE 27, W 4 M
 MUNICIPALITY: MUNICIPAL DISTRICT OF WILLOW CREEK
 DATE: JANUARY 22, 2021
 FILE No: 2021-0-015



NOTICE OF APPLICATION FOR SUBDIVISION OF LAND

DATE: February 1, 2021

Date of Receipt: January 22, 2021
Date of Completeness: January 22, 2021

TO: Landowner: David F Mulholland

Agent or Surveyor:

Referral Agencies: M.D. of Willow Creek No. 26, Ian Sundquist, Town of Claresholm, G. Scott - ORRSC, Livingstone Range School Division, AltaLink, FortisAlberta, TELUS, ATCO Gas, ATCO Pipelines, AB Health Services - Calgary, AB Environment & Parks - J. Wu, AB Transportation, AER, Canada Post, CNRL

Adjacent Landowners: H & R Rothe Enterprises Ltd., M.G. Mulholland Farms Limited, Robert & Helen Rothe, 1044231 Alberta Ltd. 1383223 Alberta Ltd., Alberta Health Services (Willow Creek Continuing Care), Amber Vadnais, Andreas Pommer & Letitia A. Croskery, Bar V7 Ltd., Barry A & Annabel Mitchell, Cottonwood Village Ltd., Craig R. & Amanda N. Zimmer, Dale A. & Doris H. Young, David J. Vlieland, Derek J. Mckirdy, Donna Lawrence-Harris, Douglas & Nancy Macpherson, Freedom Living Ltd, George J. & Lenore M. Gish, John & Brenda Cope, John C. & Janelle Y. Tratnik & Lori L. Gunderson, Judy Jutras, Kenneth & Gail Mackin, Lawrence J. W. & Irma Haynes, Lory A. Ryden & Thelma M. Kirton, Michael R. & Alison E. Mcalonan, Morris G. Dube & Katherine Richardson, Paul G. Zemlak, Prima Investments Inc., Reginald & Linda Brooks, Rita L. Erven & Patrick J. Fogg, Robert & Joyce E. Milton, Robert M. & Kathryn L. Charchun, Roland H. & Sandra L. Mccaughan, Roy & Rosemary Johnson, Sharon E. Rodgers, Sharon Monigue, Sidney B. & Jefferson R. Freeman, Teresa M. Collins, Tina & Alan D. Foxcroft, Town Of Claresholm, Trevor & Jacqueline Vanderfluit

Planning Advisor: Mike Burla 

The Oldman River Regional Services Commission (ORRSC) is in receipt of the following subdivision application which is being processed on behalf of the M.D. of Willow Creek No. 26. This letter serves as the formal notice that the submitted application has been determined to be complete for the purpose of processing.

In accordance with the Subdivision and Development Regulation, if you wish to make comments respecting the proposed subdivision, please submit them via email or mail no later than **February 22, 2021**. (Please quote our File No. **2021-0-018** in any correspondence with this office).

File No.: 2021-0-018

Legal Description: SE1/4 27-12-27-W4M

Municipality: M.D. of Willow Creek No. 26

Land Designation: Rural General - RG
(Zoning)

Existing Use: Agricultural
Proposed Use: Country Residential
of Lots Created: 1
Certificate of Title: 171 162 399 +5

Meeting Date: **March 10, 2021** *Note that meeting dates are subject to change. It is advisable to contact the M.D. of Willow Creek No. 26 three (3) days prior to the meeting for times and to confirm that this application is on the agenda.*

If you wish to make a presentation at the subdivision authority meeting, please notify the M.D. of Willow Creek No. 26 Municipal Administrator at your earliest convenience.

Planner's Preliminary Comments:

This proposal would subdivide an existing 158.0 acre title to create a 9.86 acre parcel for country residential use. This quarter section is west and immediately adjacent to the Town of Claresholm and represents the first subdivision from the quarter section. A referral to the Town of Claresholm will occur as part of the adopted process in the Municipal District's planning bylaws.

As this proposal complies with the M.D.'s subdivision policies, a recommendation for approval is warranted subject to standard planning conditions and comments from the Town of Claresholm.

The Subdivision Authority is requested to consider the following when rendering decision on this application:

1. Payment of any outstanding property taxes to the M.D. of Willow Creek No. 26.
2. Provision of a development agreement with the M.D. of Willow Creek No. 26.
3. Pertinent comments and information provided by adjacent landowners and by referral agencies.
4. Provision of a surveyor's sketch which would verify parcel size and location of improvements.
5. Consideration of the 10.0 acre parcel size requested by the applicant.
6. Pertinent comments from the Town of Claresholm.

RESERVE:

Municipal Reserve is not applicable as this is the 1st parcel from the quarter section.

Submissions received become part of the subdivision file which is available to the applicant and will be considered by the subdivision authority at a public meeting.



**APPLICATION FOR SUBDIVISION
RURAL MUNICIPALITY**

FOR OFFICE USE ONLY	
Zoning (as classified under the Land Use Bylaw):	
Fee Submitted: <u>5040.00</u>	File No: <u>2021-0-018</u>
APPLICATION SUBMISSION	
Date of Receipt: <u>January 22, 2021</u>	Received By: <u>[Signature]</u>
Date Deemed Complete: <u>January 22, 2021</u>	Accepted By: <u>[Signature]</u>

1. CONTACT INFORMATION

Name of Registered Owner of Land to be Subdivided: David Mulholland

Mailing Address: Box 2020 City/Town: Claresholm

Postal Code: TDL DTD Telephone: 403-625-4250 Cell: 403-682-9930

Email: deltaaz@hotmail.com Preferred Method of Correspondence: Email Mail

Name of Agent (Person Authorized to act on behalf of Registered Owner): _____

Mailing Address: _____ City/Town: _____

Postal Code: _____ Telephone: _____ Cell: _____

Email: _____ Preferred Method of Correspondence: Email Mail

Name of Surveyor: _____

Mailing Address: _____ City/Town: _____

Postal Code: _____ Telephone: _____ Cell: _____

Email: _____ Preferred Method of Correspondence: Email Mail

2. LEGAL DESCRIPTION OF LAND TO BE SUBDIVIDED

a. All/part of the SE ¼ Section 12 Township 27 Range 12 West of 4 Meridian (e.g. SE¼ 36-1-36-W4M)

b. Being all/part of: Lot/Unit 27 Block 12 Plan 27

c. Total area of existing parcel of land (to be subdivided) is: _____ hectares _____ acres

d. Total number of lots to be created: 1 Size of Lot(s): 10 acres

e. Rural Address (if applicable): 5067-8 St W

f. Certificate of Title No.(s): 171 162 399 + 5

3. LOCATION OF LAND TO BE SUBDIVIDED

a. The land is located in the municipality of Willow Creek

b. Is the land situated immediately adjacent to the municipal boundary? Yes No
If "yes", the adjoining municipality is Town of Claresholm

c. Is the land situated within 1.6 kilometres (1 mile) of the right-of-way of a highway? Yes No
If "yes" the highway is No. ABOUT 1.3 Km TO Highway 2

d. Does the proposed parcel contain or is it bounded by a river, stream, lake or other body of water, or by a canal or drainage ditch? Yes No
If "yes", state its name _____

e. Is the proposed parcel within 1.5 kilometres (0.93 miles) of a sour gas facility? Unknown Yes No

4. EXISTING AND PROPOSED USE OF LAND TO BE SUBDIVIDED

Describe:

- a. Existing use of the land House, yard / Pasture / Hayland & Grain Storage
- b. Proposed use of the land Farmyard - Develop More Hay Land / Succession Planning

5. PHYSICAL CHARACTERISTICS OF LAND TO BE SUBDIVIDED

- a. Describe the nature of the topography of the land (flat, rolling, steep, mixed) Flat
- b. Describe the nature of the vegetation and water on the land (brush, shrubs, tree stands, woodlots, sloughs, creeks, etc.) Few trees + Caragana Shelterbelt (Row) Grass/Pasture, Crop Stubble
- c. Describe the kind of soil on the land (sandy, loam, clay, etc.) Loam
- d. Is this a vacant parcel (void of any buildings or structures)? Yes No

If "no", describe all buildings and any structures on the land. Indicate whether any are to be demolished or moved.

House, Detached Garage, Shed, Wellhouse, 4 Grainries, Water Well

- e. Is there a Confined Feeding Operation on the land or within 1.6 kilometres (1 mile) of the land being subdivided? Yes No
- f. Are there any active oil or gas wells or pipelines on the land? Yes No
- g. Are there any abandoned oil or gas wells or pipelines on the land? Yes No

6. WATER SERVICES

- a. Describe existing source of potable water Property is on Town of Claresholm water/sewer
- b. Describe proposed source of potable water Continue town water & sewer

7. SEWER SERVICES

- a. Describe existing sewage disposal: Type Town Sewer Year Installed _____
- b. Describe proposed sewage disposal: Type Town Sewer

8. REGISTERED OWNER OR PERSON ACTING ON THEIR BEHALF

I David Mulholland hereby certify that

- I am the registered owner
- I am authorized to act on behalf of the register owner

and that the information given on this form is full and complete and is, to the best of my knowledge, a true statement of the facts relating to this application for subdivision approval.

Signed: [Signature] Date: 21 JAN 2021

9. RIGHT OF ENTRY

I, David Mulholland do / do not (please check one) authorize representatives of the Oldman River Regional Service Commission or the municipality to enter my land for the purpose of conducting a site inspection and evaluation in connection with my application for subdivision. This right is granted pursuant to Section 653(2) of the Municipal Government Act.

[Signature]
Signature of Registered Owner(s)



LAND TITLE CERTIFICATE

S
LINC SHORT LEGAL TITLE NUMBER
0026 353 771 4;27;12;27;SE 171 162 399 +5

LEGAL DESCRIPTION

THE SOUTH EAST QUARTER OF SECTION TWENTY SEVEN (27)
TOWNSHIP TWELVE (12)
RANGE TWENTY SEVEN (27)
WEST OF THE FOURTH MERIDIAN
CONTAINING 64.7 HECTARES (160 ACRES) MORE OR LESS
EXCEPTING THEREOUT :

PLAN	NUMBER	HECTARES	ACRES	MORE OR LESS
WATERLINE	5721HU	0.813	2.01	

EXCEPTING THEREOUT ALL MINES AND MINERALS
AND THE RIGHT TO WORK THE SAME

ESTATE: FEE SIMPLE

MUNICIPALITY: MUNICIPAL DISTRICT OF WILLOW CREEK NO. 26

REFERENCE NUMBER: 951 062 749

REGISTERED OWNER(S)				
REGISTRATION	DATE (DMY)	DOCUMENT TYPE	VALUE	CONSIDERATION
171 162 399	21/07/2017	AFFIDAVIT OF SURVIVING JOINT TENANT		

OWNERS

DAVID F MULHOLLAND (FARMER)
OF CLARESHOLM
ALBERTA

ENCUMBRANCES, LIENS & INTERESTS

REGISTRATION	NUMBER	DATE (D/M/Y)	PARTICULARS
	177KY	22/09/1970	UTILITY RIGHT OF WAY GRANTEE - ALTALINK MANAGEMENT LTD. 2611 - 3 AVE SE

(CONTINUED)

ENCUMBRANCES, LIENS & INTERESTS

PAGE 2

171 162 399 +5

REGISTRATION

NUMBER DATE (D/M/Y) PARTICULARS

CALGARY
ALBERTA T2A7W7
AS TO PORTION OR PLAN:7505JK
"75 FEET STRIP"
 (DATA UPDATED BY: TRANSFER OF UTILITY RIGHT
 OF WAY 021161674)
 (DATA UPDATED BY: CHANGE OF ADDRESS 091124204)

6997KZ . 24/08/1971 CAVEAT
 CAVEATOR - CANADIAN WESTERN NATURAL GAS COMPANY
 LIMITED.

8342LO . 25/01/1973 UTILITY RIGHT OF WAY
 GRANTEE - CANADIAN WESTERN NATURAL GAS COMPANY
 LIMITED.
 "20 FOOT STRIP"

921 035 214 19/02/1992 CAVEAT
 RE : AMENDING AGREEMENT
 CAVEATOR - ALTALINK MANAGEMENT LTD.
 2611 - 3 AVE SE
 CALGARY
 ALBERTA T2A7W7
 (DATA UPDATED BY: TRANSFER OF CAVEAT
 021193420)
 (DATA UPDATED BY: CHANGE OF ADDRESS 091065868)

961 040 472 26/02/1996 UTILITY RIGHT OF WAY
 GRANTEE - CANADIAN NATURAL RESOURCES LIMITED.
 ATTN: LAND DEPARTMENT
 BOX 6926,STN D
 CALGARY
 ALBERTA T2P2G1
 (DATA UPDATED BY: TRANSFER OF UTILITY RIGHT
 OF WAY 081113127)
 (DATA UPDATED BY: TRANSFER OF UTILITY RIGHT
 OF WAY 091250884)
 (DATA UPDATED BY: TRANSFER OF UTILITY RIGHT
 OF WAY 161004132)

981 160 731 03/06/1998 DISCHARGE OF UTILITY RIGHT OF WAY 961040472
 PARTIAL
 EXCEPT PLAN/PORTION: 9710076

011 232 979 15/08/2001 UTILITY RIGHT OF WAY
 GRANTEE - CANADIAN NATURAL RESOURCES LIMITED.
 ATTN: LAND DEPARTMENT
 BOX 6926,STN D
 CALGARY

(CONTINUED)

REGISTRATION
 NUMBER DATE (D/M/Y) PARTICULARS

ALBERTA T2P2G1

"RE-ENTERED 02/07/03 BY 031221517"

(DATA UPDATED BY: TRANSFER OF UTILITY RIGHT
 OF WAY 091204655)

(DATA UPDATED BY: TRANSFER OF UTILITY RIGHT
 OF WAY 161004466)

031 221 707 02/07/2003 DISCHARGE OF UTILITY RIGHT OF WAY 011232979
 PARTIAL
 EXCEPT PLAN/PORTION: 0210273

171 208 599 18/09/2017 UTILITY RIGHT OF WAY
 GRANTEE - THE TOWN OF CLARESHOLM.
 AS TO PORTION OR PLAN:1711886

181 089 468 02/05/2018 UTILITY RIGHT OF WAY
 GRANTEE - THE TOWN OF CLARESHOLM.
 AS TO PORTION OR PLAN:1711886

TOTAL INSTRUMENTS: 010

THE REGISTRAR OF TITLES CERTIFIES THIS TO BE AN
 ACCURATE REPRODUCTION OF THE CERTIFICATE OF
 TITLE REPRESENTED HEREIN THIS 22 DAY OF
 JANUARY, 2021 AT 08:41 A.M.

ORDER NUMBER: 40871450

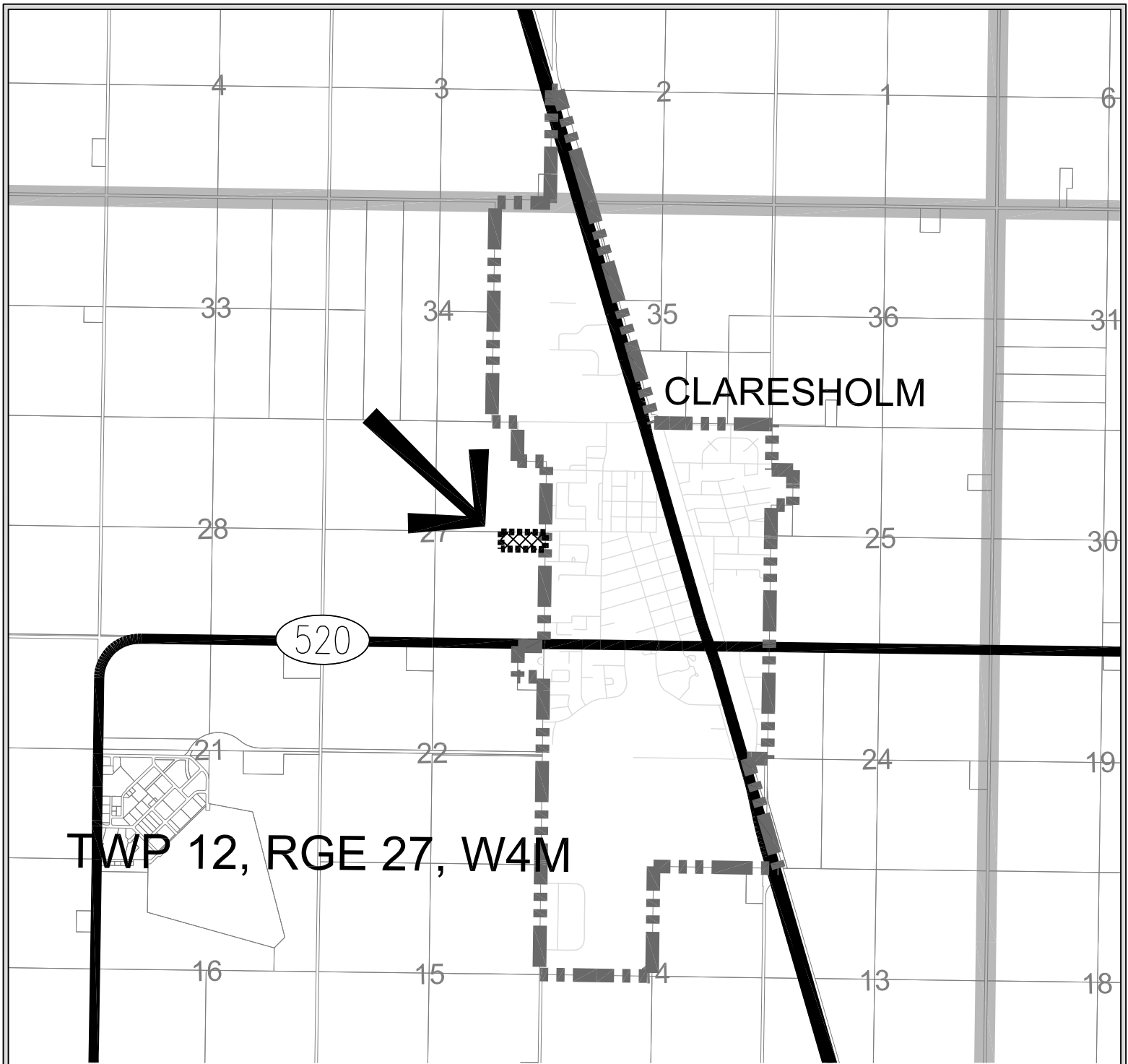
CUSTOMER FILE NUMBER:



END OF CERTIFICATE

THIS ELECTRONICALLY TRANSMITTED LAND TITLES PRODUCT IS INTENDED
 FOR THE SOLE USE OF THE ORIGINAL PURCHASER, AND NONE OTHER,
 SUBJECT TO WHAT IS SET OUT IN THE PARAGRAPH BELOW.

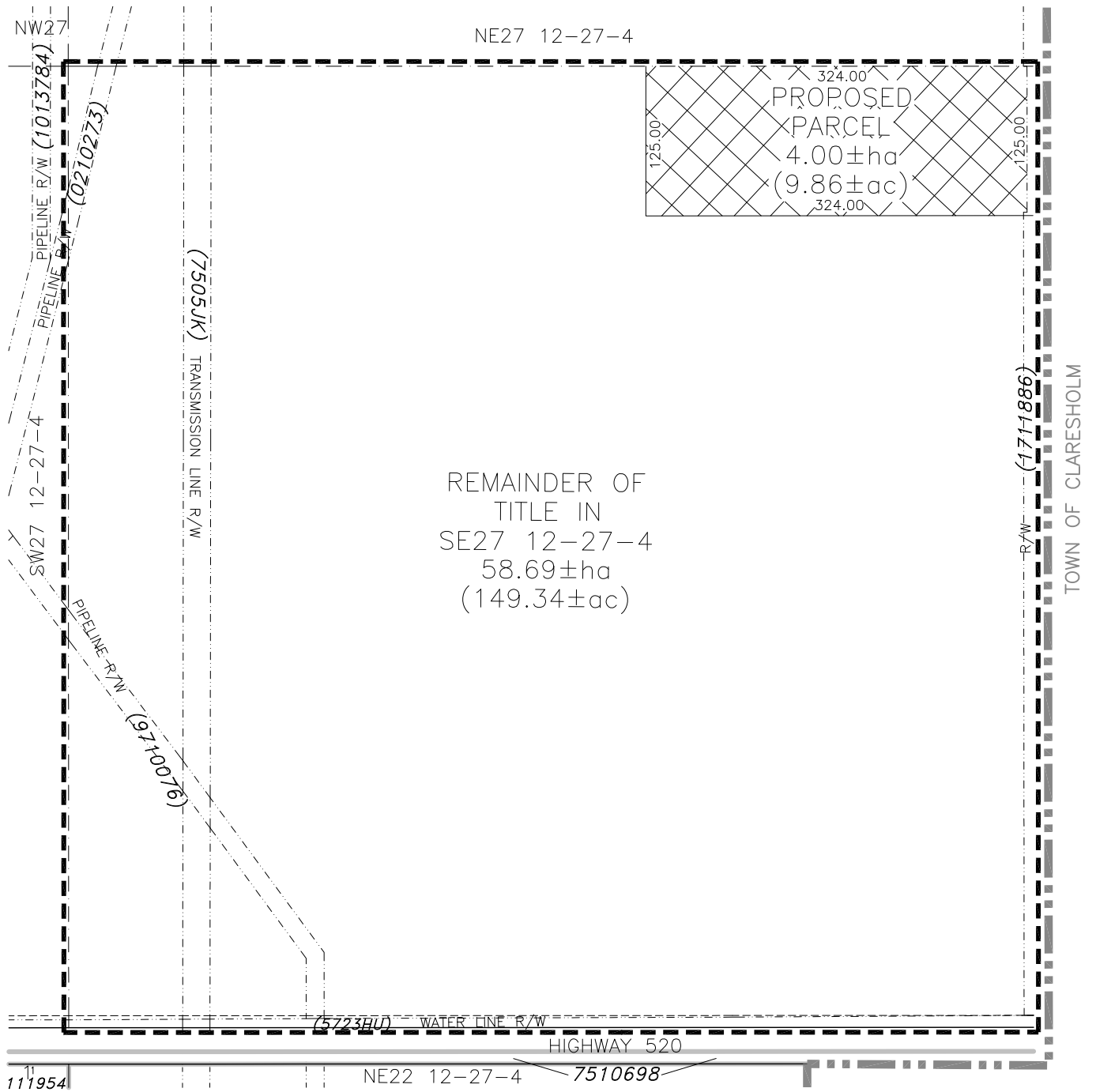
THE ABOVE PROVISIONS DO NOT PROHIBIT THE ORIGINAL PURCHASER FROM
 INCLUDING THIS UNMODIFIED PRODUCT IN ANY REPORT, OPINION,
 APPRAISAL OR OTHER ADVICE PREPARED BY THE ORIGINAL PURCHASER AS
 PART OF THE ORIGINAL PURCHASER APPLYING PROFESSIONAL, CONSULTING
 OR TECHNICAL EXPERTISE FOR THE BENEFIT OF CLIENT(S).



SUBDIVISION LOCATION SKETCH
SE 1/4 SEC 27, TWP 12, RGE 27, W 4 M
MUNICIPALITY: M.D. OF WILLOW CREEK NO. 26
DATE: JANUARY 27, 2021
FILE No: 2021-0-018

MAP PREPARED BY:
 OLDMAN RIVER REGIONAL SERVICES COMMISSION
 3105 18th AVENUE NORTH, LETHBRIDGE, AB T1H 5E8
 NOT RESPONSIBLE FOR ERRORS OR OMISSIONS





SUBDIVISION SKETCH

SE 1/4 SEC 27, TWP 12, RGE 27, W 4 M

MUNICIPALITY: M.D. OF WILLOW CREEK NO. 26

DATE: JANUARY 27, 2021

FILE No: 2021-0-018





SUBDIVISION SKETCH

SE 1/4 SEC 27, TWP 12, RGE 27, W 4 M

MUNICIPALITY: M.D. OF WILLOW CREEK NO. 26

DATE: JANUARY 27, 2021

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AERIAL PHOTO DATE: 2015

Strategies

MULTI-YEAR		Assigned to	Update on Progress
POLICY & PLANNING			
3 Year Operations Plan and 5 Year Capital Plan			
	Revise 3 Year Operations Plan and 5 Year Capital Plan	Blair	Will be preparing updated plans to be passed with updated budget in April/May 2021 for 2022 forward.
Community Center			
	Enhance Community Center	Mike	Project complete, continued work with hall board as required.
Multi Use Community Facility			
	Tender Project for 2020	Mike	Tender awarded to Tricon Developments.
	Begin construction in 2020	Mike	Construction started in 2020.
	Complete construction 2021	Mike	Daycare/Playschool completed & turned over to the Town in January 2021. Operating from this location as of February 2, 2021. Administration Building is 95% complete. Anticipated move in date is April 1, 2021.
Intermunicipal Development Plan (IDP)			
	Complete IDP by April 1, 2020 deadline	Tara	Still ongoing, Provincial deadline changed to April 1, 2021.
Intermunicipal Collaboration Framework (ICF)			
	Complete ICF by April 1, 2020 deadline	Marian	Complete. Notice sent to the Minister March 26, 2020
Stormwater Infrastructure			
	Apply for grant funding for Phase 2 and beyond	Blair/Mike	Funding possibilities still being investigated. Current grant/funding availability is very limited.
Development Processes			
	Continue with Land Use Bylaw updates as necessary	Tara	Ongoing as required.
	Update Signage Schedule of Land Use Bylaw	Tara	Complete.
	Develop Off-site Levy Bylaw	Tara	Complete.
	Continue review of processes	Tara	Policies all updated, process review ongoing.
	Complete Infrastructure Master Plan	Mike/Tara	Draft plan reviewed December/January. AE making final recommendations and edits.
	GIS updates	Tara	Ongoing, IMP will complete a thorough update. Investigating potential upgrades. Asset Management grant applied for, could be added to our GIS.

Strategies

MULTI-YEAR	Assigned to	Update on Progress
Encourage Residential Development		
Review Land Use Bylaw and Planning documents	Tara/Brady	Reviews completed annually.
Investigate incentive opportunities	Tara/Brady	Non-Residential Tax incentive Bylaw #1693 adopted. Investigations ongoing.
Complete a Housing Needs Assessment	Tara/Brady	The Alberta Rural Development Networks needs assessment was considered, but not recommended.
ECONOMIC & COMMUNITY DEVELOPMENT		
Support the Economic Development Committee		
Update 3 year Economic Development Business Plan	Brady	EDC adopted the updated 3-Year Business Plan on May 19th. The document will be presented to Council on June 8, 2020. Document being used for 2021 EcD Budget
Strategy for Challenging Land Owners	Brady	Investment Attraction; maintain accurate information and contacts for commercial and industrial properties in Claresholm. Connect buyers, sellers and investors whenever possible. Non-Residential Tax incentive Bylaw #1693 adopted.
Revitalize Downtown and Highway Corridor	Brady	Welcome Sign Refresh Complete, Community Advertising Program continues, Wayfinding Signage awarded to local contractor, permits obtained, work to begin immediately. Shingle sign program reinstated, 4-signs are on order.
Develop/Review policies pertaining to unsightly premises and vacant lands and buildings in retail, commercial and industrial areas	Brady/Ryan	EDC reviewed May 18, 2020 no recommendations at this time.
Address revitalization in 3 year Economic Development Business Plan	Brady	With several projects complete and some ongoing, new goals for downtown & highway revitalization to be made during EDC strategic planning Dec, 2020 & January 2021.
Finish/paint entrance signs	Brady/Mike	Complete.

Strategies

MULTI-YEAR

	Assigned to	Update on Progress
	Brady/Tara	Conversation ongoing. Supplying information and assisting with inquiries.
	Brady/Tara	Conversation ongoing.
Sound, Responsible Governance and Strengthen Internal Operations		
	Karine/Marian	Using the new software program (Connect) as well as social media, the website and the local press, to inform residents during the COVID 19 pandemic.
	Karine/Marian	Open House held February 27, 2020. Open House scheduled for May 7 has been cancelled by Council due to COVID 19. Will schedule the next one when allowed

Strategies

MULTI-YEAR		Assigned to	Update on Progress
	Continue to review and update Administration and Council policies	Blair/Marian	Have successfully reviewed and updated approximately 80% of Town Policies. Remaining 20% are under review.
	Address legislative changes in a timely fashion	Marian	Continue to report changes to Council and implement changes
	Succession planning for the CAO	Marian	In progress
PARTNERSHIPS, COLLABORATIONS, RELATIONSHIPS			
Build Government Relations at All Levels			
	Look for opportunities to collaborate	All departments	Working with various community groups/societies on grant applications for various municipal/partnership projects.
Strengthen Stakeholder Relationships			
	Encourage presentations to Council, visit organizations to build relationships and have a presence in the community	Council	
	Develop relationships with Land Developers in order to progress on residential development	Council/Brady	The EDO, and Development Officer continue to communicate with residential developers and potential investors.
Relationships with AHS and Other Service Providers			
	Continue to Enhance Relationships with AHS and Other Service Providers	Council	
VIBRANT COMMUNITY, QUALITY OF LIFE			
Housing			
	Investigate opportunities for various types of housing	Tara/Brady	Opportunities sought out and working with inquiries as presented. Harvest Square development in full swing. Ongoing discussions with potential developers.
Traffic			
	Continue work with Alberta Transportation and RCMP on enforcement measures on highway #2	Ryan	Ongoing, trying to keep a presence on the highway to slow traffic. Using welcome sign LED's to encourage slow and safe driving. Also using Radar speed signs to slow traffic in town. Assist CVE when possible at truck scale.

Strategies

MULTI-YEAR

	Assigned to	Update on Progress
Improvement of Parks		
	Admundsen Park upgrades 2020/2021/2022	Mike Some tree removal, repositioning, and new planting in 2020. This is also planned for 2021. Funding sources sought out for project phases, still waiting on grant notification.
	Tennis Courts 2020	Mike Project is scheduled to be completed in 2021, deposit to Tomko Sports has been paid.
	Work with Dog Park committee to create design and identify funding options	Denise An updated quote for fencing materials & installation is forthcoming with an expected date of installation set for 2021, dependant on when the contractor can commit to the project. Prices have increased for lumber due to demand in 2020. Proposed fencing has 2 access gates for dog walkers along Patterson Heights Blvd & 2 vehicle access gates for Town maintenance, north & south of the park.
	Extend pathway system 2021	Mike Will prepare for 2021, if budget allows.
Support the Arts Community	Council	



INFORMATION BRIEF

Meeting: February 8, 2021

Agenda Item: 14

COUNCIL RESOLUTION STATUS

Regular Scheduled Meeting - January 11, 2021				
15	CORRES: Claresholm Potters Guild - Moved by Councillor Cutler to direct Administration to investigate the possible use of Mackin Hall by the Claresholm Potters Guild, and to investigate the possible amendment of policy regarding the use of Mackin Hall. CARRIED MOTION #21-002	Blair & Mike	Investigation ongoing, group meeting to see space.	In progress
Regular Scheduled Meeting - January 11, 2021				
1	CORRES: Sharon Senderek - Moved by Councillor Schulze to direct Administration to write a letter to Sharon Senderek thanking her for sharing her concern on the Dog Bylaw and responding to each of the points she made and how they are addressed by the bylaw. CARRIED MOTION #21-007	Karine	Letter sent	Complete
2	BYLAW #1709 - Moved by Councillor Cutler to give Bylaw #1709, the Dog Bylaw, 2nd Reading. CARRIED Moved by Councillor Carlson to give Bylaw #1709, the Dog Bylaw, 3rd and Final Reading. CARRIED	Karine	Bylaw printed & signed	Complete
3	NEWS RELEASE: Alberta Energy - Moved by Councillor Carlson to write a letter to the Minister of Environment and the Minister of Energy, and to cc MLA Roger Reid and Premier Jason Kenney, requesting that the government take a closer look at instituting more aggressive regulations and more environmental controls regarding coal leases and the Town of Claresholm's concern over the rescindment of the 1976 Coal Policy on June 30, 2020. CARRIED MOTION #21-008	Karine	Letters sent	Complete
5	CORRES: AUMA - President's Summit on Policing - Councillors Schlossberger & Zimmer, Mayor MacPherson, Marian Carlson to attend	Marian	Registration complete	Complete
6	CORRES: Wild Rose Community Connections - Snack Shack Initiative - Council decided to keep the initiative where it was proposed back in August 2020 & motioned by Council to be at the arena.	Karine/Mike	Email sent to WRCC about the snack shack. They are to work with Mike on placement at the skate park.	Complete
7	RFD: Monthly Utility Billing - Moved by Councillor Moore to direct Administration to refer discussion on the Water and Sewer Utility Bylaw as far as adjusting the utility billing cycle for residential users to monthly to the 2022 budget. CARRIED MOTION #21-009	Blair	Referred to 2022 Budget Discussions	Complete

8	RFD: Arena Advertising - Moved by Councillor Schulze to cancel all 2020-2021 arena advertising fees, in light of the early closure and limited availability of the arena due to the pandemic and health restrictions, and to credit or refund fees for those who have already paid. CARRIED MOTION #21-010	Denise Marianna	Advertisers are being notified and arrangements made.	Complete
9	RFD: Family Day Event - Moved by Councillor Cutler to approve the use of Patterson Park for Claresholm & District FCSS's community event on Monday, February 15, 2021, subject to public health orders in effect at the time. CARRIED MOTION #21-011	Barb	Event is being planned & will proceed if allowed.	Complete
10	RFD: Recreation Survey - Moved by Councillor Schulze to allow a Recreation Survey to be posted on the website and advertised on the Town's social media accounts to receive feedback on recreation outlets in our community. CARRIED MOTION #21-012	Denise	Recreation Survey is active & has been advertised	Complete

PREPARED BY: Karine Keys, CLGM, Finance Assistant

APPROVED BY: Marian Carlson, CLGM – CAO

DATE: February 5, 2021

INFORMATION ITEMS



MUNICIPAL PLANNING COMMISSION MINUTES

November 20, 2020

Town of Claresholm – Zoom Meeting

Attendees: Brad Schlossberger - Council Member (Chairperson)
Jeff Kerr – Member-At-Large
Doug Priestley - Member-at-Large
Doug MacPherson – Mayor
Kieth Carlson – Council Member (joined at 9:11a.m.)

Staff: Tara VanDellen – Planner/Development Officer
Blair Bullock– Director of Corporate Sales
Tracy Stewart - Administrative Assistant

Public Present: Rob Vogt – Claresholm Local Press
Gavin Scott – Planner, ORRSC

9:02 a.m.	Call to Order /Adoption of Agenda	Motion to adopt the agenda by Doug Priestley
		Seconded by Jeff Kerr
		CARRIED

Adoption of Minutes	Motion to adopt the Meeting Minutes By Jeff Kerr
<ul style="list-style-type: none">• October 30, 2020	Seconded by Doug Priestley
	CARRIED

Item 1: ACTION	DEVELOPMENT PERMIT	Motion to approve as amended for temporary use and deemed a similar use to take-out restaurant with conditions by Doug Priestley
	File: D2020.115 Applicant: Bahadur S. Doad (Curly's Liquor) Owners: Doad Investors Corp. Address: 122 50 Avenue W, Claresholm Legal: Lots 11 & W 8.5' of 12, Block 4, Plan 147N Regarding: Change in use: add a food truck (similar use: take-out restaurant)	Seconded by Mayor MacPherson
	Conditions:	CARRIED



MUNICIPAL PLANNING COMMISSION MINUTES

November 20, 2020
Town of Claresholm – Zoom Meeting

1. *This permit is valid for 12 months from the date of approval. A new application is required prior to the expiration of the permit if the use is to continue following the 12 months.*
2. *No travel over the municipal sidewalk is approved. All access to the approved parking location must be from the rear of the property (alley).*
3. *The food truck must remain a self-contained unit, there is no access to municipal utilities (water/sanitary). Power must be obtained in a way that does not create any type of noise or involve the use of noise making equipment.*
4. *Any dumping of waste water, and/or waste must be done off-site and at an approved dump site location. Any dumping of grease must be at an approved dump site location (or within a grease bin located at the rear of the property). There is to be no dumping of grease within Town dumpsters.*
5. *Any further change in use (additions, renovations, or intensifications of use) will require a new permit application.*
6. *A business license is required for the food truck. An approved Alberta Health Services inspection report must be provided to the Town prior to the issuance of the business license.*
7. *This application does not include any signs. If signs are desired a sign permit application will be required prior to the installation of signage. (This does not include on truck or window signage).*
8. *Garbage receptacles must be maintained onsite in such a way that prevents waste materials from being blown off or scattered from the property.*

Notes:

9. *The Applicant must follow all applicable safety codes requirements including the location of the truck to be at minimum 3 meters from any building. (see the enclosed Standata)*
10. *Any commercial hood system requires certification and inspection by the Town of Claresholm Fire Safety Codes Officer.*

Item 2: ACTION

**In Camera – 1. Advice from Officials FOIP Section 24
2. Advice from officials FOIP Section 24**

**Motion to go in camera by
Doug Priestley**

**Seconded by
Councillor Carlson
CARRIED**

**Motion to come out of
camera by
Mayor MacPherson**

**Seconded by
Doug Priestley**

CARRIED

**1. Motion to refer to
council the amended
LUB Bylaw #1667 by
Councillor Carlson**

Seconded by Jeff Kerr

CARRIED



MUNICIPAL PLANNING COMMISSION MINUTES

November 20, 2020
Town of Claresholm – Zoom Meeting

2. Motion to refer to council the amended Unsightly Premises & Property Standards Bylaw #1711 by Doug Priestley

Seconded by Councilor Carlson

CARRIED

10:12 a.m.

Motion to adjourn by Doug Priestley

CARRIED

Town of Claresholm - Claresholm Detachment
Crime Statistics (Actual)
January to December: 2017 - 2020

All categories contain "Attempted" and/or "Completed"

January 12, 2021

CATEGORY	Trend	2017	2018	2019	2020	% Change 2017 - 2020	% Change 2019 - 2020	Avg File +/- per Year
Homicides & Offences Related to Death		0	0	0	0	N/A	N/A	0.0
Robbery		0	1	2	0	N/A	-100%	0.1
Sexual Assaults		19	3	9	0	-100%	-100%	-5.1
Other Sexual Offences		21	1	1	0	-100%	-100%	-6.3
Assault		47	48	37	35	-26%	-5%	-4.7
Kidnapping/Hostage/Abduction		2	4	4	0	-100%	-100%	-0.6
Extortion		1	1	0	3	200%	N/A	0.5
Criminal Harassment		19	11	10	19	0%	90%	-0.1
Uttering Threats		24	27	12	18	-25%	50%	-3.3
TOTAL PERSONS		133	96	75	75	-44%	0%	-19.5
Break & Enter		16	16	24	24	50%	0%	3.2
Theft of Motor Vehicle		12	17	10	7	-42%	-30%	-2.2
Theft Over \$5,000		3	2	3	4	33%	33%	0.4
Theft Under \$5,000		77	84	62	80	4%	29%	-1.3
Possn Stn Goods		19	6	8	5	-74%	-38%	-4.0
Fraud		51	51	71	51	0%	-28%	2.0
Arson		0	0	0	1	N/A	N/A	0.3
Mischief To Property		50	53	49	63	26%	29%	3.5
TOTAL PROPERTY		228	229	227	235	3%	4%	1.9
Offensive Weapons		6	10	7	6	0%	-14%	-0.3
Disturbing the peace		21	21	13	15	-29%	15%	-2.6
Fail to Comply & Breaches		35	46	24	21	-40%	-13%	-6.4
OTHER CRIMINAL CODE		14	19	17	20	43%	18%	1.6
TOTAL OTHER CRIMINAL CODE		76	96	61	62	-18%	2%	-7.7
TOTAL CRIMINAL CODE		437	421	363	372	-15%	2%	-25.3

Town of Claresholm - Claresholm Detachment
Crime Statistics (Actual)
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January 12, 2021

CATEGORY	Trend	2017	2018	2019	2020	% Change 2017 - 2020	% Change 2019 - 2020	Avg File +/- per Year
Drug Enforcement - Production		0	0	1	0	N/A	-100%	0.1
Drug Enforcement - Possession		20	15	5	9	-55%	80%	-4.3
Drug Enforcement - Trafficking		3	5	2	11	267%	450%	2.1
Drug Enforcement - Other		1	0	0	1	0%	N/A	0.0
Total Drugs		24	20	8	21	-13%	163%	-2.1
Cannabis Enforcement		0	0	0	0	N/A	N/A	0.0
Federal - General		1	0	1	0	-100%	-100%	-0.2
TOTAL FEDERAL		25	20	9	21	-16%	133%	-2.3
Liquor Act		4	6	4	4	0%	0%	-0.2
Cannabis Act		0	0	0	0	N/A	N/A	0.0
Mental Health Act		42	54	35	50	19%	43%	0.5
Other Provincial Stats		67	76	55	39	-42%	-29%	-10.5
Total Provincial Stats		113	136	94	93	-18%	-1%	-10.2
Municipal By-laws Traffic		1	4	2	0	-100%	-100%	-0.5
Municipal By-laws		16	26	16	18	13%	13%	-0.4
Total Municipal		17	30	18	18	6%	0%	-0.9
Fatals		0	0	0	0	N/A	N/A	0.0
Injury MVC		3	1	3	4	33%	33%	0.5
Property Damage MVC (Reportable)		48	47	41	28	-42%	-32%	-6.6
Property Damage MVC (Non Reportable)		12	14	5	6	-50%	20%	-2.7
TOTAL MVC		63	62	49	38	-40%	-22%	-8.8
Provincial Traffic		154	132	140	140	-9%	0%	-3.4
Other Traffic		3	6	7	2	-33%	-71%	-0.2
Criminal Code Traffic		11	23	19	18	64%	-5%	1.7
Common Police Activities								
False Alarms		60	59	24	36	-40%	50%	-10.7
False/Abandoned 911 Call and 911 Act		12	7	6	8	-33%	33%	-1.3
Suspicious Person/Vehicle/Property		68	77	49	90	32%	84%	3.8
Persons Reported Missing		28	17	18	14	-50%	-22%	-4.1

**MD of Willow Creek - Claresholm Detachment
Crime Statistics (Actual)
January to December: 2017 - 2020**

All categories contain "Attempted" and/or "Completed"

January 12, 2021

CATEGORY	Trend	2017	2018	2019	2020	% Change 2017 - 2020	% Change 2019 - 2020	Avg File +/- per Year
Homicides & Offences Related to Death		0	0	0	0	N/A	N/A	0.0
Robbery		1	0	0	0	-100%	N/A	-0.3
Sexual Assaults		0	0	0	0	N/A	N/A	0.0
Other Sexual Offences		0	0	2	1	N/A	-50%	0.5
Assault		7	12	1	4	-43%	300%	-2.0
Kidnapping/Hostage/Abduction		2	0	0	0	-100%	N/A	-0.6
Extortion		0	0	0	0	N/A	N/A	0.0
Criminal Harassment		6	4	2	4	-33%	100%	-0.8
Uttering Threats		5	8	5	4	-20%	-20%	-0.6
TOTAL PERSONS		21	24	10	13	-38%	30%	-3.8
Break & Enter		17	16	15	8	-53%	-47%	-2.8
Theft of Motor Vehicle		5	4	6	3	-40%	-50%	-0.4
Theft Over \$5,000		1	3	2	5	400%	150%	1.1
Theft Under \$5,000		23	18	18	21	-9%	17%	-0.6
Possn Stn Goods		1	8	5	0	-100%	-100%	-0.6
Fraud		4	6	5	8	100%	60%	1.1
Arson		1	1	0	0	-100%	N/A	-0.4
Mischief To Property		19	9	13	12	-37%	-8%	-1.7
TOTAL PROPERTY		71	65	64	57	-20%	-11%	-4.3
Offensive Weapons		2	5	2	0	-100%	-100%	-0.9
Disturbing the peace		0	2	0	0	N/A	N/A	-0.2
Fail to Comply & Breaches		18	10	1	7	-61%	600%	-4.2
OTHER CRIMINAL CODE		4	7	5	6	50%	20%	0.4
TOTAL OTHER CRIMINAL CODE		25	24	8	13	-48%	63%	-5.2
TOTAL CRIMINAL CODE		117	113	82	83	-29%	1%	-13.3

**MD of Willow Creek - Claresholm Detachment
Crime Statistics (Actual)
January to December: 2017 - 2020**

All categories contain "Attempted" and/or "Completed"

January 12, 2021

CATEGORY	Trend	2017	2018	2019	2020	% Change 2017 - 2020	% Change 2019 - 2020	Avg File +/- per Year
Drug Enforcement - Production		0	0	0	0	N/A	N/A	0.0
Drug Enforcement - Possession		1	3	4	3	200%	-25%	0.7
Drug Enforcement - Trafficking		2	1	5	1	-50%	-80%	0.1
Drug Enforcement - Other		0	0	0	0	N/A	N/A	0.0
Total Drugs		3	4	9	4	33%	-56%	0.8
Cannabis Enforcement		0	0	0	0	N/A	N/A	0.0
Federal - General		1	0	0	0	-100%	N/A	-0.3
TOTAL FEDERAL		4	4	9	4	0%	-56%	0.5
Liquor Act		0	1	3	4	N/A	33%	1.4
Cannabis Act		0	0	2	3	N/A	50%	1.1
Mental Health Act		4	5	8	11	175%	38%	2.4
Other Provincial Stats		24	24	8	32	33%	300%	0.8
Total Provincial Stats		28	30	21	50	79%	138%	5.7
Municipal By-laws Traffic		0	0	0	0	N/A	N/A	0.0
Municipal By-laws		9	6	0	6	-33%	N/A	-1.5
Total Municipal		9	6	0	6	-33%	N/A	-1.5
Fatals		0	2	0	1	N/A	N/A	0.1
Injury MVC		7	9	11	3	-57%	-73%	-1.0
Property Damage MVC (Reportable)		83	78	64	65	-22%	2%	-6.8
Property Damage MVC (Non Reportable)		9	14	18	12	33%	-33%	1.3
TOTAL MVC		99	103	93	81	-18%	-13%	-6.4
Provincial Traffic		232	451	937	593	156%	-37%	156.9
Other Traffic		2	5	5	5	150%	0%	0.9
Criminal Code Traffic		23	21	18	14	-39%	-22%	-3.0
Common Police Activities								
False Alarms		17	8	15	8	-53%	-47%	-2.0
False/Abandoned 911 Call and 911 Act		4	5	1	2	-50%	100%	-1.0
Suspicious Person/Vehicle/Property		27	50	62	59	119%	-5%	10.8
Persons Reported Missing		0	4	4	3	N/A	-25%	0.9



Municipal District of Spirit River No. 133

Box 389 Spirit River, Alberta T0H 3G0
E-mail: mdsr133@mdspiritriver.ab.ca

Telephone (780) 864-3500
Fax (780) 864-4303

January 27, 2021

Honourable Premier Kenney
Alberta Premier

Email: premier@gov.ab.ca

MD of Spirit River also shared a paper published by Ari R Joffe, MD, FRCPC with the Stollery Hospital called "COVID-19: Rethinking the Lockdown" which has been uploaded to myclaresholm.com/council for your review.

Dear Honourable Premier Kenney,

Thank you for your response to our letter regarding our position on the handling of COVID-19 restrictions. We appreciate the tenuous position the government is in when making decisions surrounding the containment of COVID-19.

The MD of Spirit River appreciates the importance of preserving life, however we also recognize that the loss of lives during the shutdown will not be limited to those who die from COVID-19.

The aftermath of the lockdown as identified in the paper *COVID-19: Rethinking the Lockdown Groupthink*, by Ari R Joffe MD, FRCPC with the Stollery Hospital, clearly outlines the massive cost both financially and to human lives if we continue with the lockdowns.

In the paper Joffe states, "... lockdowns are far more harmful to human health than COVID-19 can be." We have attached a copy of his paper.

There are numerous other Physicians and papers, including the Great Barrington Declaration (gbdeclaration.org), a statement written by three public health experts from Harvard, Stanford and Oxford, that back the findings of Joffe.

Our council wishes to publicly state that we support the governments steps to reopening the economy and choosing a balanced approach to ensure a quick return to our economy and our wellbeing. We commend the leadership role you are taking.

Sincerely,

Tony Van Rootselaar, Reeve
Municipal District of Spirit River

Cc: Honourable Tyler Shandro Minister of Health
Honourable Nate Glubish, Minister of Service Alberta
Honourable Doug Schweitzer, Minister of Jobs, Economy and Innovation
Todd Loewen, MLA Central Peace Notley
Dan Williams, MLA Peace River

*****To all RMA and AUMA Members*****

AIRDRIE	MOUNTAIN VIEW COUNTY	CASTOR	RAYMOND
BEAUMONT	NEWELL, COUNTY OF	CLARESHOLM	REDCLIFF
BROOKS	NORTHERN LIGHTS, COUNTY OF	COALDALE	REDWATER
CALGARY	NORTHERN SUNRISE COUNTY	COALHURST	RIMBEY
CAMROSE	OPPORTUNITY NO. 17, M.D. OF	COCHRANE	ROCKY MOUNTAIN HOUSE
CHESTERMERE	PAINT EARTH NO. 18, COUNTY OF	CORONATION	SEDGEWICK
COLD LAKE	PARKLAND COUNTY	CROSSFIELD	SEXSMITH
EDMONTON	PEACE NO. 135, M.D. OF	DAYSLAND	SLAVE LAKE
FORT SASKATCHEWAN	PINCHER CREEK NO. 9, M.D. OF	DEVON	SMOKY LAKE
GRANDE PRAIRIE	PONOKA COUNTY	DIDSBURY	SPIRIT RIVER
LACOMBE	PROVOST NO. 52, M.D. OF	DRAYTON VALLEY	ST. PAUL
LEDUC	RANCHLAND NO. 66, M.D. OF	DRUMHELLER	STAVELY
LETHBRIDGE	RED DEER COUNTY	ECKVILLE	STETTLER
LLOYDMINSTER	ROCKY VIEW COUNTY	EDSON	STONY PLAIN
MEDICINE HAT	SADDLE HILLS COUNTY	ELK POINT	STRATHMORE
RED DEER	SMOKY LAKE COUNTY	FAIRVIEW	SUNDRE
SPRUCE GROVE	SMOKY RIVER NO. 130, M.D. OF	FALHER	SWAN HILLS
ST. ALBERT	SPIRIT RIVER NO. 133, M.D. OF	FORT MACLEOD	SYLVAN LAKE
WETASKIWIN	ST. PAUL NO. 19, COUNTY OF	FOX CREEK	TABER
CROWNSNEST PASS, MUNICIPALITY OF	STARLAND COUNTY	GIBBONS	THORSBY
JASPER, MUNICIPALITY OF	STETTLER NO. 6, COUNTY OF	GRIMSHAW	THREE HILLS
LAC LA BICHE COUNTY	STURGEON COUNTY	HANNA	TOFIELD
MACKENZIE COUNTY	TABER, M.D. OF	HARDISTY	TROCHU
STRATHCONA COUNTY	THORHILD COUNTY	HIGH LEVEL	TURNER VALLEY
WOOD BUFFALO, REGIONAL MUNICIPALITY OF	TWO HILLS NO. 21, COUNTY OF	HIGH PRAIRIE	TWO HILLS
ACADIA NO. 34, M.D. OF	VERMILION RIVER, COUNTY OF	HIGH RIVER	VALLEYVIEW
ATHABASCA COUNTY	VULCAN COUNTY	HINTON	VAUXHALL
BARRHEAD NO. 11, COUNTY OF	WAINWRIGHT NO. 61, M.D. OF	INNISFAIL	VEGREVILLE
BEAVER COUNTY	WARNER NO. 5, COUNTY OF	IRRICANA	VERMILION
BIG LAKES COUNTY	WESTLOCK COUNTY	KILLAM	VIKING
BIGHORN NO. 8, M.D. OF	WETASKIWIN NO. 10, COUNTY OF	LAMONT	VULCAN
BIRCH HILLS COUNTY	WHEATLAND COUNTY	LEGAL	WAINWRIGHT
BONNYVILLE NO. 87, M.D. OF	WILLOW CREEK NO. 26, M.D. OF	MAGRATH	WEMBLEY
BRAZEAU COUNTY	WOODLANDS COUNTY	MANNING	WESTLOCK
CAMROSE COUNTY	YELLOWHEAD COUNTY	MAYERTHORPE	WHITECOURT
CARDSTON COUNTY	ATHABASCA	MCLENNAN	ACME
CLEAR HILLS COUNTY	BANFF	MILK RIVER	ALBERTA BEACH
CLEARWATER COUNTY	BARRHEAD	MILLET	ALIX
CYPRESS COUNTY	BASHAW	MORINVILLE	ALLIANCE
FAIRVIEW NO. 136, M.D. OF	BASSANO	MUNDARE	AMISK
FLAGSTAFF COUNTY	BEAVER LODGE	NANTON	ANDREW
FOOTHILLS COUNTY	BENTLEY	NOBLEFORD	ARROWWOOD
FORTY MILE NO. 8, COUNTY OF	BLACK DIAMOND	OKOTOKS	BARNWELL
GRANDE PRAIRIE NO. 1, COUNTY OF	BLACKFALDS	OLDS	BARONS
GREENVIEW NO. 16, M.D. OF	BON ACCORD	ONOWAY	BAWL F
KNEEHILL COUNTY	BONNYVILLE	OYEN	BEISEKER
LAC STE. ANNE COUNTY	BOW ISLAND	PEACE RIVER	BERWYN
LACOMBE COUNTY	BOWDEN	PENHOLD	BIG VALLEY
LAMONT COUNTY	BRUDERHEIM	PICTURE BUTTE	BITTERN LAKE
LEDUC COUNTY	CALMAR	PINCHER CREEK	BOYLE
LESSER SLAVE RIVER NO. 124, M.D. OF	CANMORE	PONOKA	BRETON
LETHBRIDGE COUNTY	CARDSTON	PROVOST	CARBON

MINBURN NO. 27, COUNTY OF
CAROLINE
CHAMPION

CHAUVIN
CHIPMAN
CLIVE
CLYDE
CONSORT
COUTTS
COWLEY
CREMONA
CZAR
DELBURNE
DELIA
DONALDA
DONNELLY
DUCHESS
EDBERG
EDGERTON
ELNORA
EMPRESS
FOREMOST
FORESTBURG
GIROUXVILLE
GLENDON
GLENWOOD
HALKIRK
HAY LAKES
HEISLER
HILL SPRING
HINES CREEK
HOLDEN
HUGHENDEN
HUSSAR
HYTHE
INNISFREE
IRMA
KITSCOTY
LINDEN
LOMOND

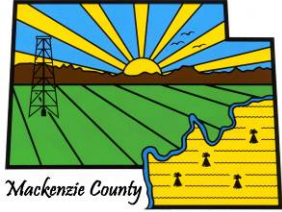
CARSTAIRS
LONGVIEW
LOUGHEED

MANNVILLE
MARWAYNE
MILO
MORRIN
MUNSON
MYRNAM
NAMPA
PARADISE VALLEY
ROCKYFORD
ROSALIND
ROSEMARY
RYCROFT
RYLEY
SPRING LAKE
STANDARD
STIRLING
VETERAN
VILNA
WARBURG
WARNER
WASKATENAU
YOUNGSTOWN
ARGENTIA BEACH
BETULA BEACH
BIRCH COVE
BIRCHCLIFF
BONDISS
BONNYVILLE BEACH
BURNSTICK LAKE
CASTLE ISLAND
CRYSTAL SPRINGS
GHOST LAKE
GOLDEN DAYS
GRANDVIEW
GULL LAKE
HALF MOON BAY

RAINBOW LAKE
HORSESHOE BAY
ISLAND LAKE
ISLAND LAKE
SOUTH
ITASKA BEACH
JARVIS BAY
KAPASWIN
LAKEVIEW
LARKSPUR
MA-ME-O BEACH
MEWATHA BEACH
NAKAMUN PARK
NORGLENWOLD
NORRIS BEACH
PARKLAND BEACH
PELICAN NARROWS
POINT ALISON
POPLAR BAY
ROCHON SANDS
ROSS HAVEN
SANDY BEACH
SEBA BEACH
SILVER BEACH
SILVER SANDS
SOUTH BAPTISTE
SOUTH VIEW
SUNBREAKER COVE
SUNDANCE BEACH
SUNRISE BEACH
SUNSET BEACH
SUNSET POINT
VAL QUENTIN
WAIPAROUS
WEST BAPTISTE
WEST COVE
WHISPERING HILLS

CARMANGAY
WHITE SANDS
YELLOWSTONE

I.D. NO. 04 (WATERTON)
I.D. NO. 09 (BANFF)
I.D. NO. 12 (JASPER NATIONAL PARK)
I.D. NO. 13 (ELK ISLAND)
I.D. NO. 24 (WOOD BUFFALO)
I.D. NO. 25 (WILLMORE WILDERNESS)
IMPROVEMENT DISTRICT NO. 349
KANANASKIS IMPROVEMENT DISTRICT
SPECIAL AREAS BOARD



Mackenzie County

P.O. Box 640, 4511-46 Avenue, Fort Vermilion, AB T0H 1N0
P: (780) 927-3718 Toll Free: 1-877-927-0677 F: (780) 927-4266
www.mackenziecounty.com
office@mackenziecounty.com

January 27, 2021

The Honourable Jason Kenney
Premier of Alberta
307 Legislature Building
10800-97 Avenue
Edmonton, AB
T5K 2B6

Dear Premier:

RE: REOPENING RECREATIONAL AND BUSINESS SERVICES

While we appreciate the work the government has done to ensure the safety of Albertans, we recognize the extreme toll the pandemic has taken on our residents, businesses and recreational centres.

We strongly urge the Provincial Government to reopen access to indoor recreational facilities, such as arenas, to the public and establish additional supportive public health guidelines. These could include allowing facility rentals for private functions.

Additionally, we urge the Provincial Government to reopen all business services as many are at risk of closing permanently and losing their livelihood. In our rural remote northern location, services such as restaurants are extremely limited. Reinstating in-person service will assist in sustainability into the future.

Again, we thank you for your efforts in keeping Albertans safe, and we look forward to having a conversation with you to discuss the specific needs of our communities. Please feel free to contact me at (780) 926-7405 or by email to josh@mackenziecounty.com.

Yours sincerely,

Josh Knelsen
Reeve

Premier of Alberta

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January 27, 2021

c: Dr. Deena Hinshaw, Chief Medical Officer of Health
Mr. Dan Williams, MLA Peace River
Rural Municipalities of Alberta – Member Municipalities
Alberta Urban Municipalities Association – Member Municipalities
Mackenzie County Council
La Crete Chamber of Commerce
Fort Vermilion & Area Board of Trade
High Level Chamber of Commerce

CLARESHOLM AND DISTRICT MUSEUM BOARD MEETING

Zoom Conference Call

December 15, 2020

Present: Barry Gibbs, Don Glimsdale, Betty Hoare, Verne Lunan, Gaven Moore, and Bill Kells.

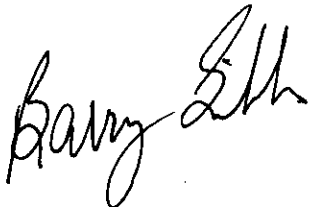
Absent: Marg Lane

1. Call to order by Barry Gibbs at 2:02 PM.
2. Adoption of agenda as presented by Verne Lunan, seconded by Don Glimsdale. **CARRIED**
3. Correspondence- An email of resignation was received from Ryan McKirdy. The board sadly accept his resignation and will miss the “voice” of the younger generation. A donation of \$200 was received from Marvin Berger who resides in Edmonton. A tax receipt and thank you will be issued.
4. Approval of minutes from November 17, 2020 as circulated made by Don Glimsdale, seconded by Gaven Moore. **CARRIED**
5. Financial Report – Bill Kells reviewed the circulated financials that were updated to the end of October 2020. Verne Lunan moved the financial report be accepted as reported, Gaven Moore seconded. **CARRIED**
6. Chair Report combined with Executive Report
 - 2 large Merry Christmas banners have been purchased. Strong winds damaged one of the new banners and they have since been reinforced with plywood.
 - Museum Sandstone Project – project estimates from Ravenstone (stone masons) have been forwarded on to Fraser Shaw at the province. Fraser will write a justification for the project which will accompany our grant application that Bill Kells is preparing.
 - Collections Technician – Job posting for this position will go on an Alberta Museums networking site after final discussions with Blair.
 - Shadowlight Productions will soon have a rough cut on the 3rd Ben Scaman video.
 - Work continues the Louise McKinney exhibit.
 - Barry and Bill met to discuss the plans for an outside storage building. A range of possible approaches were discussed but it was felt that more

discussion on a board level was needed. The need for a storage building for larger items was recognized back in 2012. Endorsement and some financial commitment from the Town Council was shown in the 2013 capital budget. Changes in both board members, town councillors and lack of communications has resulted in no progress on the storage building. The board members recognize and respect that current financial restraint by the town. Our goal is to try to put a plan in place that will allow this project to move forward after 9 years. The board is committed to fundraising. To do so we feel that building plans are needed. Successful fundraising can happen when people see the vision and get behind the project. There has been interest from the Seniors Centre for a joint workshop. This could be incorporated into the plans and would be an incentive for the seniors in our community to stay active. This type of collaboration is a win win for both the Seniors Centre and the Museum. Bill will see if he can get approval for drawing up plans based on a two-story hip roof barn. Verne Lunan will build a fund-raising plan for the next meeting. The board agreed that a search for possible existing storage areas and the cost of same should be investigated as an interim solution. The current 3-member building committee to continue the scope of the project.

7. Board Recruitment -We are once again looking for new members and encourage all members to reach out to anyone they think might be interested. Betty will investigate posting something on the website of the M.D. of Willow Creek #26.
8. Next year meeting schedule - Betty will create a 2021 calendar with meeting dates scheduled for the 3rd Wednesday of the month a 3:00 PM.

Motion for adjournment made by Gaven Moore at 3:50 seconded by Verne Lunan. **CARRIED**



Barry Gibbs

Board Chair