



**TOWN OF CLARESHOLM
PROVINCE OF ALBERTA
REGULAR COUNCIL MEETING
MAY 25, 2021
AGENDA**

Time: 7:00 P.M.

Place: Electronic Only due to COVID-19 Pandemic

Livestream: <https://www.youtube.com/channel/UCe3OPyLhTzPajvPVAatNL1KA/live>

NOTICE OF RECORDING

CALL TO ORDER

AGENDA: ADOPTION OF AGENDA

MINUTES: REGULAR MEETING – MAY 10, 2021

DELEGATIONS:

1. ATRUM COAL – Andy Caruso, CEO
RE: Proposed Elan Metallurgical Coal Project
2. RECREATION SURVEY – Denise Spencer, Recreation Manager

ACTION ITEMS:

1. BYLAW #1723 – Intermunicipal Development Plan Bylaw
RE: 2nd & 3rd Readings
2. CORRES: Hon. Ric McIver, Minister of Municipal Affairs
RE: Municipal Sustainability Initiative (MSI) Funding
3. CORRES: Mayor Craig Snodgrass, Town of High River
RE: Proposed Alberta Coal Restriction Policy
4. CORRES: Mayor Jim Depew, Town of Raymond
RE: Alberta Provincial Police Force
5. CORRES: Mayor Dwight Kilpatrick, Town of Redcliff
RE: Support for the RCMP
6. CORRES: Mayor James Verquin, Village of Rycroft
RE: Support for the RCMP
7. CORRES: Alberta Recreation & Parks Association
RE: June is Recreation and Parks Month Proclamation
8. CORRES: Chris Sadleir
RE: WALK to BREATHE – July 2021
9. CORRES: Farm Safety Centre
RE: Sustainable Farm Families
10. CORRES: Red Arrow
RE: Request for Letter of Support
11. CORRES: Claresholm & District FCSS
RE: Invitation to Seniors' Event – June 10, 2021
12. CORRES: Jeff Kerr
RE: Unsightly Premises and RV Parking Bylaw
13. CORRES: Claresholm Response to Elder Abuse Coalition
RE: Raising Awareness of Elder Abuse
14. REQUEST FOR DECISION: EOC Communication System
15. REQUEST FOR DECISION: Daycare CFEP Grant Application
16. REQUEST FOR DECISION: Request for Tax Waiver – MD of Willow Creek
17. REQUEST FOR DECISION: Request for Tax Waiver – Royal Canadian Legion
18. REQUEST FOR DECISION: Tracking Comments of RV Parking

19. REQUEST FOR DECISION: Bylaw #1710 – Street Parking
20. REQUEST FOR DECISION: Demolition Tender – 221 - 45 Avenue West
21. REQUEST FOR DECISION: CAO Hiring Committee
22. REQUEST FOR DECISION: Council Evaluation Session
23. INFORMATION BRIEF: Grant Letters of Support
24. INFORMATION BRIEF: MD Subdivision Decision
25. INFORMATION BRIEF: CAO Report
26. INFORMATION BRIEF: Council Resolution Status
27. ADOPTION OF INFORMATION ITEMS
28. IN CAMERA:
 - a. PERSONNEL – FOIP Section 17
 - b. Intergovernmental Relations – FOIP Section 21

INFORMATION ITEMS:

1. Oldman River Regional Services Commission Executive Meeting Minutes – April 8, 2021
2. Claresholm & District Transportation Society Meeting Minutes – April 22, 2021
3. Claresholm Animal Rescue Society Meeting Minutes – October 15, 2020
4. Claresholm Animal Rescue Society Meeting Minutes – March 18, 2021

ADJOURNMENT



Claresholm

TOWN OF CLARESHOLM PROVINCE OF ALBERTA REGULAR COUNCIL MEETING MINUTES MAY 10, 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, 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 7:00 p.m. by Mayor MacPherson.

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

32. IN CAMERA

c. PERSONNEL – FOIP Section 17

CARRIED

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

CARRIED

MINUTES: REGULAR MEETING – APRIL 26, 2021

Moved by Councillor Zimmer that the Regular Meeting Minutes of April 26, 2021 be accepted as presented.

CARRIED

Moved by Councillor Schlossberger to adjourn the regular meeting to hold the Public Hearing at 7:01 p.m.

CARRIED

PUBLIC HEARING: BYLAW #1723 – Intermunicipal Development Plan (IDP) Bylaw

Moved by Councillor Cutler to open the Public Hearing regarding Bylaw #1723 at 7:02 p.m.

CARRIED

Gavin Scott, Planner from the Oldman River Regional Services Commission (ORRSC) presented Bylaw #1723, a Bylaw to adopt an Intermunicipal Development Plan between the Town of Claresholm and the Municipal District of Willow Creek No. 26.

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

David Mulholland joined the Zoom meeting and asked for clarification on why farmstead were listed for existing only and why sod farms and sports Clubs were removed from the Rural General uses. Gavin Scott and Marian Carlson explained the rationale behind the changes.

No other comments were received from the public regarding Bylaw #1723.

Moved by Councillor Zimmer to close the Public Hearing at 7:13 p.m.

CARRIED

Moved by Councillor Moore to reconvene to the regular meeting at 7:13 p.m.

CARRIED

ACTION ITEMS:

**1. BYLAW #1724 – 2021 Property Tax Rate Bylaw
RE: 2nd & 3rd Readings**

Moved by Councillor Carlson to give Bylaw #1724, the 2021 Property Tax Rate Bylaw, 2nd Reading.

CARRIED

Moved by Councillor Cutler to give Bylaw #1724, the 2021 Property Tax Rate Bylaw, 3rd & Final Reading.

CARRIED

**2. DELEGATION RESPONSE: National Police Federation
RE: Proposed Changes to Policing in Alberta**

MOTION #21-080

Moved by Councillor Cutler to write a letter to the Minister of Justice and Solicitor General and cc Premier Jason Kenney, MLA Roger Reid, MP John Barlow, other member Municipalities of AUMA, as well as K Division of the RCMP, stating that the Town of Claresholm is uncomfortable with the province proceeding with plans to replace the RCMP in Alberta with a provincial police force and that more public

consultation is needed.

CARRIED

3. **NEWS RELEASE – Alberta Government, May 4, 2021**
RE: New COVID-19 Restrictions to Stop the Spike

Received for information.

4. **CORRES: Mayor Russ Barnett, Town of Magrath**
RE: Town of Magrath Support for the RCMP

Received for information.

5. **CORRES: Mayor Kevin Zahara, Town of Edson**
RE: Letter in Support of the RCMP

Received for information.

6. **CORRES: Mayor Rhonda Hunter, Town of Didsbury**
RE: Alberta Provincial Police Service Transition Study

Received for information.

7. **CORRES: Mayor Debora Dueck, Town of Tofield**
RE: Rural Alberta Vaccine Provision

Received for information.

8. **CORRES: Mayor Blair Painter, Municipality of Crowsnest Pass**
RE: Eastern Slopes Coal Exploration & Public Consultation on the 1976 Coal Development Policy

Received for information.

9. **CORRES: Alberta Urban Municipalities Association (AUMA)**
RE: Return of Mental Fitness Webinars

Received for information.

10. **CORRES: Livingstone Range School Division**
RE: 2021 Local Election

MOTION #21-081

Moved by Councillor Schulze to sign the agreement with the Livingstone Range School Division for Election Services for the 2021 election as presented.

CARRIED

11. **CORRES: Rowan House Society**
RE: Invitation to Rowan House's Spring Social Fundraiser

Received for information.

12. **CORRES: Community Foundation of Lethbridge & Southwestern Alberta**
RE: Giving Together Publication for 2021

Received for information.

13. **CORRES: Custom Cannabis**
RE: Changes to Cultivation and Processing License

Received for information.

14. **CORRES: Ali Shivji, Optima Living**
RE: Destination Development Workshop

Received for information.

15. **CORRES: Nancy Schroeder**
RE: Bylaw #1711 & Utility Rates

Received for information.

16. **CORRES: Marian Carlson, CAO**
RE: Notice of Retirement – August 1, 2021

MOTION #21-082

Moved by Councillor Carlson to accept the resignation of Marian Carlson as Chief Administrative Officer for the Town of Claresholm effective August 1, 2021.

CARRIED

17. **REQUEST FOR DECISION: Infrastructure Master Plan**

MOTION #21-083

Moved by Councillor Zimmer to accept the Infrastructure Master Plan & Water Study as presented.

CARRIED

18. **REQUEST FOR DECISION: GST in Policies**

MOTION #21-084

Moved by Councillor Cutler to adopt the updated policy 5.7.10 (v2.1) Recreation Fees Policy, as presented, effective May 11, 2021.

CARRIED

- MOTION #21-085 Moved by Councillor Moore to adopt the updated policy 5.8.30 (v1.2) Community Offices Rental Policy, as presented, effective May 11, 2021.
CARRIED
- 19. REQUEST FOR DECISION: Multi-use Building Landscaping**
- MOTION #21-086 Moved by Councillor Schlossberger to approve the out of budget expenditure in the amount of \$32,500 for the multi-use community building landscaping to be funded from the MSI Capital Grant.
CARRIED
- 20. REQUEST FOR DECISION: Appointing Assessor**
- MOTION #21-087 Moved by Councillor Schulze to appoint the Town's current Assessor, Logan Wehlage, an employee of Benchmark Assessments Consultants Inc, as the Assessor for the Town of Claresholm for the 2021 Assessment year.
CARRIED
- 21. REQUEST FOR DECISION: Seniors Drop-in Grant Application**
- MOTION #21-088 Moved by Councillor Schlossberger to partner with the Seniors Drop In Centre in support of their grant application to the Community Foundation of Lethbridge & Southwestern Alberta.
CARRIED
- 22. REQUEST FOR DECISION: Seniors Drop-in Markets**
- MOTION #21-089 Moved by Councilor Cutler to approve the use of the public parking lot adjacent to the Seniors Drop In Centre located at 5009 2 Street East for markets on Thursdays during the summer (approx. June – September), with the stipulation that they follow all current public health guidelines.
CARRIED
- 23. REQUEST FOR DECISION: Claresholm Farmers Markets**
- MOTION #21-090 Moved by Councillor Moore to allow the Claresholm Farmers Market to use the downtown parking lot (west side) between 3:00 and 7:00pm on Wednesdays for the Farmer's Market from July 7th to September 15th, 2021 with the Town providing and setting up barricades to close the west half of the parking lot at 7:00am, with the stipulation that they follow all current public health guidelines.
CARRIED
- 24. REQUEST FOR DECISION: The Attic Downtown Sidewalk Request**
- MOTION #21-091 Moved by Councillor Schlossberger to approve the use of a portion of the public sidewalk adjacent to the Attic & vacant lot located at 121 & 123 – 49 Avenue West for sidewalk sales/markets from June until the end of September, following AHS protocols & guidelines and ensuring adequate pedestrian access is maintained.
CARRIED
- 25. FINANCIAL REPORT: Statement of Operations – February 28, 2021**
- Moved by Councillor Schulze to accept the Consolidated Statement of Operations for the month ended February 28, 2021 as presented.
CARRIED
- 26. FINANCIAL REPORT: Statement of Operations – March 31, 2021**
- Moved by Councillor Moore to accept the Consolidated Statement of Operations for the month ended March 31, 2021 as presented.
CARRIED
- 27. INFORMATION BRIEF: MD of Willow Creek Circulation Notice**
- Received for information.
- 28. INFORMATION BRIEF: 2020 Property Tax Arrears List**
- Received for information.
- 29. INFORMATION BRIEF: Strategic Plan Report**
- Received for information.
- 30. INFORMATION BRIEF: Council Resolution Status**
- Received for information.
- 31. ADOPTION OF INFORMATION ITEMS**
- Moved by Councillor Zimmer to adopt the information items as presented.
CARRIED
- 32. IN CAMERA**
- d. LAND – FOIP Section 16.1
e. PERSONNEL – FOIP Section 17
f. PERSONNEL – FOIP Section 17
- Moved by Councillor Cutler to go In Camera at 8:06 p.m. for the following items:

- a. LAND – FOIP Section 16.1
- b. PERSONNEL – FOIP Section 17
- c. PERSONNEL – FOIP Section 17

CARRIED

NOTICE OF RECORDING CEASED: Mayor MacPherson stated that the live stream has ended at 8:06 p.m.

Moved by Councillor Zimmer to come out of In Camera at 8:35 p.m.

CARRIED

NOTICE OF RECORDING: Mayor MacPherson provided notice that live streaming and recording of the Council meeting would begin again at 8:35 p.m.

- b. PERSONNEL – FOIP Section 17

MOTION #21-092 Moved by Councillor Moore to appoint Joe Toone to the Claresholm & District Museum Board.

CARRIED

MOTION #21-093 Moved by Councillor Carlson to appoint Joanna Ridley to the Claresholm Public Library Board.

CARRIED

ADJOURNMENT: Moved by Councillor Zimmer that the meeting adjourn at 8:36 p.m.

CARRIED

NOTICE OF RECORDING CEASED: Mayor MacPherson noted that recording ceased at 8:36 p.m.

Mayor – Doug MacPherson

Chief Administrative Officer – Marian Carlson

DRAFT

DELEGATIONS

From: Andy Caruso CEO <Andy_Caruso_CEO@atrumcoal.com>

Sent: April 21, 2021 3:24 PM

To: Marian Carlson <Marian@claresholm.ca>

Subject: Re: Questions and Concerns of Your Community

Chief Administrative Officer
Town of Claresholm
PO Box 1000, AB
TOL OT0

Dear Ms. Marian Carlson,

My name is Andy Caruso. I am CEO of Atrum Coal – the company seeking to develop the proposed Elan metallurgical coal project.

As you know, a great deal has been said about mining in Alberta in recent days. We've designed the attached document to address the major questions and concerns raised by many Albertans.

Like all natural resource projects in Alberta, a coal mine brings opportunities, challenges and, above all, the absolute requirement for strong public policy and a rigorous regulatory system to ensure responsible development.

It is unfortunate that a widespread and sometimes heated conversation has unfolded across the province before Albertans have even had a chance to learn what the opportunities and challenges may be and how well-equipped public policy and regulatory system is to manage such projects responsibly.

We'd very much like to support robust, well informed conversations among Albertans. In our view, this is the only way to develop a resource policy and regulations that will underpin responsible development to deliver the environmental protections as well as the economic and social benefits rightly sought by Albertans.

As an elected representative of your community, I would like to offer to meet with you. A discussion would allow me to hear your concerns directly, to answer your questions and those you are hearing from your community and to tell you a little about the proposed Elan project.

There is no substantive ask whatsoever. Rather, we'd like to be part of the conversation based on the facts – that is, the opportunities, challenges and benefits. We will come to the table transparent on the facts, forthright in our plans, positive in our participation and seeking win-win outcomes even if that means agreeing to disagree. At an absolute minimum, we will better understand your questions and concerns and we hope you will better understand the facts of our project.

As I write to you today, COVID-19 continues to take away the opportunity to meet in person. Given this, I'd like to ask if we can please schedule a one-hour conversation with you – and your colleagues if possible – knowing that the full time may not be required?

We're happy to schedule the meeting at a time best for you. A stand-alone conversation or joining another regularly scheduled meeting would be most welcome.

Can you – or someone from your team – please reply to me with a proposed day and time? Alternatively, we will follow up via phone in about a week.

I look forward to the opportunity to meet with you. Thank you very much.

Best Regards,

Andy Caruso

Managing Director and CEO

Atrum Coal Ltd.

Andy_Caruso_CEO@atrumcoal.com

Tel: +1 (403) 510 9270

www.atrumcoal.com





Answering Albertans
TOUGH QUESTIONS

Q IF THE WORLD IS MOVING TO NET-ZERO OR GREEN TECHNOLOGIES WHY ARE WE STILL TALKING ABOUT EXTRACTING FOSSIL FUELS

Steel is a major component of our everyday lives. Steel is used to build homes and schools, fridges and cookware, cars and buses, sports equipment and computers, to list only a few of its many uses. Steel is also used to build renewable or net-zero products such as wind turbines, frames for solar panels, electric and low emission vehicles. Atrum plans to mine metallurgical coal for the production of steel. When steel is produced most efficiently, the process uses metallurgical coal. Other technologies cannot yet provide the quantities of steel needed by Canada and other nations each and everyday.

Q WHAT WILL BE LEFT BEHIND WHEN THE MINING IS DONE

Atrum's mining operations are conducted with the end of mine life squarely in mind. Restoring as we work across the site, the footprint we leave behind will not look out of place with the surrounding natural landscape. As a responsible mineral developer, our planning starts with the return of the proposed mine site to a natural habitat that supports sustainable, multi-generational land use.

Q ENVIRONMENTAL GROUPS, FISHERS, AND RANCHERS ARE CONCERNED THAT COAL MINING RELEASES HARMFUL SELENIUM INTO THE WATERSHED; DAMAGING THE DRINKING AND IRRIGATION WATER SUPPLY ACROSS SOUTHERN ALBERTA

Atrum takes the conservation of natural water sources very seriously. Our project design and operations prioritize maintaining selenium and nitrates at their natural levels in water sources. Atrum's plans have never called for any release of untreated water, and through the life of our proposed project we will work closely with regulators to ensure that any discharge of treated water meets the stringent parameters established by both provincial and federal authorities.

Q MINING PROJECTS ARE GOING TO DIVERT WATER AWAY FROM MUNICIPALITIES AND FARMERS

Water allocations within the Oldman River have not changed nor will they change due to mining projects. Alberta Environment and Parks has been very clear that no new water allocations are possible, and sourced water will continue to be subject to instream flow objectives set by the province. Our plans for the Elan project will carefully follow provincial guidelines, which will ensure that water flows always meet the provincial requirements to ensure availability for existing users.

Q WHY SHOULD WE TRUST A MINING COMPANY FROM AUSTRALIA

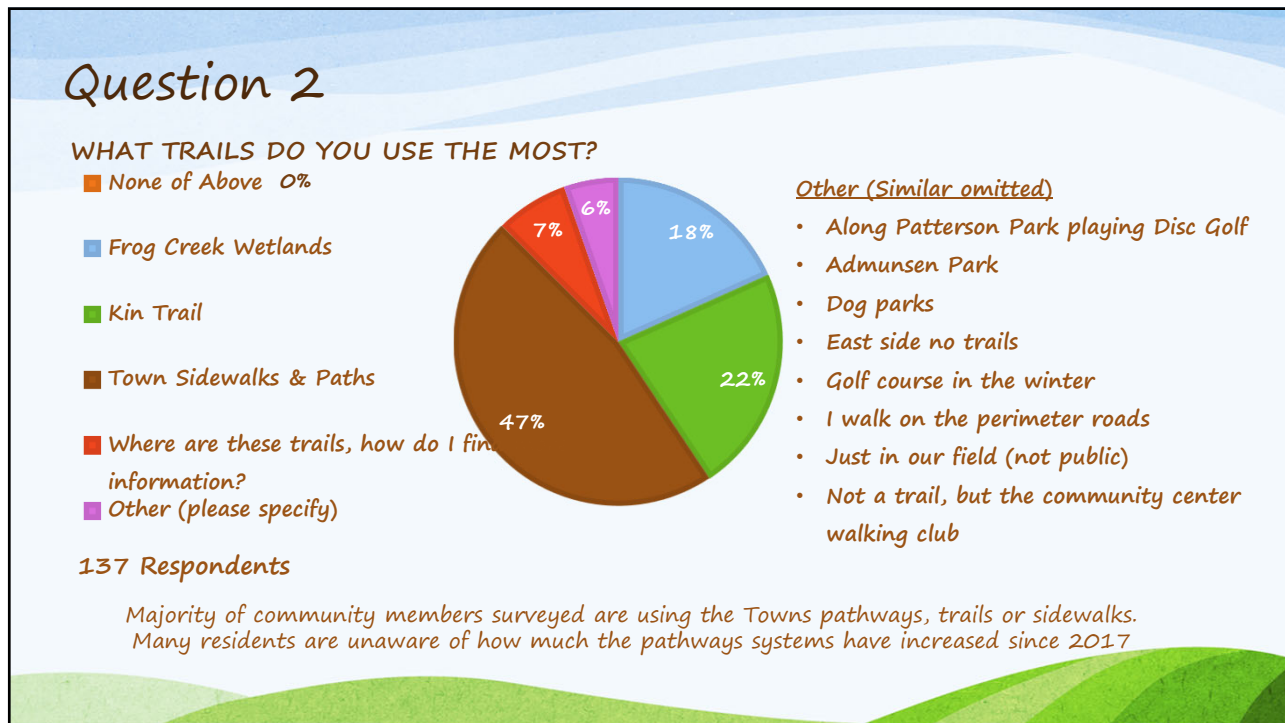
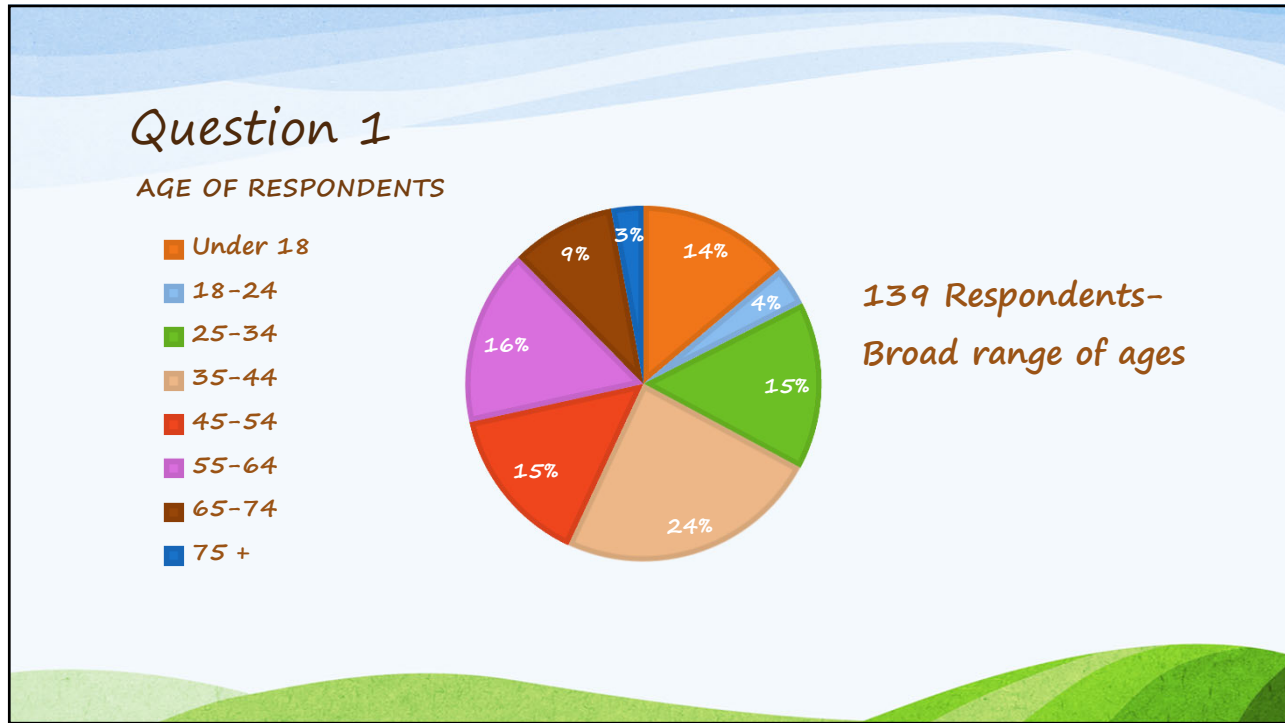
Atrum is part of Alberta and our employees live and raise families here. In all our projects we are committed to conservational stewardship and minimizing our environmental footprint. At Atrum, incorporating stakeholder and Indigenous knowledge in all phases of the mining life cycle is central to our projects. Our approach is reinforced by sustained, open and transparent communication with stakeholders and government to uphold the highest standards in our industry.



Recreation Survey 2021

- February 4-February 26 2021
- 32 Questions in total
 - Focus on Parks, Green Spaces & Facilities
- Multiple choice & long answer
- Online Survey with Survey Monkey
- 139 Respondents
 - Survey advertised in the Claresholm Local Press & Social Media
 - Forwarded to WMES & WCCHS



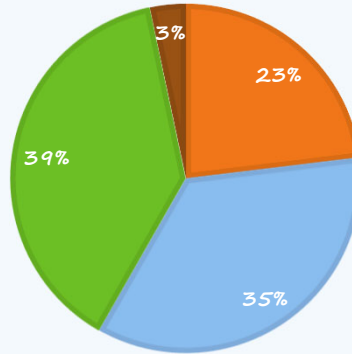


Question 3

WHAT ARE YOU AND/OR YOUR FAMILY USING OUR PARKS AND GREEN SPACES FOR?

- Playing an organized sport
- Playing a recreational activity (ball, Frisbee, etc.)
- Play on playstructures
- Outside is not fun

110 Respondents



Majority of community members surveyed enjoy the outdoors in some capacity.

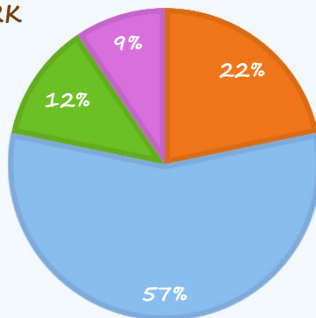
30 did not respond

Question 4

FITNESS EQUIPMENT AT PATTERSON PARK & CENTENNIAL PARK

- I've used this equipment
- I have seen this equipment, but haven't used it
- We have fitness equipment at these parks?
- Other

138 Respondents



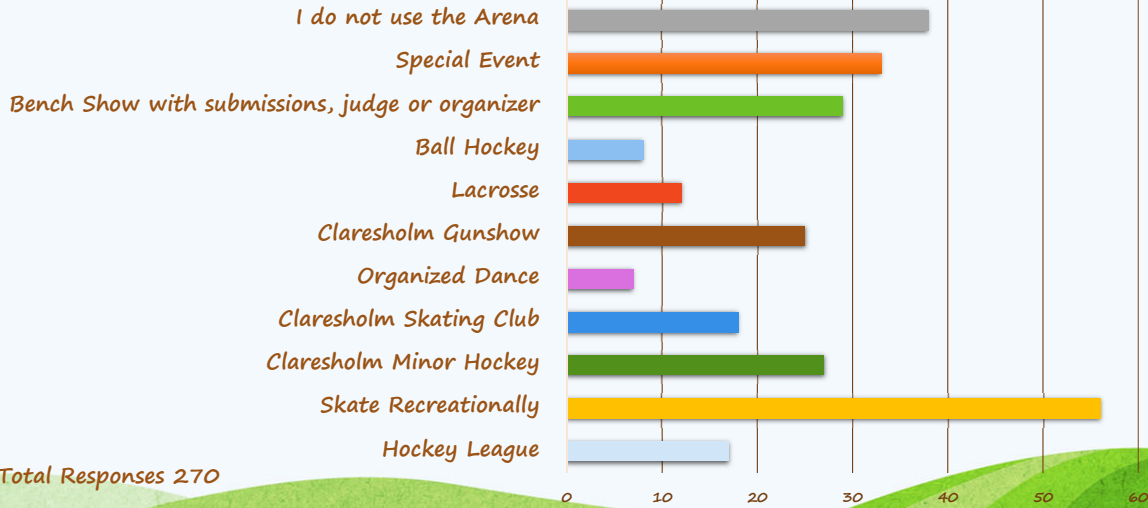
OTHER (Similar omitted)

- Do not use. Does anyone actually use it?
- Don't even know where it is
- Due to health problems, I do not use any fitness equipment
- Hard to use
- I have seen the equipment. I think due to the outside elements some of them do not move as freely as they could.
- I see lots of kids playing on them.

Fitness Equipment could be used more often in our parks.
Community groups provide programming in other municipalities.

Question 5

CLARESHOLM ARENA, HOW DO YOU USE THIS FACILITY?



Question 6

CURLING RINK

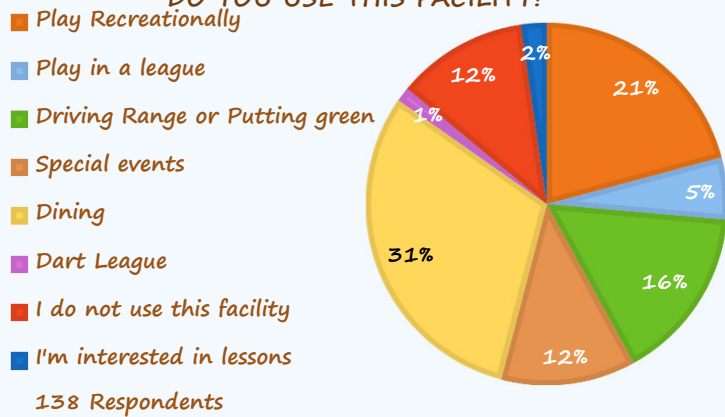


165 responses

The Curling Rink could be utilized more. From the information received only a small percentage are participating in Curling recreationally.

Question 7

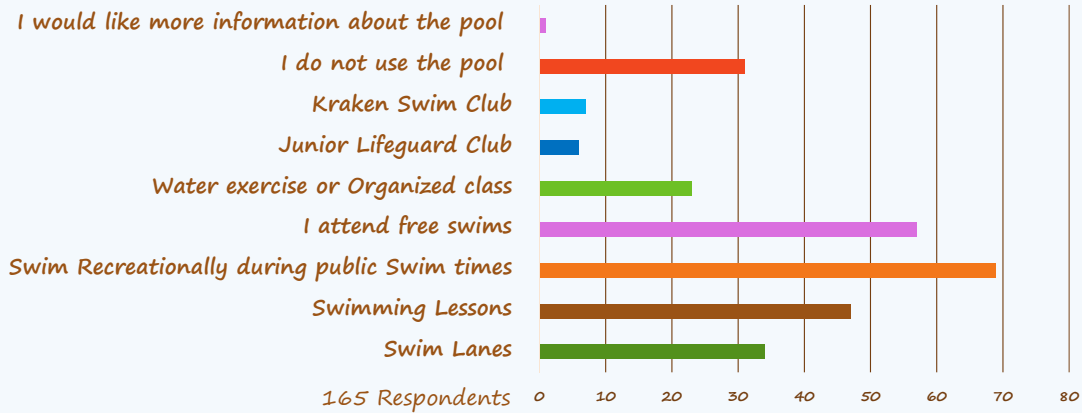
BRIDGES OF CLARESHOLM GOLF COURSE, HOW DO YOU USE THIS FACILITY?



Community engagement could be increased.
League attendance could be expanded.
There is interest in lessons

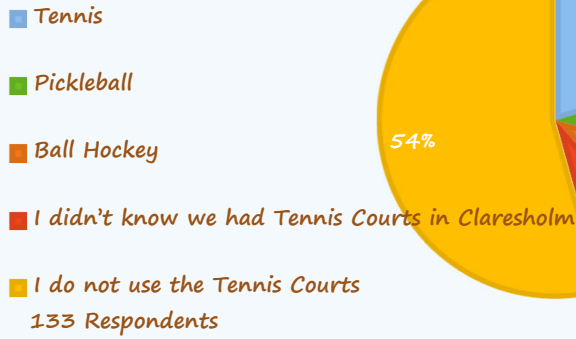
Question 8

Clareholm Aquatic Centre



Question 9

TENNIS COURTS



A large portion of Claresholm residents do not use the Tennis courts.
 In 2018 the Town of Claresholm painted 3 Pickleball Courts onto the surface.
 Scheduled resurfacing in 2021
 Room for growth in programming in this area

Question 10

MILLENNIUM BALL DIAMONDS

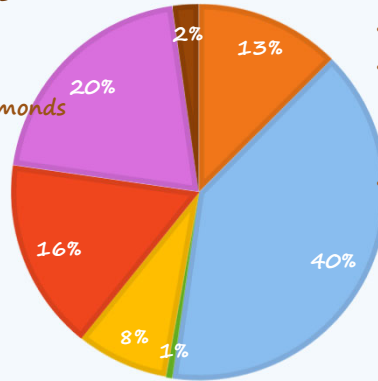


- Used the most out of all the Ball Diamonds
- Diamonds need more shale; is costly due to shipping and availability
- Drainage could be improved
- Tree planting will continue at the complex
- The High School Uses this facility

Question 11

CENTENNIAL BALL DIAMONDS

- Minor League
- I do not use Centennial Ball Diamonds
- School League
- Adult Rec League
- Recreational
- Spectator
- Where are these located?
133 Respondents

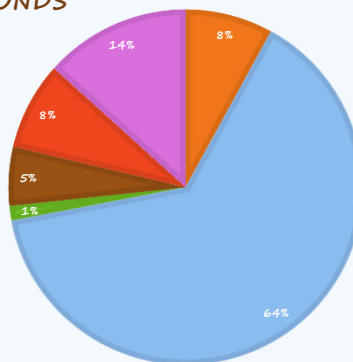


- Used for T-Ball and Coach pitch
- The backstop and building will need upgrades in the coming years
- This facility is not designed for older players due to the fence length

Question 12

MOFFAT PARK BALL DIAMONDS

- Minor League
- I do not use Moffat Park
- School League
- Adult Rec League
- Recreational
- I walk my dogs here
123 Respondents

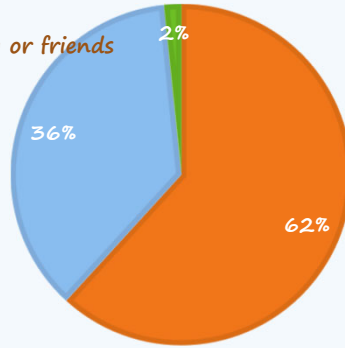


- Used the least out of all the Ball Diamonds
- Minor Ball uses it for higher levels
- The drainage, and slope is praised by Ball Players
- Used as a fenced in dog park for Dog owners on the West Side, regardless of posted signage

Question 13

SPRAY PARK

- I use this regularly with family or friends
 - I do not use this
 - We have a spray park?
- 136 Respondents

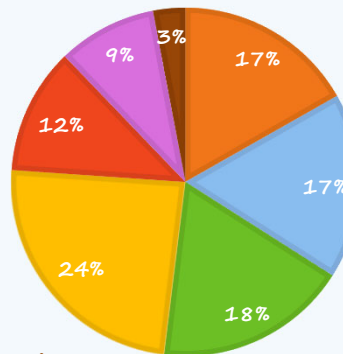


Most residents surveyed are using the spray park

Question 14

COMMUNITY CENTER

- Community Theatre
 - Craft Show
 - Trade Show
 - Functions or events
 - Fundraisers
 - Rental of Facility
 - I do not use the Community Centre in anyway
- 136 Respondents



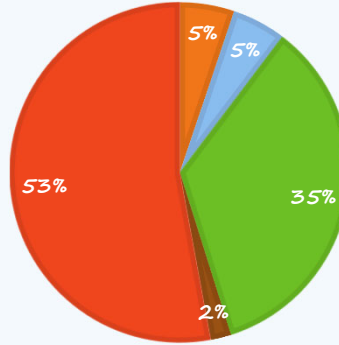
- The Claresholm Community Center has had many lighting upgrades within the last few years for Community Theatre
- Accessibility is still an issue for those with disabilities, ie. Automatic doors, and larger doorways for washroom entries.
- On a whole it appears that the Claresholm Community Center is a well used space by Community Members

Question 15

AGRIPLEX

- Training
- Compete
- Attend Events
- Horse Boarding
- I do not use the agriplex

136 Respondents



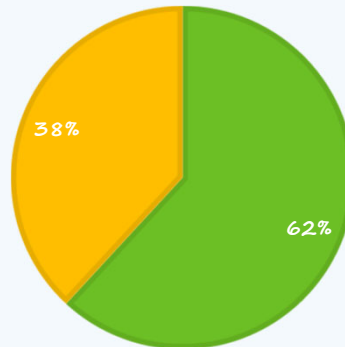
- The Agriplex in Claresholm is used regularly through the year for a variety of events, training, and boarding
- With the new facility almost complete this facility will continue to be of economic benefit for Claresholm
- Shortfall: local residents do not attend events/ functions

Question 16

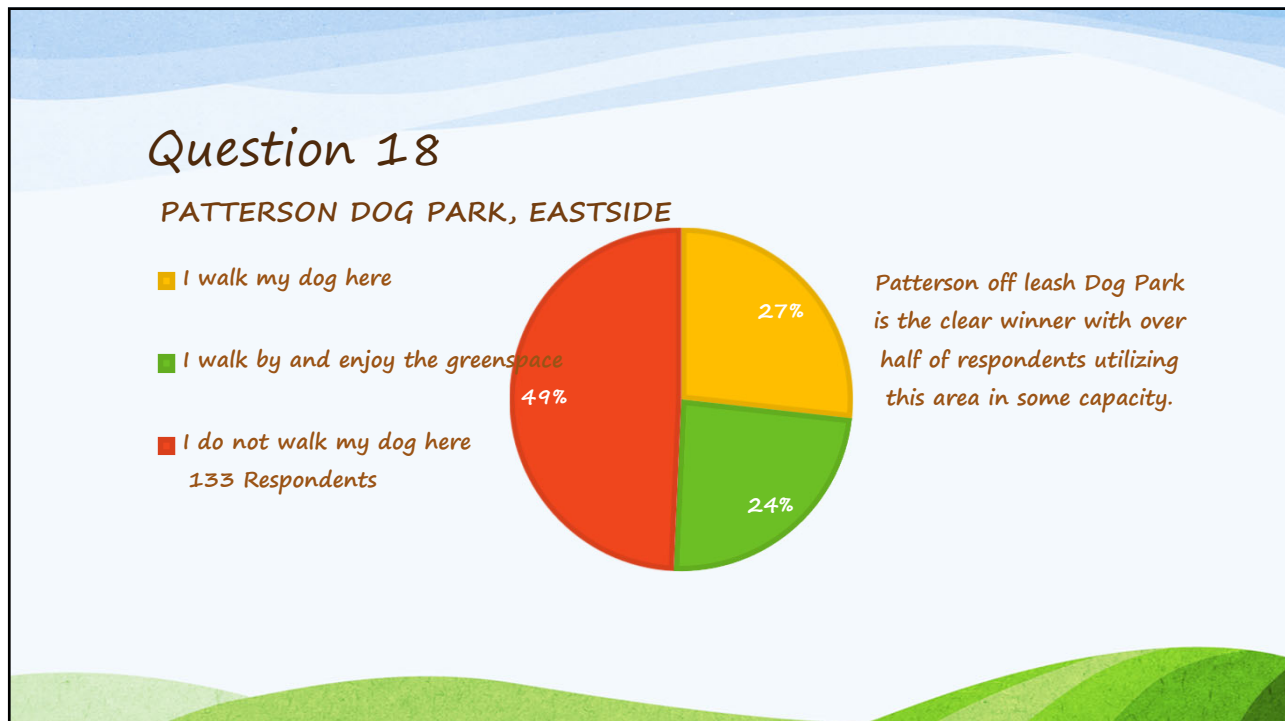
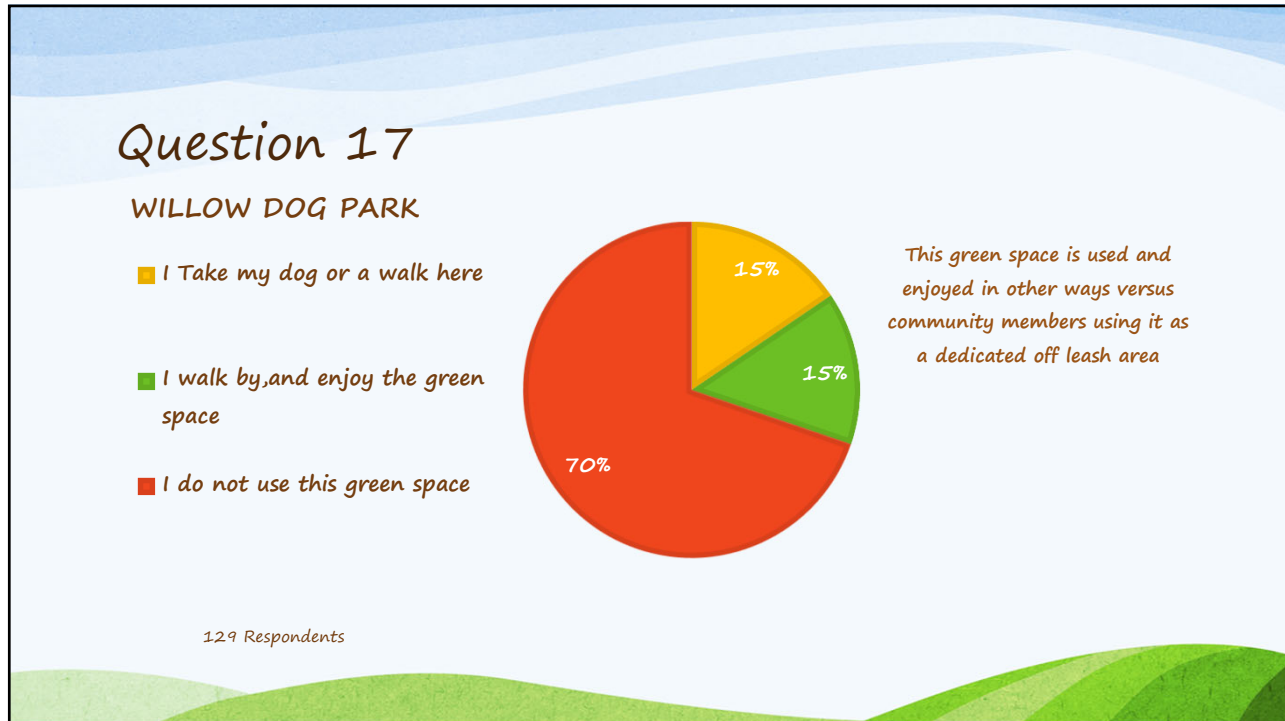
DO YOU HAVE A DOG

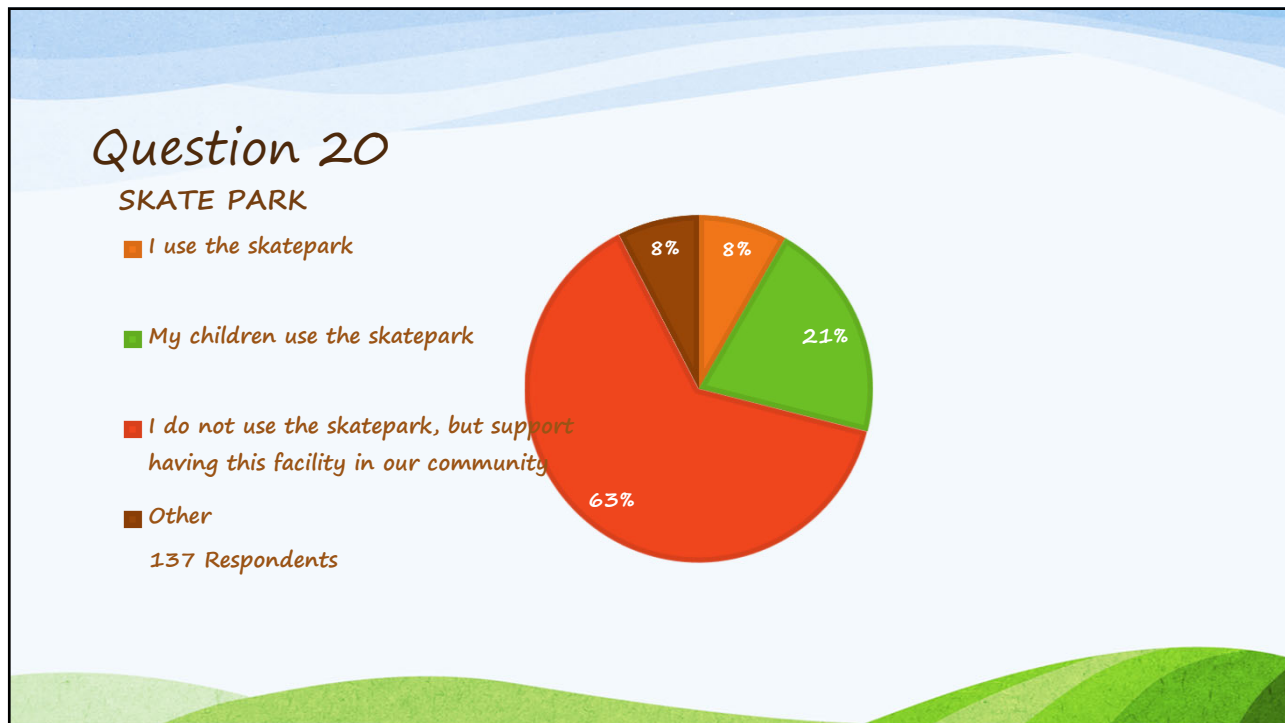
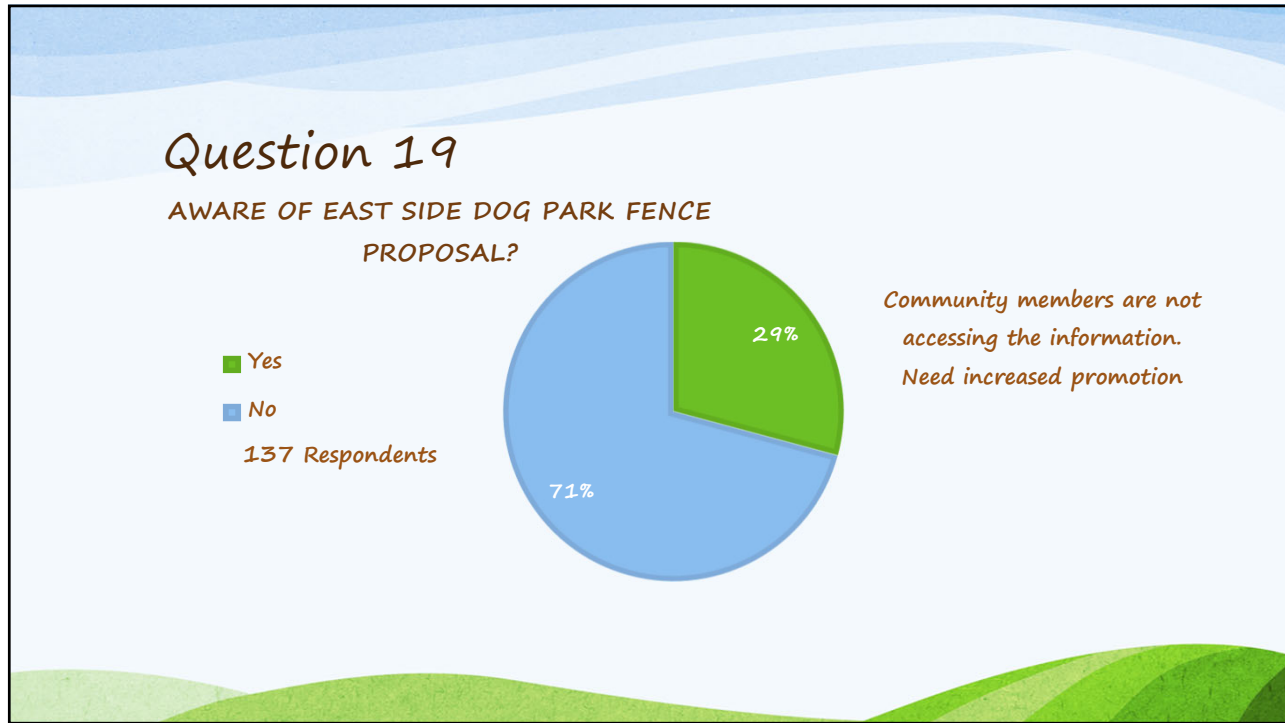
- Yes
- No

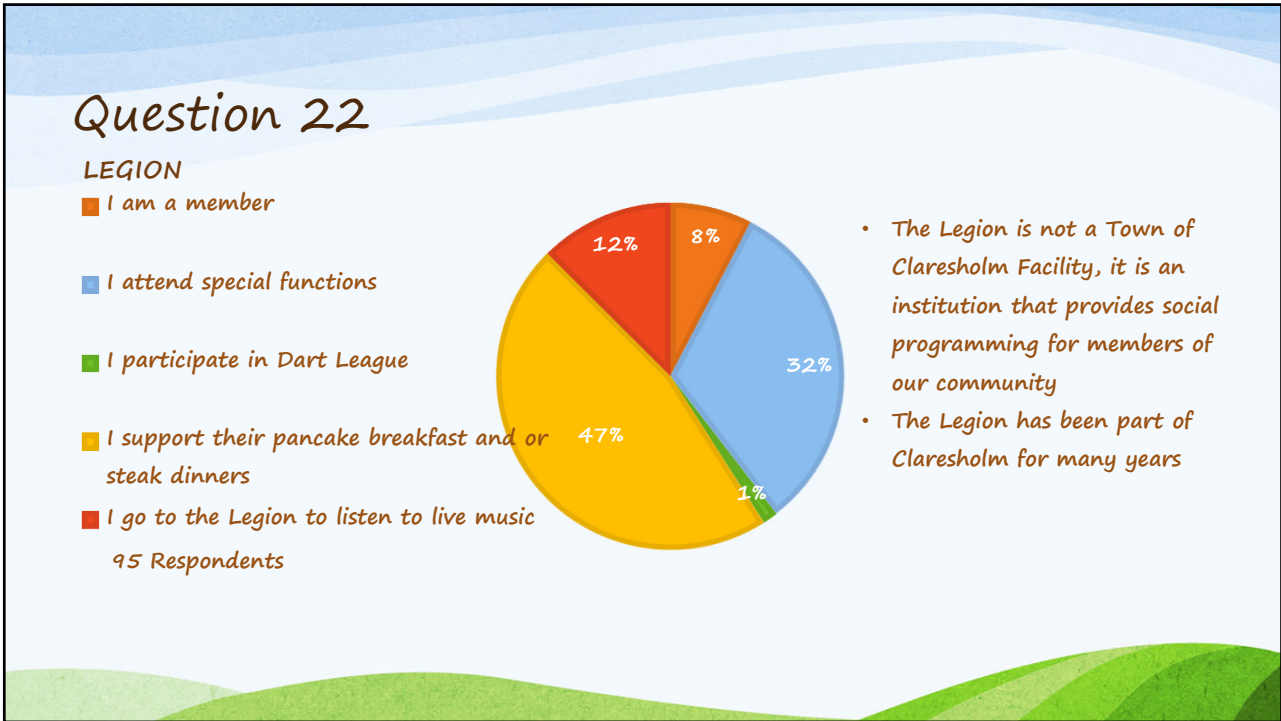
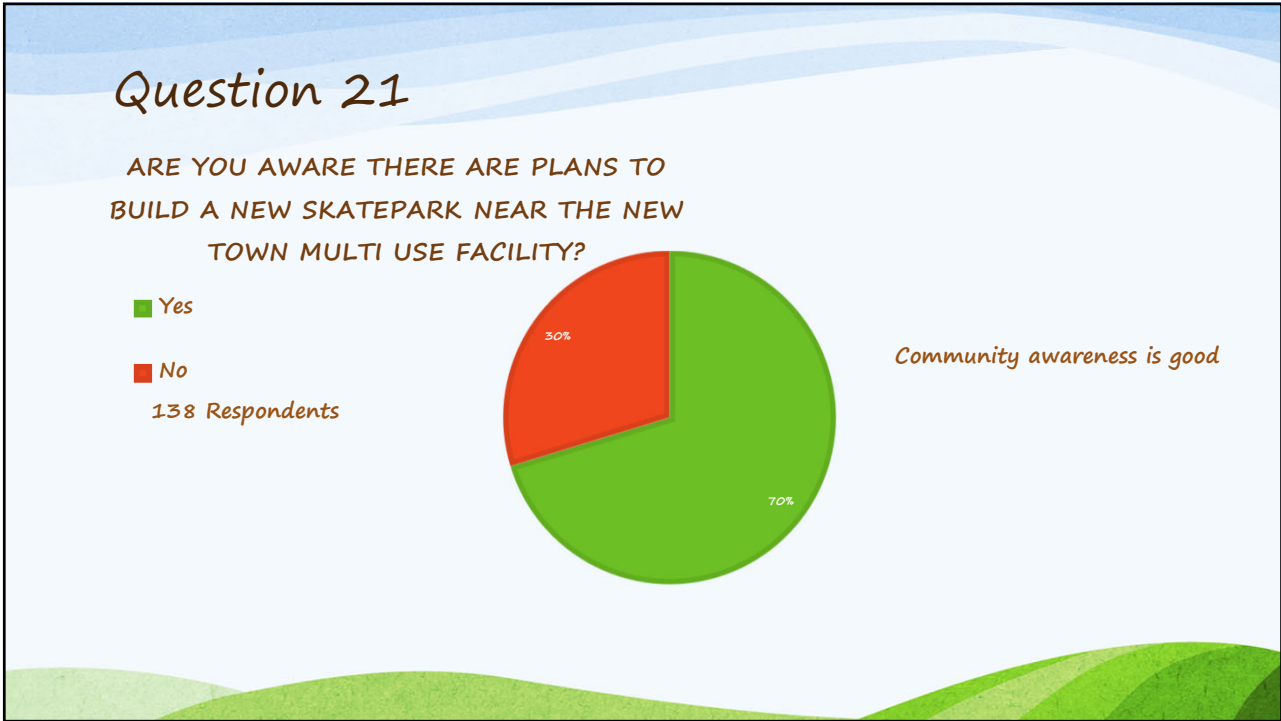
139 Respondents

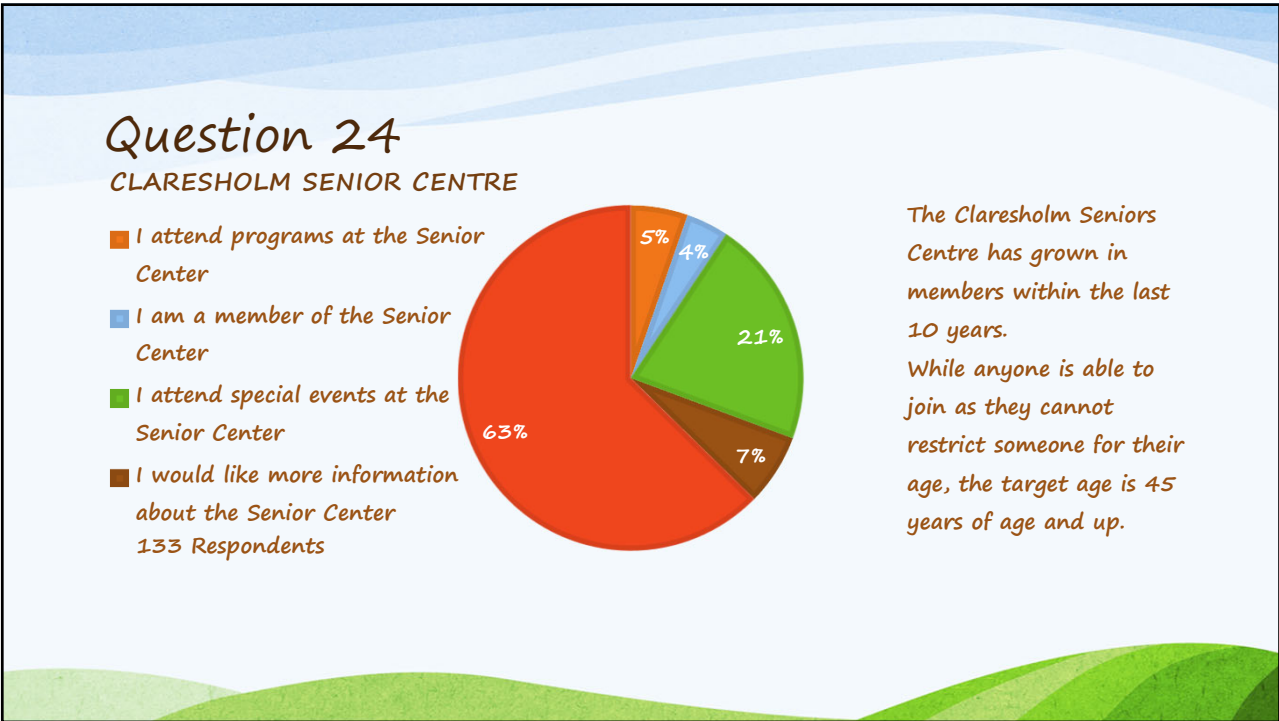
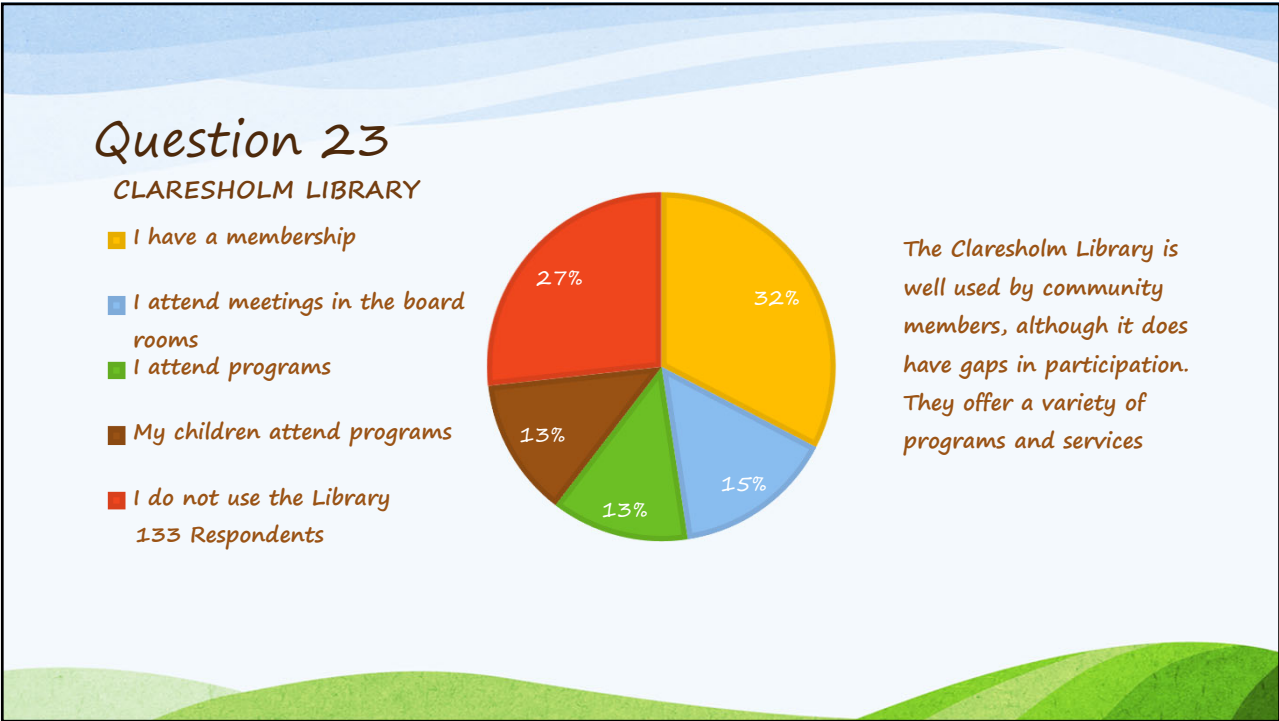


Town of Claresholm residents love their dogs!







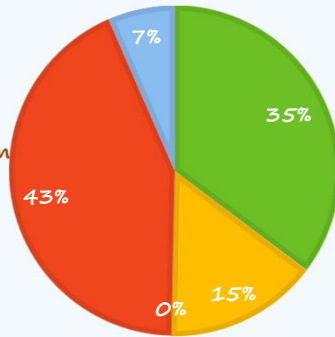


Question 25

MUSEUM

- I visit the Museum
- My children go the Museum
- I am Involved with the museum
- I do not visit the Museum
- Other (please specify)

137 Respondents



OTHER (Similar removed)

- I do believe the community should have one
- I have seen the museum 2 times in 22 years
- Rarely but I do make a point to do it every few years
- the only reason I have been in the museum is because of school. I do not think I would have gone otherwise and also there is nothing new to see once you have gone.

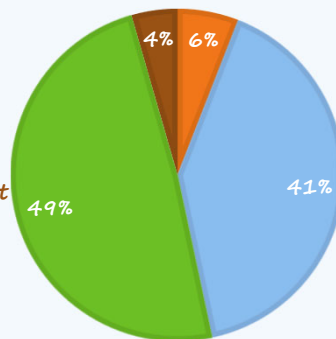
The Claresholm Museum is a local treasure, well worth the visit

Question 26

9 TONE DISC GOLF COURSE

- I have played this course
- I didn't know there was a course in Claresholm
- I was aware there is a course, but I have not used it
- I have played in other communities

135 Respondents



COMMENTS

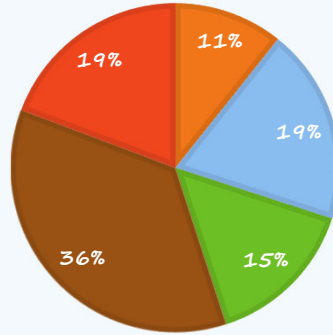
- Haven't used but would like to
- I have not played yet
- This area of the park needs a slower speed like the playground has. Even with a fenced dog park there are always chances a child could run into the road when they're out with their families.

Did you know as of May 2021 an individual planted 1000 + Trees and Shrubs of differing varieties at the disc golf course? The course designers created this course to become a Masters Course

Question 27

MACKIN YOUTH HALL

- I have participated in programming here
- My child(ren) have participated in programming here
- I have attended an event or program
- I have never heard of this building before
- Other (please specify)
131 Respondents



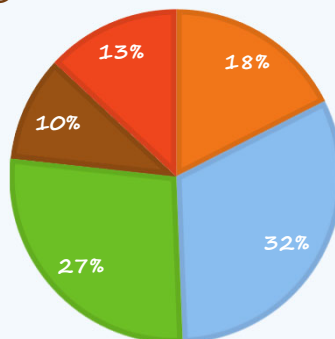
OTHER (Similar omitted)

- Aware, but never used it myself
- Haven't been there in years
- Kids need a place to go that is nice and inviting.
- I have heard of Mackin Hall but I have absolutely no idea what it is for or what its purpose is
- I know of the building but haven't been there in over 20 years
- I have not used this space but hope my children will once there are programs there.
- Valuable building, but do not use

Question 28

LOCAL CAMPGROUNDS SUPPORTED WITHIN LAST 3 YEARS

- Centennial Campground
- Willow Creek Campground
- Pine Coulee Campground
- Grandview Campground
- Within the MD of Willow Creek
112 Respondents

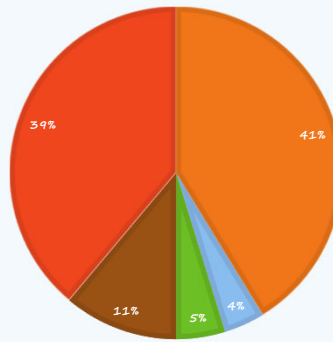


81% of respondents have camped locally

Question 29

WHAT ACTIVITIES DO YOU DO MOST WHEN CAMPING?

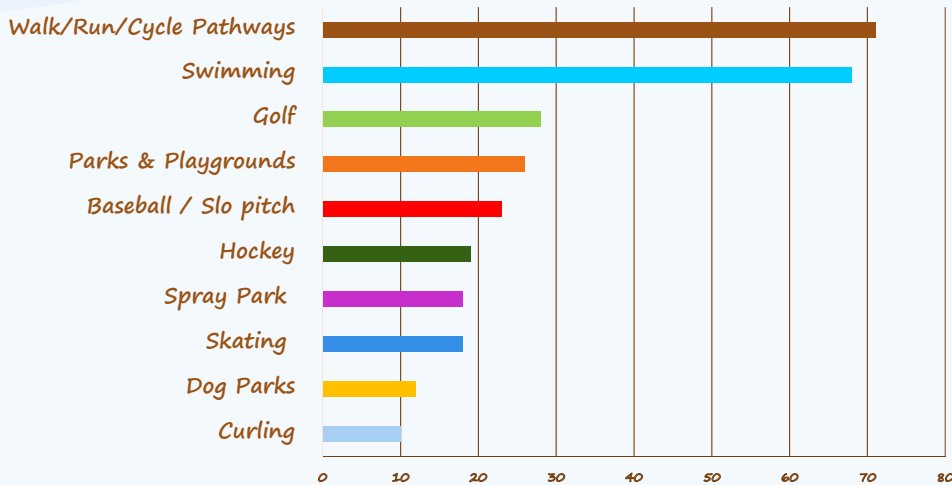
- Water play, swimming
 - Boating
 - Wakeboard/ski
 - Fishing
 - Hiking/Walking
- 126 Respondents



- Water play & Hiking/ walking are the top camping activities
- Claresholm can use this information to our advantage
 - pathways listed on our website
 - promotion of our local water attractions, Claresholm Aquatic Centre, Willow Creek Park, and Pine Coulee

Question 30

TOP 10 RECREATION ACTIVITIES



Residents were asked what they're Top 5 Recreation Activities were in Claresholm, this is the top 10

HONOURABLE MENTIONS FOR FAVOURITE OUT OF TOWN ACTIVITIES

Cycling/Bike Park
 Outdoor Pools
 Bowling
 Horseback Riding
 Hunting
 Skiing
 Movie Theatre
 Sledding/Tobagoning
 Bowling
 Hockey
 Dirt Bike/Quad/ 4X4
 Kayaking
 Shopping
 Lakes
 Sightseeing
 Wakeboarding
 Bungie Jumping
 Gymnastics

WAKEBOARDING
 DANCE
 PAINTBALL
 SIGHTSEEING
 SLEDDING
 QUAD
 HORSEBACKRIDING
 DIRTBIKE
 TUBING
 FESTIVALS
 BOWLING
 EQUESTRIAN
 GOCARTS
 DISCGOLF
 AGRIplex
 SKATEBOARD
 DOGPARK
 WATERSLIDES
 SWIMMING
 TRAMPOLINE
 PARKS
 RIVER
 DARTS
 SHOPPING
 CYCLING
 MOVIES
 HOCKEY
 THEATRE
 LAKES
 4X4
 BUNGIEJUMPING
 KAYAKING
 GYMNASTICS
 OUTDOORPOOLS
 HUNTING

Claresholm Residents are vibrant and active.

The members of this community are who drive the change, ie. Kin Trail, Derochie

Drive Pathway Link, Fencing of East Side Dog Park, Disc Golf, Tree Planting

They want Pathways to walk, ride and run, these pathway systems are

for residents of all ages

Maintaining facilities is high on their priorities

Moving forward Claresholm needs to continue providing sustainable outdoor

recreation spaces

ACTION ITEMS



REQUEST FOR DECISION

Meeting: May 25, 2021
Agenda Item: 1

BYLAW No. 1723 – INTERMUNICIPAL DEVELOPMENT PLAN

BACKGROUND / DESCRIPTION:

At the April 26th, 2021 Council meeting, Town Council gave first reading to Bylaw No. 1723, the MD of Willow Creek No. 26 & Town of Claresholm Intermunicipal Development Plan.

The purpose of this Intermunicipal Development Plan, in accordance with the MGA, is to prescribe policy for future land use and development, and any other matters relating to the physical, social or economic development of an area that the Councils of the Town and Municipal District consider necessary. As well, it plans for orderly and properly controlled development surrounding the urban area which allows for timely expansion with minimal land use conflicts.

In accordance with the Municipal Government Act (MGA) Section 692, a public hearing is required prior to giving second reading and notice must be given in accordance with MGA Section 606. The notice of public hearing was circulated in the Local Press Town News April 28th and May 5th, 2021 and the public hearing held May 10, 2021. One MD resident within the referral area attended the public hearing to seek clarification on some specific uses.

The MD of Willow Creek completed the public hearing and 2nd and 3rd readings of their Bylaw to adopt the IDP as presented on May 12th, 2021.

RECOMMENDED ACTION:

Council pass a resolution to give Bylaw No. 1723, 2nd and 3rd readings of the Intermunicipal Development Plan with the MD of Willow Creek No. 26.

PROPOSED RESOLUTIONS:

Moved by Councillor _____ to give Bylaw No. 1723, the MD of Willow Creek No. 26 & Town of Claresholm Intermunicipal Development Plan 2nd reading.

Moved by Councillor _____ to give Bylaw No. 1723, the MD of Willow Creek No. 26 & Town of Claresholm Intermunicipal Development Plan, 3rd and final reading.

ATTACHMENTS:

- 1.) Bylaw No.1723

APPLICABLE LEGISLATION:

- 1.) Municipal Government Act, RSA 2000, Chapter M-26, Section 692 – Planning Bylaws.
- 2.) Municipal Government Act, RSA 2000, Chapter M-26, Section 606 – Requirements for Advertising.
- 3.) Municipal Government Act, RSA 2000, Chapter M-26, Section 230 – Public Hearings.

PREPARED BY: Tara VanDellen, Planner/Development Officer

APPROVED BY: Marian Carlson, CLGM - CAO

DATE: May 18, 2021



Claresholm

**TOWN OF CLARESHOLM
IN THE PROVINCE OF ALBERTA**

BYLAW NO. 1723

BEING a bylaw of the Town of Claresholm in the Province of Alberta, to adopt an Intermunicipal Development Plan between the Town of Claresholm and the Municipal District of Willow Creek No. 26 pursuant to sections 631 and 692 of the *Municipal Government Act, Revised Statutes of Alberta 2000, Chapter M-26*, as amended;

WHEREAS municipalities are required by the province to expand intermunicipal planning efforts to address planning matters that transcend municipal boundaries through an intermunicipal development plan;

AND WHEREAS both the Councils of the Town of Claresholm and the Municipal District of Willow Creek No. 26 agree that it is to their mutual benefit to establish joint planning policies and this negotiation and agreement reflects a continuing cooperative approach between the two municipalities and the desire to see well-planned, orderly, and managed growth.

AND WHEREAS the municipality must prepare a corresponding bylaw and provide for its consideration at a public hearing.

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 duly assembled hereby enacts the following:

1. That the Town of Claresholm and Municipal District of Willow Creek No. 26 Intermunicipal Development Plan, attached hereto, be adopted.
2. This plan, upon adoption, shall be cited as the Town of Claresholm and Municipal District of Willow Creek No. 26 Intermunicipal Development Plan Bylaw No. 1723 and Bylaw No. 1900.
3. This bylaw shall come into effect upon third and final reading thereof.

READ a **first** time this **26th** day of **April**, 2021.

Mayor – Doug MacPherson

Chief Administrative Officer – Marian Carlson

READ a **second** time this _____ day of _____, 2021.

Mayor – Doug MacPherson

Chief Administrative Officer – Marian Carlson

READ a **third** time and finally PASSED this _____ day of _____, 2021.

Mayor – Doug MacPherson

Chief Administrative Officer – Marian Carlson



ALBERTA
MUNICIPAL AFFAIRS

*Office of the Minister
Deputy Government House Leader
MLA, Calgary-Hays*

AR105124

May 10, 2021

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

Dear Mayor MacPherson:

The COVID-19 pandemic has created major fiscal challenges for governments all around the world. In Alberta, we are also dealing with an economic downturn caused by low world energy prices. Despite these difficulties, we remain committed to supporting Alberta's communities with significant capital investments.

As part of this commitment, I am pleased to confirm that \$1.226 billion will be allocated to municipalities and Metis Settlements in 2021 under the Municipal Sustainability Initiative (MSI). This amount front-loads MSI funding, to help you transition to more sustainable funding levels over the next few years. Funding amounts from 2021-23 will average \$722 million per year. This funding will allow local governments to sustain existing projects, continue stimulating the economy, and build the infrastructure Albertans rely on.

For the Town of Claresholm:

- The **2021 MSI capital allocation is \$997,741**. This includes \$770,941 in MSI capital funding and \$226,800 in Basic Municipal Transportation Grant funding.
- The **2021 MSI operating allocation \$36,400**.

MSI funding amounts for all municipalities and Metis Settlements are also posted on the Government of Alberta website at open.alberta.ca/publications.

I look forward to working together with you to help Alberta's communities get through these challenging times.

Sincerely,

Ric McIver
Minister

cc: Marian Carlson, Chief Administrative Officer, Town of Claresholm



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

May 19, 2021

ACTION REQUIRED

OFFICE OF THE MAYOR

VIA E-MAIL

Town of Claresholm
Mr. Doug MacPherson
PO Box 1000
Claresholm, AB T0L 0T0
Email: info@claresholm.ca

Attention: Mayor Doug MacPherson & Members of Council

RE: Proposed Alberta Coal Restriction Policy

Dear Your Worship & Members of Council:

Your input on the future of the Eastern Slopes of the Rockies is important to the long-term health of our water resources and their ability to provide clean drinking water to all communities in the Province. The Town of High River remains concerned about the negative impacts coal mining will have on our communities, landscapes, water resources, and future generations. We are requesting your support for our version of a new policy that reflects our desire to protect the Eastern Slopes and our water resources in perpetuity.

The Town of High River has met with the Coal Policy Committee and agreed to prepare a framework that would see coal exploration and development banned along the Eastern Slopes. At our May 10, 2021 Regular Meeting, Council unanimously supported the wording outlined below and we are requesting all Alberta Municipalities join us in supporting the proposed policy.

Specifically, the Town's proposed ***Alberta Coal Restriction Policy*** would be effective November 15, 2021 and has three key principles:

1. No further coal exploration or development will be permitted on the Eastern Slopes of Alberta. There will no longer be categories within this area and, instead, there would only be one area defined today as the Eastern Slopes.
2. Existing coal mining operations in the Hinton/Grande Cache areas will be permitted to retire gracefully.
3. Reclamation of lands disturbed by coal exploration activities with coal exploration permits issued prior to February 8, 2021 must be reclaimed no later than December 31, 2025.

Our rationale for the three principles of the Alberta Coal Restriction Policy are as follows:

1. The inherent value of the Eastern Slopes only exists with the landscape remaining intact.
2. The headwaters and landscapes of the Eastern Slopes are critical to the future of our province. Our communities, agriculture production, food production, tourism, and recreation all rely on these landscapes existing and their watersheds producing clean water. Water is a limited resource that we all require to exist. The Town is strongly opposed to any activity that increases the likelihood of water contamination. Once a waterway has been contaminated by coal mining, this action cannot be reversed. Our future generations depend on us protecting this resource.
3. The negative impacts on the environment, human health, animal health and existing economies far outweigh the new jobs, taxes, royalties or economics that may be generated as a result of coal development in this area.

The Town will collect all feedback received and report back to the Coal Policy Committee in July 2021.

If you are in support of the proposed policy wording, please send a signed letter to myself or acknowledge your support utilizing the endorsement below. Please send all letters and feedback to csnodgrass@highriver.ca, with a copy to legislativeservices@highriver.ca no later than July 15, 2021.

I will then present this policy to the Coal Policy Committee along with the feedback received. If you are interested in participating in the presentation of this policy to the Coal Policy Committee, please contact me at the above noted email address.

Thank you for considering supporting this important initiative.

If you have any questions, please contact me.

Sincerely,



Craig Snodgrass
Mayor
Cell: 403.652.9489

CS/cp/kr

Endorsement of Support

On behalf of the City/Town/Village of

I, _____

, can advise that the City/Town/Village of

supports the proposed Alberta Coal Restriction Policy as prepared above.

Signature



May 11, 2021

Honourable Kaycee Madu
Minister Justice and Solicitor General
424 Legislature Building
10800-97 Avenue
Edmonton, Alberta T5K 2B6

RE: Alberta Provincial Police Service

Dear Minister Madu,

Please be advised that Raymond Town Council is opposed to the creation of a provincial police service to replace the RCMP. After reviewing the Fair Deal Panel's *Report to Government* (as well as the many letters currently circulating from municipal elected officials opposing a provincial police force) Raymond Town Council is voicing its opposition to the proposed provincial police force. There are a couple particularly concerning items identified in the Fair Deal Panel's report, namely:

- the Fair Deal Panel's recommendation to proceed with developing a proposal for a provincial police force, despite only 35% of Albertans believing the police force would contribute to the desired outcome of helping Alberta improve its position in the federation.
- Provincial and municipal governments possibly absorbing \$112 million policing costs currently covered by the federal government (which would be in addition to the increasing policing costs incurred by municipalities under the Police Funding Model).

In these times of increasing public participation and consultation, struggling economies and tighter budgetary realities, we feel the above concerns should have been enough to convince the provincial government not to proceed with researching this issue.

Furthermore, and perhaps most importantly, we have an excellent relationship with our local RCMP force and feel no need to replace them with a provincial force. The RCMP in Raymond have always been responsive to our Council's requests and have consistently delivered professional, quality public safety services in our community.

Sincerely,

Jim Depew
Mayor

Cc: The Honourable Jason Kenney, Premier
Grant Hunter, MLA for Taber-Warner
AUMA Membership





TOWN OF REDCLIFF

P.O. Box 40, 1 - 3rd Street N.E.
Redcliff, Alberta, T0J 2P0
Phone 403-548-3618
Fax 403-548-6623
redcliff@redcliff.ca
www.redcliff.ca

May 18, 2021

Honorable Kaycee Madu
Minister of Justice and Solicitor General
424 Legislature Building
10800-97 Avenue
Edmonton, Alberta T5K 2B6

RE: Town of Redcliff Support for the RCMP

Dear Minister Madu,

On behalf of the Town of Redcliff Council, I would like to express our support of the continuation of RCMP services in the province. We are disappointed in the Province of Alberta's reluctance to accept the results of its own consultative process against moving forward with plans that appear to want to replace the RCMP with an Alberta Provincial Police Service.

Historically, the Town of Redcliff has provided its own police services to our community with little funding support from the province, managing and maintaining its policing services since incorporation in 1911 through to 1992. In 1992, for a period of five years, the Town of Redcliff contracted with the City of Medicine Hat and the City Police provided policing services to the Town of Redcliff. Since 1997 the Town has contracted with the RCMP for police services. The Town takes pride in its unique history and experience with building upon our local services and developing quality relations with the RCMP.

Since 1997 our local RCMP detachment has served our community with high-quality service and responsiveness; we have found the RCMP have a willingness to collaborate on local events and projects and a sense of community and partnership. With their resources and experience they have introduced important community initiatives such as Victims Assistance, Drug and Alcohol Resistance Education (DARE), Citizens on Patrol (COP), Rural Crime Watch, and South Eastern Alberta Search and Rescue (SESAR). The RCMP has a recognizable presence, respect and trust built on years of service and tradition.

In light of the difficult and uncertain economic times, the Town considers that the expenditure required to complete such a change to a Provincial Police force is concerning. As the transition costs are inadequately explained, the Town is concerned that operating costs will inevitably rise,

resulting in increased costs borne by Municipalities and requiring additional taxation to our residents. As well, we cannot be assured, with the current information, that our level of service will remain the same or have any marked improvement justifying the cost of change.

The Town of Redcliff urges you to adhere to the Fair Deal Panel's respondents' consultations, abandon the Provincial Police Force concept, and focus efforts on issues and needs that are of significant concern to Albertans.

Regards,

A handwritten signature in black ink, appearing to read 'Dwight Kilpatrick', with a large, sweeping flourish above the name.

Dwight Kilpatrick
Mayor

CC: The Honorable Jason Kenny, Premier
The Honorable Ric Mclver, Minister of Municipal Affairs
Rachel Notley, Leader of the Opposition
Michaela Glasgo, MLA
AUMA Members
RMA Members



Village of Rycroft

Box 360
Rycroft Alberta
T0H 3A0

Telephone: 780 765 3652
Fax: 780 765 2002
Website: www.rycroft.ca

May 20, 2021

Minister of Justice and Solicitor General
The Honourable Kaycee Madu
424 Legislature Building
10800-97 Avenue
Edmonton, Alberta
T5K 2B6

email: ministryofjustice@gov.ab.ca

RE: Village of Rycroft Support for the RCMP

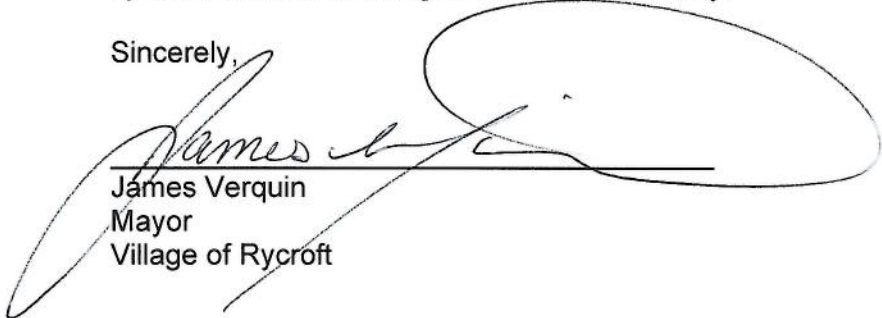
On behalf of Council, I am sending you this letter joining our municipal peers in confirming support for our current policing system, and the positive level of service the residents of Rycroft and region are receiving from the RCMP.

Council has no issue with the service we are currently receiving from our local RCMP detachment in Spirit River. The RCMP regularly appear at Council meetings to update Council on happenings in the region and have always been responsive to our requests for service. They are partners in assisting the municipality in managing the community. It would be discouraging and costly to our ratepayers to have them removed and replaced.

In reviewing information available, we do not see where a new police force would improve efficiency, or quality of life for our residents. In fact, as our challenges remain economic based, changing out the current system with a new system appears that it will result in an increase of economic burden on our operation.

Council agrees with the other municipalities whose letters have been copied to us that Province should be focusing their efforts on working with the RCMP. Rather than remove one service and replace it with an equivalent one, we encourage resources be invested in improving the current system, which is working well in our community.

Sincerely,



James Verquin
Mayor
Village of Rycroft

C. The Honourable Jason Kenney, Premier premier@gov.ab.ca
The Honourable Ric Mclver, Minister of Municipal Affairs minister.municipalaffairs@gov.ab.ca
Todd Loewen, MLA Central Peace-Notley centralpeace.notley@assembly.ab.ca
Chris Warkentin, MP Grande Prairie-Mackenzie chris.warkentin.c1@parl.gc.ca
RCMP Spirit River Detachment Bryce.tarzwell@rcmp-grc.gc.ca
AUMA and RMA members

From: Heather Cowie <cboorse@arpaonline.ca>
Sent: May 19, 2021 7:14 AM
To: Marian Carlson <Marian@claresholm.ca>
Subject: June is Recreation and Parks Month Proclamation

May 19, 2021

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

RE: June is Recreation and Parks Month Proclamation

Dear Mayor Doug MacPherson & Councillors,

Alberta Recreation and Parks Association (ARPA) has been recognizing June is Recreation and Parks Month (JRPM) for the past 20 years. This recognition of the month of June highlights the many benefits recreation and parks bring to our communities and citizens and acknowledges the strong foundation of recreation and parks facilities and programs in Alberta.

JRPM is in its 20th year of recognizing recreation and parks in Alberta, and across the country. We continue to work towards our vision to make JRPM a household name, so that when June rolls around, every Albertan is eager and excited to spend the month enjoying all the recreation activities and parks they have at their disposal.

To celebrate JRPM and your community, ARPA is asking for your public support by signing the official June is Recreation and Parks Month Proclamation attached. By signing this proclamation, you are signalling to your community that quality recreation and parks resources are beneficial and should be celebrated.

In addition to the 20th Anniversary of JRPM, it is also ARPA's 70th Anniversary. ARPA is a not-for-profit organization committed to building healthier and happier communities and citizens by developing and promoting recreation and parks. Many of the municipalities in Alberta with staff, programs and facilities that support recreation and parks are members of ARPA. This past year has been a difficult one to support communities and citizens with the services we are proud to deliver. We would like to acknowledge the important role that recreation and parks play in each of our communities and we ask you to join in these celebrations by thanking your recreation and parks employees for the work they have done, especially over this past year.

We believe in the power of recreation and parks, and we want Alberta to know it. Our goal is for Albertans to recognize JRPM and to celebrate by getting outdoors and being active.

Please get in touch with our Communications Coordinator, Caleb Boorse, to learn more about JRPM, or if your municipality is choosing to sign the proclamation, by email at cboorse@arpaonline.ca or visit our website at <https://arpaonline.ca/events/JRPM/rp-overview>.

Sincerely,

Heather Cowie
ARPA President



Heather Cowie

President

Alberta Recreation and Parks Association

(780)-415-1745

www.arpaonline.ca



ARPA would like to acknowledge the First Nations, the Métis, and all of the people across Alberta who share a history and a deep connection with this land. We dedicate ourselves to moving forward in partnership with Indigenous communities in the spirit of reconciliation and collaboration.

PROCLAMATION

Municipality



JUNE IS RECREATION AND PARKS MONTH

Whereas, in Alberta, we are fortunate to have a variety of recreation and parks systems providing countless recreational opportunities for all residents and visitors from around the world; and

Whereas, recreation and parks enhance quality of life, active living, leisure education, and lifelong learning, helps people live happier and longer, develops skills and positive self-image in children and youth, develops creativity and builds healthy bodies and positive lifestyles, and enhances overall mental health and wellbeing; and

Whereas, recreation and parks build family unity and social capital, strengthens volunteer and community development, enhances social interaction, creates community pride and vitality, promotes equity, inclusivity, sensitivity and understanding to cultural diversity, and fosters a sense of belonging; and

Whereas, recreation and parks can be used for therapy and rehabilitation of individuals experiencing illness, impairment, and disability; and

Whereas, the benefits provided by recreation and parks programs and services reduce healthcare and social service costs, serve to boost the economy, economic renewal and sustainability, enhance property values, decrease vandalism, attract new business, increase tourism and curb employee absenteeism; and

Whereas, our parks, open spaces and trails ensure ecological sustainability, provide space to enjoy nature, help maintain clean air and water, and preserve plant and animal wildlife; and

Whereas, all levels of government, the voluntary sector and private enterprise throughout the Province participate in the planning, development and operation of recreation and parks programs, services and facilities.

Now, Therefore be it Resolved, that the Alberta Recreation and Parks Association (ARPA) does hereby proclaim that June, which witnesses the greening of Alberta and serves as a significant gateway to family activities, has been designated as June is Recreation & Parks Month, which will annually recognize and celebrate the benefits derived year round from quality recreation and parks resources at the local, regional and provincial levels.

Therefore, _____ (name of municipality/organization), in recognition of the benefits and values that recreation, parks and leisure services provide, does hereby designate the month of June as June is Recreation & Parks Month.

Signed this _____ day of _____ 2021 by:

_____ (print name and title)

_____ (signature)

From: Sadleir, Chris <chris.sadleir@bellmedia.ca>
Sent: May 20, 2021 9:19 AM
To: Doug MacPherson <doug.macpherson@claresholm.ca>
Subject: Request for a phone meeting . . .

Good Morning Mr. MacPherson – I hope everyone at Town Council is safe and healthy –

Please allow me to introduce myself, as the founder and lone Participant in the WALK TO BREATHE, now into its second year.

In 2021, we are going FURTHER across Alberta, with a 500km Walk from Lethbridge to Edmonton, July 7-23rd, 2021. We will be coming through Claresholm on (likely) July 8th.

I have family that are very well attached in Claresholm, and I am happy to be coming through town – any awareness and support we can drum up is very much appreciated, and they are willing to help.

I would welcome a phone call with you, and perhaps explore ways we can put a spotlight on the issue, raise awareness and raise funds . . . that's the goal of this journey, and I have attached a Media Release for your review, and you can find similar details at www.ab.lung.ca/walktobreathe

I would be happy to answer any questions you may have.

Sincerely,

Chris Sadleir
WALK to BREATHE
Event Founder/Participant
780-233-9941



MEDIA RELEASE

WALK TO BREATHE 2021
FOR IMMEDIATE RELEASE
April 15, 2021 www.ab.lung.ca/walktobreathe

ALBERTA MAN TO WALK OVER 500KM IN SUPPORT OF THE LUNG ASSOCIATION

In August of 2020, Edmonton’s Chris Sadleir embarked on what he intended to be a once-in-a-lifetime journey – an 11-day, 330-kilometre trek from Calgary to Edmonton, in a bid to raise \$22,000 to support people dealing with lung disease, and increase awareness of its far-reaching effects. It was in honour of his father, a double-lung transplant recipient. Both of his parents were behind him every step of the way, driving the RV support vehicle through the entire journey.

The inaugural Walk to Breathe outpaced all expectations, bringing in more than \$33,000 for the cause, raising more awareness and engagement than Sadleir had dared to hope for, and ultimately, uniting Albertans from small towns, rural regions, and big cities in support of the cause.

Throughout the journey, Sadleir and his parents were overwhelmed with support, with people approaching them at roadside stops, campgrounds, restaurants and cafes, sharing their own stories of lung disease and how it has affected their lives and their families. In the end, it was the experience of a lifetime, but Sadleir decided, it wouldn’t be just once in his lifetime.

This year, the Walk To Breathe will take Chris Sadleir from Lethbridge to Edmonton - over 500 km, with a goal to raise \$50,000 for the Lung Association of Alberta & Northwest Territories.

The journey will commence in Lethbridge on July 7th and finish in Edmonton July 23rd – five years to the day that Sadleir’s father received his life-saving lung transplant. This year’s walk is in celebration of that milestone, and in commemoration of a dear family member who lost his life to respiratory complications earlier this year.

PLEASE UNDERSTAND: Lung Disease does NOT target smokers and the elderly – it affects EVERYONE - babies, young children, young adults and otherwise healthy people.

“I HUMBLY ask for your support in my WALK TO BREATHE, and the fight against lung disease”, says Chris Sadleir. “Your kindness and consideration is a BREATH OF FRESH AIR, as we work together to make a difference across Alberta and NWT.”

-30-

For Interviews and further event details, contact:

Chris Sadleir
780-233-9941
Sads.chris@gmail.com

From: Program Manager <programs@abfarmsafety.com>

Sent: May 20, 2021 11:36 AM

To: Marian Carlson <Marian@claresholm.ca>

Subject: Rural Health Initiative

Hello Marion,

My name is Keylan Kado and I am the program manager from the Farm Safety Centre based out of Raymond Alberta. I just wanted to reach out and let you know about a program we are offering for adults from rural and farm families. You may know us from our child program Safety Smarts, where we visit rural Alberta elementary schools and teach about farm safety. This program that we offer for adults is a Rural Health Initiative. In previous years we have offered the program it was a whole day workshop of a health assessment and health education. Due to Covid, we have been able to adapt our program and not only focus on farms but all of rural Alberta and change the overall process.

Sustainable Farm Families has been running since 2014. With our new adaptations we now ask for one hour of the day (if they are a single participant) up to two hours (if they book as a couple from the same household) instead of a full day commitment. During this appointment a health assessment is done and then you have that time to sit with a Registered Nurse to make sense of those test numbers and also create a plan to live a more healthy lifestyle. We believe that the individual is the most important resource that we have. This program is about preventative health and keeping the human resource on the right path.

We have received a grant from the Community Foundation out of Lethbridge to deliver more of these workshops/clinic here in Southern Alberta. We are planning to be in Claresholm AB, on Thursday August 5th, 2021 and were wondering if you and the Town of Claresholm would like to take part in this program and or potentially sponsor it? I have attached a poster with more information of what the program is. If you have any questions or anything please feel free to reach out. I look forward to hearing from you soon.



Research into the state of rural health has identified several health and well-being disadvantages faced by rural people which negatively impact their quality of life. The Sustainable Farm Families Rural Health Initiative aims to remedy many of these disadvantages by providing rural Albertans who participate in this program with 3 annual, in-depth physical & mental health assessments. In addition to these health assessments, participants are educated about each aspect of the assessment to ensure they fully understand each of their measurements and know how to better manage their health and well-being. Those who participate in this program are only asked to commit 1 hour of their time each year over the course of the 3-year program.

The preventative approach used by the Sustainable Farm Families Rural Health Initiative takes seemingly healthy people living in rural communities and seeks to either uncover undiagnosed conditions or confirm their healthy status. Since 2014, the Farm Safety Centre has delivered over 135 SFF workshops to more than 1,300 participants across the province. Participant feedback from our external evaluations have identified that 97% of SFF participants felt the workshops were a good investment of their time and that 92% recommended the program to others.

What you can expect in your one-on-one personal health assessment with our Registered Nurses:

- Blood Pressure
- Cholesterol
- Metabolic Age
- Visceral Fat
- Body Mass Index
- Muscle Mass
- Basal Metabolism
- Body Water Percentage
- Bone Density
- Mental Health Assessment
- Blood Sugar
- Diabetic Risk
- Triglyceride Levels
- Oxygen Saturation
- Eyesight

SFF workshops are currently being delivered in rural communities throughout Alberta. For more information about this program or to schedule a workshop for your community or organization please contact Keylan Kado. If you would like to register for an existing workshop in your community, please visit www.abfarmsafety.com.

Keylan Kado | Program Manager

Sustainable Farm Families™ Alberta

programs@abfarmsafety.com

Office: (403) 752-4585 | Cell: (403) 330-3967

Good morning Mayor MacPherson,

First, I hope this note find you healthy and safe!

I'm writing you on behalf of our Ebus intercity bus service. Ebus is gathering support to extending its current intercity bus service to connect Alberta and BC. We believe that our existing, services in Alberta (between Edmonton and Calgary) and British Columbia (between Vancouver, Kelowna and Kamloops) are missing the critical link connecting the provinces .

Our perspective is that there is a need for visitors and residents alike to access medical, employment, educational, social, and tourism opportunities.

Our Red Arrow brand has been servicing Albertans for over 40 years in the Intercity bus service. Our Ebus brand has been operating for 10 years in Alberta and 2+ years in BC. <https://www.myebus.ca/>

Attached, is a sample letter that we're asking you strongly consider signing to provide us in support of our application to the Province of BC for the operating license for service on this corridor.

Please do not hesitate to reach out for further discussion.

Sincerely

SVEN LISSON
Operations Manager

P (780) 468-6771 ext. 348

C (780) 916-1616

F (780) 466-4865

E svenl@redarrow.ca

W www.redarrow.ca

CONNECT WITH US    

red arrow **safely**
home

Ebus **safely**
home



REDARROW.CA



MYEBUS.CA

Draft Letter of Ebus Inter-provincial Support from Partners

To Whom it May Concern,

On behalf of (Company/Organization Name), we are writing to you in support of Ebus extending its current intercity bus service to connect Alberta and BC. We believe that the existing, respective Ebus networks in Alberta (between Edmonton and Calgary) and British Columbia (between Vancouver, Kelowna and Kamloops) are missing the critical link connecting the provinces.

We are not aware of an existing service that provides this linkage across the majority of the two provinces, that offers the superior customer service, that supports the communities that they service, and that develops the partnerships that Ebus does in order to ensure a sustainable business for residents and visitors, far into the future.

We believe that there is a high demand for visitors and residents alike that need cross provincial access to medical, employment, educational, social, and tourism opportunities. Further, we believe that this service would help our community by bring more people to it and contributing to the local economy.

We sincerely hope that the transportation needs of our residents and visitors are taken very seriously, and that this service is approved to move forward.

Please do not hesitate to reach out directly for further discussion regarding our support.

Sincerely,

XXXX



111 55 Ave. West
PO Box 1297
Claresholm, AB
T0L 0T0

Tel: 403-625-4417
Fax: 403-625-3869
fcss.director@claresholm.ca
www.claresholmfcss.ca

May 17, 2021

RE: Senior's Week Event

To Mayor MacPherson and Council,

FCSS would like to extend an invitation to Mayor and Council to join us in celebrating seniors. Seniors week is starting June 6th this year and we have partnered with other agencies to host a COVID friendly 'drive thru' Senior's Brunch and thought it would be nice to have you help to hand out the prepared food or just be a friendly face in the crowd.

We are hosting the event in partnership with the Senior Drop-In, Ranchlands Victim Services and Claresholm Community Response to Elder Abuse. Our event is on Thursday June 10th and will begin at 11am at the Claresholm Drop-In Centre parking lot. Please note there is a possibility this could be cancelled.

We would love if you could join us in celebrating Claresholm Seniors.

Sincerely,

A handwritten signature in blue ink that reads 'Barbara Bell'. The signature is written in a cursive, flowing style.

Barbara Bell

Karine Keys

From: Jeff & Reta Kerr <jrkerr5@telus.net>
Sent: May 19, 2021 6:51 PM
To: Karine Keys
Subject: Unsightly Premises and RV Parking Bylaw

To Claresholm Town Counselors.

I am a little concerned over the negative reaction to the new Unsightly Premise and RV Parking Bylaw and the idea that council may be wavering on it. This bylaw is something that is good for this Town. It creates an organized look and shows visitors, potential new residents and those just passing through that we care about our community and all the citizens within it.

In respect to the RV parking portion of this bylaw, the rules still allow for the continued use of your RV's during the RV season and only asks that during the non RV season that they be parked appropriately as defined or somewhere else. As for those who have multiple units parked in the front area of ones home, you need to understand that our Town may be classified as a rural area and enjoy those quieter times and less congestion from it, but that doesn't mean your in-town residence is acreage living. We must also remember we have neighbors' whose views and sightlines can be impeded by these RVs. They have the right to have an unimpeded view from their property, as you do to park it there during the time of year you are able to use it. What a great neighborly concept.

I know there are those who say that people don't complain about this, but let's be realistic here. Most of us like our neighbors but it is still hard to actually speak to them about an impeded view by their parked RV as we want to live happily beside each other. So basically, we don't say anything and just live with it. This leads into misinformation or a misdirection about only hearing about the negative about the bylaw and thus deeming it as a bad decision. Usually you don't hear from people who are positive about it as they agree with what council has done. Yet because you hear some negative reviews you take that as it must be wrong. From what I hear, the positive is still the majority on this and the negatives seem to be the people that don't want to adapt or are treating this as an infringement on their freedom to park anything anywhere on their property. All those with multiple units on a front drive, thus having to use the street to park their everyday vehicle on. That is not a good look for our Town or neighborly.

A review of a number of other small and large municipalities show way stricter RV parking bylaws that has been put forward for our Town. The bylaw created for this Town gives an opportunity for all to enjoy their residences and neighborhoods, and also allows those who have and use RVs, to be able to more easily use and park them during the RV season. This really comes down to choices, if you want to have RVs and the other recreational type units, you must accept the responsibilities that goes along with having them within an municipal/incorporated area and respect that your residence is only one of many on your street. So please enjoy them during the appropriate season, then park them safely away until the next RV season.

This is a good bylaw for our Town. Please do not be swayed by those who wish to overpark and make our Town look less than desirable.

Respectfully
J. KERR

May 24, 2021

Marian Carlson
Chief Administrative Officer
Town of Claresholm

Dear Marian,

The Claresholm Regional Response to Elder Abuse Coalition is seeking the approval of the Town of Claresholm Council to conduct a Purple Ribbon campaign in Claresholm, which we have done in previous years.

We would like to raise awareness of Elder Abuse and by tying purple ribbons and brochures to lamp posts and trees along 50th Ave W. As Seniors Week is June 7th-13th and World Elder Abuse Awareness Day (WEAAD) is June 15th, we would like to have the ribbons and brochures up by June 7th.

Thank you for considering our request.

Sincerely,

Gabrielle Kirk
Coordinator
Claresholm Regional Response to Elder Abuse Coalition
403-359-0712



REQUEST FOR DECISION

Meeting: May 25, 2021
Agenda Item: 13

EOC COMMUNICATION SYSTEM

BACKGROUND:

The ability to communicate effectively and efficiently during an emergency event with emergency response teams is critical. Currently there is no communication system at the office other than that would permit a smooth Operational Communication Plan. As an Emergency Management team it was requested of Craig White (Fire Chief) and Blair Bullock (Director of Corporate Service and the Planning Section Chief) to investigate the costs and options to establish an effective communication system. The costs were presented to the Emergency Advisory Committee on May 18th where a motion was passed to recommend the purchase of the AFRAC system to Council for approval in the amount of \$4810 from general reserves.

DISCUSSION:

The fire departments, RCMP and mutual aid partners all use AFRAC. The public works crews for the Town of Claresholm and the Municipal District of Willow Creek #26 all use a two-way radio frequency system. Having a system in the office to communicate with those two critical groups is essential. Having the system portable allows for flexibility and versatility.

COSTS/ SOURCE OF FUNDING:

A quote was secured from Wi-Com Solutions by Craig White (\$4,418.61) and does not include installation and programming (\$100 estimate). This will be a completely portable system, other purchase requirements are a cart for storage and transportation (\$180 – Staples) and battery back-up/power surge protector (\$110 – Grand & Toy).

- ❖ Cost - estimated \$4,810 with the source of funding being from general reserves.

RECOMMENDED ACTION:

Administration and the Emergency Advisory Committee advises that the AFRAC system and hand-held two-way system be purchased and installed on a portable cart.

PROPOSED RESOLUTIONS:

Moved by Councillor _____ to approve the out-of-budget expenditure in the amount of \$4,810 for the purchase and installation of an AFRACS radio system for the Emergency Operations Center, with funding to come from general reserves.

ATTACHMENTS:

Wi-Com Quote

PREPARED BY: Jason Hemmaway, Utilities Operator 1/Director of Emergency Management/Safety Officer

APPROVED BY: Marian Carlson, CLGM – CAO

DATE: May 19, 2021



QUOTATION

Wi-Com Solutions
 5738 Burbank Crescent SE
 Calgary, AB, T2H 1Z6
 Phone: (403) 617-6630
 Email: phil@wicom.ca

Date: 2021-05-04
Quote #:
Valid until: 2021-06-03

Quotation prepared by:
 Philip Gash, M.Eng.
 Business Development Manager

Quotation presented to:
 Town of Claresholm C/O Willie Williams

ITEM	QTY	DESCRIPTION	PRICE	TOTAL
1	1	M36URS9PW1BN - APX1500 7/800 ENHANCED	\$1,626.40	\$1,626.40
1a	1	GA01339 - ENH: SW P25 TRUNKING	\$1,112.80	\$1,112.80
1b	1	GA00804 - ADD: APX O2 CONTROL HEAD	\$512.00	\$512.00
1c	1	G66 - ADD: DASH MOUNT	\$130.40	\$130.40
1d	1	G444 - ADD: APX CONTROL HEAD SOFTWARE	\$0.00	\$0.00
1e	1	G174 - ADD: ANT 3DB LOW-PROFILE 762-870	\$44.80	\$44.80
1f	1	W382 - ADD: CONTROL STATION DESK GCAI MIC	\$176.00	\$176.00
1g	1	G142 - ADD: NO SPEAKER NEEDED	\$0.00	\$0.00
1h	1	HA00671 - ADD: 5 YEAR WARRANTY	\$188.00	\$188.00
1i	1	GA00235 - ADD: NO GPS ANTENNA NEEDED	\$0.00	\$0.00
1j	1	W665 - ADD: CONTROL STATION OPERATION	\$72.80	\$72.80
1k	1	G91 - ADD: CONTROL STATION POWER SUPPLY	\$280.00	\$280.00
2	1	EX1802 - MAG MOUNT	\$40.00	\$40.00
3	1	SHIPPING TO CLARESHOLM	\$25.00	\$25.00
NOTES: LEAD TIME ESTIMATED AT 20-30 BUSINESS DAYS. PROGRAMMING & INSTALLATION NOT INCLUDED.			TOTAL	\$4,208.20
			TAX RATE	5.00%
			SALES TAX	\$210.41
			GRAND TOTAL	\$4,418.61

Please contact me if you have any questions regarding this quotation.

Wi-Com Solutions
 Philip Gash



REQUEST FOR DECISION

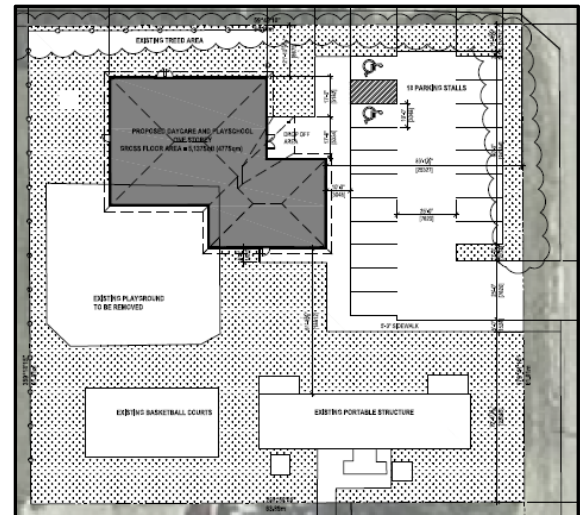
Meeting: May 25, 2021
Agenda Item: 14

CLARESHOLM CHILD CARE SOCIETY CFEP APPLICATION

DESCRIPTION:

The Claresholm Child Care Society would like to apply to the Community Facility Enhancement Program (CFEP) for their outdoor spaces (playground at the new facility located at 5895 8 St West. Please see the attached letter of request.

They are applying to the large stream CFEP grant stream, with one intake per year, June 15th, 2021. The CFEP Large Funding stream is for projects requesting over \$125,001 and up to \$1 million. The childcare society is not requesting any matching or additional funding from the Town, just the letter of support. As the landowner the lease agreement will also be submitted as part of the grant application process.



RECOMMENDED ACTION:

Council carry a motion to provide a letter of support for the Claresholm Child Care Society's application to the Community Facility Enhancement Program for the purpose of constructing a new playground, equipment and landscaping.

PROPOSED RESOLUTION:

Moved by Councillor _____ to write a letter of support for the Claresholm Childcare Society's application to the Community Facility Enhancement Program for the purpose of constructing a new playground and additional outdoor space improvements for their new facility located at 5895 8 St West.

ATTACHMENTS:

- 1.) Correspondence – Claresholm Childcare Society

APPLICABLE LEGISLATION:

- 1.) N/A

PREPARED BY: Tara VanDellen, Planner/Development Officer

APPROVED BY: Marian Carlson, CLGM - CAO

DATE: May 18, 2021



Claresholm Child Care Society

Box 271 ~ 5895A 8th Street W.

Claresholm, AB

TOL 0T0

Dear Claresholm Town Council

I am writing this letter on behalf of the Claresholm Child Care Society. We are looking to apply for the CFEP large stream grant again that is coming up in June, and are wondering if we could receive a letter of support from the town.

This grant will go to finishing off our outdoor space, such as playground, extra equipment and grass (be it sod, seed, or artificial)

At this time our society will not be requesting any addition funding from the town, just a letter of support.

We appreciate you time and look forward to hearing from you

Thank you
Jordan Smiley



REQUEST FOR DECISION

Meeting: May 25, 2021
Agenda Item: 15

REQUEST FOR TAX WAIVER CLARESHOLM MEDICAL CLINIC

DESCRIPTION:

The Town of Claresholm has received a request from the MD of Willow Creek regarding the property taxes for the Claresholm Medical Clinic located at 4215 Fairway Drive.

BACKGROUND:

Council reviewed the request in 2018 and carried a motion to waive the municipal portion of the taxes in the spirit of cooperation in the amount of \$6,387.79, as the MD of Willow Creek supports the Town of Claresholm by way of their unconditional recreation grant in the amount of \$50,000.

The municipal portion of property taxes was again waived in 2019 in the amount of \$6,087.60 and in 2020 in the amount of \$6,280.10.

Should Council decide to waive the municipal portion of the property taxes on this property, it is important to note the *Municipal Government Act (MGA)* in regards to this request.

PART 10 TAXATION

347(1) If a council considers it equitable to do so, it may, generally or with respect to a particular taxable property or business or a class of taxable property or business, do one or more of the following, with or without conditions:

(b) cancel or refund all or part of a tax.

In order to waive the municipal portion of the property taxes, the property taxes must first be levied. It must also be determined why "Council considers it equitable to do so" and it must state that in the motion. This waiver must be revisited on an annual basis to determine whether or not the conditions for the waiver still exist.

PROPOSED RESOLUTION:

Moved by Councillor _____ to cancel the municipal portion of the 2021 property taxes levied on the property owned by the MD of Willow Creek located at 4215 Fairway Drive in the amount of \$6,634.51 in the spirit of cooperation with our municipal neighbour. This cancellation is equitable to the parties involved in recognition of the support the MD of Willow Creek provides to the Town of Claresholm by way of the unconditional recreation grant and the Town's support of public health by way of supporting the Claresholm Medical Clinic.

ATTACHMENTS:

- 1.) MD of Willow Creek request letter
- 2.) 2021 Taxation Notice & Property Assessment

APPLICABLE LEGISLATION:

- 1.) *Municipal Government Act*, RSA 2000, Chapter M-26

PREPARED BY: Karine Keys, CLGM, Finance Assistant

APPROVED BY: Marian Carlson, CLGM, CAO

DATE: May 18, 2021



Municipal District of Willow Creek

Office of the Administrator

www.mdwillowcreek.com
273129 SEC HWY 520
Claresholm Industrial Area
Box 550, Claresholm Alberta TOL OTO

Office: (403) 625-3351
Fax: (403) 625-3886
Shop: (403) 625-3030
Toll Free: 888-337-3351

May 13, 2021

RECEIVED

MAY 14 2021

Town of Claresholm
PO Box 1000
Claresholm, Alberta
TOL OTO

ATTENTION: Marian Carlson, CLGM
Chief Administrative Officer

Dear Ms. Carlson:

RE: Claresholm Medical Clinic
4215 Fairway Drive
Tax Roll No. 11573000

The M.D. of Willow Creek No. 26 would like to request a waiver of the municipal portion only of the 2021 property taxes levied on the above-noted property owned by the M.D. of Willow Creek. The amount requested to be waived is \$6,634.51.

The M.D. of Willow Creek sincerely appreciates your prompt attention to this matter.

Yours truly,

Derrick Krizan, C.L.G.M.
Chief Administrative Officer

TOWN OF CLARESHOLM

BOX 1000
111 - 55 AVE WEST
CLARESHOLM, AB T0L 0T0
(403) 625-3381



2021

**TAXATION NOTICE
& PROPERTY ASSESSMENT**

ROLL NO.	PROP. SIZE	RIVER LOT	QUAD PORT	QUAD	SEC	TWP	RGE	MER
11573000	0	YB: 1978			0	0	0	0
SUBDIVISION NAME								
CIVIC ADDRESS								
Medical Clinic 4215 FAI								
MORTGAGE NUMBER		PLAN	BLOCK	LOT				
7711577			B	2				
MORTGAGE COMPANY NAME								

DATE OF MAILING	2021-May-12
NOTICE OF ASSESSMENT	2021-May-20
DUE DATE	2021-Jun-30

ASSESSMENT COMPLAINT MUST BE RECEIVED	
ON OR BEFORE	2021-Jul-19

MUNICIPAL DISTRICT OF WILLOW
CREEK
BOX 550
CLARESHOLM, AB T0L 0T0
Canada

PREVIOUS ASSESSMENT		CURRENT ASSESSMENT	
DESCRIPTION	AMOUNT	DESCRIPTION	AMOUNT
COMMERCIAL IMPROV	552,000	COMMERCIAL IMPROVE	572,000
TOTAL ASSESSMENT	552,000	TOTAL ASSESSMENT	572,000
		EXEMPT	0
		TAXABLE	572,000

IMPORTANT PENALTY INFORMATION
Taxes are due in full, except for T.I.P.P. participants, before 4:00 p.m. on Wednesday, June 30th, 2021. A penalty of 14% will be applied on any current outstanding balance after June 30th, 2021. A further 14% penalty will be assessed on all charges applied to tax accounts unpaid after Dec 31, 2021.

EDUCATION TAXES		TAX RATE	% OF TOTAL	TAX AMOUNT
ASFF - Non Res		0.003014800	20.28180	1,724.47
TOTAL 2021 EDUCATION TAXES				1,724.47
SUB TOTAL 2021 TAXES				1,724.47

MUNICIPAL AND OTHER TAXES		TAX RATE	% OF TOTAL	TAX AMOUNT
Home for Aged		0.000251000	1.68855	143.57
Municipal Tax - Non- Res		0.011598800	78.02965	6,634.51
TOTAL 2021 MUNICIPAL AND OTHER TAXES				6,778.08
SUB TOTAL 2021 TAXES				8,502.55

TAX INSTALLMENT PAYMENT PROGRAM	
CURRENT INSTALLMENT AMOUNT	0.00
BY JOINING THE PAYMENT PROGRAM YOUR PAYMENTS COULD BE AS LOW AS	708.55
	0.00

TOTAL 2021 TAXES	8,502.55
CURRENT OUTSTANDING	0.00
TOTAL CURRENT TAXES PAYABLE FOR 2021	8,502.55
AMOUNT DUE AFTER JUNE 30th, 2021	9,692.91

FOR COMPARISON 2020 TAXES (NOT INCLUDING LOCAL IMPROVEMENTS) WERE	
	8,485.01

Take notice that you have been assessed under the provisions of the Municipal Government Act for the above mentioned property and taxes are now due and payable as shown. In the event of non-payment, the said taxes may be recovered as provided in the Municipal Government Act.

Your property has been assessed as shown for the above taxation year. If you or your agent wish to file a complaint to the Assessment Review Board, submit complaint and appropriate assessment fee on or before July 19th, 2021 to ARB Clerk, Box 1000, Claresholm, AB T0L 0T0 (see insert.) To request a receipt for tax payment call 403-625-3381 or e-mail info@claresholm.ca.

TOWN OF CLARESHOLM

BOX 1000
111 - 55 AVE WEST
CLARESHOLM, AB T0L 0T0
(403) 625-3381



ROLL NUMBER	11573000
LAST DATE BEFORE PENALTY	2021-Jun-30

2021

**TAXATION NOTICE
& PROPERTY ASSESSMENT**

ARREARS OR CREDIT	CURRENT TAXES	NET DUE
0.00	8,502.55	8,502.55

AMOUNT DUE PLEASE PAY	8,502.55
AMOUNT PAID	

PLEASE SUBMIT THIS PORTION WHEN MAKING PAYMENT. THANK YOU.

MUNICIPAL DISTRICT OF WILLOW
CREEK
BOX 550
CLARESHOLM, AB T0L 0T0
Canada

11573000



REQUEST FOR DECISION

Meeting: May 25, 2021
Agenda Item: 16

REQUEST FOR TAX WAIVER ROYAL CANADIAN LEGION

DESCRIPTION:

The Town of Claresholm has received a request from the Royal Canadian Legion Branch No. 41 regarding the property taxes located at 414 – 53rd Avenue East.

BACKGROUND:

The Legion asks for forgiveness of these taxes every year. The amounts in past years are as follows:

- 2012 – \$1,194.14
- 2013 – \$1,123.36
- 2014 – \$1,160.39
- 2015 – \$1,140.09
- 2016 – \$1,152.75
- 2017 – \$1,206.06
- 2018 – \$1,144.96
- 2019 – \$1,132.02
- 2020 – \$1,238.96

The amount of the request for 2021 is \$1,304.86

PROPOSED RESOLUTION:

Moved by Councillor _____ to cancel the municipal portion of the 2021 property taxes levied on the property located at 414 – 53rd Avenue East in the amount of \$1,304.86.

ATTACHMENTS:

- 1.) Legion request letter
- 2.) 2021 Tax Notice

APPLICABLE LEGISLATION:

- 1.) Municipal Government Act, RSA 2000, Chapter M-26

PREPARED BY: Karine Keys, Finance Assistant

APPROVED BY: Marian Carlson, CLGM, CAO

DATE: May 18, 2021



Royal Canadian Legion Branch #41
414 - 53rd Ave East
Claresholm, AB T0L 0T0
Phone: 403-625-3755
email: RCLegion41@shaw.ca

May 16, 2021

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

Attention: Chief Administrative Officer

The Royal Canadian Legion Branch No. 41 Executive and General Membership request that the Town of Claresholm exempt the Claresholm Legion Branch No. 41 from paying the Municipal Tax (non-residential) portion of our 2021 taxation assessment.

Thank you for your consideration.

Sincerely,



Sharon Vandenberg
Treasurer
Royal Canadian Legion Claresholm Branch No. 41

TOWN OF CLARESHOLM

BOX 1000
111 - 55 AVE WEST
CLARESHOLM, AB T0L 0T0
(403) 625-3381



2021

**TAXATION NOTICE
& PROPERTY ASSESSMENT**

ROLL NO.	PROP. SIZE	RIVER LOT	QUAD PORT	QUAD	SEC	TWP	RGE	MER
11915000	0				0	0	0	0
SUBDIVISION NAME								
CIVIC ADDRESS 414 53 AVE E								
MORTGAGE NUMBER		PLAN	BLOCK	LOT				
		8010781	118	32				
MORTGAGE COMPANY NAME								

DATE OF MAILING	2021-May-12
NOTICE OF ASSESSMENT	2021-May-20
DUE DATE	2021-Jun-30

ASSESSMENT COMPLAINT MUST BE RECEIVED	
ON OR BEFORE	2021-Jul-19

ROYAL CANADIAN LEGION
BOX 807
CLARESHOLM, AB T0L 0T0
Canada

PREVIOUS ASSESSMENT		CURRENT ASSESSMENT	
DESCRIPTION	AMOUNT	DESCRIPTION	AMOUNT
COMM ASSOC IMPROV	254,100	COMMERCIAL IMPROVE	112,500
COMMERCIAL IMPROV	108,900	COMM ASSOC IMPROVE	262,500
TOTAL ASSESSMENT	363,000	TOTAL ASSESSMENT	375,000
		EXEMPT	262,500
		TAXABLE	112,500

IMPORTANT PENALTY INFORMATION
Taxes are due in full, except for T.I.P.P. participants, before 4:00 p.m. on Wednesday, June 30th, 2021. A penalty of 14% will be applied on any current outstanding balance after June 30th, 2021. A further 14% penalty will be assessed on all charges applied to tax accounts unpaid after Dec 31, 2021.

EDUCATION TAXES		TAX RATE	% OF TOTAL	TAX AMOUNT
ASFF - Non Res		0.003014800	20.28154	339.16
TOTAL 2021 EDUCATION TAXES				339.16
SUB TOTAL 2021 TAXES				339.16

MUNICIPAL AND OTHER TAXES		TAX RATE	% OF TOTAL	TAX AMOUNT
Home for Aged		0.000251000	1.68873	28.24
Municipal Tax - Non- Res		0.011598800	78.02973	1,304.86
TOTAL 2021 MUNICIPAL AND OTHER TAXES				1,333.10
SUB TOTAL 2021 TAXES				1,672.26

TAX INSTALLMENT PAYMENT PROGRAM	
CURRENT INSTALLMENT AMOUNT	0.00
BY JOINING THE PAYMENT PROGRAM YOUR PAYMENTS COULD BE AS LOW AS	139.36
	0.00

TOTAL 2021 TAXES	1,672.26
CURRENT OUTSTANDING	0.00
TOTAL CURRENT TAXES PAYABLE FOR 2021	1,672.26
AMOUNT DUE AFTER JUNE 30th, 2021	1,906.38

FOR COMPARISON 2020 TAXES (NOT INCLUDING LOCAL IMPROVEMENTS) WERE 1,673.95

Take notice that you have been assessed under the provisions of the Municipal Government Act for the above mentioned property and taxes are now due and payable as shown. In the event of non-payment, the said taxes may be recovered as provided in the Municipal Government Act.

Your property has been assessed as shown for the above taxation year. If you or your agent wish to file a complaint to the Assessment Review Board, submit complaint and appropriate assessment fee on or before July 19th, 2021 to ARB Clerk, Box 1000, Claresholm, AB T0L 0T0 (see insert.) To request a receipt for tax payment call 403-625-3381 or e-mail info@claresholm.ca.

TOWN OF CLARESHOLM

BOX 1000
111 - 55 AVE WEST
CLARESHOLM, AB T0L 0T0
(403) 625-3381



ROLL NUMBER	11915000
LAST DATE BEFORE PENALTY	2021-Jun-30

2021

**TAXATION NOTICE
& PROPERTY ASSESSMENT**

ARREARS OR CREDIT	CURRENT TAXES	NET DUE
0.00	1,672.26	1,672.26

AMOUNT DUE PLEASE PAY	1,672.26
AMOUNT PAID	

PLEASE SUBMIT THIS PORTION WHEN MAKING PAYMENT. THANK YOU.

ROYAL CANADIAN LEGION
BOX 807
CLARESHOLM, AB T0L 0T0
Canada

11915000



REQUEST FOR DECISION

Meeting: May 25, 2021
Agenda Item: 17

RV PARKING COMMENTS TRACKING

BACKGROUND / DESCRIPTION:

Administration has continued to track comments and meet for site visits if required, in regards to a portion of the updated Unsightly premises and property standards bylaw that deals with RV parking.

The comments we received back range from those who do have impositions on site lines and difficulties backing up or snow drifting with large RVs parked year-round on driveways, to those (especially corner lots) who are affected and have spent money, etc. getting parking pads in place so they do not have to store their RVs off-site.

As of agenda time:

In favor of the bylaw restriction front yard RV parking for the winter months: 12

Not in favor of the bylaw restricting RV front yard parking: 70

OPTIONS:

Administration will require direction if any type of amendments, (changes or removals) are desired by Council.

As mentioned at the April 26th Council meeting, we have looked at various surrounding municipalities as to their bylaws. Stavely, Nanton and Fort Macleod do not have any parking restrictions (other than no grass parking, no blocking sidewalks, etc.). When discussing this with Nanton, they asked for a copy of our bylaw as it is something they may need to address as well, they have dealt with similar complaints from residents for sightline, etc. These are common however in the cities. High River regulates RV parking during the winter months in front yards (must be stored in rear yards or off-site for the winter months). Okotoks only permits RV parking in rear or side yards, never permitted in front yards or on driveways. Medicine Hat also regulates with a maximum of 2 RV's (boats, trailers, etc.) on site, and only one stored within the front or side yard provided it is on a driveway.

Pincher Creek, Coalhurst and Coaldale allow year-round parking on a pad, not on grass. Coaldale limits the front yard parking to only 1 RV. Pincher Creek would issue on a case-by-case basis under the community standards bylaw a violation for any RV causing drifting, or site line concerns.

Some alternative options could include:

- Amend the time frame of when parking in the front or secondary front yard is allowed from the current May to September to April to Thanksgiving (or October 31)
 - better accommodates those early/late campers
 - still addresses the concern of snow drifting as typically there is little snow during this period
 - reduces the period of year where sightline issues are addressed
- Amend the RV section of Bylaw No 1711 to increase the distance from the sidewalk or curb (setback) from the current 1 meter to 1.5 or 2 meters.
 - allows for slightly increased sightlines
 - decreases some of the drifting affects on sidewalks (but probably not with driveways).
 - may completely restrict some larger trailers/RVs in front of houses

- smaller trailers, boats, etc. would still fit or larger units that are parked at the side of house where it pokes out into the front yard.
- A permitting process could be reviewed as an option for areas that meet specific criteria (size, distance from neighbors, location, etc.).
 - would likely require a land use bylaw amendment
 - would not be reducing “red tape” (heavily increase enforcement)
 - may be perceived as unusual to require a permit for an RV, but not for any other type of vehicle (truck, van, etc.)
- Grandfather in existing parking, but not permit new ones.
 - difficult to track and enforce
 - grandfather based on property or owner?
 - inequitable
 - does not address current sightline or drifting issues, but would allow those existing property owners that have developed parking pads to continue to utilize them.
- Similar to the permitting option, the bylaw could be adjusted to be more discerning of when/where RV parking is or is not allowed based on distance to an adjacent driveway, distance from a corner, etc. where sightline or drifting issues are more likely an issue.
 - difficult to determine and codify what those restrictions would need to be to be effective and enforceable.
 - would again be more inequitable depending on layout of their, or neighbor’s yard, etc.

RV section of Bylaw No. 1711

- 3.1 No Person shall keep or permit on any Residential Development or Property any Recreational Vehicle unless the Recreational Vehicle is parked:
- a) During the months of May to September inclusive, in a Front Yard or a Secondary Front Yard and located on a hard-surfaced, gravel, or rock parking area with a setback of at least 1.0 m from the sidewalk or curb if there is no sidewalk abutting the road; and
 - b) At any time during the year, in a Rear Yard or Side Yard and maintained to prevent the tracking of mud or debris onto adjacent roadways.

PROPOSED RESOLUTIONS:

Moved by Councillor _____ to direct Administration to leave the bylaw as is, and continue to educate the public on options, and reasons for the parking restriction.

Moved by Councillor _____ to direct Administration to prepare a bylaw amendment, to (remove or amend) the RV parking restriction, for Council review.

ATTACHMENTS:

- 1.) Comment sheet (any private information or descriptors removed)

APPLICABLE LEGISLATION:

- 1.) Bylaw No. 1711 – Unsightly Premises and Property Standards Bylaw

PREPARED BY: Tara VanDellen, Planner/Development Officer

APPROVED BY: Marian Carlson, CLGM - CAO

DATE: May 18, 2021

Bylaw Call in's - RV parking front yards - yellow is in favor

Name / Description
call from resident stated neighbors trailer was causing snow drifting on their driveway.
Another resident called, not in favor, purchased home so they did not have to store elsewhere.
Corner lot resident with no alley access, not in favor as this affects the parking pad. Email: I do not think that this is necessary to paint all R.V. parking with the same brush. We have ample parking on our property that we already pay \$3100 / year taxes on. I understand the hitch over the sidewalk thing is real , but if we are back from town property , all is good. The By-law guy can ticket unsightly premises that are just that, but an R.V. is not a broken down vehicle or for that matter , many highway frontage businesses. We do not all have alley access and should not be punished for that. Plus many alleys have way more eye sores and infringements already. Thank you for reading.
They pay good tax dollars for their property and that it is their land and they should be able to use their land. Everything keeps getting more expensive from groceries and fuel to water bills and taxes and they can't afford to go get alternative parking for their RVs when they pay good money for their own land. Citizens should have been given an opportunity to vote on this before it was passed.
Phone call to the Mayor with a complaint about the restrictions on RV parking
Corner lot resident moved here in 2002 and was attracted to the Town partially because they are able to park RV's on the lot. Not in favor of the new bylaw.
Residents approached a staff member and confronted them on the bylaw (not in favor) - Administration also received an email not in favor.
Resident letter to Council - not in favour
Resident call in to find out back yard alley setbacks to move their RV. Not upset about restriction, just needs to know restrictions to change their current parking.
Resident is upset about the new regulations and feels that they should be able to park whatever they wants on their own property
Another resident does not own an RV but feels that the town is causing undue hardship on residents when outdoor activities are the only thing they can enjoy right now
Residents would not give their name, but wants a Town Hall meeting so that everyone can express their displeasure for the bylaw. Was encouraged to write an email to all of council.
Call in - understands what the Town is trying to do but where does it end? Feels it is unfair
Resident contacted the Town, has an RV with a parking pad beside the house and wants to know if they can continue to use it.
Corner lot resident - Not entirely opposed to the RV restrictions but is concerned about their lot. Do not wish to cut down trees. Bylaw Officer met to discuss their situation.

They pay good tax dollars for their property and that it is their land and they should be able to use their land. Everything keeps getting more expensive from groceries and fuel to water bills and taxes and they can't afford to go get alt

We disagree with the bylaw in regard to secondary front yards.

This bylaw restricts my being able to park my RV in my driveway and I disagree with this bylaw.

We recently moved here. The home we bought is on a corner lot with the front entrance facing a street and a garage and parking apron facing an avenue. One of the factors in buying the house we did was that there is room for our fifth wheel trailer on the apron. I like this because I do maintenance and upkeep on the trailer before, during and after the travel season. Last fall was a good year and I did work on the trailer into November. If we can't keep our trailer here I would not be able to do this. We don't have any other room on the lot to park the trailer.

I have talked to my neighbours and they have no concerns with where my trailer is parked.

For the reasons stated above we are in opposition to Bylaw 1711. I have also phoned the town office and have stated opposition to the bylaw.

Resident called in - disagrees with bylaw

Trailer fits on driveway but its right up to the curb (no sidewalk) and they keep it there during summer months for ease of loading and unloading with two small children and her husband works away so she doesnt want to be hauling it back and forth. They do keep it in off-site storage over the winter months. She would like council meetings and the agenda for the meetings to be better advertized.

My driveway is off the street, a lot of us don't have the money to put our trailers into storage, you've upped the taxes and now you're not letting us park on our lot. I'm not pleased.

I am not happy with this bylaw. With Covid my wife is not able to work last year. To cut down on expenses we parked our 5th wheel in our driveway along with several of our neighbours. It's our property we pay taxes on, why are you telling us what we can and cannot do.

I am against the bylaw. People should be able to park their RVs in their driveways year round. Theft is rampant in the storage compounds where RV's are kept and they never recoup their losses. People can't afford to be paying to park their RVs in another location.

I am writing to express my opposition to Bylaw 1711. Within the last year we moved to Claresholm and purchased a home with the intent of parking our RV on our parking pad. We are on a fixed income so the unnecessary added expense of having to pay for RV storage, when we have parking on our property makes no sense. Please reconsider this bylaw. Thank you.

Please accept this email as an official complaint against bill 1711. I wish for it to be revisited.

To whom it may concern; I have issues with the new bylaw 1711 (Rv parking bylaw). I can't imagine that the parking of travel trailers/Rv's in the front of properties is an issue in Claresholm. I don't believe that the parking of trailers in the front drive way of a property would effect a persons neighbours in any way, or would affect property values negatively in town. Also I believe that although this may be an issues in the city, we in Claresholm are not in shortage of space for such bylaws to be needed. If anything this takes away from the small town feel and what could be seen as a positive for city dwellers to locate to Claresholm, might now be a negative as we now have all the same laws and rules as the big city they would be trying to avoid. This seems to me that maybe a very out spoken select few have a issue with this in town, and I don't believe this reflects the views of the majority of the population. I believe we should be enacting rules and bylaws that attract people wanting to move to small town living and all the perks this offers. I have plenty of backyard access to park my travel trailer and this would not be an issues for me personally. Thanks for your time

I'd like to file a formal complaint opposing the bylaw 1711 changes.

I am concerned with the new bylaw 1711. I don't think that it is fair that it only affects people that don't have a back alley to park their RVs. It also places another financial burden on people to have to pay for storage of RVs in the off season. People on fixed incomes do not need another expense. I hope that counsel reconsiders this bylaw.

email - I'd like to file a formal complaint against bylaw 1711. I do NOT agree with this bylaw coming into act.

email - I wish to file an official complaint against the new Town Bylaw #1711.

email - I would like to lodge a complaint against the trailer parking bylaw. I completely understand if the town was not allowing trailers on the street and or encroaching on side walks. I do have concerns with making people store their RVs/trailers just because the RV pad is in the front yard. Claresholm does not have back alley access throughout the town, so enforcing this is not a fair bylaw. I am against this bylaw and would like to see it pulled.

phone call - thinks people should be able to park their RVs all year long because there is so much theft in RV storage lots and there is no way to go back and recoup your losses.

In short: Claresholm has enthusiastically marketed itself as a great place for people to settle and relocate from larger centres; part of attracting new residents is modernizing bylaws. There has been a lot of online chatter about Bylaw 1711, most of it negative, but I wanted to express my support for a bylaw that will reduce sidewalk hazards, improve sightlines in winter, and generally contribute to a tidier-looking community.

I am writing to you today to express how I feel about bylaw 1711. And to tell you I ABSOLUTELY OPPOSE it! In my opinion this is an abuse of power honestly. MY rv will be parked on MY property that I OWN and pay taxes TO THE TOWN OF CLARESHOLM! My rv comes home the first week of April EVERY year to MY DRIVEWAY, which again I will stress that I OWN and pay taxes TO THE TOWN OF CLARESHOLM! Some years we keep it home longer as we like to go camping Thanksgiving weekend! Now this is not going to be an option for us I guess! Nor will it be an option to bring it home early April to get it ready for the camping season. Where are people expected to store their trailers that don't have alley or side yard access? Is the town going to foot the bill for some of the expenses that people will have to store their rv?

Opposed to the bylaw, there are more unsightly things to be concerned about.

Trailers not impeding safety should be allowed to be stored in driveways, not in street.

Don't have access in back of property, or means to pay for storage

RV parking bylaw, seasonal ban is not reasonable. Most properties do not have alley access. I believe the reason most people move to a small town is to be able to keep their RV on their property.

RV parking bylaw, agree that trailers shouldn't interfere with roads or sidewalks. I disagree with not being permitted to park trailers in front of your house in the off season as long as it is insured. My concern is that not everyone has access to park their trailers in their back yard. If it doesn't interfere with neighbours, it should be okay. We are personally affected.

I feel that there are a few points that need clarification. The area of "grass and concrete" on a front / side driveway needs a better explanation. Many citizens will experience difficulty paying for extra rental of a space for storage of their unit for the period that the local council have proposed. We are a small community that excessive regulations and expenses will cause great concern for a generally older population. If we are talking about general beautification of the town, just wait until summer and the lack of people watering their lawns because of the exorbitant increases that we have in water rates, I think it will resemble the Gobi Desert around here with burnt out lawns this summer and from now on.

I am against this trailer storage bylaw for the following reasons. I have no access to my yard, no alley. I think I own my property and should be allowed to park a registered and insured vehicle that is acceptable weight for residential streets on my property.

I do not support the new parking bylaw. If my trailer is parked on my driveway and is 1m from the street, I should be allowed to park it there all year long.

This email is to inform the town that I am opposed to the ammendments to this bylaw regarding the parking of RV's in the driveway. The driveway is made for parking! What difference does it make if I park my RV on MY driveway during the winter months? I would much rather have RV's parked in driveways than junky old cars or see them filled with other junk! The driveway is my property and I should be allowed to park whatever I want in it! My RV is not junky nor is it unsightly! Parking in my back yard would be preferred but thanks to the town's lovely planning of this subdivision, I do not have back yard access! Plus the town designed my lot so weirdly that I don't have side yard access either! The driveway is the only place I have to park my RV! This bylaw is ridiculous! It's just another attempt by the town to nickle and dime everyone to death!!

I, as a resident of Claresholm feel that the parking of our RV should not have concern with parking in our driveways with the exception of possible corner lots not seeing traffic. As long as residents don't let their RV encroach sidewalks. There would be a huge concern with the where about to park them and the hassle of retreating them when being put in use and then back again. With all the trying times with covid this is the only thing left for a lot of families, that don't need added stress. My other concern is the increase with water prices. New home owner purchasers would not like to see a brown town. Again this is another past time that a lot of people won't be able to afford. Please think of all the ramifications before making decisions.

I have a concern about the new RV policy. I do not have access to the back of my lot so I have made the front driveway large in order to park things like a boat and RV in it. Due to the large frontage the parking of these vehicles does not impede the view of my neighbours. I feel I should be able to park my RV in my own driveway. I understand not being able to park RV's on the street, but private driveways, especially when made extra wide for this reason, should be permitted.

I feel that property owners should be able to park their recreational vehicles on their property at any time as long as it does not impede the sidewalk and the front is kept neat. Many houses in town do not have alley access or lots big enough to accommodate parking in the back yard so this negatively impacts recreational vehicle owners. There is a greater risk of theft and break in of an RV when parked at a storage place than on the owner's property. I also feel that parking recreational vehicles in a front driveway does not impact street snow removal or impede access to public space. In walking around the community there are many houses that have different types of recreational vehicles in their front driveways and didn't notice it to be unsightly. There are however front and side yards that are messy and have unuseable vehicles parked in them which in my opinion worse than a clean rv in a front drive. In addition, it is my opinion that the parking of vehicles on the street (ie school buses in residential, etc) has a greater impact to the public during the winter when snow can't be removed than an rv does in a driveway and therefore owners should be allowed to utilize their front driveway as they see fit as long as it is neat and clean.

As a resident of Claresholm, I would like to voice my opposition to the RV trailer portion of Bylaw 1711. We have a holiday trailer parked in our front driveway and it does not encroach on the sidewalk or any public property. I believe if trailers are not posing a safety concern or inhibiting snow removal or other maintenance, it should be the decision of individuals on where it is stored on their property. I also see this as a potential attack on low income residents of the town, who may own a holiday trailer but would be unable to afford costly RV storage fees through the winter. While wealthier residents may have no financial issue paying storage fees, it does seem unnecessary placing that burden on low income families who would have no choice but to sell their trailers should they not be lawfully entitled to store them on their property. Please reconsider the ramifications of this portion of the bylaw before imposing it on our citizens.

I would like to add my concern about the bylaw 1711. My main concern is about the ability for people to park their rv's, trailers...etc. on their own property where it is convenient for them, even in the winter. It should not matter where it is located on ones property and I believe it is not a one size fits all solution. As I look around my own street I see people with only side or front driveways. People whose driveways are full of several vehicles working or not. Some a little unsightly, but it's their property and if I don't like the way it looks I'll look elsewhere. Some people don't even have a back lane. We came to Claresholm to have a larger property and flexibility with parking and storage among other great qualities of this charming little town. I do hope you will reconsider this part of the bylaw. I an also believe right now is not the time to be adding another bill to those that can not afford it, which seems to be more and more people every day. Thank you for taking my thoughts into consideration.

We oppose the bylaw thank you

We oppose the RV parking bylaw 1711 in Claresholm, AB

This is our formal complaint to the proposed bylaw 1711...RV Parking. We searched and searched for a home that specifically had RV parking. Our RV sits on a dedicated RV pad along our driveway. We are within our lot lines. We are not affecting other's driving ability to back out of their driveways to see oncoming traffic. Our RV is not an eye sore.

Not all homes have back alleys...not all homes have enough room along side the home to park an RV....ours being one of those properties.

You cannot impose such a bylaw where not all properties can accommodate parking along side or behind the home. It's not fair to those of us who can't utilize those areas of our property for parking.

As long as our RV is not impeding onto other's property or public land, is not creating difficulty for traffic, is operational, is not an old delapidated mouse collector junker or a fire hazard, it should not be a problem to park our own RV on our own property that we pay you, The Town, property taxes on.

To force families to find alternative parking for their RV for more than half the year (another expense to which I'm sure a lot of families cannot afford over and above the hike in the water bill and property taxes, never mind the never-ending COVID pandemic and the economic crisis caused by such) is utterly ridiculous when there is a perfectly dedicated RV parking pad to park their RV on their own property that they own and pay taxes on.

We do not agree to the proposed bylaw 1711.

We don't agreed with this bylaw as it stands now. In our yard off the driveway we have created a place for the trailer to be on a pad. It is along the side of the house, blocking no ones view or creating a problem with snow removal. It has been this way for the many many years. We would appreciate you reconsidering the bylaw especially for those of us that have made an area for our trailers.

I want to be able to park on my nice concrete driveway. In the winter no one is outside anyway. If I move it to my side yard it will detract from my property and I won't be able to grow my grass there. This will not improve the look of our neighbourhood. If it's a derelict RV that's different from an rv in use. I disagree with bylaw 1711.

Voicemail left to express that he is not in favour of the new bylaw for RV's

Person did not want to leave their name - their neighbor has an RV parked in the driveway year round and it does not bother her one bit.

Against the bylaw as it stands now. We cancelled our purchase of an RV and extension of driveway because of the bylaw. If a camper is sitting derelict and is unsightly, these are the mobiles which should be dealt with.

As home owners we oppose bylaw 1711. We purchased our home which had an existing RV pad on the property. It is a cement pad in great condition and the yard is neat and tidy. This was a big selling point as we have owned an RV for years and under normal circumstances we are gone away with it for at least 4 months of the year.

Our concern is we don't have alley access or a rear yard to put our RV in as we are located on a corner lot with no sidewalks at #37 Westover crescent. It is a newer fifth wheel that is not in dis-repair and is backed into our property.

Please re-consider this bylaw as it affects those that have proper places to keep their units. How about you can only be parked on the street for no more than 48 hours with your RV attached to your vehicle if you don't have a driveway or pad or alley access.

Resident moved to Claresholm a few years ago. We were attracted to the large lots "on the grid" - how I describe the streets and avenues that are efficient for walking anywhere quickly. (This is in contrast to the areas that have a "subdivision" layout with bends and cul-de-sacs like the cities where walking anywhere is a roundabout task.) We love to grow vegetables and fruits so we left Calgary to retire here and enjoy a large lot and a bit warmer climate. I am in favor of the proposed RV bylaw. When we walk along Westlynn Drive in the summer when every other house seems to have a big rig parked in the front driveway I find it very unattractive: cluttered with big get-away vehicles. This could be an opportunity for RV owners to support a local RV parking business, and keep Claresholm looking like a friendly place to live. And to stay.

Golf course resident - We are in favour of bylaw 1711. We do not want rv's parking in driveways.

In short, our trailer will be 26.9 feet from the street or 12.8 feet behind our side fence. Our RV is 37 feet long and would overhang our sidewalk from our house to a rear gate.

Do we really need to be so far inside our property? In other jurisdictions, the RV simply needs to be behind a quality fence.

That is what we are respectfully requesting the Town take into consideration and amend the bylaw to allow a resident the maximum enjoyment of their property.

In our case, our RV would be 4.27 meters from 3rd Street and be hidden by a 2 meter high fence. We are STRONGLY against that restriction due to the loss of enjoyment of our property and the fact we will need to kill three very old trees to appease the Town.

Golf course resident - in favour of bylaw 1711. Their neighbour has a RV parked in their driveway year round. Hasn't moved more than three times in many years They are sick of looking out their window and seeing nothing but a large RV.

Resident - Just for the record, as RV owners and residents of Claresholm we'd like to go on record to say that we support this bylaw in its entirety.

When we purchased our home approximately 7 years ago we purchased a property with a lane so we could properly store our RV for the winter in our back yard.

Golf course resident - long email against the bylaw section on rv parking

I am writing in response to the RV parking restrictions being proposed by this bylaw. Along with many other residents and property owners, I feel we should be able to keep our RVs parked on our front driveways as long as there is not any blocking of the public sidewalk or roadway. When thinking of a property purchase, many homeowners specifically search for a property that is capable of storing an RV rather than having it stored somewhere else out of their sight. This would be an additional unnecessary cost if the property owner has sufficient space on a property that they already pay taxes on. Also, the hazard issue is a bit of a poor argument as many of us deal with seeing around vehicles parked on the street, or trees or bushes whether there is an RV present or not. Same thing goes for the snow drifting; trees, bushes, and vehicles can cause this as well. Appreciate your time reading this.

I am writing this email to let you know that I believe this bylaw should NOT be passed. Due to not everyone being able to afford to pay for storage fees, and also there isn't enough storage around Claresholm to hold everyone's recreational trailers, so that means we would have to look farther away which also means more time and money will have to be spent traveling just because we will not be able to store them on our properties.

We should be able to park our recreational trailers on any part of our property, that we own, that we pay/have paid for.

I would like to express my oposition to the bylaw having rv's off the sidewalk or limiting amount of time parked on the street seems reasonable, but to tell us the taxpysers what we can do on our own property that we pay for is an abuse of power

I would like to express our interest in the bylaw 1711. We are avid campers and believe that we should be able to keep our RV on our own property year round as long as it does not impede sidewalks or drive ways. Please take into consideration the numerous concerns that people have sent in and review the bylaw 1711

Resident called in - against the portion of the bylaw regarding non-road worthy vehicles being allowed in your driveway. He believes they should be allowed for projects.

I'm not quite sure if this is the right email or if I'm too late to add my voice, but I would like to file a complaint regarding bylaw 1711. I feel that it is a person's right to store their belongings on their own property as they choose.

Phone call - keeps their on driveway in the summer, but does not think it should be permitted on driveways year round. No need and blocks neighbors, drifts snow etc. Agrees with the bylaw the way it is.



REQUEST FOR DECISION

Meeting: May 25, 2021
Agenda Item: 18

Traffic & Highways Bylaw #1710 – Street Parking

Background:

On May 5, 2021, The Bylaw Officer was asked to look into the rules and regulations in neighboring towns and cities regarding street parking due to a repetitive complaint received about RV and trailer parking in the industrial area. The Bylaw Officer was also asked to research options to address such concerns.

Description:

The current Traffic and Highways Bylaw #1710 allows for 48-hour street parking, which is a shorter time period than most other surrounding communities that we gathered information from, which aids in reducing the amount of street parking that occurs.

Surrounding Towns/Cities:

The Bylaw Officer found the following information regarding street parking from surrounding Towns and Cities:

- Fort Macleod- 72hr RV street parking allowed
- Nanton- 72hr RV street parking allowed
- Okotoks- 72hr RV street parking allowed
- Coaldale- 72hr RV street parking allowed
- Calgary- 36hr RV parking in front of residence, 48hr street parking
- Edmonton- 72hr RV street parking

Findings/Research:

The Bylaw Officer conducted an investigation into the complaint of an RV and trailer being parked for extended periods of time in the industrial area on the West side of Claresholm. The Bylaw Officer investigated but the owner of the RV and trailer was in compliance with the Town of Claresholm Traffic and Highways Bylaw #1710, based on the 48-hour parking. When reviewing this bylaw more closely however, it was noted that RV's would ONLY be allowed to park for the 48 hours adjacent to their residence and on Hwy #2 and not in other areas of town, including the industrial areas.

During the review, it was also noted that there are some errors and discrepancies that need to be addressed in this Bylaw. Administration requires direction from Council on these amendments, primarily related to street parking.

Current Traffic and Highways Bylaw:

Section 13: A vehicle shall not be abandoned on a highway.

- a. Without restricting the generality of this section, a vehicle that is left standing in one location on a highway for more than 48 consecutive hours is deemed to have been abandoned at that location

Section 28: A vehicle, or a vehicle with a trailer attached, with a maximum allowable weight exceeding 4,500 kilograms, shall not be parked on a highway any time after 10:00 pm and before 7:00 am, unless it is parked in a location completely adjoining the vehicle owner's residence as shown in the records of the Motor Vehicle Registry.

Section 29: Section 28 does not apply if the vehicle:

- a. Is a recreation vehicle; or
- b. Is a commercial vehicle with the hazard warning lamps alight and in the process of loading or unloading goods; or
- c. Is parked on the below, unless signage states otherwise:
 - i. Provincial Highway #2 (1st Street West).
 - ii. Provincial Highway #520 (43rd Avenue).
 - iii. 2nd Street E – between 43rd and 50th Avenue
 - iv. 3rd Street E – Between 39th and 43rd Avenue
 - v. Alberta Road
 - vi. Saskatchewan Crescent
 - vii. Columbia Drive

Section 37: A recreation vehicle shall not be parked on a highway unless it is parked in a location completely adjoining the recreational vehicle owner's residence as shown in the records of the Motor Vehicle Registry.

Section 38: A recreational vehicle parked in pursuant to Section [37]:

- a. Shall not be parked for more than 48 consecutive hours; and
- b. Shall be removed to an off-highway location for at least 72 consecutive hours before it may be parked again on a highway.

Section 39: Regulations set out under Section [37] & [38] shall not apply to Provincial Highway #2 (1st Street West). All other regulations are still in effect.

Errors and Inconsistencies:

During the last update of this bylaw in December 2020, some of the changes that were made were not properly carried all the way through the Bylaw. These include:

- Sections 37 through 39 (along with others) were renumbered from sections 33 to 35, but the section number references were not updated. So as you will note above in Sections 38 and 39 the section references are in square brackets. This is due to correcting in the text here the references as the bylaw still references Sections 33 and 34 which are unrelated.
- Section 29 (c) above in the prior version of the Bylaw included only Provincial Hwy #2, as is listed in Section 39. It would appear that Section 39 should have been updated the same as Section 29 to include these other Highway commercial and industrial areas.
 - As the Bylaw is currently worded RV's would ONLY be allowed to park for the 48 hours adjacent to their residence and on Hwy #2. Other areas where the Bylaw does allow for the parking of tractor trailer rigs, such as Hwy 520, Alberta Rd, North and South industrial areas, would not be allowed for RV's. The bylaw could remain like this, however Administration's understanding is that the restriction of RV's to in front of the resident's residence is to prevent issues of parking in front of other's homes on residential streets. Restricting such on highway commercial and industrial streets however could hinder business from RV owners. This would include gas stations and convenience stores (i.e. Alberta Road) or businesses who service such vehicles (RV & Trailer repair, etc.) in industrial/commercial areas.

It was also noted that the Fines and Penalties section of the Bylaw is worded such that it implies the Town has a Peace Officer that is able to issue provincial tickets, and undercuts some of the enforceability of the bylaw from a Municipal Enforcement/Bylaw perspective.

PROPOSED RESOLUTIONS:

Moved by Councillor _____ to direct Administration to amend Bylaw #1710 – Traffic and Highways Bylaw to allow for 48 hour RV parking the same as commercial vehicles as noted in Section 29 as well as address other errors and issues including Municipal Enforcement.

Or

Moved by Councillor _____ to direct Administration to only amend Bylaw #1710 – Traffic and Highways Bylaw to correct the errors and update the Municipal Enforcement section and leave sections related to Recreation Vehicle parking as are currently written.

Attachments:

- Traffic and Highways Bylaw #1710

PREPARED BY: Kyle Aikema - Bylaw Officer; Blair Bullock, CPA, CA – Director of Corporate Services

APPROVED BY: Marian Carlson, CLGM – CAO

DATE: May 19, 2021



**TOWN OF CLARESHOLM
PROVINCE OF ALBERTA
BYLAW #1710**

A Bylaw of the Town of Claresholm to control and regulate the use of roadways and highways within the Town and the traffic and pedestrians moving thereon and the parking of vehicles on streets and alleyways.

WHEREAS the *Traffic Safety Act*, authorizes that the Council of the Town of Claresholm shall issue a bylaw for the regulation and control of vehicles, animals and pedestrian traffic;

AND WHEREAS the Council deems it necessary to require the timely removal of ice, snow, debris, and other foreign objects from sidewalks, curbs and gutters within the Town of Claresholm;

AND WHEREAS the Council deems it necessary and appropriate to repeal and replace the existing Traffic Bylaw No. 1550;

NOW THEREFORE, THE COUNCIL OF THE TOWN OF CLARESHOLM, IN THE PROVINCE OF ALBERTA, DULY ASSEMBLED, ENACTS AS FOLLOWS:

PART I TITLE OF BYLAW

- 1 This Bylaw may be cited as the “**TRAFFIC & HIGHWAYS BYLAW.**”

PART II DEFINITIONS

- 2 In this Bylaw, unless the context otherwise requires, the following definitions shall apply:
- a. “**Administration Fee**” means a fee added to actual expenses incurred by the Town for measures taken pursuant to this Bylaw to remedy any contravention contained within this bylaw. Administration fees can be transferred to tax roll. Administration fees shall be enacted as follows:
 - i. First Offence: fee is equal to the greater of \$40.00 or 15% of the actual expenses incurred by the Town;
 - ii. Second Offence (including subsequent and ongoing enforcement): fee is equal to the greater of \$120.00 or 20% of actual expenses incurred by the Town.
 - b. “**Act**” means the *Traffic Safety Act*, RSA 2000, Chapter T-6 and amendments thereto.
 - c. “**Alley**” means a narrow highway intended chiefly to give access to the rear of buildings and parcels of land.
 - d. “**Bicycle**” means a cycle propelled by human power on which a person can ride, regardless of the number of wheels it has, and includes a vehicle that:
 - i. may be propelled by muscular or mechanical power,
 - ii. is fitted with pedals that are continually operable to propel it,
 - iii. weighs not more than 35 kilograms,
 - iv. has a motor that produces not more than 750 watts and that is driven by electricity or has an engine displacement of not more than 50 cubic centimetres,
 - v. has no hand-operated or foot-operated clutch or gearbox driven by the motor that transfers power to the driven wheel, and
 - vi. does not have sufficient power to enable it to attain a speed greater than 35 kilometres per hour on level ground within a distance of 2 kilometres from a standing start.
 - e. “**Boulevard**” means, in an urban area, that part of a highway that
 - i. is not roadway; and
 - ii. is that part of the sidewalk that is not especially adapted to the use of or ordinarily used by pedestrians.
 - f. “**CAO**” means the Chief Administrative Officer of the Town of Claresholm.
 - g. “**Centre Line**” means, in an urban area, that part of a highway that:

- i. the centre of a roadway measured from the curbs or, in the absence of curbs, from the edges of the roadway;
 - ii. in the case of a highway designated by traffic control devices,
 - 1. as an offset centre highway; or
 - 2. as a highway having a certain number of traffic lanes for traffic moving in a certain direction at all times or at specified times, the line dividing the lanes for traffic moving in opposite directions; or
 - iii. in the case of a divided highway, that portion of the highway separating the roadways for traffic moving in opposite directions.
- h. **“Commercial Vehicle”** means a vehicle operated on a highway by or on behalf of a person for the purpose of providing transportation, but does not include a private passenger vehicle. May include a truck, trailer or semi-trailer, except:
 - i. a truck, trailer or semi-trailer that is a public service vehicle, or
 - ii. a truck, trailer, semi-trailer, or any class of vehicle that by the regulations or by an order of the Alberta Motor Transport Board is exempted from being classified as a commercial vehicle, and includes:
 - 1. a motor vehicle from which sales are made of goods, wares, merchandise or commodity, and
 - 2. a motor vehicle by means of which delivery is made of goods, wares, merchandise or commodity to a purchaser or consignee thereof.
- i. **“Crosswalk”** means
 - i. that part of a roadway at an intersection included within the connection of the lateral line of the sidewalks on opposite sides of the highway measured from the curbs or, in the absence of curbs, from the edges of the roadway; or
 - ii. any part of a roadway at an intersection or elsewhere distinctly indicated for pedestrian crossing by signs or by lines or by other markings on the road surface.
- j. **“Curb”** means a stone or concrete edging to the street which provides a barrier for safety of pedestrian and vehicular traffic. If there is no actual Curb in existence then it shall mean the division of a Highway between that part thereof intended for the use of Vehicles, and that part thereof intended for the use of Pedestrians.
- k. **“Dealer”** means any person who buys or sells motor vehicles as a business, either as principal or agent.
- l. **“Designated Officer”** means a person authorized by Council to act pursuant
- m. **“Driver” or “Operator”** means a person who drives or is in actual physical control of a vehicle.
- n. **“Emergency vehicle”** means
 - i. a vehicle operated by a police force;
 - ii. a fire fighting or other type of vehicle operated by the fire protection service of a municipality;
 - iii. an ambulance operated by a person or organization providing ambulance services;
 - iv. a vehicle operated by a public utility;
 - v. a vehicle designated as an emergency response unit;
 - vi. a vehicle operated by a Peace Officer, Community Peace Officer or Municipal Enforcement Officer.
- o. **“Gutter”** means the area between the roadway and sidewalk or boulevard designed for water runoff, generally adjacent to or formed by the Curb.
- p. **“Highway”** means any thoroughfare, street, road, trail, avenue, parkway, driveway, viaduct, lane, alley, square, bridge, causeway, trestleway or other place whether publicly or privately owned, any part of which the public is ordinarily entitled or permitted to use for the passage or parking of vehicles, and includes:
 - i. a sidewalk (including the boulevard portion of the pavement), and
 - ii. if a ditch lies adjacent to and parallel with the roadway, the ditch, and
 - iii. if a highway right of way is contained between fences or between a fence and one side of the roadway, all the land between the fences, or all the land between the fence and the edge of the roadway, as the case may be;
 but does not include a place declared by the Lieutenant Governor in Council not to be a highway.

- q. **“Intersection”** means the area embraced within the prolongation or connection of:
- i. the lateral curb lines, or, if none,
 - ii. the exterior edges of the roadways, or
 - iii. two (2) or more highways which join one another at an angle whether or not one highway crosses the other.
- r. **“Maximum Allowable Weight”** shall mean the aggregate weight that may be borne by a vehicle (weight of the vehicle, weight of cargo and passengers and weight put on the tongue (hitch) of the vehicle by a trailer); for the purposes of this bylaw the maximum allowable weight may also be referred to as maximum gross vehicle weight.
- s. **“Meridian”** means a physical barrier or area that separates traffic travelling in one direction from traffic travelling in the opposite direction on a highway.
- t. **“Moped”** means a vehicle, regardless of the number of wheels it has, that
- i. weighs more than 35 kilograms but less than 55 kilograms;
 - ii. has a motor that is driven by electricity or has an engine displacement of not more than 50 cubic centimetres;
 - iii. has no hand-operated or foot-operated clutch or gearbox driven by the motor transferring power to the driven wheel; and
 - iv. does not have sufficient power to attain a speed greater than 50 kilometres per hour on level ground within a distance of two (2) kilometres from a standing start.
- u. **“Motor Cycle”** means a motor vehicle mounted on two (2) or three (3) wheels and includes those motor vehicles known to the trade as motor cycles and scooters but does not include an off-highway vehicle as defined in the *Off-Highway Vehicle Act*.
- v. **“Motor Home”** means a Recreational Vehicle.
- w. **“Motor Vehicle”** means
- i. a vehicle propelled by any power other than muscular power; or
 - ii. a moped;
- but does not include a bicycle, an aircraft, a tractor, whether equipped with rubber tires or not, an implement of husbandry or a motor vehicle that runs only on rails.
- x. **“Multi-purpose Passenger Vehicle”** means a vehicle that has a seating capacity of ten (10) or less and is constructed on a truck chassis or with special features for off-highway operation, but does not include an air cushion vehicle, an all terrain vehicle as defined in the *Off-Highway Vehicle Act*, a passenger car or a truck.
- y. **“Municipality”** means the Town of Claresholm.
- z. **“Owner”** includes any person renting a motor vehicle or having the exclusive use of it under a lease or otherwise for a period of more than thirty (30) days.
- aa. **“Park”**, when prohibited, means allowing a vehicle (whether occupied or not) to remain standing in one place, except
- i. when standing temporarily for the purpose of and while actually engaged in loading or unloading passengers, or
 - ii. when standing in obedience to a peace officer or traffic control device.
- bb. **“Parking Lane”** means that portion of a primary highway between:
- i. the edge of the roadway to the right of the direction of traffic, and
 - ii. the nearest solid white line (not being the centre line) marked on the roadway.
- cc. **“Passenger Car”** means a motor vehicle that has a seating capacity of ten (10) or less but does not include an off-highway vehicle as defined in the *Off-highway Vehicle Act*, a truck, a multi-purpose passenger vehicle, a chassis cab, a moped or a motor cycle.
- dd. **“Peace Officer”** means:
- i. a member of the Royal Canadian Mounted Police (RCMP);
 - ii. a member of a municipal police service;
 - iii. an Alberta Peace Officer
 - iv. a park warden appointed pursuant to the *National Parks Act* (Canada), while he is in the exercise or discharge of his powers or duties in a national park established under that Act.
- ee. **“Pedestrian”** means a person afoot or a person in a wheel chair or motorized power scooter.

- ff. **“Primary Highway”** means a highway designated as a primary highway pursuant to the *Public Highways Development Act*.
- gg. **“Public Service Vehicle”**
 - i. means a motor vehicle, trailer or semi-trailer operated on a highway by or on behalf of a person for compensation, whether that operation is regular or only occasional or for a single trip, and
 - ii. includes a motor vehicle kept by a person for the purpose, subject to regulations, of being rented without a driver, but
 - iii. does not include a motor vehicle used solely as an ambulance or hearse or for the transportation of the Royal Mail.
- hh. **“Recreational Vehicle”** means a vehicle or trailer or enclosure attached to a motor vehicle that is designed, constructed and equipped, either temporarily or permanently, as a dwelling place, living abode or sleeping place.
- ii. **“Red Light Traffic Enforcement Device”** means a device installed or erected at an intersection with a traffic control signal that is capable of photographing a vehicle and recording data related to the vehicle and the traffic control signal.
- jj. **“Roadway”** means that part of a highway intended for use by vehicular traffic.
- kk. **“Sidewalk”** means that part of a highway especially adapted to the use of or ordinarily used by pedestrians, and includes that part of a highway between the curb line (or the edge of the roadway, where there is no curb line) and the adjacent property line, whether or not paved or improved.
- ll. **“Stop”** means
 - i. when required, a complete cessation from vehicular movement, and
 - ii. when prohibited, any halting even momentarily of a vehicle, whether occupied or not, except when necessary to avoid conflict with other traffic or in compliance with the directions of a peace officer or traffic control device.
- mm. **“Street Furniture”** includes items such as poles, traffic control devices, waste receptacles, benches, trees, plants, grass, utilities, planters, bicycle racks or any other similar property placed on a highway.
- nn. **“Traffic Control Device”** means any sign, signal, marking or device placed, marked or erected under the authority of this Act for the purpose of regulating, warning or guiding traffic.
- oo. **“Traffic Control Signal”** means a traffic control device, whether manually, electrically or mechanically operated, by which traffic is directed to stop and to proceed.
- pp. **“Traffic Lane”** means
 - i. outside an urban area, a longitudinal division of a roadway into a strip of sufficient width to accommodate the passage of a single line of vehicles but does not mean a parking lane, and
 - ii. inside an urban area, a longitudinal division of a roadway into a strip of sufficient width to accommodate the passage of a single line of vehicles, whether or not the division is indicated by lines on the road surface.
- qq. **“Trailer”** means a vehicle so designed that it may be attached to or drawn by a motor vehicle and intended to transport property or persons and includes any trailer that is designed, constructed and equipped as a dwelling place, living abode or sleeping place, either permanently or temporarily, but does not include machinery or equipment used in the construction or maintenance of highways.
- rr. **“Truck”** means a vehicle designed primarily for the transportation of property or equipment but does not include a chassis-cab, crawler mounted vehicle, trailer, machinery or equipment used in the construction or maintenance of highways or an off-highway vehicle as defined in the *Off-highway Vehicle Act*.
- ss. **“Truck Tractor”** means a truck that is designed primarily for drawing another vehicle and that is not designed to carry any load other than part of the weight of a vehicle drawn, and includes a vehicle that is designed to accommodate a 5th wheel coupling, but does not include a crane equipment breakdown vehicle.
- tt. **“Urban Area”** means a city, town or village.
- uu. **“Vehicle”** means a device in, on or by which a person or thing may be transported or drawn on a highway.

PART III TRAFFIC CONTROL DEVICE

- 3 The CAO or designate is hereby authorized to place, erect or mark traffic control devices at such locations as he/she may determine and shall place traffic control devices at such locations as Council may by resolution direct and may from time to time alter the location of such traffic control devices for the following purposes:
- a. to divide the surface of a roadway into traffic lanes marked by solid or broken lines;
 - b. to prohibit U turns at any intersection;
 - c. to designate any intersection or other place on the highway as an intersection or place at which no left hand turn or right hand turn shall be made;
 - d. to designate as a one way street any roadway or portion thereof;
 - e. to designate school zones and playground zones;
 - f. to designate truck routes;
 - g. to set apart as through streets any highway or part of a highway and to control entry to any highway by means of a stop sign or yield sign.
 - h. to designate a crosswalk upon any highway;
 - i. to designate parking stands for use of any particular class of vehicle;
 - j. to close or restrict the use of any highway, subway, bridge or overpass or any part of any highway, subway, bridge or overpass either as to the full width thereof or as to part of the width thereof with respect to any class or classes of vehicles or with respect to any class or classes of pedestrians;
 - k. to prohibit, restrict or regulate the parking of vehicles or any particular class of vehicles on any highway or other public street or any portion thereof during such hours as he/she may determine;
 - l. to designate and mark guidelines for angle and parallel parking on any highway or other public place or any portion thereof.
- 4 The CAO shall keep record of all such locations which shall be open to public inspection during normal business hours.
- 5 No person shall post or exhibit or cause to be posted or exhibited any notice, placard, bill or printed material or other type of notice whatsoever upon any traffic control device.
- 6 Notwithstanding any provision of this Bylaw, all traffic control devices placed, erected or marked in the Town of Claresholm prior to the passing of this Bylaw shall be deemed to be duly authorized traffic control devices until altered pursuant by the provision of this Bylaw.

PART IV INFLAMMABLE AND EXPLOSIVE MATERIALS

- 7 No person shall park any vehicle used primarily for the conveying of fuel, oil, gasoline or other explosive or toxic materials upon any highway or upon any property having a building or buildings thereon unless the vehicle is parked upon the property at least fifteen (15) metres from the nearest building likely to contain persons or valuable goods. Provided that this prohibition shall not apply to the time during which any such vehicle is necessarily motionless while delivering gasoline or oil to garages or retail dealers in gas and oil.

PART V PARKING - General

- 8 Unless required or permitted by this bylaw or the *Traffic Safety Act* or by a traffic control device or in compliance with the directions of a Peace Officer or to avoid conflict with other traffic, a driver shall not stop or park his vehicle:
- a. on a sidewalk or boulevard,
 - b. on a crosswalk or any part of a crosswalk,
 - c. within an intersection,
 - d. at an intersection nearer than five (5) metres to the projection of the corner property line immediately ahead or immediately to the rear except when a vehicle is parked in a space where another traffic control device indicates parking is permitted,
 - e. within five (5) metres upon the approach to any stop sign or yield sign,
 - f. within five (5) metres of any fire hydrant, or when the hydrant is not located at

- g. the curb, within five (5) metres of the point on the curb nearest the hydrant, within one and a half (1½) metres of an access to a garage, private road or driveway or vehicle crossing over a sidewalk,
 - h. within five (5) metres of the near side of a marked crossway,
 - i. along or opposite any street excavation or construction when stopping or parking would obstruct traffic,
 - j. in the direction against the flow of traffic.
- 9 Except as otherwise provided in this bylaw where parking spaces have been marked on any roadway unless the act, another provision of this bylaw or a traffic control device otherwise permits, the driver of any vehicle shall stop or park such vehicle only between the lines or markings indicating the limits of a single parking space.
- 10 When a vehicle exceeds the length of a single parking space, the operator may park such a vehicle so that it occupies two (2) but not more than two (2) parking spaces.
- 11 Except in the case of an emergency not allowing the vehicle to be moved, a person shall not stand or park any vehicle on the street for the purpose of:
- a. washing or,
 - b. changing oil, or fluids or
 - c. repair.
- 12 A vehicle shall not be parked and left unattended on a highway if;
- a. the vehicle is on a jack or similar device, and
 - b. one or more wheels have been removed from the vehicle or part of the vehicle raised.
- 13 A vehicle shall not be abandoned on a highway.
- a. without restricting the generality of this section, a vehicle that is left standing in one location on a highway for more than 48 consecutive hours is deemed to have been abandoned at that location.
- 14 No person shall leave parked on any street any self propelled type of vehicle incapable of being moved under its own power.
- a. This section does not apply to a vehicle which has been left parked because of a breakdown or other emergency if the person in charge or control of the vehicle can establish that he has taken action to arrange for the removal of the vehicle forthwith.
- 15 No person shall allow any vehicle to remain parked for a period of time in excess of the maximum permitted time indicated on the parking signs pertaining to that space. A further offense shall be deemed to have occurred for each subsequent period of time in excess of that permitted by the parking signs that the vehicle remains so parked.
- 16 The CAO may designate and cause to be properly marked, portions of a highway for 10, 15, 20 or 30 minutes, 1, 2, 3 or 4 hours parking or loading/unloading of vehicles. No person shall park or load/unload a vehicle for any period of time exceeding the time limit so designated.
- 17 No person shall park a vehicle in a lane. Lanes, however, may be used for such a period of time as may be reasonably necessary for the loading or unloading of passengers or goods from a vehicle provided that the vehicle concerned in such loading or unloading of passengers or goods does not obstruct the lane as to prevent other vehicles or persons from passing along such lanes while the loading and unloading of passengers or goods is taking place.
- 18 When actually taking on or discharging passengers, no person shall park or stand a vehicle for a period of time at a passenger loading zone, at a NO PARKING area, or in front of the main entrance or doorway of a public building.
- 19 A vehicle shall not be parked on a highway in any location as being for the use of a person with disabilities unless the vehicle:
- a. displays a valid disabled placard or license plate issued or recognized by the Registrar; and
 - b. is being used for the transportation of a person with a disability.

- 20 No person shall park his vehicle with the sides thereof parallel to the curb or edge of the roadway when angle parking is permitted or required.
- 21 Where a sign indicates that angle parking is permitted or required and parking guidelines are visible on the roadway, a driver shall park his vehicle:
- a. with the sides thereof between and parallel to any two such lines, and
 - b. with one front wheel thereof not more than five hundred (500) millimetres from the curb or edge of the roadway.
- 22 Where a sign indicates that angle parking is permitted or required but no parking guidelines are visible on the roadway, a driver shall park his vehicle:
- a. with the sides thereof at an angle between thirty (30) and sixty (60) degrees to the curb or edge of the roadway, and
 - b. with one front wheel thereof not more than five hundred (500) millimetres from the curb or edge of the roadway.
- 23 No person shall angle park any vehicle which exceeds six (6) metres in overall length upon any highway of the Town except at such locations as have been designated by the CAO and have been marked. The CAO may designate the period(s) of time such locations may be used.
- 24 When parking on a roadway, a driver shall park his vehicle with the side thereof parallel to the curb or edge of the roadway, and:
- a. with the right hand wheel thereof not more than five hundred (500) millimetres from the right hand curb or edge of the roadway, or
 - b. in the case of a one way highway, where parking on either side is permitted, with the wheels closest to the curb or edge of the roadway not to be more than five hundred (500) millimetres from that curb or edge and with the vehicle facing the direction of travel authorized for that highway.
- 25 No person shall park any vehicle on any land owned by the Town of Claresholm which the Town uses or permits to be used as a playground, recreation area, public park or public lands except on such part thereof as may be designated by the CAO with a sign or signs for vehicle parking.
- 26 No person shall park any vehicle in that part of a driveway which lies between the curb or the travelled portion of the road and the property or lot boundary line which runs parallel to the said curb or travelled portion of roadway.
- 27 No person shall park or leave any vehicle on private land or property that has been clearly marked as such by a sign or signs erected by the owner or his agent unless such person has obtained the permission of the owner, tenant, occupant or person in charge or control of the said land or property.
- a. Any Peace Officer may cause a vehicle improperly parked on private property to be removed and taken to and stored in a suitable place and all cost for removal and storage are liened upon the vehicle which may be enforced in the manner provided by the *Possessory Liens Act* R.S.A. 1970 Chapter 279.
- 28 A vehicle, or a vehicle with a trailer attached, with a maximum allowable weight exceeding 4,500 kilograms, shall not be parked on a highway any time after 10:00 pm and before 7:00 am, unless it is parked in a location completely adjoining the vehicle owner's residence as shown in the records of the Motor Vehicle Registry.
- 29 Section 28 does not apply if the vehicle:
- a. is a recreation vehicle; or
 - b. is a commercial vehicle with the hazard warning lamps alight and in the process of loading or unloading goods; or
 - c. is parked on the below, unless signage states otherwise:
 - i. Provincial Highway #2 (1st STREET WEST).
 - ii. Provincial Highway #520 (43rd AVENUE)
 - iii. 2nd Street E – between 43rd and 50th AVENUE
 - iv. 3rd Street E – between 39th and 43rd AVENUE
 - v. Alberta Road
 - vi. Saskatchewan Crescent
 - vii. Columbia Drive

30 A vehicle, or a vehicle with a trailer attached, with a maximum allowable weight exceeding 9,500 kilograms, shall not be parked on a highway.

31 Notwithstanding any other provision of this bylaw, a trailer shall not be parked on a highway unless the trailer is attached to a vehicle by which it may be drawn.

32 A person being in charge or control of a garage or service station or other premises where repairs or installations are made to vehicles for compensation shall not leave or cause or suffer or permit to be left on any street or alley a vehicle which has been left in his possession for carrying out repairs or making installation or for any other purpose whatsoever.

33 Any person who is empowered to enforce the provisions of this bylaw is hereby authorized to place an erasable chalk mark on the read face of the tire of a parked or stopped vehicle without that person or the municipality incurring liability for doing so.

Parking – Emergency & Maintenance

34 A vehicle shall not be parked on a highway in any location identified as a fire lane, an emergency access zone or otherwise being for the use of emergency vehicles.

35 A person shall not park or stand a vehicle or permit such vehicle to remain parked in such a manner as to interfere with the proper operation of any vehicle used by the Fire Department of the Town or any other emergency vehicle.

36 In any case where by reason of an emergency or of any special circumstances which in the opinion of the CAO makes it desirable and in the public interest to do so, the CAO may:

- a. temporarily close, in any area of the Town, any highway in whole or in part to traffic; or
- b. temporarily suspend in any area of the Town parking privileges granted by the provisions of this or any other bylaw and the CAO may for such period of time as he/she deems necessary to meet such emergency or special circumstances take such measure for the temporary closing of such highway or suspension of parking privileges and place barricades or post appropriate notices on or near the highway concerned as he/she may consider it to be necessary in the circumstances.

Parking – Recreational Vehicles

37 A recreation vehicle shall not be parked on a highway unless it is parked in a location completely adjoining the recreational vehicle owner's residence as shown in the records of the Motor Vehicle Registry.

38 A recreational vehicle parked pursuant to Section 33:

- a. shall not be parked for more than 48 consecutive hours; and
- b. shall be removed to an off-highway location for at least 72 consecutive hours before it may be parked again on a highway

39 Regulations set out under Section 33 & 34 shall not apply to Provincial Highway #2 (1st STREET WEST). All other regulations are still in effect.

40 No owner or operator of a recreational vehicle shall park the recreational vehicle on any highway in the Town in such a manner as to constitute a hazard to other persons using the highway.

41 Where any type of motor vehicle has removable camping accommodations installed on it, the operator or owner of the vehicle or any person in charge of the vehicle either permanently or temporarily shall not leave the camping accommodation or other removable portion of the motor vehicle used for this purpose on any portion of a street after the same has been removed from the motor vehicle.

Parking – Commercial Vehicles

42 Any commercial vehicle, bus, truck or truck tractor may be parked on private property as long as that vehicle does not block any sidewalk, laneway or alley. Said vehicle must not obstruct or hinder the normal flow of traffic; pedestrian or vehicular.

- 43 A commercial vehicle shall not be parked on a highway unless it is parked in a location completely adjoining the commercial vehicle operator's place of residence.
- a. A commercial vehicle parked pursuant to this section:
- i. shall not be parked for more than 72 consecutive hours; and
 - ii. shall be removed to an off-highway location for at least 72 consecutive hours before it may be parked again on a highway

PART VI SCHOOL ZONES

- 44 All school zones shall have a speed limit of 30 km/h and the effective time is 7:30 – 16:30 (school days)

PART VII ACTIVITIES ON HIGHWAYS AND VEHICLE OPERATION

- 45 No person shall stand or be in any other position on a highway so as to obstruct the entrance to a building or to obstruct pedestrians or vehicles using the highway.
- a. This section does not apply to persons participating in or assembled to watch a parade for which has been approved by CAO or designate.
- b. A person shall not crowd, jostle or harass and pedestrian on a highway.
- 46 No person shall place, cause or permit to be placed a sign of any type on a highway unless it has been approved by CAO or designate.
- a. A person may place, cause or permit to be placed a free standing sign on a highway only if all terms and conditions for placement of such signs prescribed by the CAO are complied with.
- b. For the purpose of this section any individual or corporation referred to on a sign, whether directly or indirectly, is presumed to have placed the sign or caused or permitted the sign to be placed.
- 47 No person shall place, cause or permit to be placed an obstruction of any kind on a highway unless it has been approved by CAO or designate.
- 48 No person shall operate a motor vehicle on any part of a highway other than a roadway.
- 49 No person shall operate a vehicle on a highway so as to track any earth, sand, gravel or other material on the highway.
- 50 No person shall drive, propel or move on any highway any vehicle having metal spikes, lugs, cleats or bands projecting from the surface of the wheel or tire of such vehicle, or any vehicle having a caterpillar tread, unless and until he or she has special permission, in writing, from the CAO.
- 51 No person shall operate a vehicle on a highway with any loose materials on the exterior of the vehicle.
- 52 No person shall operate a vehicle containing any load on a highway unless the load has been secured to prevent any part of it from falling onto the highway.
- 53 Without limiting the generality of section 52, no person shall operate a vehicle containing a load of earth, sand, gravel or other loose materials on a highway unless:
- a. all parts of the load are at least 75 millimetres below the top of the container; and
- b. the container and load are completely covered at all times.
- 54 In the event any part of a load falls onto the a highway from a vehicle the person operating the vehicle shall forthwith:
- a. take all reasonable steps to safely remove any materials from the highway.
- 55 No person shall drive a vehicle on or over newly painted lines on any roadway when the same is indicated by signs, flags or other warning devices.
- 56 No person shall drive a vehicle on a roadway with more than one vehicle in tow.

PART VIII SIDEWALKS, BOULEVARDS, CURBS & GUTTERS

- 57 An owner of a premises shall ensure:

- a. The removal from any public sidewalk located adjacent to the premises, including private driveway crossings, all snow and ice deposited thereon, whether from natural or unnatural means, within 24 hours of such deposit, or within 24 hours of the issuance of a Snow Removal Notice in respect of the premises; and
- b. The removal from any public sidewalk, curb, or gutter located adjacent to the premises, including private driveway crossings, any debris or obstruction deposited thereon whether from natural or unnatural means, within 24 hours of such deposit, or within 24 hours of the issuance of a Debris or Obstruction Removal Notice in respect of the premises;
- c. The properties listed in Appendix "B" have existing approaches located along the Curb that have been installed with Town approval. Only listed properties are authorized to install an approach along the curb. Without this approval any installation of an approach in, or on, the curb and gutter is considered an obstruction and will be required to be removed pursuant to section 48 (b).
 - i. As roadways are replaced, existing authorizations may be removed.

58 For the purpose of Section 57(a)

- a. Snow and ice will be considered removed when the sidewalk is cleaned for the entire width of the sidewalk and down to the sidewalk surface as completely as reasonably possible.
- b. In the case of a sidewalk being below grade resulting in repeated coverage by ice or water through drainage or melted snow or rain, the sidewalk must be cleaned as completely as reasonably possible and a non-slip, non-corrosive and salt-free material such as sand or similar material must be scattered on the surface of the sidewalk as frequently as required to maximize traction for pedestrians. The sidewalk condition must be communicated to the CAO so it can be added to the list of sidewalk improvements and dealt with accordingly.
- c. Where an owner or occupant of a premises reasonably anticipates being absent, the owner or occupant must make arrangements to ensure the sidewalks are maintained in accordance with this Bylaw.

59 No person shall remove snow, ice, dirt, materials from Town and/or private property onto Town property.

60 Regarding use of public sidewalks:

- a. A person riding a bicycle on any sidewalk, footpath or walkway where pedestrians are also allowed shall ride the bicycle in a manner which does not interfere with any pedestrian lawfully on or alighting from or entering onto a means of transportation who is lawfully using the sidewalk, footpath or walkway.

PART IX FUNERALS

61 If any funeral procession is in process of formation or proceeding along any highway, any Peace Officer may regulate all traffic in the vicinity and all persons whether on foot or in vehicles shall obey the order and direction of the Peace Officer so regulating the traffic.

62 Before a funeral procession enters upon, crosses or turns into a highway designated and marked as a through traffic street by a stop sign the first vehicle in the funeral procession shall come to a complete stop in the manner required by this bylaw and shall not drive the vehicle in to the intersection until it is safe to do so. A vehicle that follows in the funeral procession may then enter into the intersection without stopping provided the headlamps are alight. The provisions of this section shall not apply at intersections where traffic is controlled by a Peace Officer or by a traffic control signal.

63 No person driving any vehicle or riding a horse shall drive or ride through, nor shall any pedestrian walk through the ranks of any military or funeral procession (the vehicles of which have their lights on), nor through the ranks of any other authorized parade or procession, or in any way obstruct, impede or interfere with the same.

PART X FIRES

- 64 In case of a fire within the Town, any Peace Officer or member of the Fire Department of the Town of Claresholm may designate in any manner a line or lines near the location of the fire beyond which no member of the public shall pass, and no unauthorized person, whether on foot, on horse or in a vehicle shall cross such line or lines.
- 65 The Chief Officer of the Fire Department of the Town of Claresholm or any person acting under his instructions shall have the right to move or cause to be moved any vehicle which he may deem necessary to move or have moved for the purpose of carrying out any duty, work or undertaking of the Fire Department of the Town of Claresholm.
- 66 Where an unprotected hose of the Fire department has been laid down on a roadway or driveway no person shall drive a vehicle over such hose unless the official of the Fire Department in charge at the scene has specifically allowed him to do so.

PART XI ENGINE RETARDER BRAKES

- 67 No person shall operate a tractor trailer unit so as to cause noise by using engine retarder brakes within the limits of the Town of Claresholm. Engine retarder brakes shall not be used for either slowing or stopping their vehicle.

PART XII MISCELLANEOUS

- 68 A person must not make, continue, or allow to be made or continued any objectionable noise from a motor vehicle. .
- 69 No person shall place any type of material on a highway.
- 70 No person shall damage, climb or interfere with any:
a. traffic control device; or
b. item of street furniture.
- 71 No person shall break, tear up or remove any planking, pavement, sidewalk, curbing, macadamizing or other road surface or make excavation in or under any sidewalk or street for the purpose of building or otherwise, without first having obtained permission from the CAO or his designate to do so and such permit being granted, the work shall be carried out under the direction of the CAO or any person appointed by him. CAO or his delegate shall inspect all such work being done and, upon termination of the work, all materials shall be replaced and any damages made good by the parties concerned. Such work shall be carried out as expediently as possible and without unnecessary delay. Furthermore, any person or party to whom permission has been granted to carry out any work of the foregoing nature, shall be liable for any or all accidents or damages that may occur to any person or property by reason thereof, and shall keep and maintain such lights, barricades or watchman or other precautions to safeguard and protect the public from injury or loss, and shall be responsible for costs incidental to the same.
- 72 Every person shall be guilty of an offense who:
a. coasts on any highway on a sled, toboggan, or skis,
b. washes a vehicle, drains the radiator of any vehicle upon a highway or washes a vehicle near a highway, or otherwise causes water, slush or ice to form upon a highway or public sidewalk.
- 73 No owner or occupant of private property in the Town shall allow anything to be erected, placed, planted or grown, whether planted or erected before or after the date of the passing of this bylaw, to grow or to remain at a greater height than 0.8 metres above the centre line grades of the intersecting streets in the area bounded by the property lines of such corner lots and a line joining points along the said property line 11.6 metres (or such other distance as required by the Municipal Planning Commission) from the point of intersections.

PART XIII ENFORCEMENT

- 74 Any person violating any of the provisions of this bylaw or any other person responsible for such violation shall be liable on a summary conviction before a Provincial Judge or any Justice of the Peace having jurisdiction therein, to a fine in an amount not less than that established in this bylaw, and not to exceeding \$10,000.00 and to imprisonment for not more than six months for non-payment of a fine.
- 75 Where any Peace Officer believes that any person has committed a breach of any of the provisions of this bylaw as set out in Schedule "A" hereto he/she may serve upon such person a notice or tag as provided herein.
- a. Where payment of the penalty for municipal tag issued for breach of any of the sections described in Schedule "A" of this by-law is received within 14 days from the date of issued, may be reduced by twenty five dollars (\$25) and such reduced payment shall be accepted in lieu of prosecution.
- 76 Any Peace Officer may impound and remove from a highway, street, alley, parking lot or other public place, a vehicle in respect of which charges have not been paid or of a vehicle parked in violation of a provision of this bylaw and all costs of removal which may be enforced in the manner provided by the *Possessory Liens Act*.
- 77 If a vehicle is driven, used, parked or left in contravention of any provision of this bylaw the owner of the vehicle is guilty of an offense and liable for the contravention and the penalty provided herein unless he proves to the satisfaction of the Magistrate trying the case that at the time of the contravention the vehicle was not driven, used, parked or left by him or by any other person with his consent, expressed or implied.
- 78 Service of any such notice or tag shall be sufficient if it is:
- a. personally served,
b. served by double registered mail, or
c. attached to the vehicle in respect of which the offense is alleged to have been committed.
- 79 Upon production of any such notice or tag within seven (7) days from the date of service of such notice, together with the payment of the sum specified in Schedule "A" hereto to a person authorized by the CAO to receive such payment, an official receipt for such payment shall be issued, and subject to the provisions of this bylaw, such payment shall be accepted in lieu of prosecution.
- 80 If the person upon whom any such notice or tag is served fails to pay the said sum within the time allotted, the provisions of this bylaw shall no longer apply.
- 81 Where the owner or occupant of a premises fails to comply with provision 57 to 59 of this Bylaw, an Enforcement Officer may issue and serve the owner with a Snow, Ice, Obstruction or Debris Removal Notice in accordance with the provisions of this Section. If the required remedial action (Removal of snow, ice, obstruction, or debris from Sidewalks or Curbs) is not completed within 24 hours from the date of service of the Notice, the Town may take all reasonable measures to complete the remedial action for the subject sidewalk(s) or curb(s) at the property owner's expense, plus an administration fee. The subject costs and expenses, if unpaid by the owner upon demand, shall be added to the Tax Roll of the subject property in accordance with Section 553(1)(g.1) of the Municipal Government Act, RSA 2000, c.M-26.

PART XIV GENERAL

- 82 Nothing in this bylaw shall prevent any person:
- a. From exercising his right to defend any charge of committing a breach of any of the sections in Schedule "A" hereto,
b. From laying any information or complaint against any other person for committing a breach of any of the sections in Schedule "A" hereto, or
c. from exercising any legal right such person may have to lay an information or complaint against any other person (whether such person has made a payment under the provisions of this bylaw or not), for breach of any of the sections in Schedule "A" hereto).

- 83 Where any person has made a payment pursuant to the provisions of this bylaw and is prosecuted for the offense in respect of which such payment has been made, such payment shall be refunded.
- 84 No person other than the owner or driver of a vehicle shall remove any notice placed or fixed to such vehicle by a peace officer in the course of his duties.
- 85 If by reason of any contravention of any provision of this bylaw, the Town is authorized or required to move the motor vehicle from a place where it is parked in contravention of the bylaw and to impound the same, the amount of the expense so incurred shall be added to the amount of any fine or penalty which may be imposed by reason of the contravention or to the amount of payment to be made in lieu of prosecution as provided in Section 63 and the person concerned shall be required to pay the amount of such expense in addition to any fine, penalty or penalty in lieu of prosecution as the case may be.

PART XV SEVERABILITY PROVISION

- 86 It is the intention of Council that each separate provision of this bylaw shall be deemed independent of all other provisions herein and it is further the intention of Council that if any provisions of this bylaw be declared invalid, all other provisions thereof shall remain valid and enforceable.

PART XVI PASSAGE OF BYLAW

- 87 Bylaw #1370 and Bylaw #1550, and all amendments thereto, are hereby repealed.
- 88 This Bylaw shall come into effect upon passage of Third Reading.

Read a first time in Council this 7th day of **December** 2020 A.D.

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

Read a third time in Council and finally passed in Council this 11th day of **January**
2021 A.D.



Doug MacPherson, Mayor



Marian Carlson, CAO

SCHEDULE "A"

SECTION	OFFENCE	PENALTY
7	Park gas trucks in a prohibited area	\$250
8(a)	Parking on sidewalk or boulevard	\$75
8(b)	Parking on crosswalk or part of	\$75
8(c)	Parking within intersection	\$75
8(d)	Parking too close to intersection	\$75
8(e)	Parking too close to stop or yield sign	\$75
8(f)	Parking too close to fire hydrant	\$75
8(g)	Parking too close to garage access, private road, driveway or vehicle crossway	\$75
8(h)	Parking too close to marked crosswalk	\$75
8(i)	Parking too close to street obstruction	\$75
8(j)	Parking on the wrong direction of traffic	\$75
9	Parking outside of lines	\$75
10	Parking of unauthorized vehicles	\$75
11(a)	Washing vehicle on a highway	\$75
11(b)	Change oil or fluids on a highway	\$100
11(c)	Repairing vehicle on a highway	\$100
12	Unattended vehicle on a jack or with wheels removed	\$100
13	Abandoned vehicle	\$100
14	Parking of derelict vehicle	\$100
15	Park longer than indicated on parking sign	\$75
16	Park in loading or unloading zone longer than permitted	\$75
17	Park in a lane	\$75
18	Park in NO Parking area	\$75
19	Park in disabled parking	\$100
20	Failing to park in a proper manner	\$75
21	Improper angle parking (lines)	\$75
22	Improper angle parking (no lines)	\$75
23	Improper angle parking (exceeds length)	\$75
24	Improper parallel parking	\$75
25	Park on Town Property	\$100
27	Parking on private property	\$75
28	Improper parking of vehicle exceeding 4500 kg	\$250
30	Improper parking of vehicle exceeding 9500 kg	\$250
31	Unattached trailer	\$75
32	Commercial business parking vehicles on highway	\$100
34	Park in emergency access	\$100
35	Parking as to obstruct emergency vehicle	\$250
37	Recreation vehicle not parked adjacent to owner's property.	\$75
38(a)	Recreation vehicle park longer than 48 Hrs.	\$75
38(b)	Recreation vehicle park at same location within 72 Hrs.	\$75
40	Recreation vehicle Causing a hazard on highway	\$100
41	Parking of recreation vehicle	\$75

42	Commercial vehicle Causing a hazard on highway	\$250
43	Commercial vehicle not parked adjacent to operator's property.	\$100
43(a)(i)	Commercial vehicle park longer than 48 Hrs.	\$100
43(a)(ii)	Commercial vehicle park at same location within 72 Hrs.	\$100
45	Person obstructing highway	\$100
45(b)	Harassing	\$100
46	Illegal sign on highway	\$100
47	Obstruction on highway	\$100
48	Operate a motor vehicle off highway	\$100
49	Tracking	\$100
50	Driving with spikes or lugs without permission	\$250
51-54	Unsecure load	\$100
55	Driving on painted lines	\$100
56	Driving with more than one vehicle in tow	\$100
57(a)	Failure to clear snow and/or ice from sidewalks	\$100
57(b)	Failure to clear or clean sidewalks and gutters	\$100
58	Placing obstruction on a highway	\$250
60	Riding a bike on a sidewalk	\$50
63	Driving through funeral procession	\$75
66	Driving over fire hose	\$250
67	Use engine retarder brakes	\$250
68	Objectionable noise from motor vehicle	\$100
69	Littering	\$100
70	Damage, climbing or interfering with traffic control devise or street furniture	\$100
71	Unlawful construction / damage highway	\$500
72(a)	Coast on highway with sled, etc.	\$75
72(b)	Wash or otherwise drain or cause water, slush or ice to form upon a highway or sidewalk	\$100
73	Vegetation or structure obstructing intersection.	\$75
	All other section not listed above	\$50

SCHEDULE "B" EXISTING APPROACHES

134 – 44 Avenue W	5025 – 5 Street W
526 – 48 Avenue W	5029 – 5 Street W
#16 – Willow Road	5033 – 5 Street W
328 – 50 Avenue W	5037 – 5 Street W
538 – 50A Avenue W	5022 – 6 Street W
671 – 50A Avenue W	5038 – 6 Street W
509 – 53 Avenue W	5042 – 6 Street W
311 – 55 Avenue W	5046 – 6 Street W
418 – 56 Avenue W	5025 – 7 Street W
412 – 57 Avenue W	4920 – 8 Street W
428 – 57 Avenue W	5048 – 8 Street W



DEMOLITION TENDER

DESCRIPTION/BACKGROUND:

Administration has sent out a request for quotes (posted on Alberta Purchasing Connections - APC). We have received back 17 quotes for the demolition, disposal, fill and compaction at 221, 45 Ave West, the old Administration building. The quotes ranged in prices from \$141,860 to \$385,000 for demolition and one quote for \$1,159,150 to include removal/separation of materials/recycling of the full building.

DISCUSSION:

This price is based on non-road ban season, with the project to be completed by October 29, 2021. This includes: construction management (fence demolition site), demolition, disposal, fill, compaction and levelling, in addition to removal of 5 trees and asphalt.



The contractor is to ensure all relevant permits are issued and the Town will ensure all utilities have been disconnected prior to the demolition of the building. Remediation is scheduled to take place beginning the week of June 21, 2021, and will take approx. 10 days to complete. Administration recommends awarding the project to the lowest quote – TR3 Energy in the amount of \$141,860.00.

Discussions are still ongoing with the adjacent property owner as to the land as they have an option to purchase registered on title. No decisions as to the land have been made at this point. The Town will also undertake the compaction testing required for any new development to take place on the parcel. A contractor is in place to undertake this work simultaneously with the demolition at a cost of \$3,083.

PROPOSED RESOLUTIONS:

Moved by Councillor _____ to award the contract for the demolition of the Old Administration Building located at 221 45 Ave West to TR3 Energy for \$141,860.

ATTACHMENTS:

- 1.) N/A

APPLICABLE LEGISLATION:

- 1.) Policy 3.1.05

PREPARED BY: Tara VanDellen, Planner/Development Officer

APPROVED BY: Marian Carlson, CLGM - CAO

DATE: May 18, 2021



REQUEST FOR DECISION

Meeting: May 25, 2021
Agenda Item: 20

CAO HIRING COMMITTEE

DESCRIPTION:

With the retirement of Marian Carlson, CAO effective August 1, 2021, the Town of Claresholm has begun advertising for applicants for a replacement. The deadline for applications is Friday, May 28, 2021 at 4:00 p.m.

Council may wish to formulate a CAO Hiring Committee to review applications and conduct interviews.

PROPOSED MOTION:

Moved by Councillor _____ to appoint _____ to the CAO Hiring Committee to find a replacement for Marian Carlson.

PREPARED BY: Karine Keys, BA, CLGM, Finance Assistant

APPROVED BY: Marian Carlson, CLGM, CAO

DATE: May 18, 2021



REQUEST FOR DECISION

Meeting: May 25, 2021
Agenda Item: 21

COUNCIL EVALUATION SESSION

DESCRIPTION:

Town Council as a whole has indicated that they would like to engage in a Council Evaluation Session in order to assess how the Council term has progressed over the past 3 ½ years and how Council has worked together as a team.

At the March 8, 2021 regular Council meeting, Council set Saturday, April 17th at 9:00 a.m. to hold the session. This was postponed until Monday, May 17th at 6:00 p.m. Unfortunately, circumstances dictated that this session was not able to take place. Administration is asking that Council once again set a date and time for the session to take place.

PROPOSED RESOLUTION:

Moved by Councillor _____ to set _____ as the date(s) to hold a Council Evaluation Session in person at the new Town Administration Building located at 111 – 55th Avenue West, as this location allows for physical distancing and will be conducive to having open, candid and productive conversations.

PREPARED BY: Karine Keys, BA, CLGM, Finance Assistant

APPROVED BY: Marian Carlson, CLGM, CAO

DATE: May 21, 2021

COMMUNITY FOUNDATION GRANT LETTERS OF SUPPORT

DESCRIPTION:

The Town has applied to the Community Foundation of Lethbridge and SouthWestern Alberta within their Emerald Anniversary Grants Program for the fencing and parking at the East side off-leash dog park. The grant funds up to \$5,500 towards the project. The project has been approved in budget in the amount of \$15,000.

Additionally, due to the sharp increase in material costs the Lions have applied to the same grant program for their Gazebo project that was approved within the Town's budget and was successful with their CFEP application. They have also applied for the \$5,500 towards to Amundsen park gazebo project. The Town will be required to administer the funds and they requested the Town provide a letter of support.

BACKGROUND:

For further information regarding this grant, please visit their website:

<https://cflsa.ca/grants/#5>

<https://cflsa.ca/wp-content/uploads/2021/04/2021-Anniversary-Grant-Guidelines.pdf>

The letters were signed May 13 & 14, 2021 to be able to be submitted to the grant office by the May 17, 2021 deadline, as there was insufficient time to present the request to Council prior to the deadline. The letters sent are attached for Council's information, no other action is required at this time.

ATTACHMENTS:

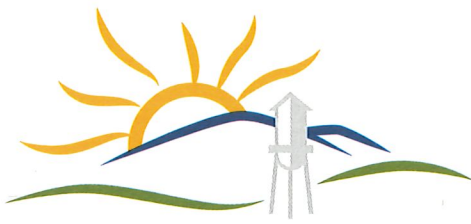
- 1.) Grant letter- Dog Park
- 2.) Grant support./partner letter – Lions club gazebo project

PREPARED BY: Tara VanDellen, Planner/Development Officer

APPROVED BY: Marian Carlson, CLGM, CAO

DATE: May 18, 2021





Claresholm

Where **Community** Takes Root

May 11, 2021

Community Foundation of Lethbridge & Southwestern Alberta
1202 - 2nd Ave South
Lethbridge, AB T1J 0E3

RE: MUNICIPAL LETTER – TOWN OF CLARESHOLM DOG PARK UPGRADES

The Town of Claresholm is applying to upgrade our existing off-leash dog park to ensure a safe outdoor space. COVID-19 has taught us that outdoor spaces with areas to spread out are needed in a vibrant community and provide safe gathering spaces for all ages. This upgrade to add fencing will provide safety for families and their pets to allow them to enjoy the outdoors. This encourages the use of the park for all ages and demographics within the Town.

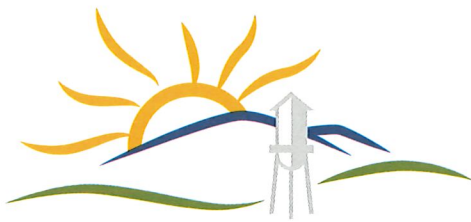
We feel that having a fenced dog park with adequate parking/paths can greatly enrich the quality of life of our residents and we fully support this much needed upgrade to the outdoor space.

If you have any questions or concerns regarding this matter, please contact the undersigned at your convenience.

Yours truly,

Marian Carlson, CLGM
Chief Administrative Officer
Town of Claresholm





Claresholm

Where **Community** Takes Root

May 14, 2021

Community Foundation of Lethbridge & Southwestern Alberta
1202 - 2nd Ave South
Lethbridge, AB T1J 0E3

RE: MUNICIPAL LETTER OF SUPPORT – CLARESHOLM LIONS CLUB PARK PROJECT

Please accept this letter of support for the Claresholm Lions Club grant application to the Community Foundation of Lethbridge and Southwestern Alberta for the purpose of constructing a gazebo, adding benches, and entrance to Amundsen Park. We wish to notify you that the Town of Claresholm is partnering with the Lions club to complete the project and have committed funds not to exceed the amount of \$22,500.00.

We wish to notify you that the Town of Claresholm is excited and pleased with the Lions project as outlined. It should be noted that in the opinion of the Town of Claresholm, community parks greatly enrich the quality of life of our residents. The Town promotes recreation of all abilities, and is pleased with this opportunity to create a fully public, wheelchair accessible entrance and gazebo within the park for public use as well as additional Arts & Culture events.

COVID-19 has taught us that outdoor spaces are needed in a vibrant community and provide safe gathering spaces for all ages. Please be advised that the Town fully supports this application.

If you have any questions or concerns regarding this matter, please contact the undersigned at your convenience.

Regards,

Marian Carlson, CLGM
CAO
Town of Claresholm





INFORMATION BRIEF

Meeting: May 25, 2021
Agenda Item: 23

SUBDIVISION DECISION - MD of WILLOW CREEK No. 26

The Town has received the decision in regards to the subdivision on the Town's spur line (from Town to the airport) to facilitate a land sale for the west portion at the airport. Attached is the decision for Council's information, noting that as a condition, a development agreement will be required to accommodate the current grazing land use (no plans for development), along with an Atco Right of Way agreement.

The Development Department has reached out to Atco to begin the process of the easement required. The MD will forward the Development Agreement for execution upon drafting.

There is no further action required by Council at this time. Once the subdivision is finalized, the west portion can be transferred to complete the land sale.



ATTACHMENTS:

1. ORRSC – subdivision decision 2021-0-052

PREPARED BY: Tara VanDellen, Planner/Development Officer

APPROVED BY: Marian Carlson, CLGM – CAO

DATE: May 18, 2021

SUBDIVISION APPLICATION DECISION

Our File: 2021-0-052

Your File:

NOTICE DATE: May 14, 2021

TO: Town of Claresholm, Michael A. Thompson, A.L.S., M.D. of Willow Creek No. 26, 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, CPR, CNRL

RE: **Spur Track Right of Way, Plan RW423 within N1/2 21 & N1/2 22-12-27-W4M / M.D. of Willow Creek No. 26**

DECISION: **APPROVED ON CONDITION**

DECISION DATE: May 12, 2021

(See attached resolution for conditions)

Your subdivision application has been *Approved on Condition* and a copy of the decision is attached.

We advise that it is the applicant's responsibility to ensure that all conditions of approval have been met. This process will require coordination between yourself, your surveyor, ORRSC and your municipality.

The subdivision may be finalized following the required 14-day appeal period as outlined below. If no appeals have been filed within the specified time period, you may proceed with the finalization. You have **one year from the approval date** to finalize your subdivision. *(If you are unable to finalize the subdivision within this time frame please contact the ORRSC in order to request a possible time extension. A minimum extension fee of \$330.00 will be required.)*

Right to Appeal

Pursuant to the Municipal Government Act, the applicant, government departments, and local authorities have a right to appeal the decision or any conditions of the subdivision **within 14 days of receipt of this notice** to the appropriate appeal board. The date of receipt of the decision is deemed to be 7 days from the date the decision is mailed.

You may also appeal any reserve requirement (land or money) established by the subdivision authority. The appeal may be commenced by providing a written statement of the grounds of appeal to:

M.D. of Willow Creek No. 26 Subdivision and Development Appeal Board

Derrick Krizsan - Chief Administrative Officer
Box 550, Claresholm AB T0L 0T0

The appeal board must receive your notice of appeal within 21 days of the date of this letter informing you of the subdivision authority's decision. ***(Please contact the municipality to determine any applicable fees.)***

In order for your surveyor to register your subdivision at the Land Titles Office, they must receive an "Endorsement" document from our office. ORRSC will provide the Endorsement upon receipt of the following:

- **Finalization fee** – pay to ORRSC the finalization fee of \$205.00 for each new lot to be created by the subdivision.
- **Fulfilling the Conditions** – ensure that all the conditions of your approval have been met (*refer to attached Resolution*) and provide the Oldman River Regional Services Commission documented evidence to that effect.
- **Surveyor's package** which includes the Plan of Survey, signed consents, etc. (or your separation of title document as prepared by your lawyer or surveyor).

After endorsement, we will return the documents to your surveyor who will register them with the Land Titles Office.

Should you require any further clarification please contact ORRSC at (403) 329-1344 or visit our website at www.orrsc.com for more details regarding the finalization process.

Yours truly,



Mike Burla
Senior Planner

MB/jm
Attachment

RESOLUTION

2021-0-052

M.D. of Willow Creek No. 26 **Spur line right of way** subdivision of Spur Track Right of Way, Plan RW423 within N1/2 21 & N1/2 22-12-27-W4M

THAT the Spur line right of way subdivision of Spur Track Right of Way, Plan RW423 within N1/2 21 & N1/2 22-12-27-W4M (Certificate of Title No. 941 111 316 +1), to subdivide the former spur track right-of-way RW423 comprising 22.54 acres to create two smaller titled area of 9.14 and 13.39 acres; BE APPROVED subject to the following:

CONDITIONS:

1. That, pursuant to Section 654(1)(d) of the Municipal Government Act, all outstanding property taxes shall be paid to the M.D. of Willow Creek No. 26.
2. That, pursuant to Section 655(1)(b) of the Municipal Government Act, the applicant or owner or both enter into and comply with a Development Agreement with the M.D. of Willow Creek No. 26 which shall be registered concurrently with the final plan against the title(s) being created.
3. ATCO Gas requires that Utility Right of Way be executed prior to finalization.

REASONS:

1. The proposed subdivision is consistent with the South Saskatchewan Regional Plan and complies with both the Municipal Development Plan and Land Use Bylaw.
2. The Subdivision Authority is satisfied that the proposed subdivision is suitable for the purpose for which the subdivision is intended pursuant to Section 7 of the Subdivision and Development Regulation.

INFORMATIVE:

- (a) Since the proposed subdivision complies with Section 663(d) of the Municipal Government Act, Reserve is not required.
- (b) That a legal description for the proposed parcel be approved by the Surveys Branch, Land Titles Office, Calgary.
- (c) The applicant/owner is advised that other municipal, provincial or federal government or agency approvals may be required as they relate to the subdivision and the applicant/owner is responsible for verifying and obtaining any other approval, permit, authorization, consent or license that may be required to subdivide, develop and/or service the affected land (this may include but is not limited to Alberta Environment and Parks, Alberta Transportation, and the Department of Fisheries and Oceans.)
- (d) Town of Claresholm – Tara VanDellen, Planner/Development Officer:

“This application for subdivision is not for the purpose of development. The land is intended to be used for the same purpose as it is used for currently (grazing). The full parcel is being subdivided to accommodate the sale of a portion of the land to an adjacent landowner. As the intent of the purchaser is not for new development, we would therefore propose that the need for a development agreement may not be required. The Town of Claresholm has required as a condition of the land sale, access to the existing Town/MD borehole sites for continued monitoring, by way of an access agreement registered on title.

Please contact our office if you have any further questions.”

- (e) Telus Communication Inc. has no objections to the mentioned circulation.
- (f) ATCO Gas has no existing Utility Right of Way on the subject property, or the existing Utility Right of Way is not sufficient for subdivision servicing.

The landowner(s) is required to contact the ATCO Gas land agent listed below to execute a Utility Right of Way to the satisfaction of ATCO Gas.

Once the Utility Right of Way has been registered at the Alberta Land Titles Office we will notify the municipality of the same.

Land Agent: Ellen Struthers

Phone No.: (587) 581-6567

- (g) ATCO Transmission high pressure pipelines has no objections. Questions or concerns can be forwarded to hp.circulations@atco.com.
- (h) Canada Post has no comment.
- (i) Thank you for contacting FortisAlberta regarding the above application for subdivision. We have reviewed the plan and determined that no easement is required by FortisAlberta.
- (j) Alberta Transportation – Leah Olsen, Development/Planning Technologist:

“Reference your file to create a parcel for agricultural use at the above noted location.

By virtue of Section 14(a) of the Subdivision and Development Regulation, being Alberta Regulation 43/2002, consolidated up to 188/2017 (“the regulation”), the proposed parcel is less than the 16 hectares size requirement to qualify as an agricultural parcel.

Given that determination, the proposal is to create a parcel that is contrary to Section 14 and subject to the requirements of Section 15(2) of the regulation.

Alberta Transportation’s primary objective is to allow subdivision and development of properties in a manner that will not compromise the integrity and associated safe operational use or the future expansion of the provincial highway system.

To that end, the parcel to be created will be well removed from Highway 520 with indirect access to the highway being gained solely by way of the local road system. As such, strictly from Alberta Transportation’s point of view, we do not anticipate that the creation of the agricultural parcel as proposed would have any appreciable impact on the highway.

Therefore, pursuant to Section 16 of the regulation, in this instance, Alberta Transportation grants a waiver of said Sections 14 and 15(2).

Notwithstanding the foregoing, the applicant would be advised that any development within the right-of-way or within 300 metres beyond the limit of the highway or within 800 metres from the center point of the intersection of the highway and another highway would require the benefit of a permit from Alberta Transportation. This requirement is outlined in the Highways Development and Protection Regulation, being Alberta Regulation 326/2009.

The subject property is within the noted control lines however given that development setbacks will be maintained by default and all access to the highway is indirect by way of the local road system, in this instance a permit from Alberta Transportation will not be required and development of the agricultural parcel could proceed under the direction, control and management of the municipality. The applicant could contact the undersigned, at Lethbridge 403-388-3105, in this regard.

Alberta Transportation accepts no responsibility for the noise impact of highway traffic upon any development or occupants thereof. Noise impact and the need for attenuation should be thoroughly assessed. The applicant is advised that provisions for noise attenuation are the sole responsibility of the developer and should be incorporated as required into the subdivision/development design.

Any peripheral lighting (yard lights/area lighting) that may be considered a distraction to the motoring public or deemed to create a traffic hazard will not be permitted.

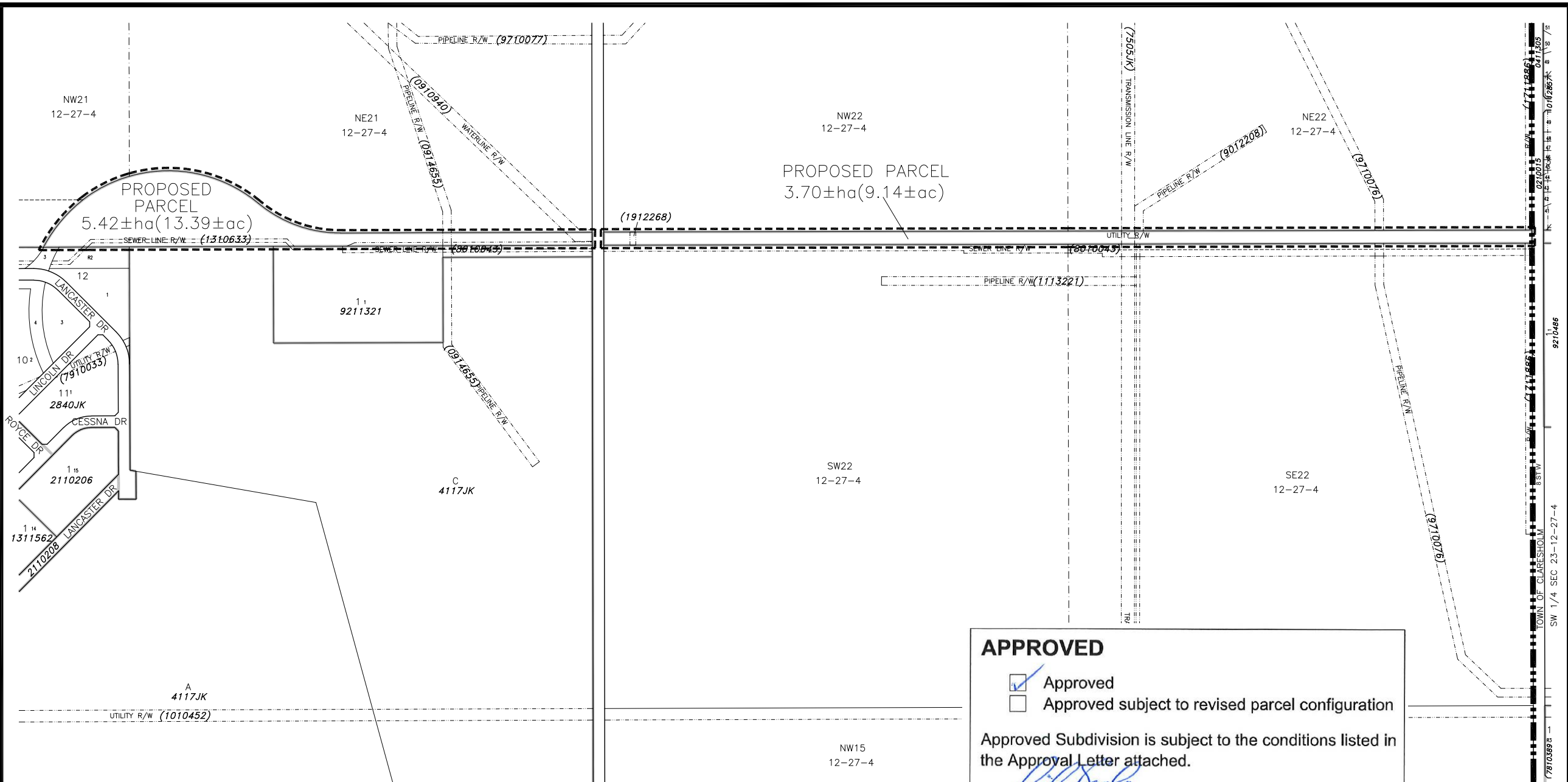
Further, should the approval authority receive any appeals in regard to this application and as per Section 678(2.1) of the Municipal Government Act and Section 5(5)(d) of the regulation, Alberta Transportation agrees to waive the referral distance for this particular subdivision application. As far as Alberta Transportation is concerned, an appeal of this subdivision application may be heard by the local Subdivision and Development Appeal Board provided that no other provincial agency is involved in the application.”

(k) Town of Claresholm – Marian Carlson, CAO:

“Further to the enclosed email sent to the MD planning department and the subdivision office on March 24, 2021, the intent of the subdivision is to accommodate a land sale for grazing use only. There is no anticipated development. As the land use will remain what it is currently being used for, the new purchaser does not desire to consolidate with his adjacent property for numerous reasons. One reason being that there are existing testing sites utilized by the MD and Town that will continue to be monitored and accessed by way of easement agreement. The purchaser and the Town are aware of the setback restrictions imposed by the old landfill site. This would be another reason the purchaser would like this parcel to remain separate from his existing lands .. Consolidation would also require a new survey which increase costs for grazing lands that currently has its own access as well.

As the intent of the purchaser is not for new development, we would therefore propose that the need for a development agreement may not be required.

If you have any questions or concerns regarding the above, please contact the Development Department at 403-625-3381 or tara@claresholm.ca at your convenience.”



APPROVED

Approved
 Approved subject to revised parcel configuration

Approved Subdivision is subject to the conditions listed in the Approval Letter attached.

[Signature]
 Oldman River Regional Services Commission

SUBDIVISION SKETCH
 SPUR TRACK RIGHT OF WAY, PLAN RW423 WITHIN N 1/2 SEC 21 & 22, TWP 12, RGE 27, W 4 M
 MUNICIPALITY: MUNICIPAL DISTRICT OF WILLOW CREEK NO. 26
 DATE: MARCH 16, 2021
 FILE No: 2021-0-052



CAO REPORT

May 25, 2021

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

BYLAW

See enclosed report

CORPORATE SERVICES

See enclosed report

DEVELOPMENT

See enclosed report

ECONOMIC DEVELOPMENT

See enclosed report

FCSS

See enclosed report

FIRE

See enclosed report

HR/TAXATION

See enclosed report

INFRASTRUCTURE SERVICES

See enclosed report

RECREATION

[See enclosed report](#)

Respectfully submitted by

Marian Carlson, CLGM
CAO

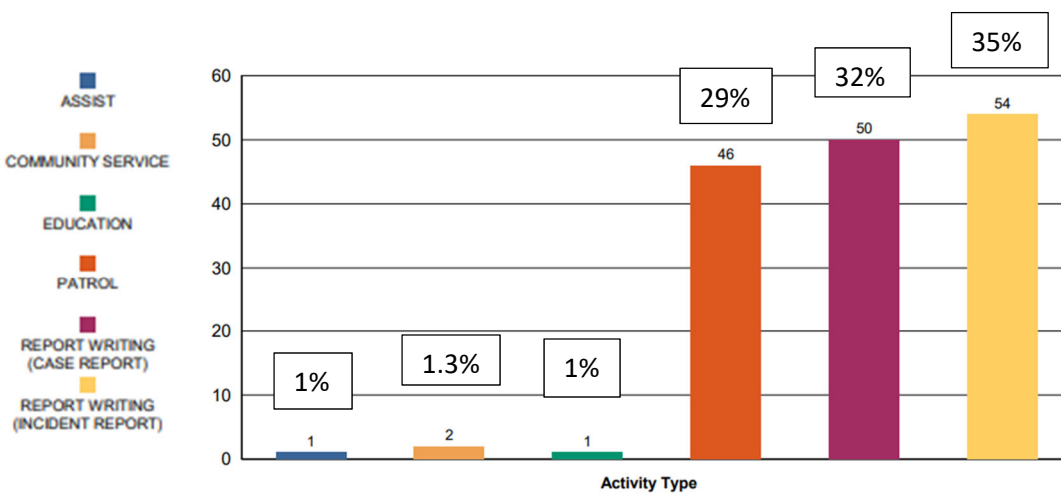


INFORMATION BRIEF

Meeting: May.25, 2021
 Agenda Item: CAO REPORT

BYLAW ENFORCEMENT REPORT April 2021

Activity for April



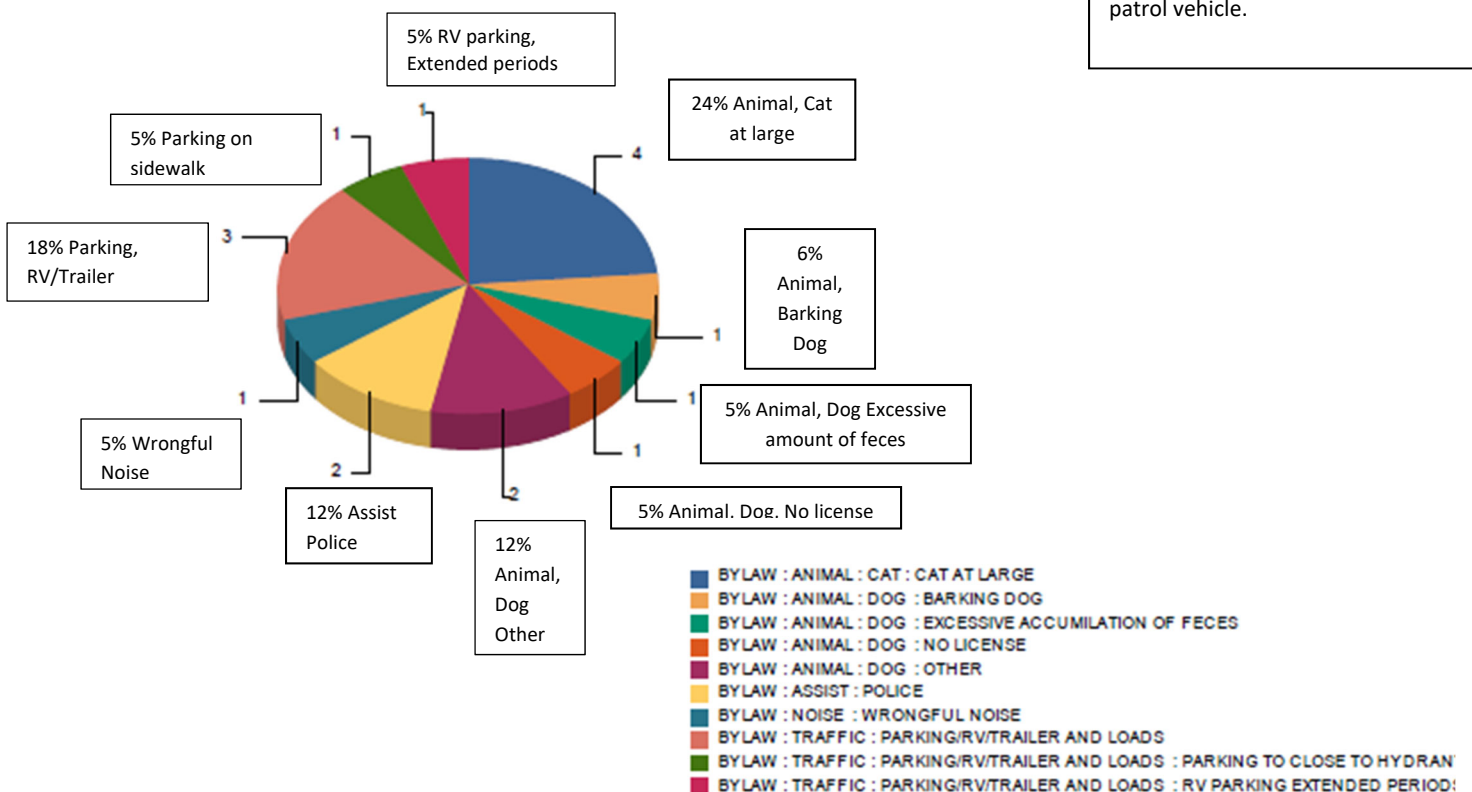
April newspaper Highlights:

- Notice to public about updated Unsightly Bylaw #1711
- Pitch-In Canada Community clean up

April Bylaw Highlights:

1. Met with MD Peace Officers and Fire Department.
2. 4 Animals brought into Shelter
 -3 Cats
 -1 Dog
 -No animals claimed by owner
3. Continue to monitor Dog parks for cleanliness.
4. Complaints about Cats at large all over town. Advised residents of the Cat bylaw and fines within it.
5. Making arrangements to have TNR program come into Community May.23-26.
6. Received new Bylaw Enforcement patrol vehicle.

Bylaw Infractions/Complaints/Actions in April



DIRECTOR OF CORPORATE SERVICES - UPDATE



Claresholm

For: 4/26/2021 - 5/21/2021

Financial

- Budget and 2021 tax rate bylaw were passed and tax notices have been all been sent out. There were some issues related to this printing/issuing of tax notices this year due to a bug in the most recent update in our financial software. Notices all got out on time without issue, but required significantly more man hours than usual this year. Working with Muniware to get this issue resolved.
- Drafted additional information to go out with the tax notices to provide information to the public on where their tax dollars go, as well as information on where their utility fees go. We also issued additional specific information to each tax payer on how much of their municipal taxes were for policing costs.
- With the Infrastructure Master Plan now adopted by Council we are working on the 3 year operational and 5 year capital plans to be presented to the Audit and Finance and the Facility and Infrastructure Committees respectively in the next couple months to help direct future planning/projects.

General

- Still working on getting paper documents scanned and archived electronically. We now have all our large format building and infrastructure plans and documents scanned from our map room. There were hundreds of rolls of maps, some rolls more than 100 pages. In the next couple of weeks we should be done checking all these scans and archiving them all into Laserfiche. This is a huge accomplishment that required a significant amount of storage space that we will now be able to get rid of.
- There is still a lot of other paperwork that needs to be scanned and archived, but we are continually making progress. At the end of April we filled eleven (11) 95 gallon totes of paper for shredding, shredding approximately 4,800 lbs of documents. The rest of the records still at the old building that need to be scanned will be moved over to the new building by early June in preparation for asbestos remediation to occur in that building.
- We have now moved our cash receipting process to be primarily paperless with all archival of these records and reports to be paperless so we aren't creating more new paper records.
- Continuing work with MuniSight on setting up our new GIS. The GIS site is already set up, and we received initial access on May 18th. Over the next couple weeks, we will be reviewing this and going over it with MuniSight, submitting any requests for changes and identifying any missed information. Following that we will begin working with them on our Asset Management Policies and Strategy.

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

PLANNER/DEVELOPMENT OFFICER REPORT

For: 4/17/2021 - 5/20/2020



Claresholm

Development Permits

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

Compliance Requests

- ❖ 4 compliance requests received.

Miscellaneous

- ❖ MPC meeting – April 30, 2021.
- ❖ Local Press Ads – approved MPC public notice, continued with Eco-tips and other permit reminders, AB One Call reminders.
- ❖ April 29, 2021 – MD Fire debrief (Town staff) – review of plan, things we can learn and put into practice.
- ❖ April 27, 2021 – Build Green Canada webinar on Building Sustainability. The pillars of sustainability were discussed (social/environment/economic or people/planet/profit: to be equally represented in development). Built Green Canada offers Single Family, SF Renovation, High Density, and HD Renovation third-party certification programs, each of which takes a holistic approach to sustainable building that includes the preservation of natural resources, reduction of pollution, ventilation and air quality, and the improvement of home durability.
- ❖ May 11, 2021 – Webinar by Alberta Seniors & Community Housing Association; municipal tools to support affordable housing. Discussion regarding types of planning tools that can assist developers and municipalities in the creation of affordable housing. 1. Having a housing strategy, 2. Secondary plans (redevelopment plans, areas to increase density, variety of house & lot sizes), 3. Advocacy. They also discussed regulatory tools (incentive based) for municipalities with flexibility within the bylaws, public-private partnerships, utilization of borrowing authority for loans, pre-zoning rather than re-zoning to encourage affordable housing developments, waiving fees if specific criteria is met (according to a housing policy/strategy), tax credits/exemptions, density bonuses, community benefit agreements (rent banks). It was also stressed the need for public education in regards to NIMBY (not in my backyard) and noted that many current opportunities available are generally for larger municipalities, advocacy is therefore required for smaller communities.



On-going projects

- ❖ IDP – public hearing complete, scheduled for 2nd and 3rd readings at the May 25th Council meeting.
- ❖ Multi-use Community Building Project – continued work on interior organization, scanning of documents, exterior signage, fencing, landscaping, and parking lots.
- ❖ IMP (Infrastructure Master Plan) – project complete, report has been accepted by Council. The engineers have submitted the information to MuniSight for uploading into the new GIS system, this will assist with the development of the asset management program.
- ❖ Asset Management Cohort – continued work on draft documents, meeting on May 5, 2021, with facilitators to review draft terms of reference and strategy templates.
- ❖ Amundsen Park upgrades – discussion regarding new lights Fortis is replacing and working with Lions to facilitate the concrete and gazebo construction this year.

Submitted by
Tara vanDellen
Planner/Development Officer

Economic Development Officer's Report

Town of Claresholm

May 19, 2021



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

Since the submission of my April 21, 2021 report I continue to perform the duties outlined in my employment contract and directed by the Chief Administrative Officer and Economic Development Committee. The following is a summary of the current projects and activities.

Economic Development Officer (EDO)

April and May have been largely focused on the hiring of new staff including the Economic Development Assistant, Engagement Coordinator, and Diversity Coordinator.

Economic Development Committee (EDC)

The EDC met online, May 17, 2021, with 6 of 10 members present. The EDC recommended 1 RNIP Offer of Employment. The EDC received the latest updates regarding ongoing projects, no meeting in June, the next meeting will be held July 19, 2021.

SouthGrow Regional Initiative & Alberta Southwest

Southgrow is currently working on a marketing project designed to attract international investment in the areas of food processing and agriculture to South-west Alberta. The Claresholm EDC agreed to commit \$1000.00 of the 2021 marketing budget to participate in the project along with Taber, Coaldale, Lethbridge, and the County of Lethbridge.

Rural and Northern Immigration Pilot (RNIP)

On May 17, 2021, the EDC provided a community recommendation for an Offer of Employment and tabled two more applications from the same employer.

Labour Market Partnership; Dynamic Claresholm

A 12-month extension for the Dynamic Claresholm project was approved, and documentation for that approval was received May 19, 2021. Factor-5 delivered the Labour Market Study, which is based on the employer and labour market data that was collected in the last quarter of 2020 and into January 2021. The EDO will arrange a special meeting of the EDC, Chamber of Commerce, and Community Futures so the material can be covered in detail by the contractor.

Community Advertising Program

The EDO is finalizing contracts for all the remaining south-bound billboards on highway-2.

Community Takes Roots; ASIP Grant

With funding received from the Ministry of Labour and Immigration, the EDO has taken several steps to launch the Community Takes Roots project.

- 8 Interviews completed for Diversity Coordinator and Engagement Coordinator.

- Internet and computers are arranged for WCIS office space.
- Arranged and attended a meeting with AHS to discuss events during COVID and got good direction
- Proposed June 13th event: Around the world in 60-minutes, a pre-register, drive-in style event around Amundsen Park Boulevards

Claresholm & District Chamber of Commerce

The Chamber of Commerce met May 19, 2021 from 6:30 – 9:30 pm. The Economic Development Assistant was in attendance marking the start of new capacity for the Claresholm Chamber. The DRAFT services agreement between the Town and Chamber was discussed and the EDO prepared notes on that discussion. Several other items were covered including COVID response, a new grant being offered by the Alberta Chamber, and plans for the next Claresholm Opportunity for Growth.

Other

- Economic Developers of Alberta, 2021 Conference May 19th & 20th
- Lethbridge College Community Advisory Council, May 13th
- Lethbridge LIP Bridging Employment & Immigration, 2-events May 13th

Submitted,
Brady Schnell, Economic Development Officer

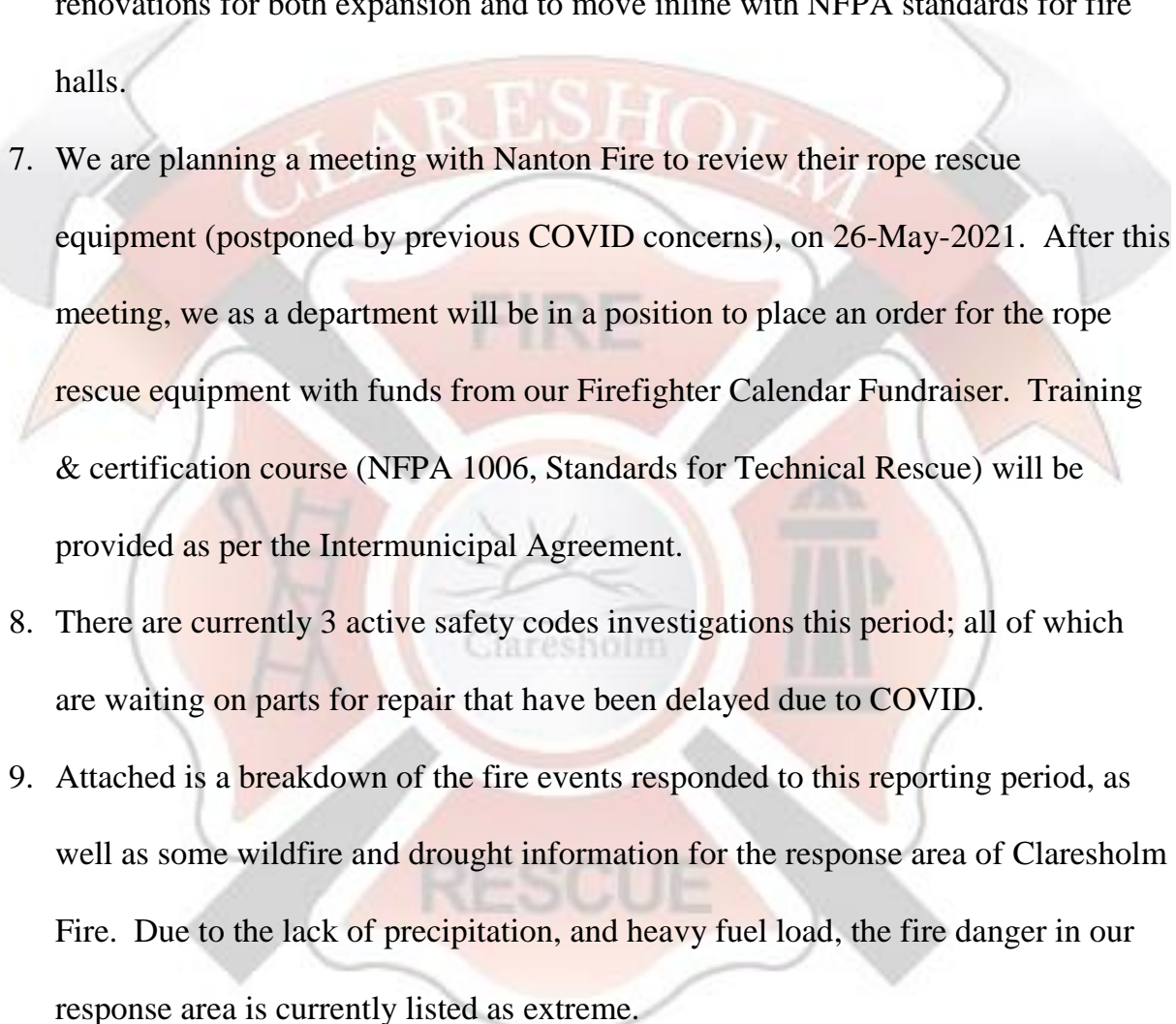
FCSS Report to Council May

- Moving to the new Town of Claresholm Multi-use Building finally arrived. It was a very smooth process with the help of the town crew. We are lucky to have them do all they do for us.
- Filed the annual report for the Province and have finished supplying everything needed for the audit. Received our Engagement Review.
- Filed the final report to AHS for the Mental Health Grant that ended as of April 1, 2021. Hopefully there will another grant we can access soon.
- Filed the Family Resource Network annual report using a new portal that took quite a while to learn.
- Helped to host a virtual Bridges out of Poverty workshop.
- Writing bi-monthly for the Ask the Expert column in Local Press. First article was about volunteering.
- Attended the Wildfire Debrief hosted by town just so we could go over what we did at the Reception Centre and share any feedback with the rest of the responders
- Took a few days to get acclimated to the new surroundings (the new offices are amazing!)and trying to find places for things to go. The storage at Amundsen Park was cleaned out and we have stored some activity bins there.
- Holly and I hosted a Caregiver Support Group for families looking after their parents. First meeting by zoom went well.
- Attended the Lethbridge College Advisory Committee meeting
- Assisting clients with filing their census. Taxes are still trickling in.
- Have been working closely with social worker at Homecare to help some of our clients that we share.
- Seem to be many needy clients coming to see us with housing issues or financial troubles. I think there will be more to come.
- I have been concentrating on learning more about mental wellness and the pandemic. As it stretches on longer there are more people reaching out for help.
- Holly has been planning more family virtual activities. We took a break to move and to give the community a break from “virtualness” for a bit.

Barb Bell
FCSS Director

TOWN OF CLARESHOLM FIRE DEPARTMENT
MONTHLY UPDATE
FOR THE PERIOD OF: 17-April-2021 to 17-May-2021

1. Call volume is down slightly from the last reporting period to 19 calls. We are starting to see a steady increase in medical calls (both first and co-response) again.
2. Claresholm fire is still responding to calls for service stemming from the wildfire event of 28-March-2021. Hotspots are still coming to the surface, and concerned landowners are calling for assistance. The members of the Town of Claresholm that had an active role at the ECC and Operations sat down for a debrief and review of the events from 28-March; overall, we felt it was handled successfully, but there is always room for improvement and continuing education.
3. Fire Unit 132 – Command 13 entered service on 4-May-2021, thanks again are extended from Chief & members of the Department.
4. Discussion was held regarding the possibility of postponing training due to the latest restrictions imposed by the Government of Alberta. After discussion, it was determined that as an essential service, training needs to continue – with all appropriate precautions (masking/distancing etc.) in place.
5. Vaccinations – towards the end of April, all Firefighters became eligible for vaccination under phase 2-C of the Government’s Vaccine roll-out; and this was met with great enthusiasm by the members of Claresholm Fire.

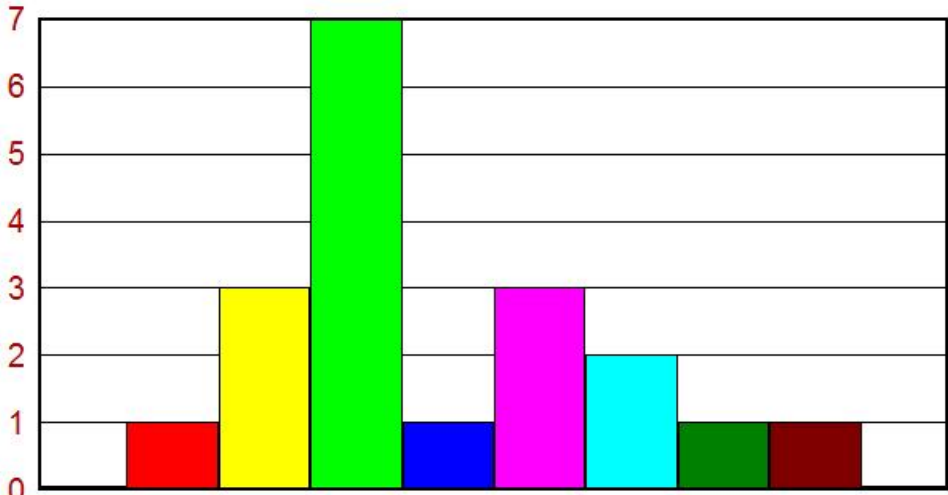
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6. The rope rescue team, and Chief were invited to meet with High River Fire the week of 10-May-2021 to review their equipment and get first hand knowledge from their training officer(s). Thanks to the Officers and members from High River Fire for the invitation; we also got to tour their hall which is undergoing renovations for both expansion and to move inline with NFPA standards for fire halls.
 7. We are planning a meeting with Nanton Fire to review their rope rescue equipment (postponed by previous COVID concerns), on 26-May-2021. After this meeting, we as a department will be in a position to place an order for the rope rescue equipment with funds from our Firefighter Calendar Fundraiser. Training & certification course (NFPA 1006, Standards for Technical Rescue) will be provided as per the Intermunicipal Agreement.
 8. There are currently 3 active safety codes investigations this period; all of which are waiting on parts for repair that have been delayed due to COVID.
 9. Attached is a breakdown of the fire events responded to this reporting period, as well as some wildfire and drought information for the response area of Claresholm Fire. Due to the lack of precipitation, and heavy fuel load, the fire danger in our response area is currently listed as extreme.

Respectfully submitted,

Craig White
Fire Chief, SCO, Paramedic
Town of Claresholm

Claresholm Fire Responses

From Apr 17 21 to May 17 21

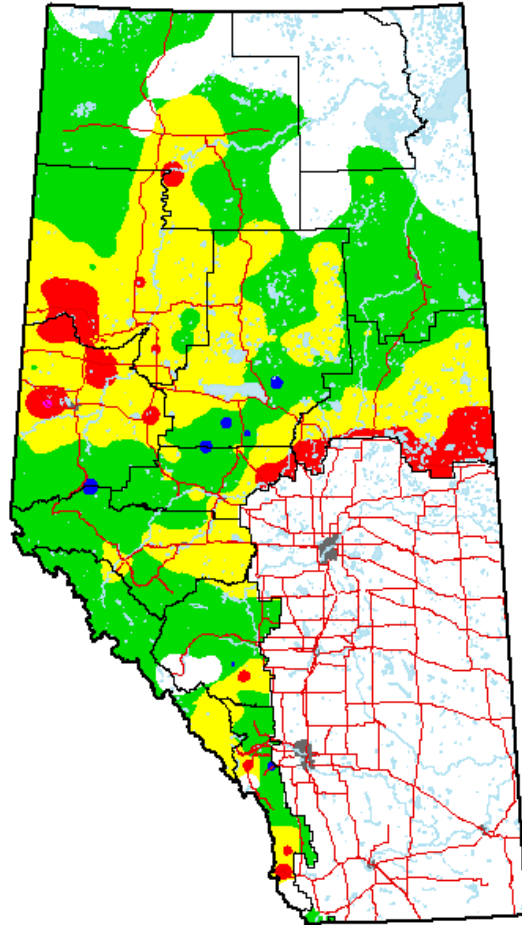


■ Alarm No Fire - miscellaneous - 1	■ Fire Outside - 3
■ Medical - EMS - 7	■ Public Hazard - miscellaneous - 1
■ Public Service - miscellaneous - 3	■ Rubbish or grass fire (no dollar loss) - 2
■ Rupture - gas pipes - 1	■ Vehicle Accident - 1



Alberta

Drought Code
for May 17, 2021



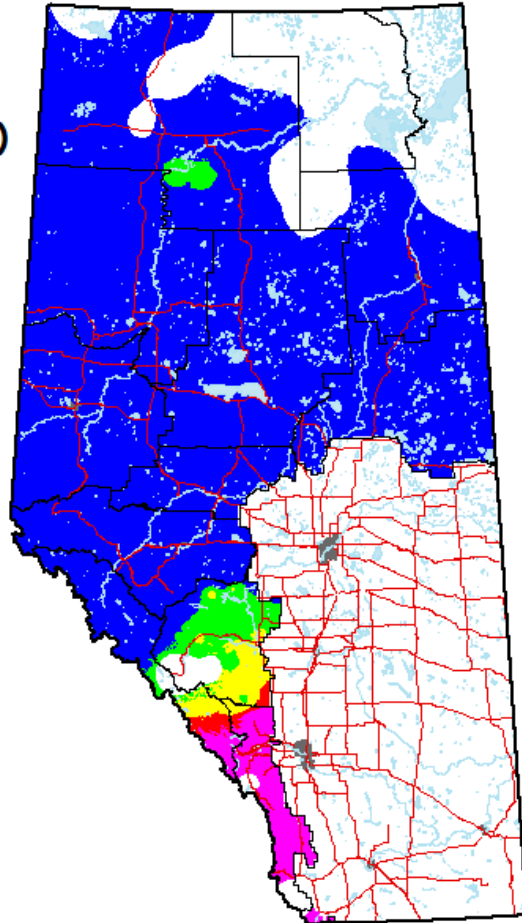
Alberta Government
© 2021 Government of Alberta
Map created on May-17 at 14:07



Alberta

Fire Danger (Fire Weather Index)
forecasted for May 18, 2021

-  Low
-  Moderate
-  High
-  Very High
-  Extreme
-  No Data



Alberta  Government
© 2021 Government of Alberta
Map created on May-17 at 14:59



MAY 2021

HR/TAXATION REPORT

Prepared by Lisa Chilton

Human Resources

All the seasonal staff have started now.

The recruiting for the new Chief Administrative Officer has begun. The posting is open until May 28th. There already has been significant interest in the position.

COVID has directly affected the town staff in a few areas. The closing of the schools has meant some office, and public works staff, have had to stay home to help with the child care and education process for their kids. We are all coming together as a team to make sure the public is served the best we can.

Assessment and Taxation

The 2019 Composite Assessment Review Board hearings were held on May 4th via zoom. We received the decisions back and both assessments were upheld as originally assessed.

The 2021 Combined Tax and Assessment Notices have been sent out. The due date is back to June 30th and the complaint, or appeal, date is July 19th. The individual policing costs for each property were also included in a separate attachment so everyone is aware of what portion of their taxes are going to the policing costs that have been downloaded to municipalities.

Below is the amount of outstanding taxes, at May 19th, 2021 not including TIPPS participants. Taxes outstanding are **\$3,886,338.24** summarized as follows:

\$ 3,750,824.71	Current Taxes Outstanding
\$ 63,742.43	Arrears including penalties
\$ 17,136.19	3 properties on Tax Agreement from 2020 Arrears List
\$ 54,634.91	On 2021 Tax Arrears List. Subject to auction in 2022.

The one ratepayer that was left on the 2020 Tax Arrears List has entered into a tax agreement. That means there will not be a property auction in 2021.

There still remains seven properties on the 2021 Tax Arrears List.

Infrastructure Services



MAY 2021
TOWN OF CLARESHOLM
Mike Schuweiler
Director of Infrastructure

Arena

The arena will be used for a few sales to sell off the remaining furniture from the old office and Cares will be having a garage sale as well in June, if allowed.

Town Buildings

The Museum school house skirting was replaced and painted, some additional painting done on the school and exterior trim. Doors are getting painted on the exhibit hall. Demolition tender for the old administration building has now closed. Pavement for the new parking lots is finishing up, with curbs and lines yet to install. The landscaping of the administration building has started with the irrigation system installation.

Cemetery

No complaints to report. Our seasonal student has started mowing.

Equipment

All equipment is operational at this time, the sweeper has broken down a few times, and we are sweeping as much as possible.

Garbage

Our collection program is working with Public works staff still filling in. The spring cleanup, ½ price dumpster rental program was well received, over 50 people requested dumpsters, so far this month. This extra bin delivery is keeping the garbage crew busier than normal, but we are keeping up.

Streets

Pothole repairs are behind, as available manpower is limited.

Sanitary Sewers

Monthly maintenance of the sewer system, in the Town's problem areas continue. Two homes have reported sewer backup, both were service line problems.

Water Distribution

A leak in the distribution system has been discovered, it is following the piping, into a meter vault. Location of leak is not known, yet, but we will be checking the area. It is at the trailer park by Agri-plex. Another direct bury meter has failed and must be dug up and replaced.

Storm Water Drainage

No problems at this time to report.

Parks

Tree planting at the frisbee golf course by a volunteer completed, watering of trees to be by Town staff. Ball diamonds have been gone over and readied for 2021. Grass cutting has started, and does not stop until freeze up, as we start over every week cutting over 55 acres. Weed spraying every day the wind isn't blowing, we try to do some, but falling behind.

Recycling

Compost area is busy with trees, branches and yard debris getting dropped off. Extra garbage dumped as well.

Staff

34 weeks of staff holidays are booked, over the next 20 weeks, leaving us with minimum staff over the summer.

CLARESHOLM RECREATION

April-May Recreation Report



Authored by: Denise Spencer

May 18, 2021

ARENA

- The Parks and Recreation Crew is updating the green colour at the arena, painting doors to match
- New Decals have been ordered for the doors as they were unable to reuse them
 - Referee Door, Men's & Ladies rooms, Employees only, Equipment Room, C's for Change rooms, Dressing Room 5, and Girls Change room
- CARes Garage Sale: Cancelled at this time due to restrictions

CAC

- Pool Signage: The Audit completed in September 2020 addressed our signage, and recommended that our dated signs be updated.
 - The EDO completed an application for the 'Community Takes Roots' project, which will help those with the Immigration Pilot Project feel at home in our community, and requested feedback from the pool. Signage will be a huge tool in reducing barriers for new community members
 - The Lifesaving Society has a signage program that is developed with Pictograms, which are appropriate for all ages, and easily understood regardless of language barriers.
 - The signage when completed to our specifications will be forwarded in the format needed. We will be using the existing boards to mount the new signage on.
- The last day of operations at the Claresholm Aquatic Centre was May 8, 2021.
- Waiting on word from Alberta Health Services regarding the Bronze Course scheduled May 29 & 30, under the guidance courses are able to run if they are meant for employment. Bronze Cross is the precursor to the National Lifeguard
- Summer schedule has been drafted with lessons, and advanced programming. This will be fluid and ready for change
 - Added flexibility to this time with possibility of private lesson, one on one training, or rehabilitation spot.
- Looking to provide a variety of options for patrons, weekly and monthly. Higher levels of lessons can be completed in a group setting for youth, while lower levels will continue to be private. Wish us well, restrictions could change again.
- Staff schedule for June being drafted. Plans for rental times Friday afternoons, after lessons
- Closing Sundays instead of Fridays, we would open for the Sunday afternoon as needed if the demand was there.
- Swim Club:
 - 4 Days used before shut down
 - Schedule will remain open for swim club if recreation guidance eased
 - Fort Macleod Pool has requested 3 dates per week until their facility is open, estimated end of July
- The Instructor/ Trainer has created powerpoint presentation for 3 of the courses we provide, NL, Bronze Medallion & Bronze Cross. NL legal presentation to be completed next.

ADMISSION POLICY

YOUR LOGO HERE

SAFETY INFORMATION



Children must be _ years or older to access the facility alone



Individuals under the influence of alcohol or drugs should not use the facility



Children under _ require active supervision at all times; caregivers must be _ years of age, in the water, and within arm's reach



Swim diapers are mandatory for children under 36 months bathers who are incontinent must wear protective water resistant swimwear

ADDITIONAL INFORMATION

- 1 caregiver for every child under _ years of age
- Individuals who have experienced diarrhea in the past 2 weeks should not use the pool
- People who appear to be afflicted with cuts, skin disease, communicable diseases, colds, fever, infection or other physical ailments are prohibited from entering the water
- Consult with doctor prior to use of the pool if you have a serious medical condition
- Abusive language or treatment of others will not be tolerated

EMERGENCY INFORMATION

- Notify staff in the event of injury or emergency
- Fire alarms are located next to all emergency exits
- AED is located _____
- Emergency Telephone is located _____
- 1 long whistle blast - clear the pool immediately



The "INSERT AFFILIATE NAME HERE" is an affiliate delivery partner of the Lifesaving Society, Canada's Drowning

- Goal: to provide advanced training that is relatable for youth that will assist with candidates retaining knowledge
- Ruth Lee Pool Rescue Manikin: Arrived May 18, 2021, and purchased for training purposes. CAC has borrowed one from Pincher Creek in March, then from the YMCA in Lethbridge for April. This Manikin has greatly assisted with teaching while physical distancing
 - The Pool Rescue Manikin is a revolutionary new product designed to innovate the way lifeguard training is conducted. This product brings together different elements of lifeguard training, allowing trainees to seamlessly practice different techniques. We think that this lifeguard training manikin is a tool for all leisure centres, swimming pools and clubs.
 - Designed specifically for lifeguard training and used as a tool for lifeguards.



Ball Diamonds-Minor Ball

- Meeting April 22, 2021 with Minor Ball and Town; Guidance has changed, Minor Ball ran May 3-7, 2021
 - Alberta Health Guidelines Prior to May 9, 2021:
 - Maximum of 10 total individuals including all coaches, trainers and participants.
 - 2 metre distance maintained at **all** times between participants
 - Coaches and trainers must be masked at all times.
 - Participants must be masked at all times except during high intensity physical activity.
 - Access to change rooms must be limited including accelerated arrival and departure, emergencies and washroom use.
 - Town's responsibilities regarding the facilities:
 - Signage regarding guidelines: requested the group ask parents to bring lawn chairs to prevent congregating
 - Provided screening sheet for group to use/ edit
 - Provided locked porta potties that coaches and town crew have keys for. Daily cleaning schedule
 - Minor Ball: educating parents regarding the physical distancing requirement, ages range from 5-15, segregated to each age group, honoring the max of 10 per group rule. Coaches will be masked, hands sanitized regularly. Participants will mask as required by the guidance

Disc Golf Course-Plantings

Plantings as of May 10, 2021

- 266 Saskatoon Bushes
- 355 Pine, Poplar & Fir
- 355 Raspberry Bushes
- Chokecherry
- Cherry
- 3 Black Current
- Red Currant Bush
- Gooseberry Bushes
- Elderberry Bushes
- 3 Russian Olives
- Rhubarb
- 4 Little Giant Cedar

Over 1000 Tree & Bush Plantings, optimistic that 50% will survive summer drought conditions.



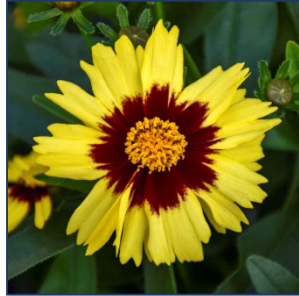
- The designer of the course has ran into difficulty hauling the large boulders, rocks into town as they are on property in the MD of Willow Creek. Spaces have been made in the hills to add short rock retaining walls. The boulders will be used as sitting within the Disc Golf Park.
- After working diligently on the course the designer (and landscaper) will be slowing down his work at the park.
- The Town Office has started selling the Disc Golf Starter Sets. With the Pool being closed, and staffing at the space limited it made sense to make the change
 - FCSS has purchased 10 sets for their youth group
 - 20 more sets are on order
- Disc Golf Event; this is in progress with FCSS for June



Patterson Pathway Expansion

- The existing pathway on the Claresholm east side is 650m, with the addition of 1.4km in the off leash dog park, and 650m extension the east side will have a system that can loop through all of the east side for walking, cycling and other methods of transportation (strollers, mobility units) for all ages regardless of ability.
- Community Foundations Emerald Grant Application May 17, 2021. Request for 2 Buddy Benches, similar to the existing benches at Patterson Park, and along Patterson Pathway

Gardens & Planting



- Hardy Perennials planted at the 2 Town entry signs. Coreopsis, Uptick ‘Yellow & Red’ and Arenaria, ‘Montana Blizzard Compact’. These plants bloom throughout the summer.
- The majority of the 2020 plantings of Potentilla’s and Cotoneaster have survived the winter, 1 small bush at north and south entrance may not survive.
- The peonies located at the Water Tower are now visible, and the Barberry is starting to grow leaves.

Skate Park

- Fundraiser with Claresholm, IGA, running May 17-31, donate \$2 towards the new Skate Park
- Newline Design Update: Site fit and meshing with the existing grades is important for the feel and experience at the park. Reduced some 5’6” berms down to more like 4’, and the 4’ berm is now in the “back” of the site, not dominating the front-facing area of the park.
- Detailed cost estimate, including some updated rates for lumber and rebar as those have gone through the roof. Working to ensure still on budget with the detailed planning and design.

COUNCIL RESOLUTION STATUS

Regular Scheduled Meeting - April 26, 2021				
17	CORRES: 2021 WCCHS Grad Parents - Moved by Councillor Schulze to provide a gift basket worth approximately \$100 to the WCCHS Best Ball Golf Scramble to be held on May 29, 2021 at the Bridges at Claresholm Golf Club. CARRIED MOTION #21-073	Erin	Scramble postponed to June 12th. Basket is being created.	In progress
Regular Scheduled Meeting - May 10, 2021				
1	BYLAW #1724 - Moved by Councillor Carlson to give Bylaw #1724, the 2021 Property Tax Rate Bylaw, 2nd Reading. CARRIED Moved by Councillor Cutler to give Bylaw #1724, the 2021 Property Tax Rate Bylaw, 3rd & Final Reading. CARRIED	Lisa/Karine	Bylaw printed, signed & uploaded to website	Complete
2	Delegation Response: National Police Federation - Moved by Councillor Cutler to write a letter to the Minister of Justice and Solicitor General and cc Premier Jason Kenney, MLA Roger Reid, MP John Barlow, other member Municipalities of AUMA, as well as K Division of the RCMP, stating that the Town of Claresholm is uncomfortable with the province proceeding with plans to replace the RCMP in Alberta with a provincial police force and that more public consultation is needed. CARRIED MOTION #21-080	Karine	Letter sent	Complete
10	CORRES: Livingstone Range School Division - Moved by Councillor Schulze to sign the agreement with the Livingstone Range School Division for Election Services for the 2021 election as presented. CARRIED MOTION #21-081	Karine	Agreement signed	Complete
16	CORRES: Marian Carlson, CAO - Moved by Councillor Carlson to accept the resignation of Marian Carlson as Chief Administrative Officer of the Town of Claresholm effective August 1, 2021. CARRIED MOTION #21-082	Marian	Advertising for position is underway	Complete
17	RFD: Infrastructure Master Plan - Moved by Councillor Zimmer to accept the Infrastructure Master Plan & Water Study as presented. CARRIED MOTION #21-083	Mike/Tara	Information sent to our GIS provider, and distributed to ORRSC.	Complete
18	RFD: GST in Policies - Moved by Councillor Cutler to adopt the updated policy 5.7.10 (v2.1) Recreation Fees Policy, as presented, effective May 11, 2021. CARRIED MOTION #21-084	Blair	Updated in Policy Manual	Complete
18	RFD: GST in Policies - Moved by Councillor Moore to adopt the updated policy 5.8.30 (v1.2) Community Offices Rental Policy, as presented, effective May 11, 2021. CARRIED MOTION #21-085	Blair	Updated in Policy Manual	Complete

19	RFD: Multi-use Building Landscaping - Moved by Councillor Schlossberger to approve the out of budget expenditure in the amount of \$32,500 for the multi-use community building landscaping to be funded from the MSI Capital Grant. CARRIED MOTION #21-086	Mike/Tara	Products ordered, landscaping to be completed in May (weather permitting).	Complete
20	RFD: Appointing Assessor - Moved by Councillor Schulze to appoint the Town's current Assessor, Logan Wehlage, an employee of Benchmark Assessments Consultants Inc, as the Assessor for the Town of Claresholm for the 2021 Assessment year. CARRIED MOTION #21-087	Lisa	Assessor noted	Complete
21	RFD: Seniors Drop-in Grant Application - Moved by Councillor Schlossberger to partner with the Seniors Drop In Centre in support of their grant application to the Community Foundation of Lethbridge & Southwestern Alberta. CARRIED MOTION #21-088	Karine	Letter sent	Complete
22	RFD: Seniors Drop-in Markets - Moved by Councilor Cutler to approve the use of the public parking lot adjacent to the Seniors Drop In Centre located at 5009 2 Street East for markets on Thursdays during the summer (approx. June – September), with the stipulation that they follow all current public health guidelines. CARRIED MOTION #21-089	Tara/Mike	Letter sent, notified public works	Complete
23	RFD: Claresholm Farmers Markets - Moved by Councillor Moore to allow the Claresholm Farmers Market to use the downtown parking lot (west side) between 3:00 and 7:00pm on Wednesdays for the Farmer's Market from July 7th to September 15th, 2021 with the Town providing and setting up barricades to close the west half of the parking lot at 7:00am, with the stipulation that they follow all current public health guidelines. CARRIED MOTION #21-090	Tara/Mike	Letter sent, notified public works	Complete
24	RFD: The Attic Downtown Sidewalk Request - Moved by Councillor Schlossberger to approve the use of a portion of the public sidewalk adjacent to the Attic & vacant lot located at 121 & 123 – 49 Avenue West for sidewalk sales/markets from June until the end of September, following AHS protocols & guidelines and ensuring adequate pedestrian access is maintained. CARRIED MOTION #21-091	Tara/Mike	Letter sent, notified public works	Complete
32b	IN CAMERA: PERSONNEL - Moved by Councillor Moore to appoint Joe Toone to the Claresholm & District Museum Board. CARRIED MOTION #21-092	Karine	Email sent & committee listing updated	Complete
32b	IN CAMERA: PERSONNEL - Moved by Councillor Carlson to appoint Joanna Ridley to the Claresholm Public Library Board. CARRIED MOTION #21-093	Karine	Email sent & committee listing updated	Complete

PREPARED BY: Karine Keys, CLGM, Finance Assistant

APPROVED BY: Marian Carlson, CLGM – CAO

DATE: May 20, 2021

INFORMATION ITEMS



OLDMAN RIVER REGIONAL SERVICES COMMISSION

EXECUTIVE COMMITTEE MEETING MINUTES

April 8, 2021; 6:00 pm

ORRSC Conference Room (3105 - 16 Avenue North, Lethbridge)

The Executive Committee Meeting of the Oldman River Regional Services Commission was held on Thursday, April 8, 2021, at 6:00 pm, in the Conference Room of the ORRSC Administration Building, as well as virtually via Zoom.

Attendance:

Executive Committee:

Gordon Wolstenholme, Chairman
Jim Bester, Vice Chair
Don Anderberg, Virtually
Doug MacPherson, Virtually
Ian Sundquist, Virtually
Jennifer Crowson, Virtually
Richard Bengry

Staff:

Lenze Kuiper, Director
Tara Cryderman, Executive Assistant

Other:

Derek Taylor, KPMG LLP

Chairman Wolstenholme called the meeting to order, the time being 6:03 pm.

1. Approval of Agenda

Moved by: Richard Bengry

THAT the Executive Committee approve the April 8, 2021 Executive Committee Meeting Agenda, as presented.

CARRIED

2. Approval of Minutes

Moved by: Doug MacPherson

THAT the Executive Committee approve the March 11, 2021 Executive Committee Meeting Minutes, as presented.

CARRIED

3. Business Arising from the Minutes

There was no business arising from the minutes.

4. Delegation Presentation

Derek Taylor of KPMG LLP presented the Financial Statements of the Oldman River Regional Services Commission for the year ending December 31, 2020, which were prepared in accordance with Canadian public sector accounting standards, including the 4200 series of standards for government not-for-profit organizations.

Moved by: Don Anderberg

THAT the Executive Committee accept the Auditors' Report and Financial Statements for the year ending December 31, 2020, as prepared by KPMG LLP. **CARRIED**

5. New Business

a. Bylaw No. 2013-2 Amendment Discussion

Two Staff members attended a webinar on March 18, 2021, hosted by Municipal Affairs, regarding the recent legislative changes to Regional Service Commissions. Based on the information presented during this webinar, draft ORRSC bylaws will be presented at the next Executive Committee meeting.

b. Subdivision Activity

The Subdivision Activity, to the end of March 2021, was distributed for information.

6. Accounts

a. Office Accounts

(i) Monthly Office Accounts - February 2021 and Payments and Credits – January 2021

Moved by: Jim Bester

THAT the Executive Committee approve the Office Accounts for February 2021, in the amount of \$44,187.35;

AND THAT the Executive Committee approve the Payments and Credits for January 2021.

CARRIED

b. Financial Statements

(i) Details of Account - Municipal Revolving Loan

Moved by: Jennifer Crowson

THAT the Executive Committee approve the details of the Loan Account - Municipal Revolving Loan, as of February, 2021.

CARRIED

7. Director's Report

The Director reported on the following:

- Every 3 years ORRSC applies for a partnership grant to obtain new ortho photos of member municipalities. ORRSC did not receive the grant this year. While ORRSC will not be offering the same project to the municipalities as in the past, several member municipalities still wish for new photos, and are willing to fund the project. Many rural municipalities seem to be going ahead, as they get some funding from the provincial government. The project will go ahead, but won't involve everyone and may cost more.
- One of the fleet cars was involved in an accident and was written off. ORRSC received \$15,100 from insurance as the replacement value. The fleet car hasn't been replaced yet, as it wasn't budgeted for in the current budget. A RFP was requested to allow the Director to receive bids for the replacement vehicle.

Moved by: Richard Bengry

That the Executive Committee authorize the issuance of Request for Proposals for a replacement fleet vehicle.

CARRIED

- Issues with the net band width and the internet, and phone system. There is a requirement for additional fiber lines into the Administration Building. Possible solutions are being investigated.
- Meetings with the CAOs that the retiring Senior Planner represented to further discuss succession and transition.

8. Executive Report

It was suggested to change the name of this agenda item to "Roundtable Discussions".

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

9. Adjournment

Following all discussions, Chair Gordon Wolstenholme adjourned the meeting, the time being 7:35 pm.

CHAIR:



CLARESHOLM AND DISTRICT TRANSPORTATION SOCIETY

Board of Directors, April 22, 2021

Zoom Meeting

ATTENDEES: Howard Paulson – Lay Representative
Brydon Saunders- Lay Representative
Ian Sundquist – MD of Willow Creek
Lise Schulze – Town of Claresholm
Jason Schneider – Vulcan County
Sally Morton – CEO
Shirley Isaacson – Secretary

REGRETS : Cindee Schlossberger – Lay Representative
Brian Comstock – Lay Representative

Chair Howard Paulson called the meeting to order at 11:00 a.m.

1.0 APPROVAL OF AGENDA:

Moved by Lise Schulze to accept the agenda as presented. Carried.

2.0 APPROVAL OF MINUTES:

Moved by Ian Sundquist that the minutes of the March 25, 2021 meeting be accepted as presented. Carried.

3.0 BUSINESS ARISING FROM MINUTES:

3. Curtis Swanson and Dan Hyde joined the meeting to discuss ambulance services. Their end goal is to utilize Claresholm Transportation services more and the challenge is to get the right patient with the right mode of transportation. When the ambulance is used for transfer work it takes this ambulance out of duty for emergency calls. This will be discussed with the local hospitals and hopefully be rectified in the near future.

4.0 CORRESPONDENCE: Received the signed lease agreement from the Town of Claresholm.

5.0 REPORTS:

5.1 Financial – April starts a new fiscal period, so the figures are only for one month. There were 61 trips in April, and 53 trips in March. We move to the new office at the end of the month and signage will be done by KFG. Glenda is working on the CIP Grant which is due at the end of May, 2021. Cindy and Sally attended the Transportation Collective Gathering meeting which is out of Calgary. They share problems and ideas, suggest sponsorships for fuel purchases.

5.2 Chairman's Report –Lethbridge News is going to be doing an interview with Howard about our services and will be on television tonight.

6.0 OLD BUSINESS: The contract for Glenda has not been completed as of yet.

7.0 NEW BUSINESS:

The Willow Creek Continuing Care Centre does not provide a helper when we take a resident to the Foothills Hospital or South Health Campus. The drivers are finding this very difficult to manage with the parking, etc. Suggestion to check with the Foothills Hospital to see if they have any solutions.

8.0 IN CAMERA:

There was no in-camera.

9.0 NEXT MEETING DATE:

May 20, 2021.

The meeting was adjourned by Brydon at 12 noon.

SIGNED:

SIGNED:



Claresholm Animal Rescue Society

Board Meeting

MINUTES

October 15, 2020

Lorraine Norgard -P

Doreen VanLangen -P

Lise Schulze -P

Judy Lelek -P

Barb Hinkle -P

Diane Lockhart -P

Sylvia Giroux -P

Karen Thompson -A

Lynn Harrington - P

Dave Hatch -P

Denise Peters -P

1. Call Meeting to Order

The meeting was called to order at 7:05 p.m. at the Claresholm Agriplex.

2. Acceptance/Additions of Agenda

The agenda was accepted on a motion made by Lise Schulze, seconded by Dave Hatch, carried.

3. Approval of Minutes

The minutes of September's meeting were circulated and approved on a motion made by Lise Schulze, seconded by Barb Hinkle, carried.

4. Treasurer's Report

Doreen so moved her report with the following balances:

Casino Account \$9,257.15

Community Account \$45,530.66

Elite Savings \$582.59

Credential Asset Management \$22,691.50

Veterinary costs for last month were \$5,522.88. The Treasurer's report was seconded by Sylvia Giroux, carried.

The COVID wage assistance program was looked into, but it is so extensive, that we felt not worth the hoops to apply and then find out not going to qualify.

5. Scheduler/Statistics/Volunteers Report

The Board reconsidered the male cat from Barons, and decided not to take him.

6. Fundraising

6.1 Lynn Harrington has graciously taken over selling of clothes and pet supplies in her home. So far has done well even with COVID limitations. Her trade name on Facebook will be "Lynn Cares." Welcome and thank you.

6.2 Raffle Decisions – Currently are preparing for the 50/50 and will sell tickets. Profits will be utilized to buy the shed and other assets needed at the shelter.

Lise Schulze moved: We will print 1,000 tickets, and CArES will buy gift certificates for prizes as follows:

1. IGA \$250

2. Home Hardware \$200.00

3. Casa Roma \$50.00

4. Douros \$50.00

5. Flowers on 49th \$50.00

6. Claresholm Pharmacy \$50.00. Seconded by Barb Hinkle, carried.

6.3 Bottle Drive in Fort Macleod – Barb and Denise will contact Liisa Gillingham from the Town Fort Macleod's office to arrange. Darla Stav and Kris Holbeck may will help with it too.

7. Old Business

7.1 Trap & Release Program

Kyle from Town of Claresholm is looking into arranging the program for Claresholm. Volunteers will be required to help him with it. We will share info on it as we hear from him.

8. New Business

8.1 Enforcing Surrender Fee

When accepting animals especially from out of our area, we need to be more forceful about imposing the surrender fee to help with costs. There will always be extenuating circumstances where it is waived rather than having the animal(s) dumped.

8.2 Staff/Volunteer Shortages

Sylvia reviewed that we are short on covering shifts for the next while, so will either need to cover with staff (increase in expenses) but preferably more volunteers can step up where they can.

8.3 Supplies Organization & Ordering Committee

We need a better way to have supplies on hand. Please continue to write on list of what is needed, so that those that can, can order and/or pick up supplies.

8.4 Health Issues of Incoming Surrenders – anything we can do better?

Lately we have received/taken in some fairly unhealthy pets, that increase our vet bills. It boils down to the fact that we are a society to look after and get animals healthy enough if possible to get them a home. The quality of their life and limitations comes plays a big factor.

9. Next Meeting

Thursday, November 19th at, 7 pm, Claresholm Agriplex.

10. Adjournment

The meeting was adjourned at 8:20 p.m.



Claresholm Animal Rescue Society

Board Meeting

MINUTES

March 18, 2021

Lorraine Norgard -P

Doreen VanLangen -P

Lise Schulze -P

Judy Lelek -P

Barb Hinkle -P

Faye Knudson -A

Sylvia Giroux -P

Karen Thompson -P

Dave Hatch -P

Denise Peters -P

1. Call Meeting to Order

The meeting was called to order at 7:00 p.m. at the Claresholm Agriplex.

2. Acceptance/Additions of Agenda

The agenda was accepted by consensus with the additions of:

8.4 Cats – Barb

8.5 Shed & Dog Upgrades – Lorraine

8.6 Reikhi Reports - All

3. Approval of Minutes

The last meeting was October 2020 (not November 2020), and those minutes are on LN's other computer.

4. Treasurer's Report

Doreen reported the following:

Casino Account \$5,803.10

Community Account \$54,872.83

Elite Savings \$1,280.99

Credential Asset Management \$22,691.50

5. Scheduler/Statistics/Volunteers Report

Sylvia reported the following:

September 17, 2020 to December 31, 2020

Total hours 2,353

Total Volunteers 15

Total New Cats 56 (3 were returned to owners)

Total New Dogs 13 (8 were returned to owners)

Total Adoptions – 67 cats and 12 dogs

January 1, 2021 to March 18, 2021

Total Hours 570

Total Volunteers 15

Total New Cats 21 (2 were claimed by their owners)

Total New Dogs 10 (4 were claimed by their owners)

Total Adoptions – 28 cats and 3 dogs

2020 Adoption Summary: 184 Cats, 32 Dogs, and 1 Rabbit

6. Fundraising

6.1 Grants

Faye's written report read as follows: "Here is what is happening around grants. Community Foundation grant report is waiting on a couple waivers from people who have agreed to have pictures added to the report. No word yet from North & Company about their community initiative grant. Barb has submitted for the PetSmart \$2,500 field grant."

6.2 Casa Roma Results

Tabled as George doing count on it.

6.3 Sales at Lynn's

\$795 for January.

7. Old Business

7.1 Pet First Aid Course Options: Oct 10&11 or Oct 17/18 or any weekend Nov.??

It was agreed to take it off the agenda until COVID restrictions are lifted.

7.2 New Town of Claresholm ByLaw officer – Kyle A – will attend meeting with Jason H when COVID allows. They will update us on Town's TNR plans for 2021.

7.3 Adoption Rates increase as suggested by Adoption Committee – REVIEW – we lose \$\$ on 95% of our adoptions. Last increased Sept 1, 2020.

	Current	Effective April 1, 2021
Puppy	\$350.00	\$400.00
Dog 1-5 years	\$300.00	\$350.00
Dog 6+ years	\$250.00	leave at \$250.00
Cat or Kitten	\$150	\$175.00
Senior 15+	\$100	leave at \$100.00
Shop Cats	\$100	leave at \$100.00

Motion was made by Sylvia Giroux and seconded by Lise Schulze, carried.

8. New Business

8.1 Fire Inspection Review – approved with two exemptions they are working on

We have two exemptions at this time, one being the panic bar for the main door to get out in a hurry, and the removing the "Exit" sign from the south door leading out to dog runs, if the lock is going to remain on that gate. It was unanimous that the lock was required on the gate. Town will look after both remedies.

8.2 Enforcing Fines - we (CAREs) cannot release Town or MD animals brought in; must be Town of Cholm ByLaw Officer. Report to him asap as brought in.

Kyle and Jason have advised that ByLaw officer must be made aware of all stray animals brought in and those animals cannot be released to owners without his permission after he collecting due fines. The ByLaw book with dog tag info has been returned to the Town.

8.3 Quote to Review Books

Lorraine reviewed Dahlin Sabey's quote which is much less than Avail. Sylvia moved to have our 2020 books reviewed by Sabey & Company, 2nd by Dave, carried.

8.4 Cats

Barb has been approached by someone who will adopt Binx & Spitz together, and plans to keep them in a heated building. Sylvia moved we adopt out the two for \$100, seconded by Denise, carried.

We continue to be questioned/harassed about returning YG's two cats to her which she surrendered on her own free will. Upon review all the circumstances, Denise moved we not return the them, but keep the cats as surrendered, seconded by Doreen, carried.

8.5 Shed & Dog Kennel Upgrades

The shed is scheduled to arrive early May. The Town Crew has offered to assemble it for us when it comes. Because of some dogs not liking/getting along with other dogs whether beside them or even just seeing a new dog, we have to put up plastic "no see" barriers which are cumbersome and time consuming. Agreed to approach Town Crew to see if we buy the supplies, they would do the construction part and then we'd have some kennels set up that make it safer and ready to use. Lorraine will talk to Mike. (*Upon mentioning to Mike, the Town had plastic already left over from reconstruction of skating arena, supplied that and the manpower, and all was up within a few days; thank you ONCE AGAIN to the Town Crew for their help!*).

8.6 Reikhi Reports

Discussion of how do staff/volunteers know about the reikhi reports when they are done on cats at the shelter. Most don't even know a report was done, so can't follow with care as recommended/outlined by Tracy in her reports. Lorraine asked Tracy and she is fine with the staff/volunteers reading the reports. Some feel potential adopters shouldn't be privy to this information. Agreed that reports be added to the Communication Book for the staff/volunteers to read as well as a copy put in the cat's file. We will not post for others to read.

Dog assessments/reports from Saul will continue to be posted on kennels for staff/volunteers to read as well as potential adopters.

9. In Camera

Doreen moved that the Board go In Camera, seconded by Sylvia Giroux, carried. Barb Hinkle moved we come out of In Camera, seconded by Karen Thompson, carried.

10. Next Meeting

Thursday, April 15, 2020, 7 pm, Claresholm Agriplex.

11. Adjournment

The meeting was adjourned at 8:35 p.m.