

**TOWN OF CLARESHOLM
PROVINCE OF ALBERTA
REGULAR COUNCIL MEETING
JUNE 11, 2007
AGENDA**

**Time: 7:00 P.M.
Place: Council Chambers**

AGENDA: ADOPTION OF AGENDA

MINUTES: REGULAR MEETING MINUTES MAY 28, 2007

PUBLIC HEARING: BYLAW #1488 – LAND USE AMENDMENT

**DELEGATIONS: 1. ROSE PETEK
 RE: PROPERTY MAINTENANCE**

**2. TONY D'AGNONE
 RE: CHRISTIE ESTATES**

ACTION ITEMS:

**1. BYLAW #1488 – LAND USE AMENDMENT
 RE: 2ND & 3RD READINGS**

**2. BYLAW #1492 – OFFSITE LEVY BYLAW
 RE: 1ST READING**

**3. CORRES: HON. LUKE OUELLETTE, MINISTER OF INFRASTRUCTURE
AND TRANSPORTATION & HON. RAY DANYLUK, MINISTER OF
MUNICIPAL AFFAIRS AND HOUSING
 RE: 2007 ALBERTA MUNICIPAL INFRASTRUCTURE PROGRAM (AMIP)**

**4. CORRES: HON. HECTOR GOUDREAU, MINISTER OF TOURISM, PARKS,
RECREATION AND CULTURE
 RE: 2010 ALBERTA SUMMER GAMES BID**

**5. CORRES: OLDMAN RIVER REGIONAL SERVICES COMMISSION (ORRSC)
 RE: APPLICATION FOR SUBDIVISION OF LAND**

**6. CORRES: CHUCK LEE, SOUTHWEST ALBERTA BUSINESS
DEVELOPMENT CENTRE
 RE: ROGER BROOKS, DESTINATION DEVELOPMENT, INC.**

**7. CORRES: DON OHORODNYK
 RE: NEGLECTED & UNSIGHTLY PROPERTIES**

**8. CORRES: BOB MCDONALD
 RE: WATER PRESSURE – EAST CLARESHOLM**

**9. CORRES: ORRSC
 RE: CENTENNIAL PARK MASTER PLAN**

10. POLICY #64 – OC SPRAY POLICY

11. POLICY #65 – BATON POLICY

12. JULY & AUGUST 2007 MEETING DATES

13. ADOPTION OF INFORMATION ITEMS

14. IN CAMERA – DEVELOPMENT / PERSONNEL

INFORMATION ITEMS:

- 1. Claresholm RCMP Detachment – Monthly Policing Report May 2007**
- 2. Claresholm & District Transportation Society – Thank you**
- 3. Claresholm Float Participation for 2007**

ADJOURNMENT:

**TOWN OF CLARESHOLM
PROVINCE OF ALBERTA
REGULAR COUNCIL MEETING MINUTES
MAY 28, 2007**

PRESENT: Mayor: Rob Steel, Councillors: Doug MacPherson, David Moore, Shirley Isaacson, Gerry McGuire, Daryl Sutter, Wayne Kenna, CAO: Kris Holbeck, Secretary-Treasurer: Karine Wilhauk
Absent: none

AGENDA: Moved by Councillor McGuire that the agenda be accepted as presented.

CARRIED

MINUTES: REGULAR MEETING – MAY 14, 2007

Moved by Councillor Isaacson that the Regular Meeting Minutes of May 14, 2007 be accepted as presented.

CARRIED

ACTION ITEMS: 1. OPERATING & CAPITAL BUDGETS 2007

Moved by Councillor Kenna to approve the 2007 Operating Budget as presented.

CARRIED

Moved by Councillor MacPherson to approve the 2007 Capital Budget as presented.

CARRIED

2. BYLAW #1487 – MILL RATE BYLAW 2007
RE: 2nd & 3rd READINGS

Moved by Councillor Moore to give Bylaw #1487, the 2007 Mill Rate Bylaw, 2nd reading.

CARRIED

Moved by Councillor MacPherson to give Bylaw #1487, the 2007 Mill Rate Bylaw, 3rd and final reading

CARRIED

3. BYLAW #1491 – LAND USE AMENDMENT
RE: FIRST READING

Moved by Councillor McGuire to give Bylaw #1491, a Land Use Amendment Bylaw, first reading.

CARRIED

4. CORRES: ALBERTA INFRASTRUCTURE & TRANSPORTATION
RE: 2006 & 2007 STREETS IMPROVEMENT PROGRAM
PAYMENT

Received for information.

5. CORRES: HON. RAY DANYLUK, MINISTER OF
MUNICIPAL AFFAIRS AND HOUSING
RE: 2007/2008 UNCONDITIONAL MUNICIPAL GRANT

Received for information.

6. CORRES: HON. LUKE OUELLETTE, MINISTER OF
INFRASTRUCTURE AND TRANSPORTATION
RE: WATER FOR LIFE STRATEGY GRANT FUNDING

Received for information.

7. CORRES: HON. RAY DANYLUK, MINISTER OF
MUNICIPAL AFFAIRS AND HOUSING
RE: MUNICIPAL SUSTAINABILITY INITIATIVE

Received for information.

8. **CORRES: ALBERTA INFRASTRUCTURE AND TRANSPORTATION**
RE: 2007 INFRASTRUCTURE & TRANSPORTATION GRANT PROGRAMS

Received for information.

9. **CORRES: ALBERTA ENVIRONMENT**
RE: INDIVIDUAL DRINKING WATER FACILITY ASSESSMENT INFORMATION RELEASE

Received for information.

10. **CORRES: HON. GUY BOUTILIER, MINISTER OF INTERNATIONAL, INTERGOVERNMENTAL & ABORIGINAL RELATIONS**
RE: TRADE, INVESTMENT & LABOUR MOBILITY AGREEMENT (TILMA) BETWEEN ALBERTA & BRITISH COLUMBIA

Received for information.

11. **CORRES: CLARESHOLM PARKS SOCIETY**
RE: 2nd ANNUAL DOWNTOWN SUMMER BARBECUE

Moved by Councillor MacPherson to allow the Claresholm Parks Society to hold their 2nd Annual Summer Barbecue in the parking lot downtown on July 22, 2007 for a fundraiser.

CARRIED

12. **CORRES: ANNA MAE MIFFLIN & OTHERS**

Moved by Councillor MacPherson to refer this matter to administration for further investigation.

CARRIED

13. **POLICY #63 – PHYSICIAN RECRUITMENT INCENTIVE – MAYOR STEEL**

Moved by Councillor Moore to approve Policy #63 regarding a physician recruitment incentive.

CARRIED

14. **MUNICIPAL DEVELOPMENT PLAN – COMMUNITY OPEN HOUSE** RE: DATE CHANGE, WEDNESDAY, JUNE 20, 2007

Received for information.

15. **ADOPTION OF INFORMATION ITEMS**

Moved by Councillor McGuire to accept the information items as presented.

CARRIED

16. **IN CAMERA – DEVELOPMENT / PERSONNEL**

Moved by Councillor Kenna that this meeting go In Camera.

CARRIED

Moved by Councillor Kenna that this meeting come out of In Camera.

CARRIED

ADJOURNMENT: Moved by Councillor Isaacson that this meeting adjourn.

CARRIED

DELEGATIONS

2007 June 1

To: Mayor + Town Council
Clareholm AB.

Please accept this as request to attend the June 11, 2007 Town Council Meeting as a delegation regarding concerns and enquiries as to current practice/by-laws in relation to private and/or developers property maintenance (ie: weed control/groundcover).

I am unsure as to whether your department confirms attendance by phone or mailing therefore I have included both.

Sincerely,

Rose + Steven Letek

Box 2075

Clareholm AB

(403) 625-4560 (please leave a message).

ACTION ITEMS

**TOWN OF CLARESHOLM
PROVINCE OF ALBERTA
BYLAW # 1488**

A Bylaw of the Town of Claresholm to amend Bylaw #1062 being a Bylaw setting out the General Plan for the Town of Claresholm, and Bylaw #1384 being a bylaw setting out land uses for the Town of Claresholm.

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

NOW THEREFORE under the authority and subject to provisions of The Municipal Government Act the Municipal Council of the Town of Claresholm duly assembled does hereby enact;

1. The Town of Claresholm General Plan Bylaw #1062 shall be amended as follows:

GENERAL PLAN MAP

A Portion of the E1/2 of SEC.34-12-27 W4M be amended by changing the "R3" (Country Residential) designation to an "R1" (Residential) designation.

2. The Town of Claresholm Land Use Bylaw #1384 shall be amended as follows:

LAND USE MAP

A Portion of the E1/2 of SEC.34-12-27 W4M be amended by changing the "R3" (Country Residential) designation to an "R1" (Residential) designation.

3. This Bylaw shall take effect on the date of final passage.
4. Bylaws #1384 and #1062 are hereby amended.

Read a first time in Council this day of 2007 A.D.

Read a second time in Council this day of 2007 A.D.

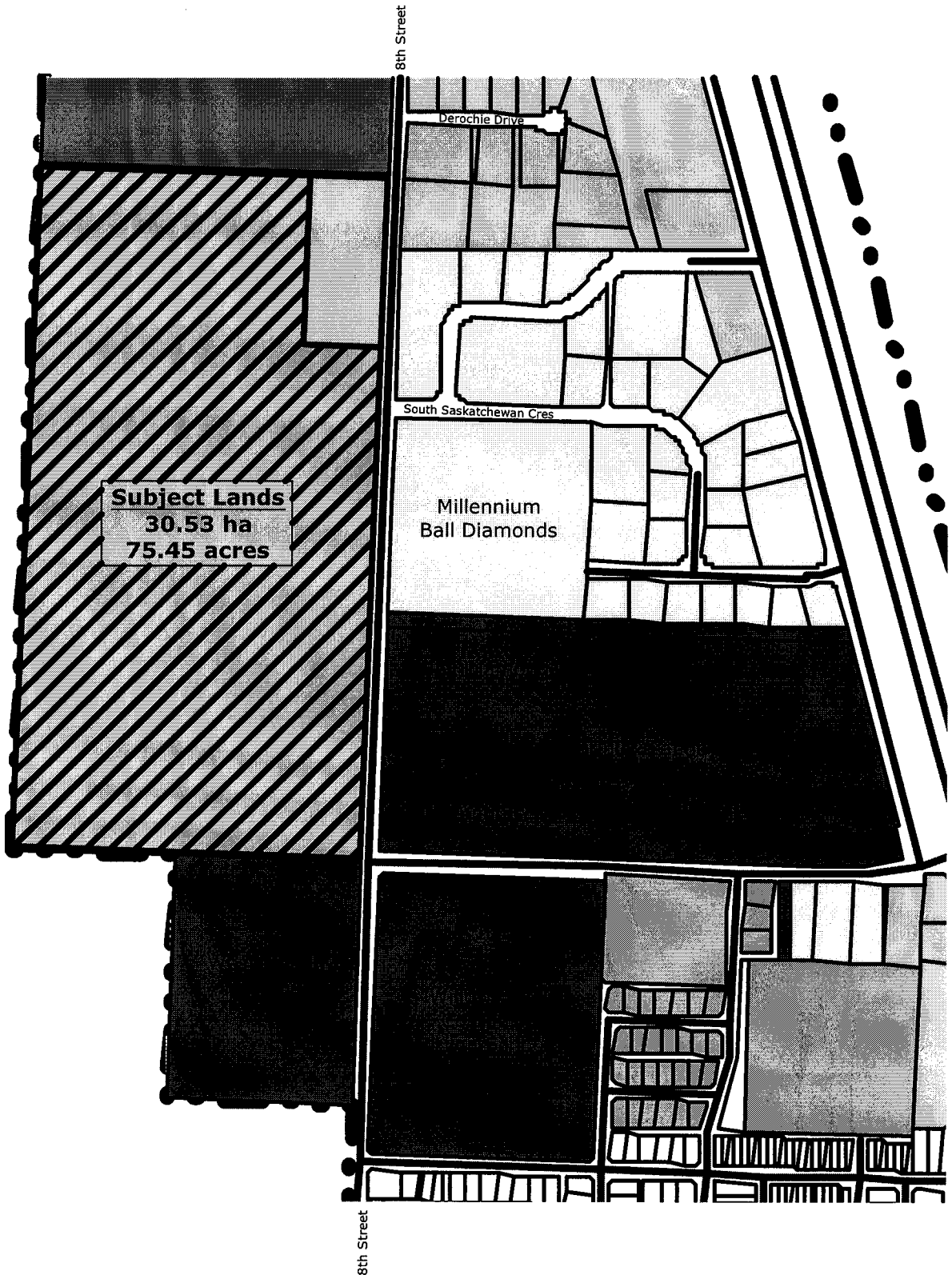
Read a third time in Council and finally passed in Council this day of 2007 A.D.

Rob Steel, Mayor

Kris Holbeck, CAO

BYLAW # 1488

A Portion of the East 1/2 of Section 34-12-27 W4M



Town of Claresholm
Bylaw # 1492
Province of Alberta

Offsite Levy

A Bylaw of the Town of Claresholm in the Province of Alberta, for the purpose of:

2. Providing for the imposition of a levy, to be known as an "off-site levy", in respect of land that is to be developed or subdivided, and
2. Authorizing agreements to be entered into in respect of the payment of the levy; and
2. Setting out the object of each levy; and
2. Indicating how each amount of the levy was determined.

WHEREAS Sections 648 and 649 of the Municipal Government Act, Chapter M-26, 2000, provides that the Council of a municipality may pass a bylaw establishing an offsite levy;

WHEREAS Council for the Town of Claresholm deems it desirable to establish an offsite levy for the purposes described in the Act;

WHEREAS Council engaged the engineering firm of Cicon Engineering to prepare the fair and equitable calculation of the offsite levies in accordance with the purposes of the Act;

WHEREAS Council wishes to enact a bylaw to impose and provide for the payment of offsite levies; to authorize agreements to be entered into in respect of payment of offsite levies; to set out the object of each levy; and to indicate how the amount of each levy was determined;

NOW THEREFORE the Municipal Council for the Town of Claresholm, duly assembled, enacts as follows:

2. PURPOSE AND INTENT

This bylaw is intended to:

- 1) impose and provide for a levy to be known as an offsite levy in respect of land that is to be subdivided or developed in the Town of Claresholm;
- 2) authorize agreements to be entered into in respect of payment of a levy;
- 3) set out the objects of each levy; and
- 4) indicate how the amount of the levy was determined.

2. DEFINITIONS

In this bylaw:

- 1) "Act" shall mean the Municipal Government Act, Statutes of Alberta, 2000, Chapter M-26;
- 2) "CAO" shall mean the Chief Administrative Officer of the Municipality or his authorized representative, subordinates or assistants;
- 3) "Development" has the same meaning as provided for in the Act;
- 4) "Offsite levy" means the levy imposed and created by the Bylaw;
- 5) "Subdivision" has the same meaning as provided for in the Act.

3. ADMINISTRATION AND ENFORCEMENT

Council hereby delegates to the Chief Administrative Officer the duty and authority to enforce and administer this bylaw.

4. DIVISION INTO AREAS

For the purposes of imposing an offsite levy in accordance with the Act, the Town is hereby divided into two categories for the purpose of calculating offsite levies. These categories are outlined as follows:

- 1) Residential/Commercial/Institutional
- 2) Industrial

5. IMPOSITION OF LEVY

- a) A levy shall be imposed on a) a subdivision area, on the date of the subdivision approval, or b) a development area, on the date of issuance of a development permit. A levy is deemed to have been imposed whether or not the imposition of the levy is made a specific condition of subdivision or development approval.

The levies are imposed, in accordance with the following:

	<u>AREA</u>	<u>COST</u>
i)	Residential/Commercial/Institutional	based on population served divided by estimated population
ii)	Industrial	based on population served divided by estimated population
	<u>FUNCTION</u>	<u>COST</u>
i)	Water Systems	based on population equivalent that a development generates
ii)	Sanitary Sewer System	based on population equivalent that a development generates (peak dry weather flows should be utilized) See Schedule A
iii)	Storm Sewer System	based on area of development multiplied by the runoff coefficient

There will be a variance in cost due to the differences in the infrastructure required for the different areas and functions.

6. PAYMENT OF LEVY

RESIDENTIAL

- i) 50% of the residential offsite levy is payable upon signing of the development agreement,
- ii) a portion of the remaining 50% residential offsite levy (based on # residential lots in total) is payable each time a development permit is approved and/or when land title is transferred for the lots in the specified development area,
- iii) the total of the outstanding residential offsite levy fees are due and payable at the time that either a) 51% of the development permits are approved or b) 51% of the land titles are transferred or c) any combination of a) and b).

INDUSTRIAL/COMMERCIAL/INSTITUTIONAL

- i) 50% of the industrial/commercial/institutional offsite levy is payable upon signing of the development agreement,
- ii) a portion of the remaining 50% industrial/commercial/institutional offsite levy (based on # industrial/commercial/institutional lots in total) is payable each time a development permit is approved and/or when land title is transferred for the industrial/commercial/institutional lots in the specified development area.
- iii) the total of the outstanding industrial/commercial/institutional offsite levy fees are due and payable at the time that either a) 51% of the development permits are approved or b) 51% of the land titles are transferred or c) any combination of a) and b).

Interest on any outstanding levy shall be calculated from the time of payment at 14%, compounded annually.

That in the event that any of the offsite levies imposed by this Bylaw are not paid at the time specified in the development agreement or abovementioned, the Town CAO is hereby authorized to impose the unpaid sums of money on the lands that are the subject of the development agreement, and thereafter collect the same as unpaid taxes in accordance with the provisions of the Act.

7. AUTHORITY TO ENTER INTO AGREEMENT

Council hereby delegated the CAO, the Authority to enter into, and execute on behalf of the municipality, a written agreement with the owner of the land that is to developed or subdivided providing for the payment of the levies imposed by this bylaw. This Bylaw also expressly delegates the authority to the CAO to vary or waive the payment of the offsite levies imposed by the Bylaw with prior approval for such varying or waiver being established by Council by way of a resolution.

8. OBJECT OF THE LEVIES

The object of the offsite levies is to reimburse the municipality, the costs associated with the construction of the following:

- a) new or expanded facilities for the storage, transmission, treatment or supplying of water;
- b) new or expanded facilities for the treatment, movement or disposal of sanitary sewage;
- c) new or expanded storm sewer drainage facilities;
- d) land required for or in connection with any facilities described in clause a) to c).

9. DETERMINATION OF THE LEVIES

The levies of this bylaw were determined in accordance with the calculations as prepared by Cicon Engineering. The project costs used in these calculations are as follows:

<u>Project</u>	<u>Cost/Estimates</u>
Pine Coulee Regional Pipeline & Water Treatment Plant Upgrade	\$3,880,000
Sanitary Trunk Line	\$1,644,000

Sanitary Sewer (Northwest Improvements)	\$1,178,000
Storm Sewer Line (Southeast Improvements)	\$280,000
Storm Sewer (Northwest Improvements)	\$228,000
Trunk Main Lift Station & Lagoon	\$2,500,000
Water Main (Southeast Improvements)	\$420,000
Upgrading of Transmission and Storage Facilities	\$836,000
Sanitary Sewer Lift Station	\$206,000

No GST or financing costs are included and the costs above are not discounted in any project EXCEPT the water supply line project which is NPV of estimated \$4 million debenture discounted over 25 years at 5% interest rate.

10. REVIEW OF LEVY RATES

- a) The Town shall review the levy rates once every two years, commencing in 2009.
- b) After the review has been completed, the Town may amend the Bylaw to update the levy rates.

11. TRANSITIONAL PROVISION

This Bylaw applies to:

- a) any subdivision where the date of subdivision approval occurs on or after the date this Bylaw comes into force; and
- b) any development where the date of issuance of a development permit occurs on or after the date this Bylaw comes into force.

12. OTHER LEVIES

Nothing in this Bylaw precludes the Town from imposing further or different offsite levies, duly enacted by Bylaw, on any land in respect of which the Town has not collected the offsite levies imposed under this Bylaw or any previous offsite levy bylaw authorized by statute.

13. SEVERABILITY

In the event that any provision of this Bylaw is found to be contrary to law by any Court of competent jurisdiction, then that provision shall be severed and the remainder of the Bylaw shall be of full force and effect.

14. SCHEDULES

Schedule "A", Dry Weather Peak Flows, shall form part of this Bylaw.

15. ENACTMENT

This Bylaw shall come into force at the beginning of the day that it is passed.

Predicted Peak Flow Dry Weather (m³/day)

		CICON	MARTIN GEOMATICS
Existing	450 m ³ /day x 2.25 x 2.0 (actual measured)	2025	3110
Christie Estates	640 x 0.5 x 2.25 x 2.0	1440	739
SE 23-12-27-W4	1730 x 0.5 x 2.25 x 2.0	<u>3893</u>	<u>2557</u>
Total		7358	6406

The Cicon numbers are the figures that are recommended be utilized in cost sharing formula.

DRAFT



ALBERTA
MINISTER OF INFRASTRUCTURE
AND TRANSPORTATION

Agenda
June 11

AR31840

May 22, 2007

His Worship Rob Steel
Mayor
Town of Claresholm
PO Box 1000
Claresholm, AB T0L 0T0

Dear Mayor Steel:

The Government of Alberta is pleased to offer the Alberta Municipal Infrastructure Program (AMIP), which is being administered by the Department of Infrastructure and Transportation. We appreciate receiving your municipality's March 29, 2007 submission of the 2007 Application for Program Acceptance (APA) under AMIP. Based on our review of the information provided, we are pleased to advise that the projects listed on the attached list are eligible under the terms of the AMIP.

The next AMIP grant installment will be forwarded to the municipality following receipt of the municipality's accounting of funds previously provided under this program. Please forward this information to our regional office as soon as possible.

In the event that new projects are proposed for funding under the AMIP, please ensure that a supplementary APA is submitted to Alberta Infrastructure and Transportation's regional office.

We would also like to recognize our colleague, Mr. David Coutts, M.L.A. for Livingstone-Macleod, for his continued support for your projects.

We look forward to working with your municipality regarding your infrastructure needs and wish you success with your projects.

Sincerely,

Luke Ouellette
Minister of Infrastructure and Transportation
M.L.A., Innisfail-Sylvan Lake

Ray Danyluk
Minister of Municipal Affairs and Housing

Attachment

cc: Mr. David Coutts, M.L.A., Livingstone-Macleod

Project Location	Phase Name or Limits	Details and Comments	2005	2006	2007	2008	2009	Total
Fire Hydrant Replacement	Fire Hydrant Replacement Project	To replace fire hydrants at locations where it has been shown that the hardware is inadequate for the usage and intensity of usage.			\$105,000			\$105,000
Streets Improvement Project 2007	Various Locations	Pavement of overlay of streets, concrete swales in town limits, replacement of water/sewer lines under roads being repaved.			\$55,680	*		\$55,680
Water Looping	Phase 1	To connect stubbed off water lines on the west side with dead ends on the east side of town to create a water loop which allows better water flow and pressure for the east side.			\$244,750	*		\$244,750
Total Accepted For Cost-Sharing					\$405,430			\$405,430
Total This Application					\$405,430			\$405,430

Preliminary Estimated Project Cost by Year - Subject to Year-End Reporting to Reflect Actual Project Costs

* Projects were submitted prior to Infrastructure Tender being received. Revised #s are : SIP funded from AMIP = \$ 277,389
Water looping ✓ = \$ 106,996

Ka 6/8/07



ALBERTA
TOURISM, PARKS, RECREATION AND CULTURE
MLA Dunvegan-Central Peace

Agenda
June 11

May 22, 2007

AR11889

His Worship Rob Steel
Mayor of Claresholm
P.O. Box 1000
Claresholm, AB T0L 0T0

Dear Mayor Steel:

As Minister of Tourism, Parks, Recreation and Culture, responsible for sport and recreation in Alberta, I am pleased to invite you to consider submitting a bid for the right to host the 2010 Alberta Summer Games in your community. Attached, for your information, is a brochure with details on how to apply.

I encourage you and your community to consider this invitation and the benefits that can result from hosting this event. The legacy of experienced volunteers and upgraded facilities associated with hosting Alberta Summer Games, along with the economic benefits, have proven to be tremendous. The successful host community is given the opportunity to showcase its talents to approximately 3,000 athletes, coaches and technical officials from all regions of the province, as well as to attract many spectators and special guests. Communities with populations of less than 10,000 are encouraged to join together with neighbouring communities to submit a joint bid.

The community awarded the 2010 Alberta Summer Games will have two years to plan this event and will receive base financial support from the Government of Alberta to assist in supporting the operational, cultural, and legacy aspects of the Games.

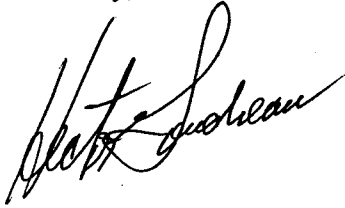
The *Guidelines for Communities Bidding to Host the 2010 Alberta Summer Games* is available from the Alberta Sport, Recreation, Parks and Wildlife Foundation (ASRPWF), upon request, to assist you in preparing your bid. In addition, staff of the ASRPWF are available to provide consultative assistance if required. For additional information, please contact Mr. Dennis Allen, ASRPWF, at (403) 297-2729 (toll-free by first dialing 310-0000); or e-mail dennis.allen@gov.ab.ca.

.../2

His Worship Rob Steel
Page 2

I look forward to receiving your application.

Sincerely,

A handwritten signature in black ink, appearing to read "Hector Goudreau". The signature is written in a cursive style with a large initial "H" and "G".

Hector Goudreau
Minister of Tourism, Parks, Recreation and Culture
MLA, Dunvegan-Central Peace

Attachment

cc: Orest Korbitt, Chairman
Alberta Sport, Recreation, Parks and Wildlife Foundation



OLDMAN RIVER REGIONAL SERVICES COMMISSION

APPLICATION FOR SUBDIVISION OF LAND

DATE: May 31, 2007

TO: Landowner: Andrew & Margaret Hart

Referral Agencies: M.D. of Willow Creek, Brian Dahl, Livingstone Range School Division, Telus, FortisALberta, AltaLink, ATCO Gas, Calgary Health, Alberta Agriculture, Alberta Transportation, AEUB, SouthAlta REAL, Exxonmobile

Adjacent Landowners: Town of Claresholm, Orrin & Margaret Hart, John Hart, Rick Holdings, Weyerhaeuser Company Ltd., Thomas & Marilyn Curry, Diamond Fertilizers Inc., Environmental Rescue Equipment, JR Industries Ltd., CIBC Mortgages, Bruce & Loree Prette, James & Shirley Pedersen, Anne Papan, Edward & Doreen Toews, Dale & Charlotte Kirkland, Lazy T Farms, High River Aviation Services, Grant Lobban, Michael Kiss, E.T. & The Flying Binders, David Allan, Orbit Trucking Claresholm Ltd., John & Michelle Dedominicis

The Oldman River Regional Services Commission (ORRSC) is in receipt of the following subdivision application which is being processed on behalf of the M.D. of Willow Creek. In accordance with the Subdivision and Development Regulation, if you wish to make comments respecting the proposed subdivision, please submit them via email, fax or mail no later than **June 19, 2007**. (Please quote our File No. 2007-0-212 in any correspondence with this office).

File No.: 2007-0-212
Date of Receipt: May 22, 2007
Legal Description: NE¼-17-12-27-W4M
Municipality: M.D. of Willow Creek
Existing Use: Agricultural
Proposed Use: Country Residential
Number of Lots: 1
Certificate of Title: 031 395 430

Proposal: To create a 5.0 acre country residential parcel from an agricultural title containing 160.0 acres

Planner's Preliminary Comments:

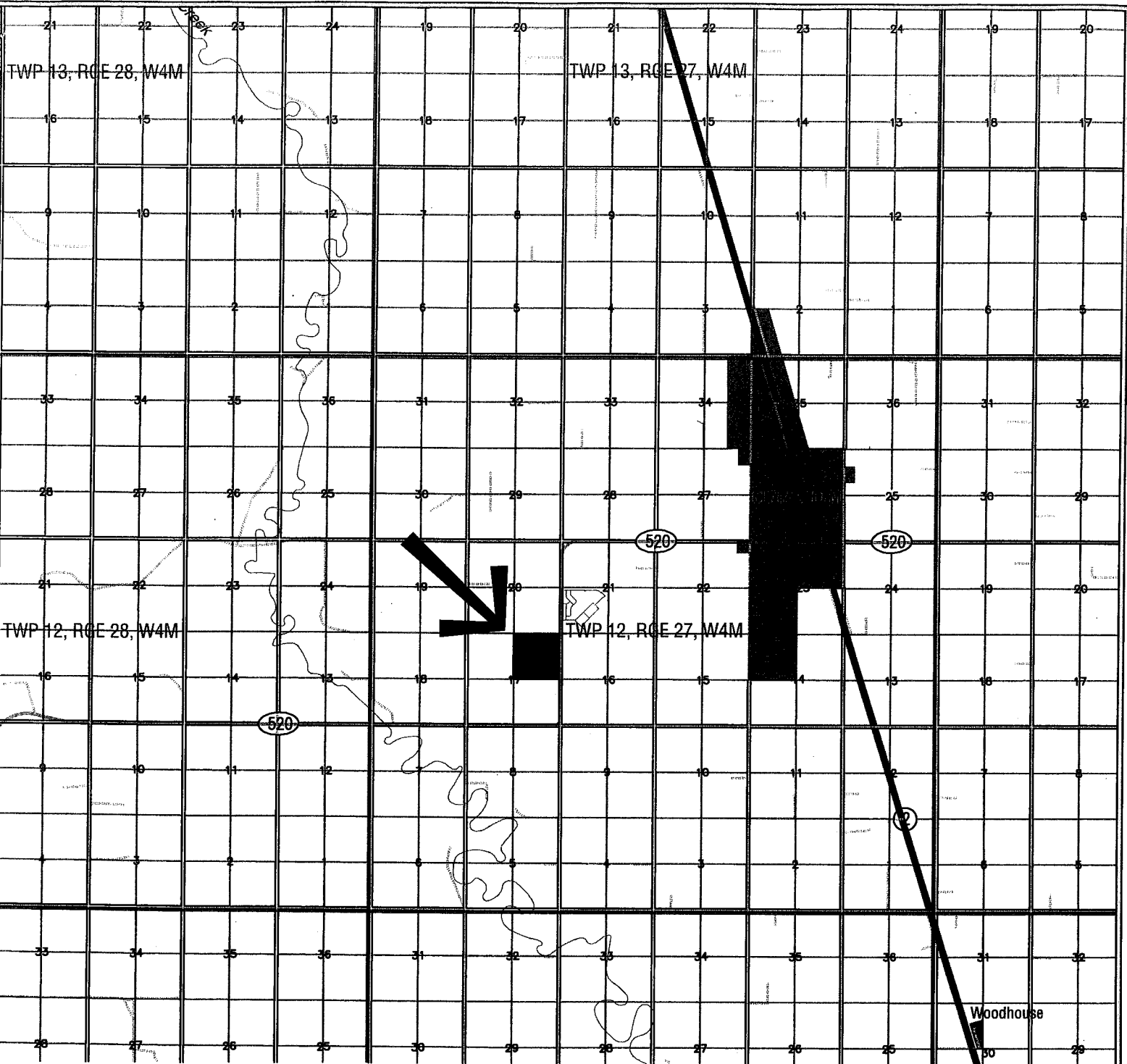
Proposal would subdivide a 5.0 acre parcel from a titled area comprising 160.0 acres for country residential use. The quarter section represents a previously unsubdivided parcel and would comply with the MD's policy for first parcel subdivisions. The present site contains a house, barn and various accessory buildings on site.

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

- (a) payment of any outstanding property taxes
- (b) provision of a surveyor's sketch which verifies parcel size and location of improvements
- (c) pertinent comments from referral agencies and/or adjacent landowners

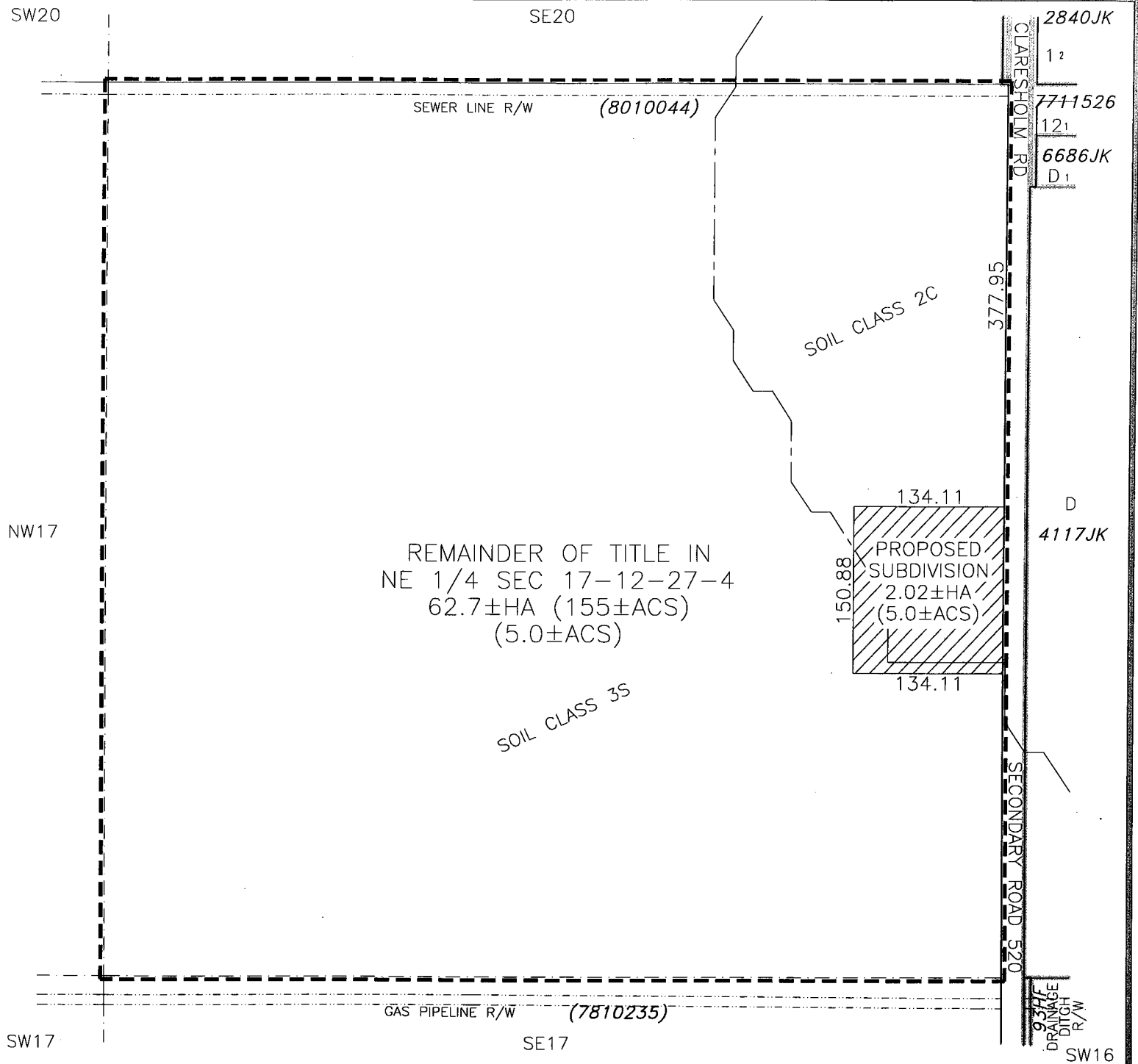
If you wish to make a presentation at the subdivision authority meeting, please notify the M.D. of Willow Creek Municipal Administrator as soon as possible.

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



SUBDIVISION LOCATION SKETCH
NE 1/4 SEC 17, TWP 12, RGE 27, W 4 M
MUNICIPALITY; M. D. OF WILLOW CREEK NO. 26
DATE; MAY 25, 2007
FILE No; 2007-0-212





REMAINDER OF TITLE IN
 NE 1/4 SEC 17-12-27-4
 62.7±HA (155±ACS)
 (5.0±ACS)

134.11
 PROPOSED
 SUBDIVISION
 2.02±HA
 (5.0±ACS)
 134.11
 150.88

SUBDIVISION SKETCH
 NE 1/4 SEC 17, TWP 12, RGE 27, W 4 M
 MUNICIPALITY; M. D. OF WILLOW CREEK NO. 26
 DATE; MAY 25, 2007
 FILE No; 2007-0-212

- LEGEND:**
- 1/4 Section Line
 - Ownership
 - Roads
 - Soil Class



Karine

From: Kris Holbeck [kris.holbeck@townofclaresholm.com]
Sent: May 25, 2007 2:43 PM
To: 'Karine'
Subject: FW: Roger Brooks - Downtown Revitalization



June schedule2.xls (17 KB)



ClaresholmAssessFlier1.pdf (15...

Please put in next agenda.

-----Original Message-----

From: Chuck Lee [mailto:chucklelee@telusplanet.net]
Sent: May 25, 2007 12:26 PM
To: Cindy Vizzutti - MD of Willow Creek; Bev Thornton; Claresholm Local Press; Shirley Isaacson - Town of Claresholm; Dave Mulholland; SWABDC - Myra Marshall; Peter McGee; Maureen Webster - Alberta Southwest Regional Alliance; Rob Steel - Town of Claresholm; Liza Dawber - Town of Claresholm; Town of Claresholm - Larry Flexhaug; Kris Holbeck - Town of Claresholm
Subject: Roger Brooks - Downtown Revitalization

Hi Folks,

Attached is a flyer for the Roger Brooks presentation coming up on Tuesday, June 19th in Claresholm.

Peter McGee from our office will be circulating these flyers around town and the region next week. I am hoping for a good turnout for Roger's presentations and would expect over 100 people at the Bridges Golf Course on the 19th. Can you please circulate these to your municipal council and chamber.

Also we are hosting the Branding Workshop at the Fort Macleod Community Hall on Wednesday, June 13th from 10:00 AM to 3:00 PM. I will be sending out the invitation to the Branding Workshop next week. The Branding Presentation that Roger delivers is excellent for looking at how you market and promote your products, your business, your community and your region.

Lastly we have an opportunity for your Council members and administrative staff along with neighbouring communities to meet with Roger for breakfast on Wednesday, June 20th in Claresholm from 8:00 to 9:00. This breakfast chat will give you a chance to ask Roger about how the municipality can effect change and to question him about his community suggestions after he has made the presentations.

Chuck Lee
Manager
CFABSW
1-800-565-4418

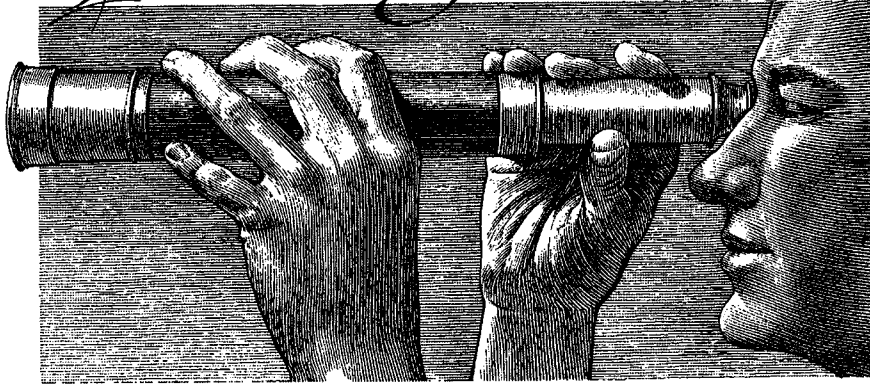
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_____ NOD32 2292 (20070525) Information _____

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Presenting



A look at Claresholm through the eyes of our visitors

A photographic look at Claresholm through the eyes of our visitors: first impressions, lasting impressions, business mix, signage, local attitude, beautification, ease of getting around, things to see and do, how the area stacks up against the competition. Suggestions, tips and tricks that can bring more spending to the area.

Who should attend?

Businesses (retail, lodging, dining, etc.), public officials
(elected and staff), local organizations AND local residents

A tourism development program sponsored by the Town of Claresholm,
Western Economic Diversification, Southwest Alberta Business Development
Institute, and Alberta Southwest Regional Alliance.
Presented by Roger Brooks, President of Destination Development, Inc.

Tuesday, June 19th

6:30 pm to 9:00 pm

at the Bridge Golf Course • 39th Ave W, Claresholm

Refreshments will be served

June 11
Agenda

EMS PRESS LTD.
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Claresholm, AB
TOL 0T0 FAX: 625 - 2828

THIS LETTER WAS SENT TO
THE LOCAL PRESS ON MAY 28/07.

ATTENTION: EDITOR

10/3
PAGE 3 OF 3 IS FOR THE MAYOR
AND TOWN COUNCILLORS.
D. N. O.

Re: Neglected & Unsightly Properties Within Claresholm Town Boundaries

Having moved here from Calgary almost 2 years ago, we have observed many goings-on in this town that are seemingly being neglected, by both property owners and Town Council.

The thrust of this letter is aimed at property owners who are totally neglectful of their lots and houses, to the point that a lot of them are questionable as to their worthiness. A couple of empty lots directly across the street from where I live, are now so full of dandelion weeds, they have now gone to seed, and are blowing everywhere. Why is it that myself and all of my neighbor TAXPAYERS have to put up with this?

Next on the agenda, are a number of partially built houses that look as if they have been abandoned. Some are standing for far too long a period (one of them since we have moved here is still not finished without even a gas meter hooked up, but it sure provides a great place to store the motorhome all year long, every year). Another house that is obviously builder-occupied really looks it. Complete with cement mixer, lumber, gravel pile, dirt piles, etc. No change here for the last year! Another house just down the road, is so overgrown with trees and bushes you cannot see the front door, nor can you use the public sidewalk because the hedge has nearly grown over the sidewalk. Then you have a fairly new house that may or may not be occupied, as you never see any people around it. But you sure see a lot of knee-high weeds growing on the property along with a pile of loam that has been sitting there for well over a year! And then another property is just sitting at plywood stage with lumber strewn everywhere with a scrap pile of lumber ends underneath what one day will be a front window, a HUGE fire danger. Having been employed in the housing industry (prior to retirement), I have witnessed sloppy building practices from competing home builders where fires have started in wood piles only to take down, in one case, 3 houses (from spontaneous combustion).

I can go on and on. Complaining that not having a By-law Officer as an excuse for not addressing these issues, is not good enough. A lot of these examples have been around during the reign of our last By-law Officer.

Mr. Mayor and Town Councillors, do something. Either clean things up or at least have the decency to reflect these scourges in a lower tax bill, for the rest of us who care.

20/3

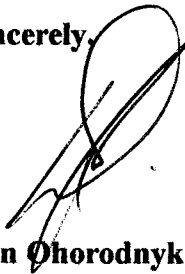
You people must have some kind of authority. After all, you are running this town. No?

If not then perhaps our newly appointed Chief Executive Officer (please excuse if I don't have the correct title) can do something, with authority.

Please take this letter as a letter of constructive criticism. Without due action, Claresholm will not grow as it should.

Future residents are not blind. They can see what is here, and what is not. Let's clean it up!

Sincerely,



Don Ohorodnyk

77 Westlynn Drive

P.O. Box 3131

Claresholm, AB

T0L 0T0

Ph: 625 - 4572

Bob McDonald
5 Tamarack Road
P.O. Box 2694
Claresholm, Alberta
T0L 0T0

Mayor Rob Steel
Town of Claresholm
221-45th Avenue West
Claresholm, Alberta
T0L 0T0

June 03, 2007

Dear Mayor;

Subject: Water Pressure – East Claresholm

My wife Myrna and I recently moved from Edmonton to Claresholm. We had a house built at 5 Tamarack Road. Two weeks ago we occupied the structure. The water pressure in the house is unacceptable.

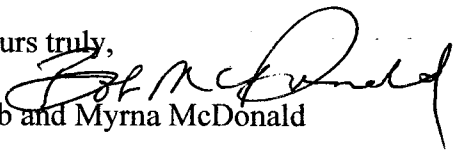
During daylight hours water pressure is insufficient to even hose down the driveway. When the washer and dishwasher are engaged there is insufficient pressure to shower. This is an unacceptable service. I have serious concerns about this issue. Myrna and I expended considerable funds to construct our home and the water situation is disappointing to us.

I expect the water pressure situation on the east side will further deteriorate as a considerable number of new houses under construction. When the new homeowners commence drawing on the water supply I suspect the pressure will decrease further. I surfaced my concern with Councilor Doug MacPherson and he informed me east side water looping is planned for the town.

As a resident of Claresholm I expect equal services as those citizens on the west side of town. I seek your pledge that the Claresholm Town Council will **place a priority on rectifying the east side water pressure situation.** I also request **an adjustment to our taxes until the situation has been rectified.**

Thank you for your anticipated immediate action on this important issue. I anxiously await your reply.

Yours truly,


Bob and Myrna McDonald

c.c. Councilor Doug MacPherson

Centennial Park Master Plan

Gavin Scott would like comments before finalizing the map.

Kuis

1.1 What is a Park Master Plan?

The master planning process is the first step in any park development project. It is designed to bring the technical aspects of park design together with the needs of the community or neighborhood. The master plan is a graphic representation showing how the park might appear after it's developed. Some important issues considered in the development of every master plan include general accessibility, disabilities accessibility, environmental protection and enhancement, outdoor recreation opportunities, play areas, and other amenities.

The master plan is not a blueprint. Funding constraints dictate which features from a master plan will actually be built during the first phase of construction. Some aspects of a master plan may not be built if there isn't enough funding available during construction. If desired, neighbors or special interest groups can raise money for any master plan features not funded during construction. Good master plans are flexible, and have involved the community and other stakeholders from the outset, giving the plan a legitimate base, and a better chance to come to fruition. Park planning is a continuous process, with constant adjustments; without continued attention the plan will just sit on a shelf - with all the other plans.

The key is to consider the park as a living thing that changes over time. A plan gives the park a framework by which it can grow over time towards a final vision. Without a plan you can end up with a hodge-podge of uses that may have opposing goals or incompatible uses...essentially a place that doesn't feel comfortable or functional for the user. Good parks reflect a community's sense of pride, values, hard work and stability.

1.2 Background

The process of creating the park started in 1965 when the homes situated on the land were relocated due to flood problems. Removal of the homes enlarged the overall size of the park. Centennial Park was dedicated as part of the 1967 Commemoration of the Centennial of Confederation. Park construction was made possible by financial contributions involving three levels of government. A stone erected by the Rotary Club monumentalizes this occasion with a bronze faced plaque.

The large ball diamonds and campground were added in the late 70's. The improvements of the campground showers/bathrooms occurred in 1995. Most monuments were added between 1995 and 2002 (see Appendix A). The park oversaw major tree planting in 2002 when 40 large trees were planted.

1.3 Site Analysis

The 15.32 acre site is bounded on the west by 4th Street West, a portion of Highway 520 on the south side up to the fire station where it jogs around to 45th Avenue West, and is further bounded on the north and east sides by alleys whose housing lots face 47th Avenue West and 3rd Street West.

Centennial Park Master Plan - Chesham, Alberta - May 2007

There are 2 vehicular accesses to the park. The primary access is on 4th Street West and secondary access via 45th Avenue West. Pedestrian access is not defined.

The park landscape features can be described as generally flat with the exception of 'Frog Creek'. 'Frog Creek' daylights from a culvert just west of the access driveway near the kiddy playground and returns underground to a culvert at the alley near the fire station. Drainage in the park flows generally to 'Frog Creek' with a 1% slope across the majority of the park. Tree planting generally outlines the boundary of the park and 'Frog Creek'.

The park has 3 land use district designations (See Figure 1.1). The majority of the park is designated Public (P). The 1.32 acres in the southeast corner of the park north of 45th Avenue West is designated Multiple Residential (R4). The 0.48 acres comprised of lots 5, 6 & 7 in block 19 facing 47th Avenue West are designated Residential (R1).

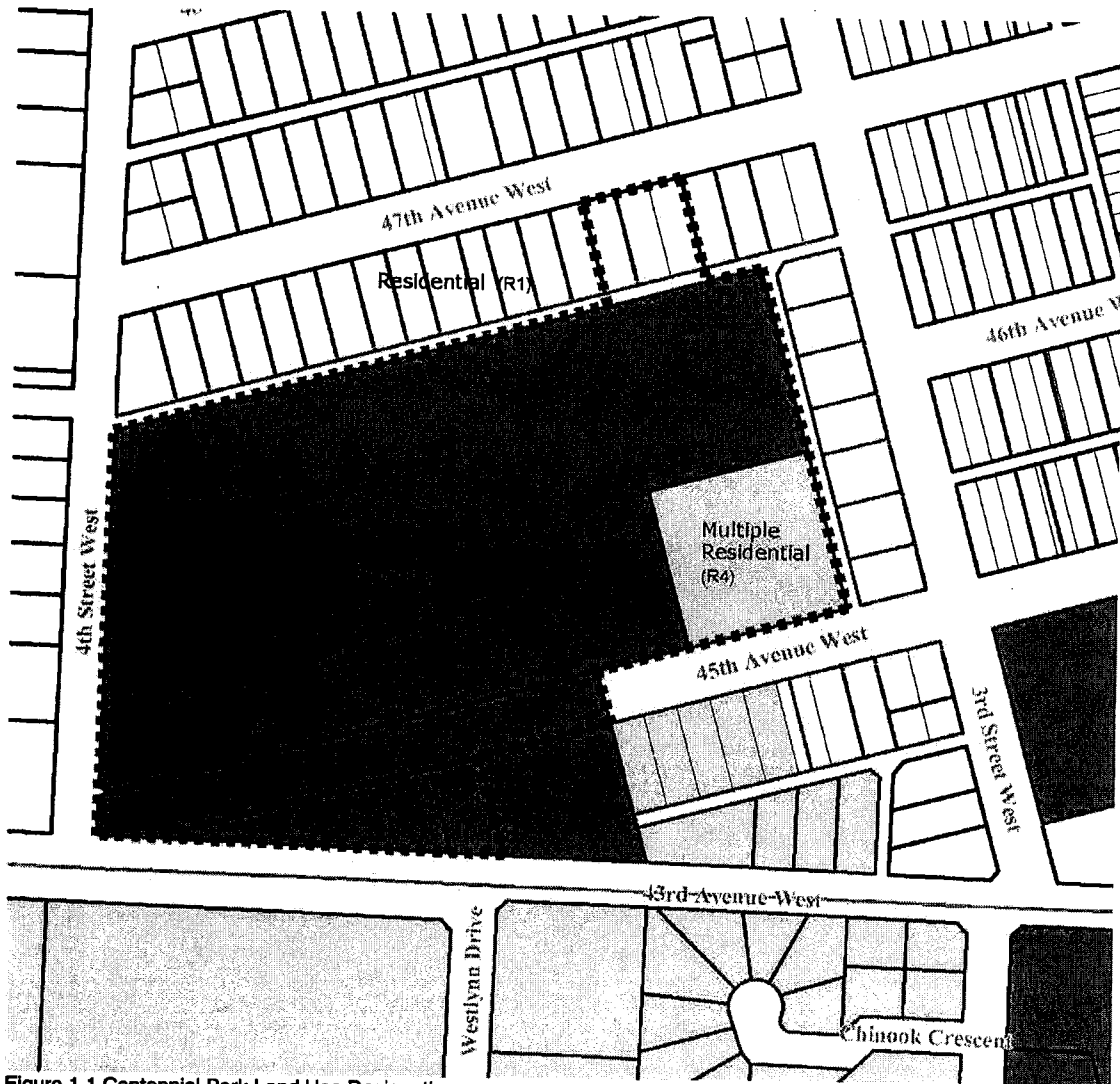


Figure 1.1 Centennial Park Land Use Designations

2.1 Guiding Principles

- Accommodate community based activities to meet the diverse needs of entire community, now and long-term.
- Accommodate neighbourhood-based activities to meet the needs of those citizens within a ¼ mile radius (walking distance).
- To consider the five dimensions of sustainability –social, cultural, economic, environment and governance – when making decisions that affect future growth and development in the context of the necessity for open space and park planning.
- Provide opportunities for all ages to spend leisure and recreation time in park.
- Provide a balance of passive and active park uses.
- Address pedestrian access and trail system, child safety and adjacent uses.
- Preserve and enhance natural resources; Incorporate sustainability principles.
- Develop a plan that is financially responsible and viable for the long-term.
- Establish visual interest throughout the park: open areas, treed areas, accentuate monuments and define appropriate location for future monuments

2.2 Park Features

Existing

- T-ball fields (2)
- Minor baseball fields (2)
- RV campground stalls with water & electrical hook-ups (19)
- Tenting Area
- 'Frog Creek'
- Horseshoe Pits (5)
- Monuments and Memorials (7)
- Campground Washroom and Covered Picnic Area
- Garbage Cans (4)
- Picnic Tables (4 metal in concrete near playground and approx. 20 wood in RV area)
- Playground Equipment and Swing set
- Pedestrian Bridge over 'Frog Creek'
- Trees
- Mackin Hall access
- Car show and Beer Garden Event during Fair Days
- Proximity to The Bridges Golf Course and town swimming pool

Proposed

- Spray Park and washroom/change facilities
- Parking area for child play area 6-10 stalls
- Barrier fence from alley near kids play equipment
- *Kids at Play – Slow Down Signs*
- Expanded RV campground stalls (15 additional with hook-ups)
- Walking Trails
- More permanent Garbage cans
- Dog Waste stations
- Expanded and enhanced 'Frog Creek'
- Entrance Gateways
- Additional Pedestrian Bridges over 'Frog Creek'
- Landscape plan

2.3 Issues and Goals

Over the past few years there have been several issues with Centennial Park with its use and development. A few that will be addressed in the plan are the following:

1. With the development of ball diamonds on the north side of town the existing diamonds have had a drop in usage. This has alleviated neighborhood-parking issues during ball season, but has also tied 2.86 acres of park to a use that sees 70 minor ball users (and an adult beer league whose numbers vary from year to year) during XX weeks of the year. The T-ball diamonds pose less of a concern as no permanent fencing exists and the placement is to the extreme eastside against the alley.
2. The horseshoe pits were developed with a single person acting as the organizer. When this person discontinued being the driving force behind active use of the horseshoe pits, the pits became relegated to a seldom-used amenity of the RV and campground patrons. Current trends see bocce ball sets for sale at Wal-Mart and new emerging games such as Frisbee golf with needs for play space.
3. In 2004, positive experience of parents and their children in other communities at spray parks lead to the organization and fund raising by the Claresholm Park Society. The spray park has received a grant (finalized in April 2007) and raised funds for the installation of a spray park. All that is needed is a location. Initially Amundsen Park was the preferred location, but the focus has now turned to Centennial Park. To accommodate community orientation of a spray park-parking stalls near the chosen site will have to be designated.
4. Campground success has recently moved council to approve year round RV access to the park. The change coupled with the success has raised call for more RV sites within the park. An expansion of an intensive active use should be balanced with passive use space.
5. The proximity of both alleys to the kid's playground equipment has raised concern for child safety. With a proposed expansion of the area with a spray park, the east west alley and its volume of local traffic, garbage collection and utility servicing should be a concern of any parent.
6. The town has desire for a trail network throughout the town with linkages to the parks. Centennial Park currently has no defined pedestrian access, street side sidewalks or pedestrian trail system. Residents of the retirement home and visitors with disabilities will have a tough time navigating this park.
7. Mackin Hall is in close proximity to the Centennial Park site and sees very little use.
8. Connecting Mackin Hall to the park are 3 lots zoned residential but owned by the Town. These lots have the major drainage course running across them through a culvert. The culvert is part of the drainage system more commonly known as 'Frog Creek'. Functionally the lots are an extension of the parks

Centennial Park Master Plan - Claresholm, Alberta - May 2007

passive space but there is nothing to indicate to a visitor that the lots are not in private hands.

9. Frog Creek where exposed is a great amenity to the park. It brings an element of nature to the park and allows for ducks to nest or children to search out 'frogs'. Its shallow nature doesn't hold any real danger yet it is a drainage course and has exposed open culverts.
10. Website searches for Centennial Park give insight to the perception of the park in the context of the traveling public and tourism. It is easy to summarize that the park is listed on websites for two things: The Harvard Memorial and the RV hookups. Does this reflect what the community is about? Or is there something more to be said?
11. Event programming for the park consists of a one day car show with beer gardens during fair days, and organized minor baseball / t-ball.
12. Permanent garbage cans are few and far between within the park. Two are focused on the kids play area where 4 picnic tables exist, one on the Harvard Memorial, and one on a tree northeast of the fire hall. These garbage cans are in various states of repair.
13. On-leash dog walking is allowed within the park and it is the responsibility of the dog owner to clean up after their pet. Availability of garbage cans makes this difficult to uphold when the owner is left holding the bag...literally.

Discussions with council members, city staff and the Claresholm Park Society have revealed the following park goals:

1. That a trails system be developed throughout the park with connection nodes at natural gathering points;
2. That a spray park be built with change/washroom facilities;
3. That a safe park plan for the children be endorsed with the Municipal Development Plan for the community;
4. That the RV and campground facilities be expanded;
5. That 'Frog Creek' be accentuated as a natural park element;
6. That the available park furniture be enhanced with the plan;
7. That the yearly community events and park programming be expanded with an exploration of what events and programs would work in the winter months;
8. That the balance between active and passive uses in the park be maintained;
9. That the Municipal Development Plan include a comprehensive parks and trails master plan that ties into the Centennial Park Master Plan.

3.1 The Plan

As described in the introduction this plan is not meant to be a blueprint for construction. It is a flexible guide by which choices can be made based on the needs of the community, the budget of the town and the changes that come with time. The associated plan map is intentionally artistic in nature to emphasize that this is a discussion piece.

Strong park planning analyzes the balance between active and passive uses. Active uses can be defined as those uses which are organized or programmed and often have dedicated or constructed space. Active spaces in Centennial Park include baseball diamonds, T-ball diamonds, Campground/RV facilities, playground equipment use and horseshoe pits. Passive use can be defined as uses associated with less structured leisure or play activity where little infrastructure is required. Some passive uses include walking, sun bathing, reading, Frisbee, bocce ball, cycling, bird watching, picnicking, tobogganing and sight seeing.

Currently, the approximate break down of passive and active use within the park by acreage is 7.43 acres of active and 7.41 acres of passive. This is a healthy balance of land use, but by analyzing by calendar use the scale tips toward an excess of passive space. Where did the excess come from?

Simply put the excess came from age and time. As things changed in the community through time certain intense active uses fell by the wayside. New ball diamonds were constructed on the north side of town lowering the necessity for the diamonds in Centennial Park. The horseshoe pits as an organized leisure activity has also diminished. Not because the game is any less fun, but because of a generational shift in sense of fun and the organizational catalyst is no longer in place.

This diminishment of active use can be equivalent to passive use. That is, if the land stands idol from its designated use it may for observers become less than fully utilized. If the acreage of the large diamonds and horseshoe pits is added onto the passive side, the balance reveals 10.37 acres as passive and 4.47 acres as active. What does this mean for the community?

It may mean nothing if the 4.47 acres of active use creates intensity that requires an abundance of passive space. Communities that have community event programming for parks often need large acreage of passive space to pull off an event.

It may also be an indicator of a park in decline. The master planning process in this case need only draw attention to the park for corrective measures to be taken and dollars to be refocused.

The proposed features listed above will constitute a beginning in a process that will reshape Centennial Park. Each will be discussed in the context of their issues and the cited goals. Each will be assigned 'actions' that the council may consider for implementation by phase, across multiple years. This document should be reviewed before each budget cycle by the CAO and town staff. This will ensure funding is ear marked to progressively move the park forward.

3.2 Entrances

In any park where you wish to engage the pedestrian the visual details become important. Centennial Park does little to announce its presents as an amenity to the town. The lone sign on Highway 520 stands as a highway guide rather than providing a sense of arrival. There are 4 primary pedestrian access points to the park and two vehicular entrances. The vehicular entrances have no guide signs on Highway 520 indicating where to turn to gain access to the campground.

There are four identifiable major pedestrian accesses generally described (see map XX) as follows:

- A. The southwest corner near intersection of Highway 520 and 4th Street West,
- B. The northwest corner near 4th Street West and 46th Avenue,
- C. The empty lots facing Mackin Hall on 47th Avenue West, and
- D. The pedestrian bridge area at the end of 45th Avenue West.

Two minor access points also exist they are described as follows:

- E. The alley off 3rd Street West in the Northeast corner of the park. This is a minor access because it is a vehicular and utility corridor.
- F. The intersection of Highway 520 at Westlynn Drive on the west side of the Fire Station. This is considered a minor access as it is a mid block crossing at a T-intersection on a secondary Alberta Highway with a nearby emergency services driveway.

Action 3.2-1: Design and construct entrances at the access points noted above.

Action 3.2-2: Add signage where necessary to guide RV travelers to the park and to the primary entrance on 4th Street West.

3.3 The Trail System

Currently, the only defined path or trail leads from the curb on 4th Street West to the Harvard Memorial. The traveling public can see a large expanse of open space but there is little to coax them in to the park to explore and stay. Locals have defined a few short cuts through the park. One goes from the Harvard Memorial along the outfield fence of the ball diamonds to the bridge across Frog Creek. This is a natural starting place for trail definition. This internal park system should tie into the citywide system that generally will occur at street access/intersection points. Trails along streets and alleys shall have distinct separation from vehicular traffic. Trails should have a loop system in layout and should be designed with the concept of visual anchors in mind (see figure X.X).

Action 3.3-1: Work with Alberta Infrastructure and Transportation to ensure crosswalks across Highway 520 are well defined and maintained.

Action 3.3-2: Ensure this park and its trails tie into Town wide parks and trails network as defined in the Municipal Development Plan.

Action 3.3-3: Construct 10' decomposed granite or aggregate surface trails as an initial implementation strategy. Phase in 10' asphalt or concrete trails as part of yearly budget consideration.

Action 3.3-4: Install barrier free sidewalk ramps at park entrances that tie into existing crosswalks for individuals with disability, child strollers, senior citizens and bicycle access.

3.4 The Spray Park

The Claresholm Parks Society has worked since the summer of 2004 with the vision of creating a spray park. Grant funding has been approved and it is now time to

implement the concept. Consideration for the location of the spray park within Centennial Park came down to several factors.

Firstly, the location should be near the existing playground equipment to create a centralized gathering point for children separate from the adult uses in the park. Secondly, the spray park should be at some distance from the neighboring houses to lower the impact of sound in the neighborhood. Thirdly, the spray park would be community oriented and therefore would require space for parents to park their cars.

Action 3.4-1: Construct a spray park with the budget dollars provided by the Claresholm Park Society.

Action 3.4-2: Construct a washroom and change facility in partnership with the Town of Claresholm.

Action 3.4-3: Construct 6 – 10 parking stalls along the access road southwest of the child playground. Monitor parking needs. If in the future more parking is needed consider lots 5, 6 & 7 in block 19 facing 47th Avenue West, which could accommodate approximately 40 parking stalls.

Action 3.4-4: Install a 2'-3' safety barrier fence along both alleys adjacent to the play area and spray park.

Action 3.4-5: Install caution signs in the alley off 3rd Street West and 4th Street West warning motorists of Children at Play.

Action 3.4-6: Install more trees where necessary to create a sound barrier between the nearby houses.

3.5 Park Furniture, Memorials, Monuments and Art

Park furniture is necessary for user comfort and to extend the stay of a park user. To give the park a coordinated aesthetic and generalize purchasing and maintenance a color theme and style should be chosen for all park furniture. Park furniture includes garbage cans, benches, picnic tables, trail lighting, etc.

The park setting is a place for mind, body and spirit. It is a place to play & recreate, a place to reflect and remember, a place to socialize and a place be inspired about community and culture. Therefore, it is one place ideal for the placement of monuments, memorials and art. A place where all can come and appreciate those items chosen to engage the mind.

Action 3.5-1: Purchase park furniture and place throughout the park at key gathering points for both active and passive uses.

Action 3.5-2: Assign the Claresholm Park Society the task of defining a park furniture style that can be purchased and implemented within the next 5 years. The group should review benches, garbage receptacles, picnic tables, lighting fixtures, bollards, and any other items deemed necessary.

Action 3.5-3: Purchase and install dog waste stations

Action 3.5-4: Promote the continued placement of monuments, memorials and art within the park. Placement is key and should be done by the guidance of the Claresholm Park Society and Town Council.

3.6 RV Expansion

The existing RV campground is a popular amenity to the Town of Claresholm. One need only review tourism websites to understand that Centennial Park is on the radar of the traveling public. The regional significance has lead to a call for approximately

15 additional spaces to the 18 existing. Each site (except site 16) has power and water service.

Expansion of the RV area should be approached with some caution. The park has a general usage by the community that will be expanded with the installation of a spray park. The RV amenity should be developed so as not to divide the park into out-of-town users and local users. Both groups should be encouraged to use the entire park site. The trail system is one unifying common feature that will traverse through the RV area to the kids play area and the Harvard Memorial Area.

Consideration should be given to the removal of the large ball diamonds to accommodate an RV expansion. RV is an intensive active use and the acreage dedicated to it should be balanced with a dedication of passive space. The only area where both can expand is the ball diamond area.

Action 3.6-1: Remove ball diamonds south of RV campground and landscape area for both RV campground and passive use.

Action 3.6-2: Construct 15 additional RV spaces with power and water hook ups.

Action 3.6-3: Design RV expansion as a loop tied into existing RV campground and discourage RV traffic beyond 'Frog Creek' and on 45th Avenue West.

Action 3.6-4: Plant tree stands for future shading of RV sites and irrigate for rapid growth.

Action 3.6-5: Hook up power and water service for RV site 16.

Action 3.6-6: Permanently close the alley access at RV site 16 reestablishing the grass.

3.7 'Frog Creek' Expansion

'Frog Creek' is the one unique identifying landscape feature of Centennial Park. Although it is a natural drainage course it has over the years been urbanized. One portion has been hidden in a culvert. Although its existence has left 3 residential lots undeveloped it provides a wonderful neighborhood access to the park and links the park to Mackin Hall. The exposed portion of 'Frog Creek' runs relatively straight which allows it to efficiently carry storm water out of the area. To soften the impact of the creek a row of trees defines each side of the watercourse. A wooden bridge enhances pedestrian access across the creek.

Action 3.7-1: Expose and landscape the portion of 'Frog Creek' from 47th Avenue to the alley and again from the alley to the access road in the park. Alternatively, this site may be considered for parking see Action 3.4-3.

Action 3.7-2: Provide a safety grate on all exposed culvert openings.

Action 3.7-3: Develop the residential lots facing 47th Avenue as a passive park area with park defined entrance, benches, and walking trail.

Action 3.7-4: Construct additional bridge crossings at from the tenting area to the spray park, within residential lots area and on the existing exposed portion of 'Frog Creek' just south of the access road.

Action 3.7-5: Designate the three town owned undeveloped residential lots 5, 6 & 7 in block 19 on 47th Avenue to Public (P). Designate area adjacent to 'Frog Creek' and the T-ball diamonds area to Public (P) from Multiple Residential (R4).

3.8 Centennial Park Programming

Currently, Centennial Park's role as a community park can be summarized as a few weeks of minor ball and T-ball, a one-day car show and shine with beer gardens during fair days. Its neighbourhood uses include a dog run area and a kid's playground. Its regional and national use is as a RV campground and tourist stopping point to look at the Harvard Memorial. Few towns can boast that they have 15 acres of contiguous park space in the center of their community.

Once the surrounding residential area is fully developed there will be approximately 600 dwelling units or 1350 people within a ¼ mile walking distance. This user base if encouraged could invigorate Centennial Park into a focal point for the community. The question is how to get them to enjoy the space. As with any community, park programming is a hit or miss adventure. The construction of the spray park may work as a catalyst of rediscovery for the community.

Action 3.8-1: Review all calendar community events in regard to success, growth and space. If an event such as the pancake breakfast has outgrown its space consider moving it to Centennial Park.

Action 3.8-2: Approach the 6 churches within walking distance and encourage them to have Sunday in the park. Some communities have worked out joint worship services for multi-denominational gatherings.

Action 3.8-3: Approach business leadership for ideas on how to promote Centennial Park as something more than an RV Campground and Harvard Memorial tourist site.

Action 3.8-4: Review and develop winter programming events to maintain park use throughout the year.

Action 3.8-5: Promote Mackin Hall as an amenity to the park for park use.

Action 3.8-6: Engage Claresholm Garden Club for park beautification projects which includes soliciting volunteers for labor and as landscaping advisors

4.1 Beginning of a Master Plan Process

While the interest is peaking in the 'spray park' the opportunity will present itself to engage the public and review their desires for the park. This is a process that should continue through the life of the Master Plan and the Park itself. This document should be updated yearly and it should be reviewed yearly prior to the setting of the yearly budget. In that light, this plan should be thought of as the beginning of a process that never ends but is built upon over time.

Appendix A

List of Monuments and Memorials

Harvard Memorial

Located in the southwest corner of Centennial Park, this memorial is a tribute to the pilots of #15 Service Flight Training School, part of the British Commonwealth Air Training Program, which was based in Claresholm for many years.

Rancher's Memorial

Located on the south side of Centennial Park, this memorial is a tribute to the generation of ranchers in southern Alberta from 1900 to 2000.

Jori Dubois Memorial

Located on the south side of Centennial Park along Highway 520, this memorial captures the spirit of an athlete in its simple thought "Play, smile, think of me...".

Time Capsule 2000

Located just north of the Harvard Memorial on 4th Street West, this capsule is to be opened on Canada Day 2050. It contains essays, commemorative coins, a bronze buffalo for the mayor, and bronze arrowheads for council. It was buried in 1999.

Sun Dial

Located on the west side of the park, the sundial is an interactive simple clock. Simply stand on the horseshoes corresponding to the month of the year and let your shadow tell you the time. The Sun Dial was added in 2001.

Claresholm and District Park Centennial Commemoration Marker

Located on the north side of the vehicular entrance on 4th Street West, this stone marker with bronze inlaid rotary club plaque notes the three levels of government who provided funding for the park in 1967.

Playground Dedication

Located on the southwest corner of the playground, this post-mounted plaque was erected as a dedication of the playground equipment. The kid's playground began in 1999 and was completed in 2002.

TOWN OF CLARESHOLM

POLICY

POLICY #64

REPLACING POLICY # _____

EFFECTIVE DATE _____

SUBJECT OC SPRAY

DEPARTMENT Bylaw Enforcement/Peace Officer

AUTHORITY Council Resolution DATE PASSED _____

PURPOSE: To establish a policy relating to the proper use & storage of OC Spray.

POLICY: Peace Officers who have successfully completed the OC Spray training course are authorized to carry and use OC Spray while on duty if authority appears on their peace officer appointment.

STANDARDS:

- 1) A peace officer's appointment authorizes him/her to be in possession of OC Spray only for the purpose of their duty or employment and does not extend to off-duty activities.
- 2) When OC Spray has been deployed and the subject(s) has been brought under control, decontamination procedures will be commenced as soon as practical.
- 3) OC Spray shall only be carried by Peace Officers while on duty.
- 4) The Unit Supervisor or designate will maintain a current list of all Peace Officers who have completed the OC Spray course and are authorized to carry and use it.

PROCEDURES:

- 1) A Peace Officer authorized to carry and use OC Spray:
 - a) Informs the Supervisor whenever possible prior to using OC Spray
 - b) When a tactical advantage is not lost, advises the potential target(s) that OC Spray may be used if their behavior remains uncontrollable
 - c) Monitors the target(s) and seeks medical assistance if the effects of the OC Spray persists after one (1) hour and
 - d) Submits an Incident Report to the Supervisor and to the Public Security Department on the approved form describing the incident and reasons for utilizing the OC Spray.

NOTE: This also includes any accidental OC spray discharges.

- e) Ensure that when off-duty, the OC Spray is secured in a locked cabinet within the office. If a peace officer goes off shift at their residence, the OC spray must be secured within a locked cabinet.
- 2) The Supervisor:
 - a) Reports to the area, takes charge of the incident and approves the use of OC Spray, if necessary;
 - b) Ensure all targets affected by the OC Spray are taken to an area which is secure and removed from contamination and provides for decontamination;
 - c) Reviews, comments and submits the detailed Incident Report to the Authorized employer;
 - d) Ensures all Peace Officers required to carry OC Spray are re-certified every 36 months (sooner if desired by the Authorized employer).

TOWN OF CLARESHOLM

POLICY

POLICY # 65

REPLACING POLICY # _____

EFFECTIVE DATE _____

SUBJECT BATON POLICY

DEPARTMENT Bylaw Enforcement/Peace Officer

AUTHORITY Council Resolution DATE PASSED _____

PURPOSE: To establish a policy relating to the proper use & storage of the baton

POLICY: Peace Officers, upon successful certification may be issued an extendible baton and will be responsible for its care, use and storage.

STANDARDS:

- 1) All Peace Officers certified in the use of the baton will be required to wear a baton while on duty.
- 2) All Peace Officers certified in the use of the baton (including the department sanctioned Incident Management Intervention Model) will be re-certified within 36 months (or sooner if desired by Authorized employer) by a qualified instructor.
- 3) The baton will be worn in the issue scabbard.
- 4) The baton will be deployed only in the prescribed manner, according to an Incident Management Intervention Model or approved Use of Force Model.
- 5) All Peace Officers will immediately report any incident in which the baton was used as a means of force to their Supervisor on an Incident Report Form and ensure the Public Security Division is notified.

- 6) Peace Officers who are carrying authorized batons:
- a) Must check their baton on a weekly basis for the following:
 - i) Wear and tear on the foam grip
 - ii) Bent shaft and stress fractures
 - iii) Abrasions on the tip or a loose tip
 - iv) Secure butt cap
 - b) May make minor adjustments to the retaining clip and O-ring to ensure the proper opening and closing capabilities
 - c) Report any defective baton requiring repair or replacement immediately to a Supervisor and

NOTE: This includes a bent shaft, wear and tear on the handle and sharp abrasions on the tip.

- d) Immediately report any incident in which the baton was used as a means of force to their Supervisor on an Incident Report Form and to the Public Security Division.
- e) Ensure that when off-duty, the baton is secured in a locked cabinet within the office. If a peace officer goes off shift at their residence, the baton must be secured within a locked cabinet.

INFORMATION ITEMS



Royal Canadian
Mounted Police

Gendarmerie royale
du Canada

Security Classification/Designation
Classification/désignation sécuritaire

Town of Claresholm
Attn: Mayor Rob Steel
Police Liaison Doug MacPherson

Your File - Votre référence

Our File - Notre référence

Claresholm RCMP Detachment
Box 1209
Claresholm, Alberta
T0L 0T0

Date

June 4th, 2007

**Re: Monthly Policing Report
May 2007.**

1. Claresholm Detachment dealt with 269 occurrences in the month of May. This is a significant increase from last month. This is undoubtedly related to the warmer weather and increased traffic on the # 2 Highway.

2. In spite of the overall increase, there have been no unusual occurrences or trends noted from a policing perspective through the month of May. There appears to be an across the board increase in all areas. Please find attached the statistical breakdown of our calls for service this past month. If you have any questions or concerns please do not hesitate to call the undersigned.

Yours truly,

Robin Alexander Sgt
NCO i/c Claresholm RCMP Detachment
(403) 625-4445

Canada

Occurrence Stats (All Violations)

Special Unit: K2174

All codes

Mayor's Report
From 2007/05/01 to 2007/05/31

Violation group - Traffic offences - Impaired Operation/Related Offences: Motor Vehicle/				Clearance		
	Reported	Unfounded	Actual	By Charge	Otherwise	Rate
9230 0010 Impaired Operation of Motor Vehicle	4	1	3	2	0	66.7%
9240 0010 Fail or Refuse to Provide Breath Sample	1	0	1	1	0	100.0%
	5	1	4	3	0	75.0%

Violation group - Traffic offences - Dangerous Operation of Motor Vehicle/Vessel/Aircraf				Clearance		
	Reported	Unfounded	Actual	By Charge	Otherwise	Rate
9130 0010 Dangerous Operation of Motor Vehicle	1	0	1	0	0	0.0%
	1	0	1	0	0	0.0%

Violation group - Traffic Offences - Traffic Accidents				Clearance		
	Reported	Unfounded	Actual	By Charge	Otherwise	Rate
9930 0030 Traffic Collision(s) - Property Damage - Reportable	10	0	10	0	8	80.0%
9930 0040 Traffic Collision(s) - Property Damage - Non - Reportab...	1	0	1	0	0	0.0%
	11	0	11	0	8	72.7%

Violation group - Traffic Offences - Provincial Traffic Offences				Clearance		
	Reported	Unfounded	Actual	By Charge	Otherwise	Rate
9510 0010 Fail to Stop or Remain at Accident Scene (Provincial/Te...	1	0	1	0	0	0.0%
9520 0010 Dangerous Driving (Provincial/Territorial)	1	0	1	0	0	0.0%
9900 0010 Non-Moving Traffic - Occupant Restraint/Seatbelt Violat...	1	0	1	2	0	200.0%
9900 0020 Moving Traffic - Intersection Related Violations - Prov...	1	0	1	0	0	0.0%
9900 0030 Moving Traffic - Speeding Violations - Provincial/Terri...	24	0	24	23	1	100.0%
9900 0040 Other Moving Traffic Violations - Provincial/Territoria...	28	0	28	12	10	78.6%
9900 0050 Motor Vehicle Insurance Coverage Violations-Provincial/...	2	0	2	2	0	100.0%
9900 0060 Parking Offences (Provincial/Territorial)	3	0	3	1	2	100.0%
9900 0070 Other Non-Moving Traffic - Provincial/Territorial	3	0	3	4	2	200.0%
9910 0010 Roadside Suspensions - alcohol related - No grounds to ...	5	0	5	0	6	120.0%
9950 0010 Municipal Bylaws - Traffic	0	0	0	0	1	0.0%
	69	0	69	44	22	95.7%

Violation group - Traffic Offences - Other Criminal Code Traffic Offences				Clearance		
	Reported	Unfounded	Actual	By Charge	Otherwise	Rate
9310 0030 Failure to stop or remain - property damaged	2	0	2	0	0	0.0%
9320 0010 Driving while disqualified/prohibited	1	0	1	0	1	100.0%
	3	0	3	0	1	33.3%

Violation group - Provincial Statutes {except traffic}				Clearance		
	Reported	Unfounded	Actual	By Charge	Otherwise	Rate
7100 0012 Liquor Act (Provincial/Territorial) - Offences Only	7	1	6	3	1	66.7%
7300 0180 Trespass Act - Provincial/Territorial - Offences Only	2	2	0	0	0	0.0%

Occurrence Stats (All Violations)

Special Unit: K2174

All codes

Mayor's Report

From 2007/05/01 to 2007/05/31

Violation group - Provincial Statutes {except traffic}				Clearance		
	Reported	Unfounded	Actual	By Charge	Otherwise	Rate
8840 0281 Liquor Act (Provincial/Territorial) - Other Activities	0	0	0	0	1	0.0%
8840 0311 Fire Prevention Act - Other Activities	1	0	1	0	1	100.0%
8840 0321 Intoxicated Persons Detention Act - Other Activities	1	0	1	0	1	100.0%
8840 0336 Mental Health Act - Other Activities	7	0	7	1	7	114.3%
8840 0341 911 Act - Other Activities	17	1	16	2	8	62.5%
8840 0346 Off-Road Vehicle Act - Other Activities	1	0	1	0	1	100.0%
8840 0376 Trespass Act - Provincial/Territorial - Other Activitie...	1	0	1	0	1	100.0%
8840 0381 Other Provincial/Territorial Statutes (not otherwise sp...	2	0	2	0	2	100.0%
	39	4	35	6	23	82.9%

Violation group - Provincial Statues - Municipal By-laws				Clearance		
	Reported	Unfounded	Actual	By Charge	Otherwise	Rate
9955 0010 Municipal Bylaws - Other	3	0	3	0	3	100.0%
	3	0	3	0	3	100.0%

Violation group - Other Criminal Code - Other Criminal Code				Clearance		
	Reported	Unfounded	Actual	By Charge	Otherwise	Rate
3410 0017 Fail to Comply with an Undertaking	2	0	2	2	0	100.0%
3410 0030 Breach of recognizance - other	1	0	1	0	0	0.0%
3430 0010 Disturbing the peace	4	1	3	0	1	33.3%
3470 0010 Resists/obstructs peace officer	1	0	1	1	0	100.0%
3490 0010 Trespass at night	2	0	2	1	1	100.0%
3530 0020 Harassing phone calls	3	1	2	0	2	100.0%
3770 0010 Uttering Threats Against Property or an Animal	2	0	2	2	0	100.0%
3810 0110 Causing animals or birds unnecessary suffering	1	1	0	0	0	0.0%
8550 0140 Breach of Peace	8	1	7	1	4	71.4%
	24	4	20	7	8	75.0%

Violation group - Other Criminal Code - Offensive Weapons				Clearance		
	Reported	Unfounded	Actual	By Charge	Otherwise	Rate
3375 0050 Unauthorized possession of a firearm/prohibited weapon ...	1	0	1	1	0	100.0%
	1	0	1	1	0	100.0%

Violation group - Other Criminal Code - Offences Against Morals				Clearance		
	Reported	Unfounded	Actual	By Charge	Otherwise	Rate
3450 0010 Indecent act	1	0	1	1	0	100.0%
	1	0	1	1	0	100.0%

Occurrence Stats (All Violations)

Special Unit: K2174

All codes

Mayor's Report

From 2007/05/01 to 2007/05/31

Violation group - National Survey Codes				Clearance		
	Reported	Unfounded	Actual	By Charge	Otherwise	Rate
8999 3057 Prisoners Held	1	0	1	1	0	100.0%
8999 3062 Alcohol Abuse / Use Involved	10	1	9	3	9	133.3%
	11	1	10	4	9	130.0%

Violation group - I&P - Immigration and I&P - Refugee Protection Act(IRPA)				Clearance		
	Reported	Unfounded	Actual	By Charge	Otherwise	Rate
8550 0070 Items Lost/Found - passports	1	0	1	0	0	0.0%
	1	0	1	0	0	0.0%

Violation group - FES - Public Safety				Clearance		
	Reported	Unfounded	Actual	By Charge	Otherwise	Rate
8840 0051 Aeronautics Act - Other Activities	1	0	1	0	1	100.0%
	1	0	1	0	1	100.0%

Violation group - FES - Other FES Statutes				Clearance		
	Reported	Unfounded	Actual	By Charge	Otherwise	Rate
6450 0010 Youth Criminal Justice Act - Offences Only	1	0	1	1	0	100.0%
	1	0	1	1	0	100.0%

Violation group - Drug Enforcement - Possession				Clearance		
	Reported	Unfounded	Actual	By Charge	Otherwise	Rate
4140 0050 Possession Schedule VIII Cannabis Marihuana - 30 grams ...	2	0	2	2	0	100.0%
	2	0	2	2	0	100.0%

Violation group - Crimes Against the Person - Robbery/Extortion/Harassment/Threats				Clearance		
	Reported	Unfounded	Actual	By Charge	Otherwise	Rate
1625 0010 Criminal Harassment	1	1	0	0	0	0.0%
1627 0010 Uttering threats against a person	3	0	3	2	1	100.0%
	4	1	3	2	1	100.0%

Violation group - Crimes Against the Person - Assaults {excluding sexual assaults}				Clearance		
	Reported	Unfounded	Actual	By Charge	Otherwise	Rate
1410 0010 Aggravated Assault	1	0	1	1	0	100.0%
1420 0010 Assault With Weapon or Causing Bodily Harm	3	0	3	2	1	100.0%
1430 0010 Assault	2	1	1	1	1	200.0%
	6	1	5	4	2	120.0%

Violation group - Crimes Against Property - Theft under \$5000.00				Clearance		
	Reported	Unfounded	Actual	By Charge	Otherwise	Rate
2140 0011 Theft of property under \$5000 334(b) CC	13	0	13	0	1	7.7%
2141 0031 Theft of motorcycle under or equal to \$5000 334(b) CC	1	1	0	0	0	0.0%

Occurrence Stats (All Violations)

Special Unit: K2174

All codes

Mayor's Report

From 2007/05/01 to 2007/05/31

Violation group - Crimes Against Property - Theft under \$5000.00				Clearance		
	Reported	Unfounded	Actual	By Charge	Otherwise	Rate
2141 0091 Taking of motor vehicle/vessel under or equal to \$5000 ...	1	0	1	0	0	0.0%
	15	1	14	0	1	7.1%
Violation group - Crimes Against Property - Theft over \$5000.00				Clearance		
2130 0005 Theft over \$5000 334(a)	Reported	Unfounded	Actual	By Charge	Otherwise	Rate
2130 0005 Theft over \$5000 334(a)	1	0	1	0	0	0.0%
2131 0091 Taking Motor Vehicle/Vessel over \$5000 without consent ...	Reported	Unfounded	Actual	By Charge	Otherwise	Rate
2131 0091 Taking Motor Vehicle/Vessel over \$5000 without consent ...	1	0	1	1	0	100.0%
	2	0	2	1	0	50.0%
Violation group - Crimes Against Property - Fraud				Clearance		
2160 0075 Fraud (money/property/security) less than or equal to \$...	Reported	Unfounded	Actual	By Charge	Otherwise	Rate
2160 0075 Fraud (money/property/security) less than or equal to \$...	1	0	1	0	0	0.0%
	1	0	1	0	0	0.0%
Violation group - Crimes Against Property - Break and Enter				Clearance		
2120 0020 Break and Enter - Residence	Reported	Unfounded	Actual	By Charge	Otherwise	Rate
2120 0020 Break and Enter - Residence	1	1	0	0	0	0.0%
2120 0040 Break and Enter - Other	Reported	Unfounded	Actual	By Charge	Otherwise	Rate
2120 0040 Break and Enter - Other	2	0	2	0	0	0.0%
2120 0050 Being unlawfully in a dwelling house	Reported	Unfounded	Actual	By Charge	Otherwise	Rate
2120 0050 Being unlawfully in a dwelling house	0	0	0	0	1	0.0%
	3	1	2	0	1	50.0%
Violation group - Common Police Activities - Related Police Activities				Clearance		
8550 0010 Index Checks	Reported	Unfounded	Actual	By Charge	Otherwise	Rate
8550 0010 Index Checks	1	0	1	0	1	100.0%
8550 0020 Abandoned Vehicles	Reported	Unfounded	Actual	By Charge	Otherwise	Rate
8550 0020 Abandoned Vehicles	7	0	7	0	7	100.0%
8550 0030 Suspicious Person/ Vehicle/ Property	Reported	Unfounded	Actual	By Charge	Otherwise	Rate
8550 0030 Suspicious Person/ Vehicle/ Property	4	1	3	0	3	100.0%
8550 0040 Animal Calls	Reported	Unfounded	Actual	By Charge	Otherwise	Rate
8550 0040 Animal Calls	4	1	3	0	1	33.3%
8550 0050 False Alarms	Reported	Unfounded	Actual	By Charge	Otherwise	Rate
8550 0050 False Alarms	7	0	7	0	7	100.0%
8550 0060 Items Lost/Found - except passports	Reported	Unfounded	Actual	By Charge	Otherwise	Rate
8550 0060 Items Lost/Found - except passports	9	0	9	0	6	66.7%
	32	2	30	0	25	83.3%
Violation group - Common Police Activities - Information Files				Clearance		
8535 0010 Information Files	Reported	Unfounded	Actual	By Charge	Otherwise	Rate
8535 0010 Information Files	6	0	6	0	1	16.7%
	6	0	6	0	1	16.7%
Violation group - Common Police Activities - Assistance to General Public				Clearance		
8550 0080 Person Reported Missing	Reported	Unfounded	Actual	By Charge	Otherwise	Rate
8550 0080 Person Reported Missing	4	0	4	0	4	100.0%
8550 0101 Request to locate individual	Reported	Unfounded	Actual	By Charge	Otherwise	Rate
8550 0101 Request to locate individual	5	0	5	0	7	140.0%

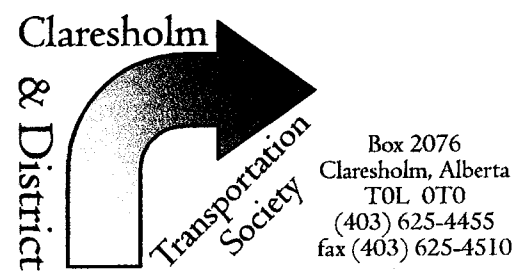
Occurrence Stats (All Violations)

Special Unit: K2174

All codes

Mayor's Report
From 2007/05/01 to 2007/05/31

Violation group - Common Police Activities - Assistance to General Public				Clearance		
	Reported	Unfounded	Actual	By Charge	Otherwise	Rate
8550 0121 Peace Bonds	1	1	0	0	0	0.0%
	10	1	9	0	11	122.2%
Violation group - Common Police Activities - Assistance Files				Clearance		
Violation group - Crimes against property - Mischief (excluding offences related to death)	Reported	Unfounded	Actual	By Charge	Otherwise	Rate
8545 0040 Assistance to Canadian Police (non-RCMP) Agency	1	0	1	1	0	100.0%
	1	0	1	1	0	100.0%
2174 0010 Mischief to, and or Obstruct enjoyment of property equa...	16	1	15	1	4	33.3%
	16	1	15	1	4	33.3%
Totals	Reported	Unfounded	Actual	By Charge	Otherwise	Rate
	269	18	251	78	121	79.3%



June 4, 2007

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


RE: Donation

Please accept our gratitude for your recent donation of 5,000.00.

The Claresholm and District Transportation Society is pleased to provide a very valuable service to seniors and persons with disabilities in Claresholm, Granum & Stavely and surrounding area.

We are very excited about the future of the Society and would like to extend a sincere thank you for your generous support.

Sincerely,



Lyal O'Neill
Office Co-coordinator

Claresholm Float Participation for 2007

June 16 – Okotoks,

July 1 – Granum (Canada Day – parade starts at 1pm)

July 21 – Blairmore

August 4 – Lundbreck

August 6 – Nanton

August 11 – Claresholm Fair Days

If you wish to attend any of these events, please contact Fred Palmer on 625 3063 as he is taking the Town Durango and Float, or Liza Dawber at the office.