

**TOWN OF CLARESHOLM
PROVINCE OF ALBERTA
REGULAR COUNCIL MEETING
FEBRUARY 25, 2008
AGENDA**

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

- AGENDA:** ADOPTION OF AGENDA
- MINUTES:** REGULAR MEETING MINUTES FEBRUARY 11, 2008
- DELEGATIONS:** JEFF GIBEAU, DEVELOPMENT OFFICER
RE: FCM CONFERENCE & MUNICIPAL SUSTAINABILITY PLAN
- ACTION ITEMS:**
1. BYLAW #1505 – LAND USE AMENDMENT
RE: 1ST READING
 2. CORRES: HON. HECTOR GOUDREAU, MINISTER OF TOURISM, PARKS,
RECREATION AND CULTURE
RE: 2011 ALBERTA 55 PLUS WINTER GAMES
 3. CORRES: TOWN OF GRANUM
RE: CENTENNIAL CELEBRATION – JUNE 28 & 29, 2008
 4. CORRES: COMMUNITIES IN BLOOM CLARESHOLM COMMITTEE
RE: TOWN REPRESENTATIVE TO THE COMMITTEE
 5. CORRES: CLARESHOLM COMMUNITY CENTRE ASSOCIATION
RE: FUNDING FOR UTILITIES
 6. CORRES: CLARESHOLM & DISTRICT TRANSPORTATION SOCIETY
RE: REQUEST FOR FUNDING
 7. SUBDIVISION & DEVELOPMENT APPEAL BOARD
RE: DOUG BOWMAN'S INTEREST IN BOARD
 8. CLARESHOLM FIRE DEPARTMENT 100TH ANNIVERSARY – MAYOR
STEEL
 9. PAMPERED PETS LEASE AGREEMENT & PROMISSORY NOTE
 10. CORRES: MPE ENGINEERING
RE: WATER TREATMENT PLANT UPGRADE
 11. ADOPTION OF INFORMATION ITEMS
 12. IN CAMERA – DEVELOPMENT / PERSONNEL

INFORMATION ITEMS:

1. Municipal District of Willow Creek No. 26 – Funding levels for Regional Fire Service
2. Alberta Infrastructure & Transportation's 2006/2007 Annual Report
3. Claresholm RCMP Monthly Policing Report
4. Claresholm & District Chamber of Commerce Meeting Minutes – January 8, 2008
5. Oldman River Regional Services Commission General Board of Directors' Meeting Agenda – March 6, 2008
6. Oldman River Regional Services Commission Executive Committee Meeting Minutes – January 10, 2008
7. Claresholm Elementary School Principal's Update – February 11, 2008

ADJOURNMENT:

**TOWN OF CLARESHOLM
PROVINCE OF ALBERTA
REGULAR COUNCIL MEETING MINUTES
FEBRUARY 11, 2008**

- PRESENT:** Deputy Mayor: Daryl Sutter, Councillors: Shirley Isaacson, Don Leonard, Doug MacPherson, David Moore and Connie Quayle; CAO: Kris Holbeck, Secretary-Treasurer: Karine Wilhauk
- ABSENT:** Mayor Rob Steel
- AGENDA:** Moved by Councillor MacPherson that the agenda be accepted as amended.
1. **UMA ENGINEERING – CORY ARMFELT**
RE: MUNICIPAL SUSTAINABILITY PLAN
- MINUTES:** **REGULAR MEETING – JANUARY 28, 2008** **CARRIED**
Moved by Councillor Leonard that the Regular Meeting Minutes of January 28, 2008 be accepted as presented.
- FINANCES:** **JANUARY 2008 BANK STATEMENT** **CARRIED**
Moved by Councillor Isaacson to accept the January 2008 bank statement as presented.
- ACTION ITEMS:**
1. **UMA ENGINEERING – CORY ARMFELT**
RE: MUNICIPAL SUSTAINABILITY PLAN
Moved by Councillor MacPherson to adopt the Town of Claresholm Municipal Sustainability Plan as presented by UMA Engineering Ltd.
CARRIED
2. **BYLAW #1503 – TOWN OF CLARESHOLM EMPLOYEE BENEFITS**
RE: 2ND AND 3RD READINGS
Moved by Councillor Moore to give Bylaw #1503, regarding Town of Claresholm Employee Benefits, 2nd reading.
CARRIED
Moved by Councillor Leonard to give Bylaw #1503, regarding Town of Claresholm Employee Benefits, 3rd and final reading.
CARRIED
3. **VOLUNTEER ALBERTA**
RE: 2008 VOLUNTEER WEEK ENHANCEMENT FUNDING
Received for information.
4. **CORRES: CLARESHOLM VETERINARY SERVICES**
RE: STRAY ANIMALS
Referred to Community Standards Committee.
5. **CORRES: DANIELLE SLETTEDE**
RE: FCSS BOARD APPOINTMENT
Moved by Councillor Isaacson to appoint Danielle Slette to the Claresholm & District FCSS Board.
CARRIED
6. **2007 REVENUE & EXPENDITURE REPORT**
RE: TRANSFER OF EXCESS FUNDS TO RESERVES
Moved by Councillor Moore to transfer \$170,000 to general reserves from the 2007 Operating Budget.
CARRIED
7. **ADOPTION OF INFORMATION ITEMS**
Moved by Councillor MacPherson to accept the information items as presented.

CARRIED

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

Moved by Councillor Quayle that this meeting go In Camera.

CARRIED

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

ADJOURNMENT: Moved by Councillor MacPherson that this meeting adjourn.

CARRIED

DEPUTY MAYOR – DARYL SUTTER

SECRETARY-TREASURER – KARINE WILHAUK

ACTION ITEMS

**TOWN OF CLARESHOLM
PROVINCE OF ALBERTA
BYLAW # 1505**

A Bylaw of the Town of Claresholm to amend 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.

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 Land Use Bylaw #1384 shall be amended as follows:

LAND USE MAP

Lot 10, Block 132, Plan 7559GV, be amended by changing the "P" (Public) designation to an "R1" (Residential) designation.

2. This Bylaw shall take effect on the date of final passage.
3. Bylaw #1384 is hereby amended.

Read a first time in Council this 22nd day of February 2008 A.D.

Read a second time in Council this day of 2008 A.D.

Read a third time in Council and finally passed in Council this day of 2008 A.D.

Rob Steel, Mayor

Kris Holbeck, CAO

Land Use Amendment Bylaw Report

Date: February 21, 2008
Applicant: Lois Gunderson
Civic Address: 5116 4th ST. E, Claresholm
Legal Address: Lot 10, Block 132, Plan 7959GV

SYNOPSIS

This land use amendment was initiated by the Town of Claresholm Development Department on behalf of the property owner, Lois Gunderson. Reasoning for the amendment is simply to bring the zoning inline with the existing use on the land.

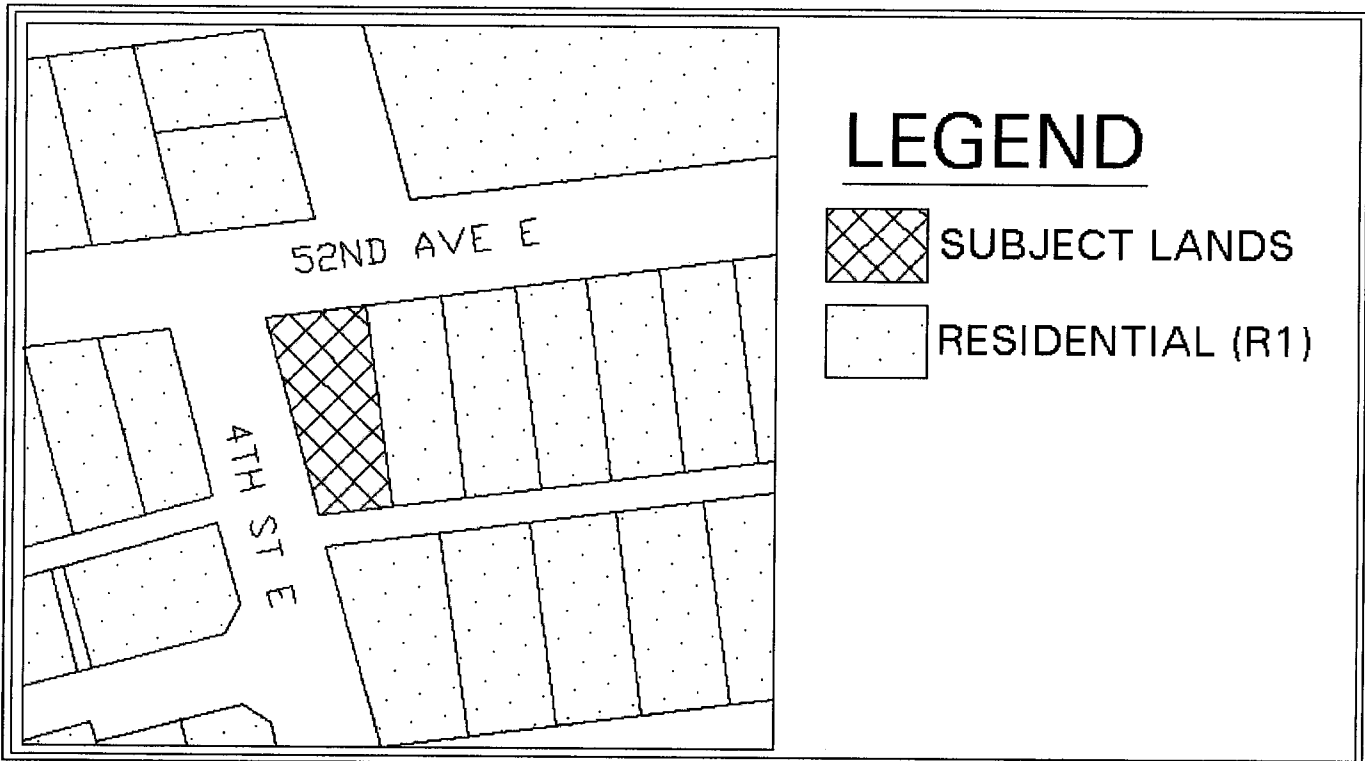
BACKGROUND

The subject lands have an area of 768 square metres (8271 square feet) and is currently zoned Public (P). Currently, the land is being used as a residential dwelling. Surrounding zoning includes; Residential (R1) to the north, west and south with single family dwellings occupying surrounding lands.

ISSUES

No Issues.

LAND USE MAP





ALBERTA
TOURISM, PARKS, RECREATION AND CULTURE

MLA Dunvegan-Central Peace

FESAS
ACTION
ITEM

January 23, 2008

AR14065

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

Dear Mayor Steel:

As Minister of Tourism, Parks, Recreation and Culture and Associate Minister of Tourism Promotion, responsible for sport and recreation in Alberta, we are pleased to invite you to consider submitting a bid for the right to host the 2011 Alberta 55 Plus Winter Games in your community. Enclosed, for your information, is a brochure with details on how to apply.

The successful host community is given the opportunity to showcase its talents to approximately 1,100 participants from all regions of the province, as well as to attract numerous 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 2011 Alberta 55 Plus Winter Games will receive base financial support to cover operational, cultural and legacy aspects of the Games.

The *Guidelines for Communities Bidding to Host the 2011 Alberta 55 Plus Winter 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, in cooperation with the Alberta 55 Plus Association, are available to provide consultative assistance if required. For additional information, please contact Mr. Dennis Allen, ASRPWF, toll-free by dialing 310-0000 followed by (403) 297-2729; or e-mail dennis.allen@gov.ab.ca.

We look forward to receiving your application.

Sincerely,

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

Cindy Ady
Associate Minister of Tourism Promotion
MLA, Calgary-Shaw

Enclosure

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

Town of Granum Centennial Committee

**Box 88
Granum, AB T0L 1A0**

Town of Claresholm
Box 1000
Claresholm, AB T0I 0T0

Dear Claresholm Council:

RE: Town of Granum Centennial Celebration – June 28 & 29, 2008

The Town of Granum Centennial Committee cordially invites you to enter your float and/or have a Council/Board member to participate in the 2008 Centennial Parade on Saturday, June 28, 2008

The day will start with a Pancake Breakfast (7:00 am to 10:00 am) at the Homesteader in Granview Park

The parade lineup area is on Dufferin Street outside of Granview Park

Parade assembly will start at 10:30 am, judging at 10:45 am and the parade will begin at 11:00 am. No registration is required, just show up

For further information call Mayor Melva Stinson at 403-687-2025 or Anita Walker at 403-687-2751

This year we are CELEBRATING our Town's 100th Anniversary. There will be events all day on the June 28, ending with Fireworks and more events on June 29.

Yours sincerely,



Anita Walker
Centennial Committee member

Communities
in Bloom
Claesholm Committee

P.O.Box 2547
Claesholm, AB T0L0T0

February 21st, 2008

Town of Claesholm

CLARESHOLM, AB.

Mayor & Council:

Re: *Communities in Bloom*

With the support of Chamber of Commerce now added, our committee is in position to formally make application to the Provincial division of "Communities in Bloom", to be judged for 2008.

Please provide your cheque for \$200.00, payable to "Communities in Bloom" to cover the entry fee.

Our committee at present consists of four members of Claesholm Garden Club, and one representative, yet to be named, from you and Chamber of Commerce. The committee will be responsible to oversee and direct the activities of others, and representative of interested groups, like yourselves and the Chamber will mostly deliver, gather and relay information. Please chose a person from your staff and/or council to be part of our committee, and advise us when this fortunate person has been selected.

Thank you again for your support of this new and exciting initiative for Claesholm.

Yours truly,



Arnold McAulay

Rosemary Wishart

COMMUNITIES IN BLOOM CLARESHOLM COMMITTEE

**Claresholm
Community
Centre Association**

PO Box 183
Claresholm, AB
T0L 0T0

February 19, 2008

Town of Claresholm
Box 1000
Claresholm, AB
T0L 0T0

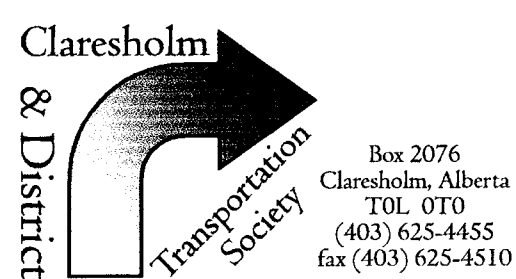
Dear Mayor and Council of the Town of Claresholm:

The Claresholm Community Centre wishes to request the Town of Claresholm to continue to provide funding in the amount of \$15,000.00 annually to help cover the costs of the utilities at the Community Centre. If you have any questions or concerns regarding this request, please contact Daryl Glimsdale at 403-625-2026. Thank you for your consideration regarding this matter.

Sincerely,



Daryl Glimsdale
President
Claresholm Community Centre



February 22, 2008

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

Dear Members:

The Claresholm and District Transportation Society have been providing a valuable service to residents of the communities of Claresholm, Granum and Stavely since October 28, 2002.

As you are aware we have been approved and received a grant totalling \$38,812 over 2 years from Community Initiatives Program to provide operating funding including extending our office hours to fulltime.

We are currently seeking funds through Corporate sponsorship, Lethbridge Foundation & a Casino for funds to replace our aging wheelchair vans. We have been accepted for a Casino and have randomly been drawn for August 4 & 5, 2008.

Inspite of these efforts we continue to depend on the M.D. & the Towns of Claresholm, Granum and Stavely for funding and support.

We would like to request consideration for renewal of funding in the amount of \$5,000.00 to assist in sustaining this service for residents in this community. I have attached our year end financial statement for your review and would be pleased to answer any questions you may have. We would greatly appreciate your consideration in this matter and look forward to your response.

Sincerely,

Lyal O'Neill
Office Coordinator
Claresholm and District Transportation Society

**CLARESHOLM & DISTRICT
TRANSPORTATION SOCIETY
P.O. BOX 2076
CLARESHOLM, ALBERTA
T0L0T0**

FINANCIAL STATEMENTS

FOR THE YEAR ENDED MARCH 31, 2007

WARREN F. BALL INC.
P.O. BOX 44
CLARESHOLM, ALBERTA
T0L0T0

June 21, 2007

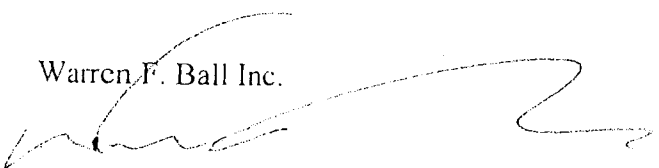
Claresholm & District Transportation Society
P.O. Box 2076
Claresholm, Alberta
T0L0T0

Attention:- Mr. Neil Ohler, Chairman

Re: Examination of Claresholm & District Transportation Society's Accounting Records and Procedures for the period April 1, 2006 to March 31, 2007.

Our examination of the "Society's" records and procedures for the period April 1, 2006 to March 31, 2007 included a detailed review of monies received and expended and associated controls. In our opinion, the procedures and controls that are in place appear to be satisfactory. If you require any additional information or have any concerns or questions regarding our review, do not hesitate to contact the writer @ 625-3245.

Warren F. Ball Inc.



Warren Ball

C.C. Mr. Lyal O'Neill, Office Co-ordinator


WARREN F. BALL INC.
P.O. BOX 44
CLARESHOLM, ALBERTA
T0L0T0

NOTICE TO READER

We have compiled the balance sheet and the statement of income and retained earnings of Claresholm & District Transportation Society for the year ended March 31, 2007.

The records have not been audited nor reviewed by an independent public accountant and accordingly, readers are cautioned that these statements may not be appropriate for their purposes.

WARREN F. BALL INC.

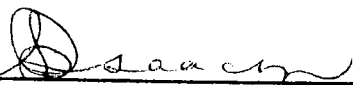


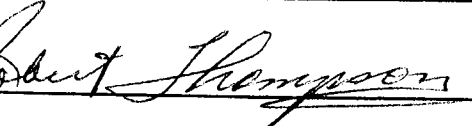
Warren Ball - President

CLARESHOLM & DISTRICT TRANSPORTATION SOCIETY
 BALANCE SHEET
 AS AT MARCH 31, 2007
 UNAUDITED-SEE NOTICE TO READER

	2007	2006
ASSETS		
CURRENT		
Cash	4,732	21,659
Accounts Receivable	5,854	3,553
GST Receivable	353	310
Term Deposit	36,029	25,312
	46,968	50,834
FIXED (NOTE 1)	14,209	20,434
TOTAL ASSETS	61,177	71,268
LIABILITIES		
CURRENT		
Accounts Payable	968	2,694
Deferred Revenue	0	24,500
	968	27,194
SOCIETY'S EQUITY		
RETAINED EARNINGS	60,209	44,074
TOTAL LIABILITIES AND EQUITY	61,177	71,268

APPROVED BY THE BOARD:

 DIRECTOR *June 26, 2007*

 DIRECTOR

CLARESHOLM & DISTRICT TRANSPORTATION SOCIETY
 STATEMENT OF INCOME AND RETAINED EARNINGS
 FOR THE YEAR ENDED MARCH 31, 2007
 UNAUDITED-SEE NOTICE TO READER

	2007	2006
REVENUE		
Fees	34,306	22,768
Fund Raising	3,370	0
Donations	18,890	17,358
Grants	24,500	24,500
Dividend/Interest	793	388
	81,859	65,014
EXPENDITURES		
Accounting/Legal	515	1,305
Advertising/Promotions	449	1,507
Depreciation	6,226	8,695
Bad Debts	404	395
Equipment/Supplies	0	55
Miscellaneous	50	80
Office Supplies	916	1,546
Telephone	1,953	1,445
Travel	270	348
Vehicle:		
Fuel	9,277	7,544
Insurance	5,012	5,533
Maintenance/Repairs	2,707	3,111
Registration	511	426
Taxes	37,434	30,735
	65,724	62,725
NET INCOME (-LOSS) BEFORE OTHER ITEM	16,135	2,289
OTHER ITEM:		
Gain (-Loss) On Disposal of Fixed Assets	0	-5,578
	0	-5,578
NET INCOME (-LOSS)	16,135	-3,289
RETAINED EARNINGS BEGINNING OF YEAR	44,074	47,363
RETAINED EARNINGS END OF YEAR	60,209	44,074

ARESHOLM & DISTRICT TRANSPORTATION SOCIETY
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED MARCH 31, 2007
UNAUDITED-SEE NOTICE TO READER

NOTE 1 FIXED

The fixed assets are comprised of the following

	COST	AMORT.	NET
Cell Phones	728	445	283
Computer	1,613	1,132	481
Vehicles	53,442	39,997	13,445
	55,783	41,574	14,209

Karine Wilhauk

From: "Kris Holbeck" <kris.holbeck@townofclaresholm.com>
To: "Karine Wilhauk" <karine.wilhauk@townofclaresholm.com>
Sent: February 14, 2008 9:59 AM
Subject: AGenda Item

Doug Bowman has asked to sit on the Subdivision and Development Appeal Board. Please add as an action item.

Kris Holbeck, CA
CAO
Town of Claresholm
Box 1000, Claresholm, AB
TOL OT0
403-625-3381
kris.holbeck@townofclaresholm.com
www.townofclaresholm.com

_____ NOD32 2875 (20080214) Information _____

This message was checked by NOD32 antivirus system.
<http://www.eset.com>



Suite 300, 714 - 5th Avenue South
Lethbridge, Alberta
T1J 0V1

Phone: (403) 329-3442
Fax: (403) 329-9354
E-Mail: mpe-leth@telusplanet.net

Town of Claresholm
221-45 Avenue West
Claresholm, AB
T0L 0T0

February 12th, 2008
File: N:\1466\004\00\L10

Attention: Kris Holbeck
Chief Administrative Officer

Dear Ms. Holbeck:

**RE: Water Treatment Plant Upgrade
Recommendation for Supply of Dissolved Air Floatation Clarification Equipment**

On December 20th, 2007, MPE Engineering Ltd. issued a Request for Proposal (RFP) for the supply of Dissolved Air Floatation (DAF) clarification process and equipment for the Claresholm Water Treatment Plant Upgrade. The process and equipment supplier Infilco Degremont Inc. was invited to submit a firm price quote.

Evaluation criteria of the proposal included, but were not necessarily limited to the following:

1. Overall capital cost including bid cost, estimated installation cost, additional estimated costs incurred (i.e. mechanical, structural, electrical, controls and instrumentation),
2. Annual operating & maintenance (O & M) costs including equipment replacement and power,
3. Operating reliability provisions including conservative design flow rate, equipment redundancy,
4. Experience (Municipal Surface Water Applications),
5. Local supplier representative, servicing capability and experience, and
6. Company qualifications and experience

The following is a general summary of the proposal submission:

Infilco Degremont Inc.

Cost	\$730,800 USD
Warranty	1 Year on Material and Workmanship
Design Capacity	8.84 MLD
Peak Flow	134 l/sec

Based on the evaluation of the criteria listed above, MPE Engineering Ltd. recommends that the Town of Claresholm enter into a contract with Infilco Degremont Inc. for the supply of DAF clarification equipment for a cost of **\$730,800 USD** not including GST.

Infilco Degremont Inc. requires the Proposal and Contract (attached) be executed prior to beginning detailed design. A letter from the Town referencing and accepting the proposal attached to the executed contract will

be sufficient to begin the design process. I have attached a sample letter for your use with proposal acceptance conditions that should be added to the contract of process and equipment supply. An electronic copy can be provided if requested.

Should you have any questions or concerns, please contact me at (403) 317-3631.

Yours truly,

MPE ENGINEERING LTD.

A handwritten signature in black ink, appearing to read 'M. Stusick', written in a cursive style.

M. Jason Stusick, P. Eng.
Project Manager

JS:mw

Enclosure

cc: Mike Yakemchuk, Alberta Infrastructure and Transportation

INFORMATION ITEMS

The Municipal District of Willow Creek No. 26



OFFICE OF THE ADMINISTRATOR • P.O. Box 550 • Claresholm, AB T0L 0T0

www.mdwillowcreek.com

Office (403) 625-3351
Fax (403) 625-3886
Shop (403) 625-3030

January 23, 2008

Fort Macleod Fire Dept.
Box 535
Fort Macleod, Alberta
T0L 0Z0
Attention: Dick Schellhorn
Fire Chief

Claresholm Fire Dept.
Box 433
Claresholm, Alberta
T0L 0T0
Attention: Tony Bonetti
Fire Chief

Stavely Fire Dept.
Box 249
Stavely, Alberta
T0L 1Z0
Attention: Jim Watson
Fire Chief

Granum Fire Dept.
Box 388
Granum, Alberta
T0L 1A0
Attention: Travis Coleman
Fire Chief

Nanton Fire Dept.
Box 609
Nanton, Alberta
T0L 1R0
Attention: Kyle Smith
Fire Chief

Moon River Estates Fire Dept
Box 172
Monarch, Alberta
T0L 1M0
Attention: Eric Van de Merwe
Fire Chief

Dear Fire Chiefs:

Please be advised that the Council has passed a resolution at their meeting of January 9, 2008 approving the following funding levels for those departments who are members of the regional fire service:

- a) Fire Chief - \$19.00 per hour
- b) Deputy Fire Chief - \$18.00 per hour
- c) Captains (2) - \$17.00 per hour
- d) Fire Fighters - \$15.00 per hour

This new fees structure is subject to the existing practices for cost share of meetings and practices on a 50/50 basis.

- e) Pending an enrolment of a minimum of 75% of each fire department's members, the municipality shall pay 100% of the premium for Plan C Accidental Death and Dismemberment Policy for the family program for each member of the Fire Department. The cost to the municipality will be \$231.00 per year for each member and will not only provide 24/7 coverage for the member but will also afford that coverage to their families. The estimated cost to the municipality is approximately \$24,500 per year.

FEB 25
INFO.
ITEM

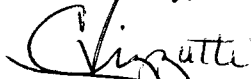
This policy is not a life insurance policy for all perils. This policy, a copy of which is enclosed, is an AD&D policy. Please advise each member to review their existing policies with their private insurance broker if they are considering any changes to their existing coverage. Also please be advised that Canada Customs and Revenue Agency tax requirements states that amounts over \$1000.00 paid for volunteer services is consider taxable. The amount of the premium (\$231.00) would become a taxable benefit if the combination of wages and premium is in excess of \$1000.00 per year.

Council is very pleased to offer this increase and to provide for enhanced insurance coverage to better reflect their appreciation for your commitment to the excellent service that is provided to our ratepayers.

Please contact me to verify your department member's enrolment in the enhanced insurance policy.

I trust that this information is satisfactory.

Yours truly,



Cynthia Vizutti CLGM
Chief Administrative Officer

CV/

c.c. Town of Claresholm
Town of Nanton
Town of Stavely
Town of Granum
Town of Fort Macleod

YOUR BENEFIT COVERAGE

VFIS does offer 24 Hour Coverage for your membership. Please ask your Insurance Broker for more details pertaining to this coverage.

Schedule of Benefits

BENEFIT	AMOUNT	BENEFIT DURATION
LOSS OF LIFE BENEFITS:		
Accidental Death Benefit	\$300,000	
Seat Belt Benefit	\$30,000	
Illness Loss of Life Benefit	\$300,000	
Dependent Child Benefit	\$10,000	
Spousal Support Benefit	\$5,000	
Memorial Benefit	\$2,000	
Repariation Benefit	\$10,000	
LUMP SUM BENEFITS:		
Accidental Dismemberment Benefit Principal Sum	\$300,000	
Quadraplegia, Paraplegia or Hemiplegia (Paralysis)	\$600,000	
Vision Impairment Benefit	\$300,000	
Home Alteration & Vehicle Modification	\$10,000	
Permanent Physical Impairment Principal Sum	\$300,000	
Cosmetic Disfigurement (Burns) Principal Sum	\$300,000	
HIV Positive Benefit (100% Paid Upront)	\$300,000	
WEEKLY INCOME BENEFITS:		
Total Disability Weekly Income Benefit (1st 28 days)	\$150	
Total Disability Maximum Weekly Amount (After 28 days)	\$450	260 Weeks
Total Disability Minimum Weekly Amount	\$38	260 Weeks
Partial Disability Weekly Income Benefit (1st 28 days)	\$75	
Partial Disability Maximum Weekly Amount (After 28 days)	\$225	52 Weeks
Partial Disability Minimum Weekly Amount	\$19	52 Weeks
OCCUPATIONAL RETAINING BENEFIT (MAXIMUM)		
	\$20,000	
MEDICAL EXPENSE BENEFITS:		
Medical Expense Maximum Amount	\$25,000	
Cosmetic/Plastic Surgery Maximum Amount	\$10,000	
Post Traumatic Stress Disorder Maximum Amount	\$10,000	
Critical Incident Stress Management Max (per covered activity)	\$2,500	
Family Expense Benefit (Out patient \$50/day in patient \$100/day)	\$100	26 Weeks
OPTIONAL BENEFITS		
Weekly Permanent Physical Impairment Benefit Maximum	n/a	Life Time
Optional Weekly Permanent Physical Impairment COLA Benefit	n/a	
Weekly Hospital Indemnity Benefit	n/a	52 Weeks

Note: This information summarizes in an informal language the terms and conditions of the master group policies. All rights and obligations are determined in accordance with the master group policies. If any conflict arises between the content of this pamphlet and the master group policies, or if any point is not covered herein, the terms of the master group policies will govern in all cases.

NOTE: This is not a life insurance policy. Ask your licensed insurance broker for more details

VFIS
Accident & Sickness Program
 On Duty Only

Alberta Association of Municipal Districts & Counties
 Plan C - \$300,000

GENERAL INFORMATION

Eligible Participants

- * Any Volunteer member of the Fire Department
- * A paid on call volunteer (includes members that receive a monthly or annual stipend)
- * A Junior member or Auxiliary member
- * A commissioner, director, trustee or person acting in a similar position
- * A non-member deputized at the scene of an emergency by one of your officers, but only for the duration of the emergency

Scope of Coverage

Benefits are paid (Travel to, During & From) depending on the type of activity:
 * Emergency Duties include firefighting, rescue operations, good Samaritan acts training exercises which simulates an emergency, firematic events or contests, classroom training
 * Covered activities include emergency duties, fund raising, monthly meetings, conventions and any other authorized activities such as installation dinners & banquets

Exclusions

- This policy will not cover any loss caused by or resulting from the following:
1. Suicide or any attempt at it, while sane or insane, or intentionally self-inflicted injuries while sane
 2. Injuries that happened while flying except:
 - a) as a passenger on a commercial aircraft, or
 - b) as a passenger on any aircraft while taking part in a Covered Activity
 3. Injuries that happen while flying as a crew member, or during parachute jumps from the aircraft
 4. Service as a member of the armed forces of any nation, or loss resulting from enemy action or any act of war, whether declared or undeclared;
 5. Mental or emotional disorders except as specifically provided for covered Post Traumatic Stress Disorder
 6. Treatment of alcoholism or drug addiction and any complications arising therefrom, except loss caused by injury sustained during and resulting from a Covered Activity;
 7. Illness except as provided by the policy
 8. Military service of any state, province or country; or
 9. Any activity in football, field hockey, lacrosse, soccer or boxing

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ALBERTA
MINISTER OF INFRASTRUCTURE
AND TRANSPORTATION

FEB 25
INFO.
ITEM

AR34163

January 28, 2008

Mr. Rob Steel
Mayor
Town of Claresholm
P.O. Box 1000
Claresholm, AB T0L 0T0

Dear Mayor Steel:

I am pleased to announce the release of Alberta Infrastructure and Transportation's 2006/2007 Annual Report. This document provides an overview of the Ministry's programs and achievements during this past fiscal period.

The Ministry is responsible for Alberta's road and bridge infrastructure and the delivery of water management facilities; provides grant funding to support municipal infrastructure including water and wastewater treatment facilities; and shares responsibility with partner ministries for school, health and post-secondary infrastructure.

Ministry highlights include release of the Alberta Traffic Safety Plan, developed in conjunction with other ministries and stakeholders to help prevent motor vehicle collisions, build safer roads, enforce traffic laws and increase awareness about traffic safety.

In addition, a new framework for the overall management of capital programs for schools, post-secondary institutions and health facilities was implemented and a Request for Proposal was issued for a standard core school design consisting of permanent core building components.

For future projects, the Ministry adopted the Leadership in Energy and Environmental Design Silver Standard. This means all new government-funded buildings will be designed to reduce the impact of new buildings on the environment, conserve energy and as a result, save taxpayer dollars. Also, the Ministry implemented a value management process for major projects.

.../2

Mayor Steel
Page Two

Efforts continue toward developing harmonized motor carrier regulations across Canada in the areas of cargo securement, trip inspection standards and national hours of service. Further work was also done to achieve consensus on harmonized weights and dimensions in the Western Region for long-combination vehicles, tridem drive trucks and weight on super single tires.

An electronic copy of Alberta Infrastructure and Transportation's Annual Report can be obtained online from the Ministry's Web site at www.infratrans.gov.ab.ca.

If you have any questions or would like a published copy of the Annual Report, please contact Ms. Sandra Stemmer, Director, Strategic and Business Planning, at (780) 644-7111 or by e-mail at sandra.stemmer@gov.ab.ca. A summary document of highlights is enclosed.

Sincerely,

A handwritten signature in black ink, appearing to read 'L. Ouellette', written in a cursive style.

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

Enclosure

cc: Ms. Sandra Stemmer



Royal Canadian
Mounted Police

Gendarmerie royale
du Canada

Security Classification/Designation
Classification/désignation sécuritaire

Town of Claresholm
Attn: Mayor Rob Steel
Counsellor: Don Leonard

Your File - Votre référence

Our File - Notre référence

Claresholm RCMP Detachment
Box 1209
Claresholm, Alberta
T0L 0T0

Date

February 7, 2008

**Re: Monthly Policing Report
January 2008.**

Dear Sirs,

1. Claresholm Detachment dealt with 281 occurrences in the month of January. A large proportion of these files were self generated traffic enforcement statistics. As you can see by the attached data, the members of Claresholm issued 144 traffic tickets. They also charged 6 impaired drivers.
2. In terms of regular members we are fully staffed for the first time in a year. Two of the members are still under going Field Training however both are progressing well and will be working on their own soon. As you may be aware we are in the selection process for a full time Detachment clerk and hope to identify this individual in the near future.
3. January was a relatively quiet month with no significant events or calls. The only area which tends to remain a concern is the ongoing thefts from the various auto dealerships which line the # 2 Highway through Claresholm. Our members are very much aware of this problem and make frequent patrols through these areas. We have also discussed security options with the owners of these dealerships.
3. Find attached a statistical breakdown of our calls for service for the month of January. If you have any questions please give me a call.

Yours truly,

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

Canada

RCMP GRC 2823 (2002-11) WPT

Occurrence Stats (All Violations)

Special Unit: k2174
All codes

Mayor's Report
From 2008/01/01 to 2008/01/31

Violation group - Traffic offences - Impaired Operation/Related Offences: Motor Vehicle/	Reported	Unfounded	Actual	Clearance		
				By Charge	Otherwise	Rate
9230 0010 Impaired Operation of Motor Vehicle	6	1	5	4	0	80.0%
9240 0010 Fail or Refuse to Provide Breath Sample	1	0	1	1	0	100.0%
9240 0020 Refuse Roadside Screening	1	0	1	1	0	100.0%
	8	1	7	6	0	85.7%

Violation group - Traffic Offences - Traffic Accidents	Reported	Unfounded	Actual	Clearance		
				By Charge	Otherwise	Rate
9930 0020 Traffic Collision(s) - Non - Fatal Injury	1	0	1	0	1	100.0%
9930 0030 Traffic Collision(s) - Property Damage - Reportable	18	0	18	0	17	94.4%
	19	0	19	0	18	94.7%

Violation group - Traffic Offences - Provincial Traffic Offences	Reported	Unfounded	Actual	Clearance		
				By Charge	Otherwise	Rate
8840 0386 Motor Vehicle Act - Other Activities (except traffic wa...	1	0	1	0	1	100.0%
9520 0010 Dangerous Driving (Provincial/Territorial)	1	0	1	0	1	100.0%
9530 0010 Driving While Disqualified or License Suspension (Provi...	1	0	1	1	0	100.0%
9900 0010 Non-Moving Traffic - Occupant Restraint/Seatbelt Violat...	4	0	4	4	0	100.0%
9900 0020 Moving Traffic - Intersection Related Violations - Prov...	10	0	10	9	1	100.0%
9900 0030 Moving Traffic - Speeding Violations - Provincial/Terri...	83	0	83	83	0	100.0%
9900 0040 Other Moving Traffic Violations - Provincial/Territoria...	37	0	37	31	2	89.2%
9900 0070 Other Non-Moving Traffic - Provincial/Territorial	17	0	17	16	1	100.0%
9910 0010 Roadside Suspensions - alcohol related - No grounds to ...	1	0	1	0	1	100.0%
9950 0010 Municipal Bylaws - Traffic	1	0	1	0	0	0.0%
	156	0	156	144	7	96.8%

Violation group - Technical Operations - Security Accreditations	Reported	Unfounded	Actual	Clearance		
				By Charge	Otherwise	Rate
8640 0210 Security Accreditation - General	1	0	1	0	1	100.0%
	1	0	1	0	1	100.0%

Violation group - Provincial Statutes {except traffic}	Reported	Unfounded	Actual	Clearance		
				By Charge	Otherwise	Rate
7100 0012 Liquor Act (Provincial/Territorial) - Offences Only	3	0	3	3	0	100.0%
8840 0306 Family Relations Act - Other Activities	3	0	3	0	3	100.0%
8840 0336 Mental Health Act - Other Activities	4	0	4	0	4	100.0%
8840 0341 911 Act - Other Activities	5	0	5	1	3	80.0%
	15	0	15	4	10	93.3%

Occurrence Stats (All Violations)

Special Unit: k2174
All codes

Mayor's Report
From 2008/01/01 to 2008/01/31

Violation group - Proceeds of Crime {CC}				Clearance		
	Reported	Unfounded	Actual	By Charge	Otherwise	Rate
3825 0020 Violation of a proceeds restraining order	0	0	0	0	1	0.0%
	0	0	0	0	1	0.0%
Violation group - Other Criminal Code - Other Criminal Code				Clearance		
	Reported	Unfounded	Actual	By Charge	Otherwise	Rate
3410 0017 Fail to Comply with an Undertaking	1	0	1	1	0	100.0%
3430 0010 Disturbing the peace	0	0	0	0	1	0.0%
3530 0020 Harassing phone calls	3	0	3	0	4	133.3%
8550 0140 Breach of Peace	1	0	1	0	2	200.0%
	5	0	5	1	7	160.0%
Violation group - Other Criminal Code - Offences Against Morals				Clearance		
	Reported	Unfounded	Actual	By Charge	Otherwise	Rate
3450 0010 Indecent act	1	0	1	0	1	100.0%
	1	0	1	0	1	100.0%
Violation group - National Survey Codes				Clearance		
	Reported	Unfounded	Actual	By Charge	Otherwise	Rate
8999 3008 Request of Service of Legal Document - Warrant Other th...	1	0	1	0	1	100.0%
8999 3057 Prisoners Held	1	0	1	1	0	100.0%
8999 3062 Alcohol Abuse / Use Involved	2	0	2	1	1	100.0%
	4	0	4	2	2	100.0%
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	1	100.0%
	1	0	1	0	1	100.0%
Violation group - FES - Consumer Protection				Clearance		
	Reported	Unfounded	Actual	By Charge	Otherwise	Rate
8840 0256 Tobacco Act - Other Activities	1	0	1	0	0	0.0%
	1	0	1	0	0	0.0%
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	1	150.0%
	2	0	2	2	1	150.0%

Occurrence Stats (All Violations)

Special Unit: k2174

All codes

Mayor's Report
From 2008/01/01 to 2008/01/31

Violation group - Crimes Against the Person - Sexual Offences				Clearance		
	Reported	Unfounded	Actual	By Charge	Otherwise	Rate
1330 0010 Sexual Assault	0	0	0	0	1	0.0%
	0	0	0	0	1	0.0%
Violation group - Crimes Against the Person - Robbery/Extortion/Harassment/Threats				Clearance		
Reported	Unfounded	Actual	By Charge	Otherwise	Rate	
1625 0010 Criminal Harassment	1	0	1	0	0	0.0%
	1	0	1	0	0	0.0%
Violation group - Crimes Against the Person - Assaults {excluding sexual assaults}				Clearance		
Reported	Unfounded	Actual	By Charge	Otherwise	Rate	
1410 0010 Aggravated Assault	2	0	2	2	0	100.0%
1420 0010 Assault With Weapon or Causing Bodily Harm	1	0	1	1	0	100.0%
1430 0010 Assault	3	0	3	3	0	100.0%
	6	0	6	6	0	100.0%
Violation group - Crimes Against Property - Theft under \$5000.00				Clearance		
Reported	Unfounded	Actual	By Charge	Otherwise	Rate	
2140 0011 Other theft under \$5000 334(b) CC	4	1	3	2	1	100.0%
2141 0041 Theft of other motor vehicle under or equal to \$5000 33...	1	0	1	0	0	0.0%
2142 0011 Theft under or equal to \$5000 From a motor vehicle 334(...	2	0	2	0	0	0.0%
	7	1	6	2	1	50.0%
Violation group - Crimes Against Property - Theft over \$5000.00				Clearance		
Reported	Unfounded	Actual	By Charge	Otherwise	Rate	
2130 0005 Other theft over \$5000 334(a)	1	0	1	0	0	0.0%
	1	0	1	0	0	0.0%
Violation group - Crimes Against Property - Possession of Stolen Goods				Clearance		
Reported	Unfounded	Actual	By Charge	Otherwise	Rate	
2150 0020 Possession of property obtained by crime over \$5000	1	0	1	1	0	100.0%
	1	0	1	1	0	100.0%
Violation group - Crimes Against Property - Break and Enter				Clearance		
Reported	Unfounded	Actual	By Charge	Otherwise	Rate	
2120 0010 Break and Enter - Business	1	0	1	0	0	0.0%
2120 0020 Break and Enter - Residence	0	0	0	0	1	0.0%
2120 0040 Break and Enter - Other	1	0	1	0	0	0.0%
	2	0	2	0	1	50.0%

Occurrence Stats (All Violations)

Special Unit: k2174
All codes

Mayor's Report
From 2008/01/01 to 2008/01/31

Violation group - Common Police Activities - Related Police Activities				Clearance		
	Reported	Unfounded	Actual	By Charge	Otherwise	Rate
8550 0010 Index Checks	21	0	21	0	21	100.0%
8550 0020 Abandoned Vehicles	2	0	2	0	2	100.0%
8550 0030 Suspicious Person/ Vehicle/ Property	6	0	6	0	5	83.3%
8550 0050 False Alarms	12	0	12	0	12	100.0%
8550 0060 Items Lost/Found - except passports	3	0	3	0	2	66.7%
	44	0	44	0	42	95.5%
Violation group - Common Police Activities - Information Files				Clearance		
Reported	Unfounded	Actual	By Charge	Otherwise	Rate	
8535 0010 Information Files	2	0	2	0	0	0.0%
	2	0	2	0	0	0.0%
Violation group - Common Police Activities - Assistance to General Public				Clearance		
Reported	Unfounded	Actual	By Charge	Otherwise	Rate	
8550 0101 Request to locate individual	2	0	2	0	1	50.0%
	2	0	2	0	1	50.0%
Violation group - Crimes against property - Mischief (excluding offences related to death)				Clearance		
Reported	Unfounded	Actual	By Charge	Otherwise	Rate	
2174 0010 Mischief equal to or under \$5,000 - Damage to, or Obstr...	2	0	2	1	2	150.0%
	2	0	2	1	2	150.0%
Totals	Reported	Unfounded	Actual	By Charge	Otherwise	Rate
	281	2	279	169	97	95.3%

Claresholm & District Chamber of Commerce

Meeting Minutes

January 8, 2008

Adopted
Feb. 12/08

I. Call to order

Don Leonard - President called to order the regular meeting of the **Claresholm & District Chamber of Commerce** at **12:00** on **January 8, 2008** in the meeting room of **Douros Restaurant**. Glen Alm (Councillor of MD) was welcomed to the meeting.

II. Approval of Agenda

Judy Lucas added 8.1 – What sets Claresholm apart. Judy moved agenda approved as amended

III. Approval of minutes from last meeting

No minutes from the last meeting

IV. Open issues

- a) Marjory from Garden and Soul will have information to bring to the next meeting
- b) Awards Nite and Business awards will be held January 25, 2008 at the north hall of the Community Centre. Cocktails 6:30 program at 7:00 pm. Snacks will be available. Roxanne has a package ready with 2 tickets in each for members to attend. Barb Kemery and Carmelle Steel will present a slide show.
- c) Trade Fair – February 1 & 2 – 52 booths have been sold and paid for so far. Entertainment will be Larry Ford and also a group of Kloggers. The Ford and Chrysler Dealerships will be hosting a indoor RV sale at the Agriplex which will compliment the Trade Fair weekend.
- d) Chamber Page – is advertised in the Claresholm Local Press monthly. Members are invited to place items in the page. Contact Roxanne at the Local Press.

V. Financial

- No financial report at this time

VI. Correspondence

- a) From clowns willing to entertain at Trade Fair – cost \$2100.00

VII. Committee/Program Reports

- a) Flower Pot program Barb is working with the Town
- b) Website – Input and updated by Roxanne and Carmelle. If anyone wants to add items please contact them.

c) Cost of dues have increased by \$20. Or \$10 for 1st category

VIII. New business

d) What can set Claresholm apart. Judy explained that several towns she has travelled to, have items of interest to draw travellers attention so they will stay or travel back to

Items discussed included : Lighting of the Water Tower, Large Flag, Town Entrance Signs , Additional murals.

Wilf suggested that we talk to Arnold McCully (a local painter). Marilyn suggested talking to native artists. Murals may be placed close to the vacant lot, south of the Downtown parking lot.

Adjournment

Wilf Kenyon adjourned the meeting at **1:00. Next meeting February 12, 2008 at 12:00 Douros Restaurant meeting room..**

Minutes submitted by: Linda Brooks

Minutes approved by:



OLDMAN RIVER REGIONAL SERVICES COMMISSION

AGENDA - 1 (2008)

OLDMAN RIVER REGIONAL SERVICES COMMISSION GENERAL BOARD OF DIRECTORS' MEETING

Thursday, March 6, 2008 – 7:00 p.m.

**RAMADA HOTEL – SCENIC ROOM
2375 Mayor Magrath Drive South, Lethbridge**

-
1. **Approval of Agenda** – March 6, 2008.....
 2. **Approval of Minutes** – December 6, 2007..... (attachment)
 3. **GUEST SPEAKER** –

SEAN ROBISON, BSc, CPHI(C) – CHINOOK HEALTH
Executive Officer / Public Health Inspector
“Chinook Health Roles & Responsibilities / Urban-Rural Land Use”

4. **Reports**
 - (a) Executive Committee Report (attachment)
 - (b) Staff Report by **Garett Stevenson, ORRSC Intern Planner** – *“Alberta Municipal Affairs and Housing Municipal Internship Program – Pilot Program for Land Use Planners”*
5. **Business**
 - (a) 2007 Review
 - (b) Toll-Free Phone Number (attachment)
 - (c) Review of 2008 Council Orientation Workshop (attachment)
6. **Accounts**
 - (a) Summary of Balance Sheet and Statement of Income for the 12-month period: January 1 to December 31, 2007(handout)
7. **Adjournment** – Next meeting June 5, 2008.....

To Mayor/Reeve and Council

MINUTES - 4 (2007)

**OLDMAN RIVER REGIONAL SERVICES COMMISSION
ANNUAL ORGANIZATIONAL BOARD OF DIRECTORS' MEETING**

Thursday, **December 6, 2007** – 7:10 - 8:15 p.m.

Sven Ericksen's Family Restaurant
1715 Mayor Magrath Drive, Lethbridge

BOARD OF DIRECTORS:

Bill Graff (absent)..... Village of Arrowwood
 Del Bodnarek..... Village of Barnwell
 Alf Olsen..... Village of Barons
 Neal Miller Cardston County
 Robert Russell..... Town of Cardston
 Art Cogdale (absent)..... Village of Carmangay
 Trevor Wagenvoort (absent)..... Village of Champion
 Doug MacPherson (absent) .. Town of Claresholm
 Vic Mensch..... Town of Coaldale
 Dennis Cassie Town of Coalhurst
 Tom Butler..... Village of Coutts
 Garry Hackler (absent)..... Village of Cowley
 Ian MacLeod..... Mun. Crowsnest Pass
 Gary Taje..... Mun. Crowsnest Pass
 Gordon Wolstenholme Town of Fort Macleod
 Ron Hanson (absent)..... Town of Granum
 Peter Griffiths (absent)..... Village of Hill Spring
 Hans Rutz..... County of Lethbridge
 Brad Koch (absent) Village of Lomond
 Dennis Quinton..... Town of Magrath

Terry Michaelis..... Town of Milk River
 Robert Phillips (absent) Village of Milo
 Dick Fenton Town of Nanton
 Anne Marie Philipsen (absent)... County of Newell
 Paul Goldade Village of Nobleford
 Hank Hurkens Town of Picture Butte
 Bjorn Berg (absent)..... M.D. of Pincher Creek
 Doug Thornton Town Pincher Creek
 Ronald Davis (absent) M.D. of Ranchland
 Jim Steed (absent) Town of Raymond
 Barry Johnson Town of Stavely
 Mike Selk..... Village of Stirling
 Cecil Wiest..... M.D. of Taber
 Lois Maloney (absent) Town of Vauxhall
 Rod Ruark Vulcan County
 Roy Elmer Town of Vulcan
 Keith Palmer..... County of Warner
 Vern Strain (absent)..... Village of Warner
 Henry Van Hierden..... M.D. of Willow Creek

STAFF:

Lenze Kuiper Director
 Mike Burla Senior Planner
 Steve Harty.....Planner
 Diane HorvathPlanner
 Bonnie BrunnerPlanner
 Robin Hopkins Planning Researcher
 Cal Kembel..... Senior Graphics Technologist

Mladen Kristic..... Graphics Technologist
 Steven Ellert.....GIS Technologist
 Jaime Thomas..... GIS Analyst
 Gail Kirkman..... Subdivision Technician
 Marge Williams Subdivision Assistant
 Sherry Johnson Bookkeeper
 Barb Johnson Executive Secretary

AGENDA:

1. **Approval of Agenda** – December 6, 2007
2. **Approval of Minutes** – September 6, 2007(attachment)
3. **Recognition of Members and Alternate Members for 2007/2008**(attachment)
4. **Appointment of Officers and Executive Committee for 2007/2008**(attachment)
 - (a) Election of Chair
 - (b) Election of Vice-Chair.....
 - (c) Election of Executive Committee.....
 - (d) Destruction of Ballots.....

5. **GUEST SPEAKER:** *Garett Stevenson – ORRSC Intern Planner*
 Alberta Municipal Affairs and Housing Municipal Internship Program
 – Pilot Program for Land Use Planners –
 6. **Business Arising from the Minutes**
 - (a) GST Status Update
 7. **New Business**
 - (a) Proposed Budget 2008-2010..... (attachment)
 - (b) New Council Orientation – January 31, 2008 (attachment)
 8. **Reports**
 - (a) Executive Committee Report..... (attachment)
 - (b) Oldman River Region Urban GIS Project Newsletter (attachment)
 9. **Accounts**
 - (a) Annual Organizational Board of Directors' Meeting – December 6, 2007 (attachment)
 10. **Adjournment**
-

CHAIR EUGENE WAUTERS CALLED THE MEETING TO ORDER AT 7:10 P.M.

1. APPROVAL OF AGENDA

Moved by: Vic Mensch

THAT the Board of Directors approves the agenda of December 6, 2007, as amended:

Delete: 5. Guest Speaker

CARRIED

2. APPROVAL OF MINUTES

Moved by: Terry Michaelis

THAT the Board of Directors approves the minutes of September 6, 2007, as presented.

CARRIED

3. RECOGNITION OF MEMBERS AND ALTERNATE MEMBERS FOR 2007/2008

- The following two changes have occurred since the agenda was sent out:

Town of Granum – Ron Hanson (member)

Town of Fort Macleod – Ken Williams (alternate)

Moved by: Cecil Wiest

THAT the Board of Directors approves the list of Members and Alternate Members for 2007/2008, as amended:

Municipality	Member (*23 new)	Alternate Member (*15 new)
Village of Arrowwood	* Bill Graff	None
Village of Barnwell.....	Del Bodnarek	None
Village of Barons	Alf Olsen	None
Cardston County	* Neal Miller	* Roger Houghton
Town of Cardston.....	* Robert Russell	None
Village of Carmangay.....	* Art Cogdale	None
Village of Champion	* Trevor Wagenvoort	* Art Dyck
Town of Claresholm	Doug MacPherson	None
Town of Coaldale	Vic Mensch	None
Town of Coalhurst.....	* Dennis Cassie	* Heather Caldwell
Village of Coutts	* Tom Butler	None
Village of Cowley.....	* Garry Hackler	None
Municipality of Crowsnest Pass	* Ian MacLeod , Gary Taje	None
Town of Fort Macleod	Gordon Wolstenholme	* Ken Williams
Town of Granum	* Ron Hanson	None
Village of Hill Spring	* Peter Griffiths	* Bill Richards
County of Lethbridge.....	* Hans Rutz	None
Village of Lomond	Brad Koch	None
Town of Magrath	* Dennis Quinton	* Trevor D. Thomson
Town of Milk River	Terry Michaelis	None
Village of Milo.....	* Robert Phillips	* Steve Edwards
Town of Nanton.....	Dick Fenton	Bill Szabon
County of Newell No. 4	* Anne Marie Philipsen	None
Village of Nobleford.....	Paul Goldade	Marvin Vanderminnen
Town of Picture Butte.....	Hank Hurkens	* Boyd Nummi
M.D. of Pincher Creek No. 9.....	* Bjorn Berg	* Rod Zielinski
Town of Pincher Creek	* Doug Thornton	* Andrew Colley
M.D. of Ranchland No. 66.....	Ronald Davis	Harry Streeter
Town of Raymond.....	Jim Steed	None
Town of Stavely.....	Barry Johnson	Russell Holmes
Village of Stirling	* Mike Selk	None
Municipal District of Taber	Cecil Wiest	Hank Van Beers
Town of Vauxhall	Lois Maloney	* Deanna Glas
Vulcan County.....	* Rod Ruark	* Gord Nelson
Town of Vulcan	* Roy Elmer	* Rick Howard
County of Warner No. 5	* Keith Palmer	* Randy Taylor
Village of Warner	* Vern Strain	* Bill Cahoon
M.D. of Willow Creek No. 26.....	* Henry Van Hierden	Ian Sundquist

4. APPOINTMENT OF OFFICERS AND EXECUTIVE COMMITTEE FOR 2007/2008

- A list of members who wished to let their names stand for election for the positions of Chair, Vice-Chair and Executive Committee was included in the agenda.

Moved by: Tom Butler

THAT the full slate of members who have let their names stand for election for Chair, Vice-Chair and members of the Executive Committee be accepted and hereby nominated.

CARRIED

(a) Election of Chair

Name on the ballot: Paul Goldade (Village of Nobleford)

Nominations from the floor: None

Moved by: Tom Butler – THAT nominations cease.

CARRIED

Paul Goldade was elected Chair by acclamation.

(b) Election of Vice-Chair

Name on the ballot: Terry Michaelis (Town of Milk River)

Nominations from the floor: None

Moved by: Tom Butler – THAT nominations cease.

CARRIED

Terry Michaelis was elected Vice-Chair by acclamation.

(c) Election of Executive Committee

Names on the ballot: Henry Van Hierden (M.D. of Willow Creek)
Dick Fenton (Town of Nanton)
Vic Mensch (Town of Coaldale)
Doug MacPherson (Town of Claresholm)
Gordon Wolstenholme (Town of Fort Macleod)

Nominations from the floor: None

Moved by: Tom Butler – THAT nominations cease.

CARRIED

Henry Van Hierden, Dick Fenton, Vic Mensch, Doug MacPherson and Gordon Wolstenholme were elected to the Executive Committee by acclamation.

Therefore, the following members will serve as the Executive Committee from December 6, 2007 to December 4, 2008:

Paul Goldade – Chair
Terry Michaelis – Vice-Chair
Henry Van Hierden
Dick Fenton
Vic Mensch
Doug MacPherson
Gordon Wolstenholme

(d) Destruction of Ballots

- No ballots were used as all positions were filled by acclamation.

PAUL GOLDADE CHAIRED THE REMAINDER OF THE MEETING.

5. **GUEST SPEAKER – Unable to attend.**

6. **BUSINESS ARISING FROM THE MINUTES**

(a) **GST Status Update**

- As recommended by our Auditors, BDO Dunwoody Chartered Accountants, the Commission initiated the voluntary disclosure process in May of this year to get a ruling on our GST status from the Canada Revenue Agency. CRA officials in Alberta were not able to make a determination; therefore, the matter has been referred to Ottawa for a decision. The Executive Committee has viewed the 2006 financial statements but these will not be released until the GST ruling is received.

Moved by: Dick Fenton

THAT the Board of Directors accepts the GST Status Update, as information. **CARRIED**

7. **NEW BUSINESS**

(a) **Proposed Budget 2008-2010**

- The Director reviewed the 2008 portion of the 3-year Proposed Budget which was included with the agenda.

Moved by: Hank Hurkens

THAT the Board of Directors approves the 2008 portion of the 3-year Revolving Budget as presented. **CARRIED**

(b) **New Council Orientation – January 31, 2008**

- ORRSC will be hosting a *Council Orientation to Municipal Planning Workshop* on Thursday, January 31, 2008 at the Lethbridge Lodge. All Councils and CAOs are encouraged to attend as the workshop will be specific to planning issues in Southern Alberta. Attendees will have the choice of either an afternoon session (3:00 - 5:00 p.m.) OR evening session (6:30 -8:30 p.m.). Dinner will be provided for both groups combined at 5:30 p.m.

Moved by: Roy Elmer

THAT the Board of Directors accepts the ORRSC New Council Orientation scheduled for January 31, 2008, as information. **CARRIED**

8. **REPORTS**

(a) **Executive Committee Report**

Moved by: Terry Michaelis

THAT the Board of Directors accepts the Executive Committee Report, as information.

CARRIED

(b) Oldman River Region Urban GIS Project Newsletter

Moved by: Dick Fenton

THAT the Board of Directors accepts the 2007 Fall ORRSC Urban GIS Project Newsletter, as information. **CARRIED**

9. ACCOUNTS

(a) Annual Organizational Board of Directors' Meeting – December 6, 2007

- The Town of Granum member has been changed to Ron Hanson.
- The current mileage rate is 43¢ per km and the meeting fee is \$87.50 for ½ day or \$145.50 for a full day. Effective January 1, 2008, the mileage rate will be 44¢ per km and the meeting fee \$91.00 for ½ day or \$152.00 for a full day.

Moved by: Alf Olsen

THAT the members' accounts for the Annual Organizational Board of Directors' Meeting of the Oldman River Regional Services Commission held on Thursday, December 6, 2007 be approved as amended, subject to attendance:

Member	Municipality	Return Mileage	Total Mileage + Meeting Fee
Bill Graff	Village of Arrowwood	288 km	211.34
Del Bodnarek	Village of Barnwell	90 km	126.20
Alf Olsen	Village of Barons	100 km	130.50
Neal Miller	Cardston County	80 km	121.90
Robert Russell	Town of Cardston	150 km	152.00
Art Cogdale	Village of Carmangay	135 km	145.55
Trevor Wagenvoort	Village of Champion	170 km	160.60
Doug MacPherson	Town of Claresholm	186 km	167.48
Vic Mensch	Town of Coaldale	35 km	102.55
Dennis Cassie	Town of Coalhurst	23 km	97.39
Tom Butler	Village of Coutts	220 km	182.10
Garry Hackler	Village of Cowley	220 km	182.10
Ian MacLeod	Mun. of Crowsnest Pass	320 km	225.10
Gary Taje	Mun. of Crowsnest Pass	320 km	225.10
Gordon Wolstenholme	Town of Fort Macleod	104 km	132.22
Ron Hanson	Town of Granum	154 km	153.72
Peter Griffiths	Village of Hill Spring	180 km	164.90
Hans Rutz	County of Lethbridge	100 km	130.50
Brad Koch	Village of Lomond	178 km	164.04
Dennis Quinton	Town of Magrath	80 km	121.90
Terry Michaelis	Town of Milk River	175 km	162.75
Robert Phillips	Village of Milo	252 km	195.86
Dick Fenton	Town of Nanton	266 km	201.88
Anne Marie Philipsen	County of Newell No. 4	376 km	249.18
Paul Goldade	Village of Nobleford	80 km	121.90
Hank Hurkens	Town of Picture Butte	60 km	113.30

Bjorn Berg	M.D. of Pincher Creek No. 9	200 km	173.50
Doug Thornton	Town of Pincher Creek	220 km	182.10
Ronald Davis	M.D. of Ranchland No. 66	280 km	207.90
Jim Steed	Town of Raymond	70 km	117.60
Barry Johnson	Town of Stavely	200 km	173.50
Mike Selk	Village of Stirling	70 km	117.60
Cecil Wiest	Municipal District of Taber	170 km	160.60
Lois Maloney	Town of Vauxhall	200 km	173.50
Rod Ruark	Vulcan County	260 km	199.30
Roy Elmer	Town of Vulcan	200 km	173.50
Keith Palmer	County of Warner No. 5	70 km	117.60
Vern Strain	Village of Warner	120 km	139.10
Henry Van Hierden	M.D. of Willow Creek No. 26	160 km	156.30

CARRIED

10. ADJOURNMENT

Moved by: Neal Miller

THAT we adjourn the Annual Organizational Board of Directors' Meeting of the Oldman River Regional Services Commission at 8:15 p.m. until Thursday, March 6, 2008.

CARRIED

/bj

CHAIR: _____

SERVICE RECOGNITION AWARDS

STAFF:

- Steven Ellert – GIS Technologist (5 years) (\$50 cheque)
- Sherry Johnson – Bookkeeper (25 years) (\$250 cheque)

BOARD OF DIRECTORS:

- * Former Executive Committee Members
- ** Former Chair

IN ATTENDANCE:

- * Norman Baum – Village of Carmangay (3 years) (pen set & jacket)
- * Ed Knox – Town of Coalhurst (3 years) (pen set & jacket)
- Russ Barnett – Town of Magrath (6 years) (carving set)
- ** Eugene Wauters – County of Lethbridge (10 years) (carving set, steak knives & jacket)

NOT IN ATTENDANCE: (awards will be mailed or delivered)

- Andrew Weerstra – Town of Granum (1 year) (pen set)
- Rod Zielinski – M.D. of Pincher Creek (2 years) (pen set)
- Derrick Annable – Vulcan County (2 years) (pen set)
- Debbie Charlesworth – Cardston County (3 years) (pen set)
- Glen Jones – Town of Cardston (3 years) (pen set)
- Paul Bruder – Village of Cowley (3 years) (pen set)
- Kim Schnoor – Village of Hill Spring (3 years) (pen set)
- Bill Bradshaw – Town of Pincher Creek (3 years) (pen set)
- Warren Kennedy – Village of Stirling (3 years) (pen set)
- Grant Nelson – County of Warner (3 years) (pen set)
- * Brian Dahl – M.D. of Willow Creek (4 years) (carving set & jacket)
- Richard Ellis – Village of Champion (5 years) (carving set)
- Del Olsen – Town of Vulcan (5 years) (carving set)
- Nestor Chorney – Municipality of Crowsnest Pass (6 years) (carving set)
- Ken Vooyo – Village of Milo (9 years) (carving set)
- Dennis Lagler – Village of Warner (15 years) (carving set)
- * Kerv Thiessen – Village of Coutts (21 years) (carving set & jacket)

EXECUTIVE COMMITTEE REPORT

Meetings of January 10 and February 14, 2008

January 10:

- **Orientation to ORRSC** – The new Executive Committee were taken on a tour of the ORRSC offices and presented with ORRSC Bylaws and Policy Manuals for discussion and review.
- **ORRSC Bylaw 2004-1** – The Executive and the Director reviewed ORRSC Bylaw 2004-1 and relevant sections pertaining to roles and responsibilities, operations and procedures were discussed.
- **Powers and Duties of the Executive Committee** – The section of ORRSC Bylaw 2004-1 pertaining to Powers & Duties of the Executive was reviewed in its entirety with the Executive Committee to ensure compliance with the document and an understanding of what is expected of each Executive Committee member & the Director.
- **ORRSC Draft Policy Manual** – The Draft Policy Manual detailing the operating procedures, human resource issues and fee schedules was reviewed and direction was given towards completing the document and ratifying it in 2008.
- **GST Update** – The Executive Committee was briefed on the status of the GST inquiry by the Canada Revenue Agency (CRA) into the Financial Statements of ORRSC. The Executive was apprised of a meeting between the Director, the ORRSC Auditor (BDO Dunwoody) and Conservative MP Rick Casson regarding the length of time CRA was taking to make a ruling and what pressures may be used to execute a ruling. The Director was instructed to keep the Executive informed on this matter.
- **2008 Budget** – The Executive Committee received and reviewed in detail the 2008 Operating Budget.
- **Building Improvements** – The Executive Committee was informed of the ORRSC offices assessed & appraised value and was informed that a new roof, exterior painting and pavement patching and crack sealing are required in 2008 to maintain building standards and value. Improvements to interior work space and upgrades to flooring and layout were also discussed. The Director will prepare tenders for these projects for Executive approval.
- **Canadian Diabetes Association Lease** – The lease of office space to the Canadian Diabetes Association which expires December 2008 will not be renewed in order to accommodate future growth.
- **Building Appraisal** – The Committee requested that more detailed information on insured values be presented at the next meeting.
 - Purchase price = \$495,000
 - 2006 Assessed value = \$686,200
 - Mortgage as of September 1, 2007 = \$170,000
 - Appraised estimate 20% increase = \$823,440

February 14:

- **Insurance Appraisal Documents** – The Executive Committee reviewed ORRSC insurance coverage through AUMA. At January 30, 2007, the building was valued at \$631,795 and contents at \$327,965 for a total of \$959,760.
- **Review of 2008 Council Orientation Workshop** – The Council Orientation to Municipal Planning Workshop hosted by ORRSC on January 31, 2008 was attended by 151 Councillors and CAOs as well as 15 ORRSC Staff. A summary of the 83 completed evaluations was reviewed.
- **Community Planning Association of Alberta Conference** – Three ORRSC staff will be presenting our Municipal Planning Orientation program at the CPAA conference in Red Deer on April 7-9, 2008 (all expenses paid). Paul Goldade, Terry Michaelis and Gordon Wolstenholme from the Executive Committee will also attend at ORRSC expense.
- **Building / Roofing / Painting Tenders** – Tender offers for painting and roofing were reviewed and approved.
- **March Board of Directors' Meeting** – The next Board of Directors' meeting will be held on Thursday, March 6 at 7:00 p.m. at the Ramada Hotel. Sean Robison from Chinook Health will be speaking on the referral process for subdivisions, grouped country residential developments, etc. ORRSC Intern Planner Garrett Stevenson will also make a presentation on the Municipal Internship Program – Pilot Program for Land Use Planners.



OLDMAN RIVER REGIONAL SERVICES COMMISSION

Refer to File: 30A-89

February 14, 2008

«name»
«title»
«address»
«cityprov»
«postal»

Dear «salutation»:

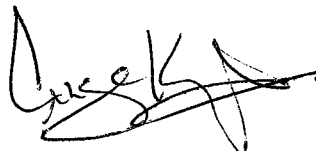
Re: Toll-Free Number

The Oldman River Regional Services Commission is pleased to announce that we have obtained a toll-free phone number as a special service to all our member municipalities outside of the local Lethbridge dialing area:

1-877-329-1387

We trust this new service will be beneficial to your municipality and encourage you to use this number when making contact with our planning and GIS staff.

Yours truly,



Lenze Kuiper, B.E.S.
Director

LK/bj

To Mayor/Reeve and Council



OLDMAN RIVER REGIONAL SERVICES COMMISSION

**MINUTES - 1 (2008)
EXECUTIVE COMMITTEE MEETING
Thursday, January 10, 2008 – 7:00 p.m.
ORRSC Boardroom (3105 - 16 Avenue North, Lethbridge)**

EXECUTIVE COMMITTEE:

Paul Goldade - *Chair*
Terry Michaelis - *Vice-Chair*
Henry Van Hierden
Doug MacPherson

Vic Mensch
Gordon Wolstenholme
Dick Fenton

STAFF:

Lenze Kuiper - *Director*

AGENDA:

1. **Approval of Agenda** – January 10, 2008.....
 2. **Approval of Minutes** – November 8, 2007 (attachment)
 3. **Business Arising from the Minutes**
 4. **New Business**
 - (a) Orientation to ORRSC
 - Meeting Information
 - Building
 - Contracts
 - Planning
 - GIS
 - Service Satisfaction
 - (b) ORRSC Bylaw 2004-1 (enclosed)
 - (c) Powers and Duties of the Executive Committee (see Section 9 of ORRSC Bylaw)
 - (d) ORRSC Draft Policy Manual..... (enclosed)
 - (e) GST Update (attachment)
 - (f) 2008 Budget..... (attachment)
 - (g) Building Improvements
 - (h) Canadian Diabetes Association Lease.....
 - (i) Building Appraisal
 5. **Accounts**
 - (a) Office Accounts – October and November 2007(attachment & handout)
 - (b) Draft 2006 Financial Statements(handout)
-

6. **Director's Report**(handout)
 7. **Executive Committee Report**.....
 8. **Adjournment**
-

CHAIR PAUL GOLDADE CALLED THE MEETING TO ORDER AT 6:55 P.M.

1. APPROVAL OF AGENDA

Moved by: Terry Michaelis

THAT the Executive Committee approves the agenda as presented. **CARRIED**

2. APPROVAL OF MINUTES

Moved by: Henry Van Hierden

THAT the Executive Committee approves the minutes of November 8, 2007 as presented. **CARRIED**

3. BUSINESS ARISING FROM THE MINUTES

None.

4. NEW BUSINESS

(a) Orientation to ORRSC

Moved by: Dick Fenton

THAT the Executive Committee accepts the Orientation to ORRSC as information. **CARRIED**

(b) ORRSC Bylaw 2004-1

(c) Powers and Duties of the Executive Committee

Moved by: Gordon Wolstenholme

THAT the Executive Committee accepts the copy of Bylaw 2004-1 and Powers & Duties of the Executive Committee as information. **CARRIED**

(d) ORRSC Draft Policy Manual

Moved by: Dick Fenton

THAT the Executive Committee accepts the Draft Policy Manual as information. **CARRIED**

(e) GST Update

Moved by: Doug MacPherson

THAT the Executive Committee accepts the GST Update as information. **CARRIED**

(f) 2008 Budget

Moved by: Terry Michaelis

THAT the Executive Committee accepts the 2008 Budget as information. **CARRIED**

(g) Building Improvements

Moved by: Dick Fenton

THAT the Executive Committee accepts the verbal Building Improvements report as information. **CARRIED**

(h) Canadian Diabetes Association Lease

Moved by: Gordon Wolstenholme

THAT the Executive Committee instructs administration to proceed with the Termination of the Canadian Diabetes Association Lease as presented in order to accommodate future growth. **CARRIED**

(i) Building Appraisal

- Purchase price = \$495,000
- 2006 Assessed value = \$686,200
- Mortgage as of September 1, 2007 = \$170,000
- Appraised estimate 20% increase = \$823,440

Moved by: Dick Fenton

THAT the Executive Committee accepts the verbal Building Appraisal figures as information. **CARRIED**

Moved by: Dick Fenton

THAT detailed information on insured values be presented at the next Executive Committee meeting. **CARRIED**

5. APPROVAL OF ACCOUNTS

(a) Office Accounts – October and November 2007

(i) October 2007

5150	Staff Mileage	S. Harty	\$ 90.52
5160	Staff Field Expense	S. Harty	119.02
5160	Staff Field Expense	D. Horvath (Sept.)	54.38
5150	Staff Mileage	D. Horvath	64.50
5160	Staff Field Expense	D. Horvath	37.78
5160	Staff Field Expense	G. Scott	61.74
5170	Staff Conference & Area	G. Scott	116.77
	Jasper - "AACIP Conference" - Oct. 18-21/07 - park admission, gas		
4210	Grant Revenue	G. Stevenson	235.56

5150	Staff Mileage	Imperial Oil (Sept.)	451.62
5155	GIS Staff Mileage	Imperial Oil (Sept.)	439.93
5150	Staff Mileage	Bridge City Chrysler	41.95
5150	Staff Mileage	Saturn of Lethbridge	40.65
5150	Staff Mileage	Imperial Oil	565.25
5155	GIS Staff Mileage	Imperial Oil	138.30
4210	Grant Revenue	Imperial Oil	144.34
4210	Grant Revenue	AMSC 2007	100.00
5170	Staff Conference & Area	AACIP	25.00
	S. Harty - Calgary - "AACIP Luncheon" - Oct. 10/07 - registration fee		
4210	Grant Revenue	AACIP	25.00
	G. Stevenson - Calgary - "AACIP Luncheon" - Oct. 10/07 - registration fee		
5150	Staff Mileage	Lethbridge Herald	95.14
5500	Subdivision Notification	Lethbridge Herald	883.08
5280	Janitorial Services	Madison Ave Business Services	425.00
5285	Building Maintenance	Active Lock & Safe	175.00
5310	Telephone	DRC Communication	65.00
5310	Telephone	Telus	393.10
5580	Equipment & Furniture Rental	Telus	244.19
5320	General Office Supplies	Corporate Express	82.69
5320	General Office Supplies	Corporate Express	13.41
5380	Printing & Printing Supplies	Corporate Express	56.58
5320	General Office Supplies	Citi Cards Canada	13.05
5570	Equipment Repairs & Maint	Citi Cards Canada	405.32
5330	Dues & Subscriptions	CPAA	180.00
5350	Postage & Petty Cash	Postage by Phone	4,000.00
5380	Printing & Printing Supplies	Corporate Express	264.87
5380	Printing & Printing Supplies	Corporate Express	30.66
5380	Printing & Printing Supplies	U of L	1,018.92
5390	Graphic & Drafting Supplies	Continental Imaging Products ...	192.11
5390	Graphic & Drafting Supplies	Continental Imaging Products ...	986.70
5430	Aerial Photos & Maps	County of Warner	120.00
5440	Land Titles Office	Provincial Treasurer	44.00
5440	Land Titles Office	Provincial Treasurer	589.00
5460	Public Relations	S. Ellert	50.00
5460	Public Relations	S. Johnson	250.00
5540	Other	Purolator Courier	50.94
5575	GIS Equip Repairs & Maint	Purolator Courier	177.15
5500	Subdivision Notification	Nanton News	308.70
5500	Subdivision Notification	Claresholm Local Press	97.88
5500	Subdivision Notification	Crowsnest Pass Promoter	155.82
5570	Equipment Repairs & Maint	Citi Cards Canada	133.86
5570	Equipment Repairs & Maint	APEX Audiovisual Services	104.70
5570	Equipment Repairs & Maint	Xerox Canada	1,781.50
5575	GIS Equip Repairs & Maint	Cansel	851.18
5580	Equipment & Furniture Rental	Pitney Bowes Global Credit	293.45
1160	GST Receivable	GST Receivable	912.53
		TOTAL:	<u>\$18,197.84</u>

(ii) November 2006

5150	Staff Mileage	S. Johnson (Oct. - Nov.)	\$ 105.51
5160	Staff Field Expense	S. Johnson (Oct. - Nov.)	15.89
5320	General Office Supplies	S. Johnson (Oct. - Nov.)	6.63
5460	Public Relations	S. Johnson (Oct. - Nov.)	49.17
5530	Coffee & Supplies	S. Johnson (Oct. - Nov.)	33.76
5160	Staff Field Expense	G. Scott	8.15
5150	Staff Mileage	G. Stevenson	45.58
4210	Grant Revenue	G. Stevenson	713.40
	Calgary - "AUMA" - Nov. 27/07 - hotel, meals and mileage		
5165	GIS Staff Field Expense	J. Thomas	46.89
5035	GIS Employees	Webtech	4,575.00
5150	Staff Mileage	Imperial Oil	1,000.00
5150	Staff Mileage	Imperial Oil	1,442.30
5155	GIS Staff Mileage	Imperial Oil	86.31
5170	Staff Conference & Area	Imperial Oil	136.86
5150	Staff Mileage	Petty Cash (gas)	7.78
5310	Telephone	Petty Cash (phone charger)	34.99
5320	General Office Supplies	Petty Cash (batteries, kleenex)	41.47
5380	Printing & Printing Supplies	Petty Cash (Leth. Laser)	10.00
5530	Coffee & Supplies	Petty Cash (coffee, tea)	24.97
5170	Staff Conference & Area	AACIP South Events	175.00
	Lethbridge - "Heart of Our City - Master Plan" - lunch for 7 planners		
5180	Staff Development	BDO Dunwoody	925.00
	S. Johnson - Lethbridge - "Simply Accounting Training" - Nov. 19-20/07 - training fees		
5280	Janitorial Services	Madison Ave Business Serv.	425.00
5285	Building Maintenance	Kost Fire Safety	288.40
5285	Building Maintenance	Spencer's Lawn Care	390.00
5285	Building Maintenance	Cam/Air Refrigeration	349.34
5310	Telephone	Telus	372.57
5580	Equipment & Furniture Rental	Telus	257.12
5320	General Office Supplies	Corporate Express	34.91
5320	General Office Supplies	Citi Cards	112.31
5330	Dues & Subscriptions	Nanton News	37.50
5330	Dues & Subscriptions	AUMA	25.00
5380	Printing & Printing Supplies	Corporate Express	421.31
5380	Printing & Printing Supplies	Corporate Express	345.00
5380	Printing & Printing Supplies	Rehab Society	90.00
5390	Graphic & Drafting Supplies	Metro Associates	313.45
5390	Graphic & Drafting Supplies	CIP	578.51
5420	Accounting & Audit Fees	BDO Dunwoody	2,495.00
5430	Aerial Photos & Maps	County of Lethbridge	200.00
5430	Aerial Photos & Maps	M.D. of Pincher Creek	94.34
5430	Aerial Photos & Maps	M.D. of Taber	245.28
5430	Aerial Photos & Maps	M.D. of Willow Creek	200.00
5440	Land Titles Office	Provincial Treasurer	544.00
5460	Public Relations	1 st Place Engravings	552.25
5460	Public Relations	Pioneer Promotions	1,716.47
5545	GIS Other	Purolator Courier	28.53
5500	Subdivision Notification	Claresholm Local Press	94.50
5500	Subdivision Notification	Southern Alberta Newspapers ..	409.20

5500	Subdivision Notification	Purolator	12.82
5540	Other	Purolator	12.82
5570	Equipment Repairs & Maint	Lethbridge Document Solutions	1,407.22
5570	Equipment Repairs & Maint	Reiter Computer Assoc.	205.00
5575	GIS Equip Repairs & Maint	Reiter Computer Assoc.	1,080.00
1160	GST Receivable	GST Receivable	2,206.81
TOTAL:			<u>\$25,029.32</u>

Moved by: Vic Mensch

THAT the Executive Committee approves the Office Accounts of October 2007 (\$18,197.84) and November 2007 (\$25,029.32), as presented. **CARRIED**

(b) Draft 2006 Financial Statements

Moved by: Vic Mensch

THAT the Executive Committee accepts the Draft Financial Statements as information. **CARRIED**

6. DIRECTOR'S REPORT

Moved by: Terry Michaelis

THAT, the Executive Committee accepts the Director's Report as presented. **CARRIED**

7. EXECUTIVE REPORT

- The Executive Committee requested this item be added to future agendas.

8. ADJOURNMENT

Moved by: Terry Michaelis

THAT, we adjourn the regular meeting of the Executive Committee of the Oldman River Regional Services Commission at 8:45 p.m. until **Thursday, February 14, 2008** at 7:00 p.m.

CARRIED

/bj

CHAIR: _____



Principal's Update

Claresholm Elementary School

Monday, February 11



Principal

Mr. K. Hewson

This weekly update is intended to keep parents and community informed of the learning and events happening at Claresholm Elementary School. If you would like to be added to the email list for this update or have any questions or comments, please email Mr. Hewson at hewsonk@lrzd.ab.ca or phone the school at (403) 625-3371.

Week at a Glance

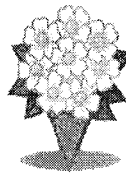
Monday, Feb. 11	
Tuesday, Feb. 12	Hot Dog Day
Wednesday, Feb. 13	
Thursday, Feb. 14	Pizza Day Pink and Red Day Afternoon Cross-Grade Activities
Friday, Feb. 15	

Claresholm Elementary School

Box 728
Claresholm, AB
T0L 0T0
Phone: (403) 625-3371
Fax: (403) 625-4920

Staff Appreciation Week

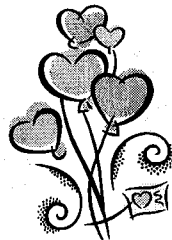
This week is Staff Appreciation Week for schools across Alberta. I would like to express gratitude and appreciation for the staff team at CES, for the dedication and care they demonstrate daily for kids.



A very special thank you to the numerous families who will be providing lunch for staff throughout the week and the volunteers who will join us for DEAR time on Wednesday, allowing staff members an opportunity for an extended lunch. We really appreciate all your efforts!!

Celebrating Valentine's Day

On Thursday, our school will celebrate Valentine's Day in two ways. First off, we encourage students to wear red and pink for the day. In the afternoon, we will then move into cross-graded teams for DEAR time and then participate in a number of activities together. Some activities will include making a friendship fruit salad, gym games, a Quilt of Belonging scavenger hunt, story activities in the library and classroom games. It should be a fun day!



Designs and concept pictures for the modernized K-6 school building have been posted in the lobby of the school. We will continue to communicate information regarding the new school and K-4 programming at CES next year through newsletters, updates and notes home for families.

Looking Ahead...



- Feb. 18** Family Day—No School
- Feb. 19-20** Days in Lieu of Three-Way Conferences—No School
- Feb. 21-22** Teachers' Convention
- Feb. 26** School Council Meeting—6:30 pm



Grade Three Parent Meeting

Thank you to all grade three parents who were able to attend our parent meeting last week. A copy of notes from the evening will be sent home to all grade three families this week and posted on the website.



School Council Meeting

Feb. 26—6:30 pm

There will be a school council meeting on Tuesday, February 26 at 6:30 pm. All parents in attendance will receive a free book for their child, along with door prizes.

The agenda for the evening includes:

- Literacy Carnival update
- K-6 Planning update
- K-4 Planning information and feedback

As always, all families are invited to attend. A copy of the agenda package can be picked up at the school or available on the website.

