



TOWN OF CLARESHOLM
PROVINCE OF ALBERTA
REGULAR COUNCIL MEETING
JUNE 9, 2008
AGENDA

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

- AGENDA: ADOPTION OF AGENDA
- MINUTES: REGULAR MEETING MINUTES MAY 26, 2008
- FINANCES: MAY 2008 BANK STATEMENT
- PUBLIC HEARING: BYLAW #1509 – LAND USE AMENDMENT
- DELEGATIONS: ALBERTA EMERGENCY MANAGEMENT AGENCY – MARK MURPHY
- ACTION ITEMS:
1. CORRES: HON. LUKE OUELLETTE, MINISTER OF TRANSPORTATION
RE: 2008 Transportation Grant Program
 2. CORRES: HON. RAY DANYLUK, MINISTER OF MUNICIPAL AFFAIRS
RE: Minister's Awards for Municipal Excellence
 3. CORRES: HON. RON LIEPERT, MINISTER OF HEALTH & WELLNESS
RE: Ground Emergency Medical Services (EMS)
 4. CORRES: HON. RAY DANYLUK, MINISTER OF MUNICIPAL AFFAIRS
RE: 2008/09 Unconditional Municipal Grant
 5. CORRES: MUNICIPAL DISTRICT OF WILLOW CREEK NO. 26
RE: Fire Services & Financial Analysis of Contributions
 6. TELUS
RE: Customer Agreement – Tariffed Services
 7. RUM RUNNER DAYS 2008
 8. CORRES: COMMUNITIES IN BLOOM CLARESHOLM COMMITTEE
RE: Letter of Support
 9. CORRES: CLARESHOLM PARKS SOCIETY
RE: 3rd Annual Summer Barbecue
 10. CFEP GRANT & ARENA LIGHTING UPGRADE PROJECT
 11. COMMUNITIES IN BLOOM CLARESHOLM COMMITTEE
RE: Permission to Use Town Vehicle
 12. CLARESHOLM PUBLIC LIBRARY
RE: Rock Moving Bee – June 14, 2008
 13. POLICY #78 – CLARESHOLM AQUATIC CENTRE OPERATIONAL HOURS
 14. POLICY #79 – LIQUOR AND TOWN FACILITIES
 15. JULY & AUGUST 2008 REGULAR COUNCIL MEETINGS
 16. ADOPTION OF INFORMATION ITEMS
 17. IN CAMERA – DEVELOPMENT / PERSONNEL

INFORMATION ITEMS:

1. Summer 2008 Labour Relations Programs
2. Alberta Finance and Enterprise – Visitation and Validation Study
3. Claresholm Elementary School News – June 2008
4. Claresholm Elementary School Principal's Update – May 26, 2008
5. Claresholm & District FCSS Meeting Minutes – April 24, 2008
6. Claresholm & District Chamber of Commerce Meeting Minutes – April 15, 2008

ADJOURNMENT:



**TOWN OF CLARESHOLM
PROVINCE OF ALBERTA
REGULAR COUNCIL MEETING MINUTES
MAY 26, 2008**

- PRESENT:** Mayor Rob Steel, Councillors: Shirley Isaacson, Don Leonard, Doug MacPherson, David Moore, Connie Quayle and Daryl Sutter; CAO: Kris Holbeck, Secretary-Treasurer: Karine Wilhauk
- ABSENT:** None
- AGENDA:** Moved by Councillor Isaacson that the agenda be accepted as presented.
CARRIED
- MINUTES:** REGULAR MEETING – MAY 12, 2008
Moved by Councillor Leonard that the Regular Meeting Minutes of May 12, 2008 be accepted as presented.
CARRIED
- FINANCES:** APRIL 2008 BANK STATEMENT
Moved by Councillor Quayle to accept the April 2008 bank statement as presented.
CARRIED
- ACTION ITEMS:**
1. BYLAW #1507 – 2008 MILL RATES
RE: 2nd & 3rd Readings
Moved by Councillor MacPherson to give Bylaw #1507, regarding 2008 Mill Rates, 2nd Reading.
CARRIED
Moved by Councillor Leonard to give Bylaw #1507, regarding 2008 Mill Rates, 3rd and Final Reading.
CARRIED
 2. BYLAW #1508 – STREET MAINTENANCE TAX
RE: 3rd Reading
Moved by Councillor Moore to give Bylaw #1508, regarding street maintenance tax, 3rd and Final Reading.
CARRIED
 3. BYLAW #1510 – WATER-WORKS, SEWERS & PLUMBING
RE: 2nd & 3rd Readings
Moved by Councillor MacPherson to give Bylaw #1510, regarding Water-works, Sewers and Plumbing, 2nd Reading.
CARRIED
Moved by Councillor Leonard to give Bylaw #1510, regarding Water-works, Sewers and Plumbing, 3rd and Final Reading.
CARRIED
 4. DELEGATION RESPONSE: CHRIS MOORE – CHINOOK EMS
Councillor Moore declared a conflict of interest on the matter and left the meeting at 7:05pm.
Moved by Councillor Isaacson to enter into a contract with Chinook EMS for ambulance services as presented.
CARRIED
Councillor Moore rejoined the meeting at 7:08pm.
 5. CORRES: HON. LUKE OUELLETTE, MINISTER OF TRANSPORTATION
RE: New Deal for Cities and Communities
Received for information.
 6. CORRES: HON. RAY DANYLUK, MINISTER OF MUNICIPAL AFFAIRS
RE: Alberta Emergency Notification System

Received for information.

7. **CORRES: ALBERTA SOUTHWEST REGIONAL ALLIANCE**
RE: Annual General Meeting

Received for information.

8. **CORRES: CHINOOK COUNTRY TOURIST ASSOCIATION**
RE: Annual General Meeting

Received for information.

9. **CORRES: BARBARA MEREDITH**
RE: Centennial Park

Referred to administration.

10. **CORRES: CLARESHOLM ATTAINABLE HOUSING COMMITTEE**
RE: Letter of Support

Moved by Councillor Isaacson to write a letter of support to the Claresholm Attainable Housing Committee.

CARRIED

11. **CORRES: PORCUPINE LODGE SENIORS FOUNDATION**
RE: Lodge Assistant Program Funding

Moved by Councillor Sutter to write a letter of support for the Lodge Assistant Program and the Lodge Repair Grant to be reinstated to the Porcupine Lodge Senior's Foundation.

CARRIED

12. **CLARESHOLM COMMUNITY CENTRE ASSOCIATION**
RE: 2008 General Liability Insurance

Moved by Councillor Sutter to cover the general liability insurance of the Claresholm Community Centre Association, for the 2008 year only, in the amount of \$893.00.

CARRIED

13. **GARBAGE FEES INCREASE**

Referred to administration.

14. **TOWN OF CLARESHOLM 2008 OPERATING BUDGET**

Moved by Councillor Isaacson to approve the 2008 Operating Budget as presented.

CARRIED

15. **ADOPTION OF INFORMATION ITEMS**

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

CARRIED

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

Moved by Councillor Sutter that this meeting go In Camera.

CARRIED

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

CARRIED

ADJOURNMENT: Moved by Councillor MacPherson that this meeting adjourn.

CARRIED

MAYOR – ROB STEEL

SECRETARY-TREASURER – KARINE WILHAUK

**TOWN OF CLARESHOLM
MAY 2008 BANK STATEMENT**

RECONCILED BALANCE APRIL 30, 2008		-\$23,274.24
DEPOSITS TO BANK	DEBITS	CREDITS
RECEIPTS FOR MONTH	\$757,902.91	
REVOLVING LOAN RECEIVED	0.00	
CURRENT ACCOUNT INTEREST	16.54	
GIC REDEEMED	4,203,074.24	
GIC INTEREST	37,715.59	
U. S. EXCHANGE	0.00	
SUBTOTAL	\$4,998,709.28	
CHARGES TO ACCOUNT		
ACCOUNTS PAYABLE		\$1,474,689.94
PAYROLL CHARGES		71,991.98
INTEREST ON REVOLVING LOAN		140.55
REVOLVING LOAN PAID		220,000.00
LOAN PAYMENTS		0.00
MASTERCARD PAYMENT		2,034.71
GIC PURCHASES/TRANSFERS		3,205,895.12
NSF CHEQUES		87.47
SERVICE CHARGES		169.20
SCHOOL FOUNDATION PAYMENT		0.00
SUBTOTAL		\$4,975,008.97
NET BALANCE AT END OF MONTH		\$426.07
BANK RECONCILIATION		
BALANCE PER BANK	519,145.77	
PLUS OUTSTANDING DEPOSITS	6,180.06	
LESS OUTSTANDING CHEQUES		-524,899.76
RECONCILED BALANCE MAY 31, 2008		\$426.07
OTHER BALANCES:		
EXTERNALLY RESTRICTED GIC'S	\$3,266,157.14	
NON-RESTRICTED GIC'S	\$400,000.00	
PARKING RESERVE	\$3,473.00	
WALKING PATHS RESERVE	\$1,871.84	
OFFSITE LEVY RESERVE	\$19,407.49	
SUBDIVISION RESERVE	\$67,803.56	
REVOLVING LOAN BALANCE		\$0.00

SUBMITTED TO TOWN COUNCIL THIS 9TH DAY OF JUNE 2008

MAYOR

SECRETARY-TREASURER

PUBLIC HEARING

**TOWN OF CLARESHOLM
PROVINCE OF ALBERTA
BYLAW # 1509**

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 14 & 15, Block 14, Plan 147N, be amended by changing the "R1" (Residential) designation to an "R4" (Multiple 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 12th day of May 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

CIVIL ADDRESS: 230 50 AVE W
ROLL # = 10211.000

Town of Claresholm

PAID

MW *SC*

TOWN OF CLARESHOLM
APPLICATION FOR A LAND USE BYLAW AMENDMENT

SCHEDULE 11

LAND USE BYLAW NO. 1384

Form I

APPLICATION NO. D2008,046

APPLICANT: PETER MORTON

ADDRESS: PO BOX 2073 CLARESHOLM

REGISTERED OWNER: Douglas Bowman

ADDRESS: CIR Realty Claresholm

LEGAL DESCRIPTION: Lot(s) 14, 15 Block 14 Plan 147N

Quarter NA Section NA Township NA Range NA

PROPOSED AMENDMENT:

FROM: R1 Residential

TO: R4 Multiple Residential (Triplex)

APPLICANT'S SUBMISSION:


Please state your reasons for applying for this amendment. (Attach a separate sheet if necessary.)

Separate sheet is attached.

REGISTERED OWNER OR PERSON ACTING ON BEHALF OF:

I certify that I am the registered owner or that the registered owner(s) of the land described above is aware of this application.

DATE: April 28/08

SIGNED: 
Applicant

Land Use Amendment Bylaw Report

Date: June 6th, 2008
Applicant: Peter Morton
Municipal Address: 230 - 50th Ave W, Claresholm
Legal Address: Lot 14 & 15, Block 14, Plan 147N

SYNOPSIS

The applicant would like to rezone the subject lands from Residential (R1) to Multiple Residential (R4) designation. He intends to build a residential triplex.

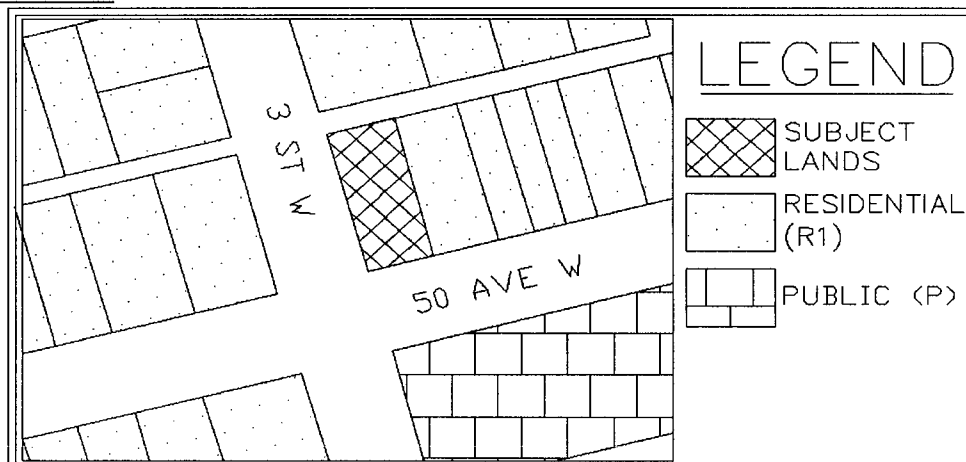
BACKGROUND

The subject lands have an area of 780.7 square metres (8403 square feet). The land is currently used as a residential dwelling. Surrounding zoning includes Public (P) to the south and Residential (R1) to the west, north and east. The surrounding residential uses are single family residential dwellings and the public designation is Amundsen Park.

RECOMMENDATION - **APPROVAL**

1. The rezoning provides an opportunity to increase density in a residential area that is within one block of the downtown core and Amundsen Park.
 - (a) Downtown Core – the commercial base is benefited by having more people located within walking distances from the downtown core.
 - (b) The Town has been focused on improving the facilities at Amundsen Park. Adding density to the immediate area allows these facilities to be used to the fullest extent.
2. There has been an increasing focus to design both our existing communities and new communities around a pedestrian network that allows people to access commercial and recreational areas without having to drive their car.
3. Density Control Mechanisms. When a development application is reviewed the appropriate Development Authority's decision is based on the Land Use Bylaw 1384, the Municipal Development Plan 1490 and input from the affected landowners. According to the Town of Claresholm Land Use Bylaw 1384 the lot area of the subject lands (780.7 sq metres or 8403 sq feet) does not meet the minimum lot size requirements for an apartment building (929 sq metres or 10000 sq feet). Therefore, a variance / wavier from the Municipal Planning Commission would be required. This development application would be circulated to the surrounding properties for input from the affected land owners.

LAND USE MAP



Mr P Morton
PO Box 2073
Claresholm, AB
T0L 0T0

22 April 2008

Legal Description: Lot 14 & 15, Block 14, Plan 147N

Address: 230-50 Ave W, Claresholm

To whom it may concern,

I am writing concerning the above property, located within the Town of Claresholm.

At present, the two lots are occupied by a 1.5 storey 2 bedroom 1920's house, in some need of repair.

I am seeking a re-zoning agreement from R1 Residential to R4 Multiple Residential (Triplex). The new construction would be no more than two storeys in height and finished with sidings, stucco and shingles in a conventional/traditional design, which I feel will help to enhance the ambience of the area and town. The exterior walls would be completely built from ICF to enhance thermal insulation.

This application is to gain re-zoning approval. It is fully understood that gaining development and building approval is dependent on plans submitted at a future date. Once an agreement has been granted and confirmed, a full development permit application and building permit will be applied for.

I thank you in advance for your time on this matter, and look forward to a response as soon as possible.



Peter Morton

cell: 689-3273

e-mail: juppmorton@yahoo.ca

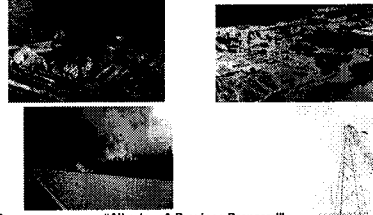
DELEGATIONS

Alberta Emergency Management Agency

Presentation to
Town of Claresholm
9 June 2008

Mark Murphy
Emergency Management Officer Southern Alberta
Bus: (403) 381-5222
Cell: (403) 330-7257
Email: mark.murphy@gov.ab.ca
Alberta - A Province Prepared"

Council Responsibilities Before, During, and After Emergencies



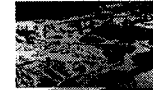
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So...it will never happen ..eh?



Municipal Government Act

- Part 13-Sec. 551 (1)
- Emergencies
 - In an emergency, a municipality may take whatever actions or measures are necessary to eliminate the emergency.



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Emergency Management Act (Formerly Disaster Services Act)

- Local Authority of each municipality Section 11(a).
 - Council shall, at all times, be responsible for direction and control of the municipal emergency response.
 - Unless Senior Government assumes direction and control under section 18.

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Council Responsibilities

Before Emergency/Disaster:

- Appoint members of Council to an Emergency Management Committee (formerly Disaster Services Committee)
- Appoint a Director of Emergency Management (formerly Director of Disaster Services)
- Establish an Emergency Management Agency
- Confirm emergency plans and programs
- Direct and control the emergency response planning

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Council Responsibilities

During Emergency/Disaster:

- Authorize "Declaration of State of Local Emergency"
- Approve extraordinary measures
- Approve Mutual Aid resources call out
- Media information and briefings !
- Has overall responsibility for all activities
- **BUT: DO NOT** micro-manage EOC

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Council Responsibilities

After Emergency/Disaster:

- Terminate "Declaration of State of Local Emergency"
- Oversee recovery operations
- Final media information and briefings
- Ensure debriefing is done, have presence during debriefing of the event
- Ensure debriefing recommendations are implemented (especially budget considerations)

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State of Local Emergency

- extraordinary powers obtained through the declaration of a state of local emergency.
- Emergency Management Act
 - power to declare or renew is invested with "local authority", who may delegate this power (section 21(4))
- "local authority" is municipal council
- can delegate powers to:
 - Mayor, Deputy Mayor or any two members of Council

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State of Local Emergency

- State of Local Emergency lapses after seven days, but can be renewed
- Public and all involved agencies must be advised
- Mutual Aid partners must be advised
- Municipalities adjacent must be advised
- Provincial Government must be advised

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State of Local Emergency

- Extraordinary Powers
 - force an evacuation
 - confiscate personal property
 - demolish buildings or remove structures
 - provide for maintenance of essential facilities
 - distribution of essential supplies
 - coordination of essential services
 - require individuals to give aid if qualified
 - evacuate and remove livestock from endangered properties
 - require individuals to assist in any way to carry out these actions
 - fix prices of food, fuel, clothing and other essential supplies

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Liability

- Local authority or persons appointed by them are NOT liable in respect of any damage caused through any action taken under the act or regulations.
- Are NOT subject to legal liability - as long as there is no gross negligence.

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The Process.....

- **Emergency Management Committee:**
 - creates / amends bylaw
 - reviews plans and programs
- **Director Emergency Management:**
 - identifies Agency members
 - amends / maintains Municipal Emergency Plan
 - trains Agency members
 - manages Emergency Operations Centre
 - briefs Council
- **Municipalities Emergency Management Agency**
 - Various municipal divisions/groups active in emergency management

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Director of Emergency Management

- ✓ Prepares Municipal Emergency Plan and associated plans, with Agency assistance.
- ✓ Is responsible for Emergency Operations
- ✓ Coordinates emergency services and resources
- ✓ Ensures someone is designated to assume responsibilities in his/her absence
- ✓ Arranges training and exercising

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Alberta Emergency Management Agency

Help municipalities to prepare for, respond to and recover from disasters

- Assist in developing/reviewing Municipal Emergency Plans
- Assist and support during disasters
- Assist in exercises
- Facilitate training programs in district
- Facilitate JEPP grants in district
- Facilitate regional developments
- Facilitate Disaster Recovery Program
- Facilitate Municipal Wildfire Assistance Program

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Summary

- The local authority (council) is "in charge" before, during, and after an emergency/disaster strikes, for all emergency/disaster related activities and decisions
- Some responsibilities are carried out through appointments, but the overall responsibility for all activities remains with the local authority.

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Alberta Emergency Management Agency (AEMA)

- AEMA Field staff
 - Mark Murphy – 403-330-7357 (cell)
 - Mark.Murphy@gov.ab.ca
 - Jacen Abrey – 403-308-5160 (cell)
 - Jacen.Abrey@gov.ab.ca

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ACTION ITEMS

Agenda
June 9 Action



ALBERTA
TRANSPORTATION

AR35470

May 22, 2008

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

Dear Mayor Steel:

I am pleased to advise you and your council of the Alberta government cost-shared funding that will be provided to the Town of Claresholm under the following 2008 Transportation grant program:

- The Streets Improvement Program grant in the amount of \$222,000, based on \$60 per capita and a population of 3,700.

My colleague, Mr. Evan Berger, M.L.A. for Livingstone-Macleod, and I are very supportive of this grant that continue to keep Alberta competitive.

Alberta Transportation staff will be in contact with your administration regarding the necessary arrangement for processing this financial assistance grant.

Sincerely,

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

cc: Mr. Evan Berger, M.L.A., Livingstone-Macleod

Agenda
June 9



ALBERTA
MUNICIPAL AFFAIRS

*Office of the Minister
MLA, Lac La Biche - St. Paul*

AR38562

May 28, 2008

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

Dear Mayor Steel:

I am pleased to invite the Town of Claresholm to provide submissions for the seventh annual Minister's Awards for Municipal Excellence, which formally recognize local government excellence and promote knowledge sharing among municipalities. These awards offer an opportunity to recognize the truly great work being done by local governments in Alberta.

An independent review committee, comprised of representatives from various municipal associations, will recommend award recipients in four categories:

- Innovation Award – recognizes a leading practice embodying the first use of an idea in a municipal context in Alberta;
- Partnership Award – recognizes a leading municipal practice involving consultation, coordination, and cooperation with other municipalities, jurisdictions, or organizations;
- Smaller Municipality Award – recognizes the innovative practices developed by communities with less than 3,000 residents; and
- Outstanding Achievement Award – recognizes a municipality or municipal partnership that has helped to inspire action and change that has benefited local government practices in Alberta. *This award, chosen by the review committee, recognizes the best submission from the other categories.*

Submission forms and additional details may be found on the Municipal Excellence Network website at www.menet.ab.ca. The submission deadline is June 23, 2008 (noon).

.../2

His Worship Rob Steel
Page Two

I encourage you to share your success stories, and I look forward to celebrating these successes with your communities and your neighbours!

If you have any questions regarding the Minister's Awards for Municipal Excellence or the Municipal Excellence Network, please direct them to the Municipal Excellence team, at 780-427-2225 or by e-mail at menet@gov.ab.ca.

Sincerely,

A handwritten signature in black ink, appearing to read 'Ray Danyluk', with a stylized flourish at the end.

Ray Danyluk
Minister

Agenda
June 9



ALBERTA
HEALTH AND WELLNESS

Office of the Minister

May 29, 2008

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

Dear Mayor Steel:

I am pleased to formally announce that effective April 1, 2009 governing responsibility for ground emergency medical services (EMS) will become a health system responsibility.

I would like to emphasize that this reform does not indicate a preference in how services are delivered, or by whom; this decision is about governance and where decision making for EMS will be made. This is not a decision about who should deliver services.


I would like to thank Alberta's municipalities for their commitment to ensuring the provision of EMS during this period of review and their continued commitment to governing services until April 2009. Following April 2009, municipalities will no longer be responsible for EMS governance or funding.

Under the authority of the Health Services Board and with leadership from Alberta Health and Wellness, health regions are putting transition teams in place to transfer governance responsibility. In order to ensure provincial expectations are met, Alberta Health and Wellness has provided an EMS Transition Handbook for the health system to follow in planning for and executing the transition. If you would like to review the News Release or the EMS Transition Handbook, they are available on the Alberta Health and Wellness website at www.health.alberta.ca/ehs/.

Municipal grant funding of \$55 million for ambulance will continue for 2008/2009. I encourage all municipalities to complete grant reporting for the previous ambulance grants they have received so my department can make arrangements to provide funding for this last year.

Once again, I thank you for ensuring services are available during the transition and your commitment to services.

Sincerely,


Ron Liepert
Minister of Health and Wellness

Agenda
June 9



ALBERTA
MUNICIPAL AFFAIRS

*Office of the Minister
MLA, Lac La Biche - St. Paul*

AR38058

May 30, 2008

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

Dear Mayor Steel:

I am pleased to advise that I have recently approved Ministerial Orders No. L:075/08 authorizing the payment of 2008/09 unconditional municipal grants to municipalities and Métis settlements.

My Ministry is now processing an unconditional municipal grant in the amount of \$10,526 for the Town of Claresholm. The funds will be sent to your municipality within the next two weeks.

I would like to extend to you and your municipality my best wishes for the rest of the year.

Sincerely,

A handwritten signature in black ink, appearing to read 'Ray Danyluk'.

Ray Danyluk
Minister

cc: Evan Berger, MLA, Livingstone-Macleod
Kris Holbeck, Chief Administrative Officer, Town of Claresholm

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

May 29, 2008

Town of Nanton
Box 609
Nanton, Alberta
T0L 1R0
Attention: M. Robley

Town of Stavely
Box 249
Stavely, Alberta
T0L 1Z0
Attention: S. Fath

Town of Granum
Box 88
Granum, Alberta
T0L 1A0
Attention: L. Flexhaug

Town of Claresholm
Box 1000
Claresholm, Alberta
T0L 0T0
Attention: K. Holbeck

Town of Fort Macleod
Box 1420
Fort Macleod, Alberta
T0L 0Z0
Attention: B. Elliot

Dear Colleagues:

Further to the original agreement to fund the hiring of Mr. Ralph Bourque to complete an analysis of current fire services and prepare a Master Fire Plan and Standard Operating Guidelines, please be advised of the following financial analysis of contributions from the 6 municipalities.

As you know the original cost was estimated to be \$70,000.00 for the above services, with the M.D. covering 75% of the cost and the rest being funded on a per capita basis by the 5 towns. Due to the fact The M.D. of Willow Creek was successful in partnering with the Alberta Southwest Group to obtain regional funding in the amount of \$50,000 the following calculation has been determined taking the grant into account.

Total Cost of Project (Cheque # 4530, 4932, 5825, 6341 and 7941)	\$73,221.00
Less Grant	(50,000.00)
Amount Remaining	\$23,221.00
Less 75% covered by the M.D.	(17415.75)
Amount to be Recovered by the Towns	<u>\$5805.25</u>

.....Page 2.

The Town of Stavely and the Town of Granum have already submitted payment to the M.D. based on the original estimate without the grant so therefore they will receive a rebate. The calculation for recovery of \$5802.25 is as follows:

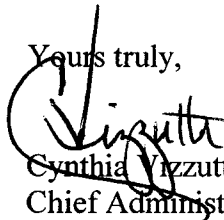
Name of Town	Population	Amount Owing
Claresholm	3700	\$2187.00
Fort Macleod	3100	\$1833.00
Nanton	2200	\$1303.00
Stavely	450	\$ 269.00 – paid \$1652.50 (Rebate - \$1383.50)
Granum	350	\$210.00 – paid \$1477.00 (Rebate - \$1267.00)
Total		<u>\$5802.00 (close enough)</u>

Please find enclosed our invoice for your portion of the project.

The Fire Committee has set its regular meetings for the second Wednesday of each month beginning at 7:00 p.m. with the next meeting on June 11, 2009 at the M.D. Administration Building.

There will not be meetings hosted during the summer months of July and August.

Yours truly,


Cynthia Vizzutti CLGM
Chief Administrative Officer



TELUS Contract ID# ECB 165776

IDSALES

CUSTOMER AGREEMENT – TARIFFED SERVICES

A. SOLUTION DETAILS

Customer Information		TELUS Representative / TELUS Authorized Dealer	
Legal Name ("Customer"):	TOWN OF CLARESHOLM	Name:	Jeff Parker
Contact Name:	Karine Wilhauk	Title:	Account Executive
Title:	Secretary Treasurer	Phone:	(403) 530-3103
Billing Address: (City/Province/Postal Code)	PO BOX 1000, CLARESHOLM, AB, T0L0T0	Fax:	(866) 485-6317
Phone:	(403) 625-3381	Email:	Jeff.Parker@TELUS.COM
Email:	karine@townofclaresholm.com		

Solution Description

Service	Service Address	QTY	Minimum Contract Period (Months)
LBCO 10+ MMC	221, 45 AV W, CLARESHOLM, AB, T0L0T0	25	60
Billing Telephone Number 4036253381			

Authorization

This Agreement is between TELUS and the Customer and consists of the section titled "SOLUTION DETAILS", the sections titled "GENERAL TERMS AND CONDITIONS" and "SERVICE TERMS AND CONDITIONS", and any documents and web pages referred to in any of these sections. If there is any conflict between these sections, the "SERVICE TERMS AND CONDITIONS" will take precedence, except that if there is any conflict with TELUS' Tariffs, TELUS Tariffs will take precedence. The Customer acknowledges that it has read and understands this Agreement, and that it includes limitations of liability. The Customer and TELUS agree to be bound by the terms and conditions in this Agreement.

Signature of Authorized Customer Representative		Date	Signature of Authorized TELUS Representative		Date
Printed Name		Title	Sharon Maddison		Director
Signature of Additional Authorized Customer Representative (Optional)		Date	Printed Name		
Printed Name		Title	Title		

B. GENERAL TERMS AND CONDITIONS

1. Agreement

TELUS agrees to provide the Customer with the services specified in the Solution Details ("Services"), on the terms and conditions in TELUS' Tariffs as defined below and the other terms and conditions in this Agreement.

2. TELUS' Tariffs

TELUS and the Customer acknowledge and agree that non-forborne telecommunications services, and bundled services that include non-forborne telecommunications services, are required to be provided, and shall only be provided, in accordance with tariffs approved by the Canadian Radio-television and Telecommunications Commission ("CRTC"). TELUS' tariffs applicable to the Services and the General Terms of Service forming part of TELUS' tariffs ("TELUS' Tariffs"), as amended from time to time, and as approved by the CRTC, including defined terms and any limitations of TELUS' liability, are incorporated by reference and form part of this Agreement. TELUS' Tariffs applicable to the Services are listed in the Service Terms and Conditions. If there is any conflict between this Agreement and TELUS' Tariffs, TELUS' Tariffs will take precedence. The rates, charges, terms and conditions applicable to the Services are subject to change, upon the approval of or as directed by the CRTC and without the consent of the Customer, and these changes will be binding on the Customer and TELUS.

3. Term

This Agreement comes into effect when signed by both the Customer and TELUS, and will remain in effect for the Minimum Contract Period or Minimum Contract Periods specified in the Solution Details, unless terminated earlier. The Minimum Contract Period for a Service begins on the date the Service is provided, as determined by TELUS' records. This Agreement, as it applies to each Service, will renew after the Minimum Contract Period for that Service as provided for in TELUS' Tariffs, or in the Service Terms and Conditions. If TELUS' Tariffs or the Service Terms and Conditions do not provide for any renewal, then, unless either the Customer or TELUS gives notice to the other that it does not wish to renew at least 30 days prior to the end of the Minimum Contract Period, this Agreement will automatically renew from month to month, on the same terms and conditions, except that the rates and charges payable by the Customer will be the prevailing tariffed monthly rates and charges for the Services.

4. Charges and Payment

The rates and charges for the Services are specified in TELUS' Tariffs. TELUS will bill the Customer for, and the Customer shall pay, the rates and charges for the Services, all applicable taxes, assessments or government charges relating to the Services, and any interest or late payment charges, according to TELUS' Tariffs.

5. Customer's Responsibilities

The Customer shall comply with any restrictions on use of the Services in TELUS' Tariffs. Unless otherwise specified in TELUS' Tariffs, the Customer is responsible for the selection, supply, installation and maintenance of all data, equipment, software and services necessary for use or used in conjunction with the Services. The provision of the Services does not change any of the Customer's payment or other obligations for other TELUS services used by the Customer in conjunction with the Services.

6. Changes and Restrictions

The Customer may only move, make additions to or deletions from, or change the Services if provided for, and upon payment of any charges specified, in TELUS' Tariffs or in the Service Terms and Conditions. TELUS may restrict the use of the Services by the Customer as provided for in TELUS' Tariffs.

7. Suspension and Termination

TELUS and the Customer may suspend or terminate some or all of the Services or this Agreement as provided for in TELUS' Tariffs or this Agreement. The Customer may terminate some or all of the Services or this Agreement at any time by giving at least 30 days advance notice to TELUS, and provided that it pays the required termination charges. If any Services or this Agreement are terminated prior to the end of the Minimum Contract Period that applies to the terminated Services by either the Customer or TELUS, for any reason, the Customer shall pay TELUS all unpaid amounts and, except for termination because of the material default of TELUS, the Customer shall also pay the termination charges specified in TELUS' Tariffs, as liquidated damages. The Customer acknowledges that the termination charges are a pre-estimate of the damages suffered by TELUS as a result of the early termination of the Services or this Agreement and are not a penalty.

8. Forbearance

TELUS' Tariffs shall continue to apply to the provision of Services by TELUS for the remainder of the Minimum Contract Period that applies to each Service despite any decision by the CRTC to refrain, in whole or in part, conditionally or unconditionally, from the exercise of any power or the performance of any duty relating to the Services including any removal of the requirement for TELUS to provide the Services in accordance with a tariff approved by the CRTC.

9. Other

Interpretation. The headings in this Agreement shall not affect the interpretation of any provision of this Agreement. The words "including" and "includes" mean "including without limitation" and "includes without limitation". An "Affiliate" means an affiliated body corporate as defined in the Canada Business Corporations Act and, in the case of TELUS, any partnership or other unincorporated association in which TELUS Corporation or any of its affiliated bodies corporate (as so defined) has a controlling interest. **TELUS.** "TELUS" means TELUS Communications Company. **Assignment.** The Customer shall not assign all or any part of this Agreement without the prior written consent of TELUS. TELUS may withhold its consent to a proposed assignment by the Customer to a person who is in the business of providing telecommunications or telecommunications-related products or services. TELUS may assign or subcontract all or any part of its rights and obligations under this Agreement or the Services without notice to or consent of the Customer. **Relationship.** This Agreement does not create or imply any agency, partnership, or other joint relationship between the parties, and does not authorize either party to bind or obligate the other in any way. **Force Majeure.** TELUS is not responsible for performance of, or in default of, any obligation or provision of this Agreement where delayed, hindered or prevented by labour disruptions, failure of the networks of other companies, casualties, civil disturbances, legislation, regulation, judicial order, acts of civil or military authorities, accidents, fires, natural disasters or other catastrophes or events beyond TELUS' reasonable control. **Severability.** If any part of this Agreement is void, prohibited or unenforceable, this Agreement shall be construed as if such part had never been part of this Agreement. **No Waiver.** The failure of the Customer or TELUS to exercise any right under this Agreement, or to insist upon strict or full performance of the obligations under this Agreement, shall not constitute a waiver or relinquishment of any provision of this Agreement. In order to be binding upon a party, any such waiver must be express and in writing signed by that party. The rights of the parties under this Agreement are cumulative and not alternative. **Survival.** Any provisions of this Agreement which, expressly or by their nature, extend beyond the termination of this Agreement, and the terms and conditions of TELUS' Tariffs, shall survive any termination of this

Agreement. **Customer Information.** The Customer consents to the disclosure and sharing by TELUS, its Affiliates, and their agents, of information that they have about the Customer in order to assess the Customer's creditworthiness and to market or provide products and services of TELUS, its Affiliates, and third parties who provide products and services in association with TELUS and its Affiliates. **Law.** TELUS and the Customer shall comply with all laws applicable to the exercise of their rights and performance of their obligations under this Agreement. This Agreement shall be subject to and interpreted in accordance with the federal law of Canada and the laws of the province in the Customer's billing address in the Solution Details, without regard to that province's choice of law rules. Venue and jurisdiction shall be in such province. **Notices.** All notices necessary under this Agreement shall be given in writing, and either personally delivered, or sent by registered mail or facsimile to the Customer at its billing address in the Solution Details, and to TELUS at 20 – 411 – 1 St. SE Calgary AB T2G 4Y5, Fax: 1-888-290-1205. Notices, if personally delivered or sent by facsimile, will be deemed to have been received the same day, or if sent by registered mail, will be deemed to have been received 4 days (excluding Saturdays, Sundays and statutory holidays) after the date of mailing. **Entire Agreement.** Any terms and conditions in a purchase order or other similar document issued by the Customer in relation to any Services that are different from or in addition to those in this Agreement are not binding on and are rejected by TELUS. This Agreement forms the entire agreement between the parties, and supersedes all prior written and oral communications and agreements between the parties, concerning the Services. Except as provided elsewhere in this Agreement, all changes to this Agreement must be agreed to in writing and signed by both parties.

10. Local VoIP Service Providers

In the event that the Customer is not a Canadian Carrier subject to the Canadian Radio-television and Telecommunications Commission ("CRTC") emergency services obligations for local Voice over Internet Protocol ("VoIP") and may be using the Services for the provision of local VoIP services, as a condition of TELUS providing such Services pursuant to this Agreement, the Customer must abide by the directives of the CRTC set out in: (a) paragraphs 52, 68, 93, 94 and 98 of Telecom Decision CRTC 2005-21, Emergency service obligations for local VoIP service providers; (b) Telecom Decision CRTC 2005-61, Follow-up to Emergency service obligations for local VoIP service providers, Decision 2005-21 – Customer notification; (c) Telecom Decision CRTC 2007-44, Routing of fixed/non-native and nomadic VoIP 9-1-1 calls to public safety answering points; and (d) any future CRTC determinations regarding emergency service obligations of Canadian Carriers, when abiding by such future obligations are determined by the CRTC to be a condition of TELUS providing such services for resale. For the purpose of this paragraph, "local VoIP services" shall mean certain local voice communication services using Internet Protocol as defined in paragraph 2 of Telecom Decision CRTC 2005-21. In the event that the Customer is not a Canadian carrier already subject to the CRTC's Message Relay Service (MRS) obligations, and may be using the Services for the provision of local VoIP services, as a condition of TELUS providing such Services pursuant to this Agreement, the Customer will provide access to MRS throughout its operating territory in accordance with: (a) Telecom Decision CRTC 2005-28, Regulatory Framework for voice communication services using Internet Protocol; (b) Telecom Decision 2006-12, Message relay service in a VoIP environment – Follow-up to Decision 2005-28; and (c) any future CRTC determinations regarding MRS obligations of Canadian Carriers, when abiding by such future obligations are determined by the CRTC to be a condition of TELUS providing such services for resale. In the event that the Customer is not a Canadian carrier already subject to the CRTC's consumer privacy safeguard obligations and may be using the Services for the provision of local VoIP services, as a condition of TELUS providing such Services pursuant to this Agreement, the Customer will abide by (to the extent technically feasible) the consumer privacy safeguards identified in Telecom Decision CRTC 2005-28, (and any future CRTC consumer privacy safeguards where abiding by such safeguards is determined by the CRTC to be a condition of TELUS providing the Services for resale). In the event that the Customer is not a Canadian carrier already subject to the CRTC's consumer privacy safeguard obligations and may be using the Services for the provision of local VoIP services, as a condition of TELUS providing such Services pursuant to this Agreement, the Customer will obtain the end-customer's express acknowledgement of the extent to which the CRTC consumer privacy safeguards, as identified in the preceding sentence, are not available with their local VoIP services.

C. SERVICE TERMS AND CONDITIONS: TARIFFED LOCAL BUSINESS CONTRACT OPTION

The Service Terms and Conditions in this section apply to each Tariffed Local Business Contract Option specified in the Solution Details for Alberta, British Columbia, or both, and all exchange services provided under the Tariffed Local Business Contract Option(s) ("Local Business Contract Option").

1. List of TELUS' Tariffs

TELUS' Tariffs applicable to all services provided under the Local Business Contract Option include the following: the General Terms of Service, Tariff Items 101-124 of TELUS' General Tariff (CRTC 21461); for services provided under the Local Business Contract Option in British Columbia, Tariff Item 32F of TELUS' General Tariff (CRTC 1005); for services provided under the Local Business Contract Option in Alberta, Tariff Item 425.4 of TELUS' General Tariff (CRTC 18001). These tariffs may be amended from time to time.

2. Renewal

Upon expiration of the Minimum Contract Period, if the Customer is notified by TELUS, either on its monthly bill or by letter, at least 60 days before the end of the current Minimum Contract Period, as to when automatic renewal will take place, the Customer will be deemed to have agreed to commit to another immediately succeeding Minimum Contract Period of equal duration with the same minimum monthly commitment unless the Customer has agreed to a Minimum Contract Period of a different duration and/or a different minimum monthly commitment.

3. Minimum Monthly Commitment

The Solution Details specifies the Customer's minimum monthly commitment or "MMC" that applies in each province, which is the quantity of in-service eligible access lines that the Customer agrees to have in service and meet in each province, and also specifies the actual quantity of eligible access lines in service for, or requested by, the Customer in each province on the date the Customer signs this Agreement. If the MMC that applies in a province is 2000, then despite anything in the Solution Details, the Minimum Contract Period for that Local Business Contract Option is deemed to be 36 months.

If the MMC is not met after the first 30 days of the Minimum Contract Period, TELUS will bill the Customer \$35.00 per line for the shortfall in number of eligible lines (the shortfall being the difference between the actual quantity of in-service eligible access lines and the quantity of in-service eligible access lines in the MMC), in addition to the charges for in-service eligible access lines at the applicable contracted rate, for each month that the MMC is not met.

4. Aggregation and Eligibility for MMC

The Customer may aggregate eligible access lines used by other related legal entities in order to meet the MMC that applies in a province, although each legal entity must sign a separate agreement for the Local Business Contract Option. A separate MMC applies in each province and the Customer

must have at least 100 eligible access lines in service in one of either Alberta or British Columbia before the Customer may aggregate the actual quantity of eligible access lines in service across provinces to meet the MMC in a given province.

The Customer's in service ISDN PRI PSTN connections are included in determining the actual quantity of in-service eligible access lines and whether the MMC under a Local Business Contract Option has been met, but are not charged at Local Business Contract Option rates.

If this Agreement relates to the provision by TELUS, and the use by the Customer, of:

- (a) Tariffed Services - Tariffed Local Business Contract Option; and
 - (b) Forborne Services - Forborne Local Business Line Service ("Forborne LBL Service");
- and the Tariffed Services section in the Solution Details contains the indicator "Local Business Contract Option Aggregation", then:
- (c) the rates and charges for Tariffed Local Business Contract Option, as more particularly described in TELUS' Tariff for Tariffed Local Business Contract Option, are determined by various factors including Customer subscription levels for Tariffed Local Business Contract Option and Forborne LBL Service;
 - (d) the rates and charges for Tariffed Local Business Contract Option are affected by, and may change as a result of changes to, Customer subscription levels for Tariffed Local Business Contract Option and Forborne LBL Service; and
 - (e) changes to Customer subscription levels for Tariffed Local Business Contract Option and Forborne LBL Service may result in the Customer being responsible for termination charges as more particularly described in TELUS' Tariff for Tariffed Local Business Contract Option.

5. Termination Charges

The termination charges payable by the Customer for terminating a Local Business Contract Option prior to the end of the Minimum Contract Period are specified in TELUS' Tariffs, and (without limiting TELUS' Tariffs) are equal to approximately 25 per cent of the present value of the MMC for the unexpired portion of the Minimum Contract Period. Termination charges may be waived as provided for in TELUS' Tariffs.

6. Rates and Charges

The rates and charges that apply to each Local Business Contract Option may change, but, subject to the approval of the CRTC, will always be less than or equal to the rates and charges that will apply if the same services are not provided on a contract basis under the Local Business Contract Option. Any charges for Tariffed Local Business Contract Option specified in the Solution Details do not apply and the charges in TELUS' Tariffs shall apply and take precedence.

7. Changes

The Customer may, from time to time, order additional services under the Local Business Contract Option and request other moves, adds and changes (individually, a "MAC") in respect of such services. The Customer may order MACs using various methods including telephone, fax, email, and voice mail. With respect to some, but not necessarily all, MACs, TELUS may send an email to the Customer confirming the Customer's order.

All new services and changes to existing services provided under the Local Business Contract Option implemented by way of a MAC will be governed by the terms and conditions of this Agreement, as if expressly written into this Agreement and, despite any other provision in this Agreement, without the necessity of the parties executing a formal amendment to this Agreement.

By continuing to use the services provided under the Local Business Contract Option, as changed, after receipt by the Customer of a bill from TELUS reflecting any changes, the Customer is deemed to have accepted the changes and agrees that this Agreement as it relates to the Local Business Contract Option has been amended with respect to services provided by TELUS under the Local Business Contract Option and that TELUS' records with respect to the changed Local Business Contract Option are a complete and accurate record of services provided under the Local Business Contract Option contracted by the Customer.



Letter of Authorization

The undersigned customer ("Customer") confirms its authority to act on behalf of the following companies:

Town of Claresholm

with respect to aggregation of their local telephone access under the *Local Business Contract Option* at all involved Customer locations and those accounts set out in the attached list of accounts.

The Customer is:

- A single legal entity, all billing account names are the same.
- A single legal entity, various billing account names. See attached list.
- A single legal entity requesting aggregation with separate legal entities, with various billing account names and/or operating names. See attached list.

In the event the legal entities on the attached list are separate from the Customer, the Customer represents that such legal entities are either: (1) the Customer's affiliates (as per the definition of "affiliate" in the applicable tariffs); (2) the franchisees of the Customer carrying on the franchised business of the Customer; or (3) the associated member companies of the Customer in the event Customer is a co-operative organization.

The Customer agrees to advise all involved Customer locations including current holders of the accounts set out in the attached list of accounts of the implementation of, changes to, or termination of the service(s) and to validate the attached list of all billing accounts to be included in the aggregation.

This authorization will remain in effect until further written notice by the Customer is received by TELUS.

TOWN OF CLARESHOLM

Company Name

PO BOX 1000, CLARESHOLM, AB

Company Address

(403) 625-3381

Telephone Number

Billing Account Validation sign-off

X

Customer Signature

Customer Signature

Name and Title (printed)

X

Date

X

Date

ECB # 165776



Company Name: TOWN OF
CLARESHOLM

Date: May 28 2008

Billing account name(s)	CAN(s)	Billing Telephone No.(s)
TOWN OF CLARESHOLM		
Please refer to attachment for Billing		
Account Names and Numbers		

The Customer represents that it has obtained all requisite consents and approvals and is authorized to request the aggregation of all their local telephone access under the *Local Business Contract Option* as per the billing accounts set out above.

The Customer represents that the legal entities listed above whose local telephone access under the *Local Business Contract Option* as per the billing accounts above are to be aggregated hereunder are either: (1) the Customer's affiliates (as per the definition of "affiliate" in the applicable tariffs); (2) the franchisees of the Customer carrying on the franchised business of the Customer; or (3) the associated member companies of the Customer in the event Customer is a co-operative organization.

TOWN OF CLARESHOLM

hereby accepts ultimate liability for payment of any and all termination charges and other penalties accrued under the *Local Business Contract Option* contract whether related to the Customer's account or any account aggregated hereunder.

For and on behalf of Customer by its duly authorized representative,

X

(Signature of Authorized Representative of the Customer)

ALBERTA LINES		Customer CID(s)
		Customer Name:
		Number of PRI PSTN Links in Alberta
CUSTOMER NAME	BILLING NAME	BTN NPANXXXXXX
TOWN OF CLARESHOLM	TOWN OF CLARESHOLM POOL	4036252172 ✓
TOWN OF CLARESHOLM	TOWN OF CLARESHOLM PUMP HOUSE	4036252278 ✓
TOWN OF CLARESHOLM	TOWN OF CLARESHOLM WATER TREAT PLT	4036252284 ✓
TOWN OF CLARESHOLM	TOWN OF CLARESHOLM MUSEUM	4036252390 ✓
TOWN OF CLARESHOLM	TOWN OF CLARESHOLM ARENA	4036252595 ✓
TOWN OF CLARESHOLM	TOWN OF CLARESHOLM WATER PLANT	4036252666 ✓
TOWN OF CLARESHOLM	TOWN OF CLARESHOLM CENT. PARK	4036252751 ✓
TOWN OF CLARESHOLM	TOWN OF CLARESHOLM LIBRARY	4036252939 ✓
TOWN OF CLARESHOLM	TOWN OF CLARESHOLM POOL	4036253071 ✓
TOWN OF CLARESHOLM	TOWN OF CLARESHOLM N.W.T.P.	4036253100 ✓
TOWN OF CLARESHOLM	TOWN OF CLARESHOLM LIBRARY	4036253327 ✓
TOWN OF CLARESHOLM	TOWN OF CLARESHOLM TOWN OFFICE	4036253381 ✓
TOWN OF CLARESHOLM	TOWN OF CLARESHOLM O/A MACKIN HALL	4036253512 ✓
TOWN OF CLARESHOLM	TOWN OF CLARESHOLM OFFICE FAX	4036253869 ✓
TOWN OF CLARESHOLM	TOWN OF CLARESHOLM FIRE DEPT.	4036253922 ✓
TOWN OF CLARESHOLM	TOWN OF CLARESHOLM SHOP	4036253964 ✓
TOWN OF CLARESHOLM	TOWN OF CLARESHOLM LIBRARY	4036254168 ✓
TOWN OF CLARESHOLM	TOWN OF CLARESHOLM AIRPORT FIRE	4036254503 ✓
TOWN OF CLARESHOLM	TOWN OF CLARESHOLM AIRPORT TERM.	4036254539 ✓
Town of Claresholm	Town of Claresholm MUSEUM	4036253131 ✓
Town of Claresholm	Town of Claresholm FIRE DEPT.	4036253911 ✓
Town of Claresholm	Town of Claresholm ARENA PAYPH.	4036259033 ✓

BTN NXX	NPA XXXX	No. of IBLs	No. of MLs	Total Lines	Non-Discounted Charges	Charges with LBCO
403625	2172	1	0	1	\$68.05	\$58.53
403625	2278	1	0	1	\$68.05	\$58.53
403625	2284	1	0	1	\$68.05	\$58.53
403625	2390	1	0	1	\$68.05	\$58.53
403625	2595	1	0	1	\$68.05	\$58.53
403625	2666	1	0	1	\$68.05	\$58.53
403625	2751	1	0	1	\$68.05	\$58.53
403625	2939	1	0	1	\$68.05	\$58.53
403625	3071	1	0	1	\$68.05	\$58.53
403625	3100	1	0	1	\$68.05	\$58.53
403625	3327	1	0	1	\$68.05	\$58.53
403625	3381	0	4	4	\$310.60	\$255.48
403625	3512	1	0	1	\$68.05	\$58.53
403625	3869	1	0	1	\$68.05	\$58.53
403625	3922	1	0	1	\$68.05	\$58.53
403625	3964	1	0	1	\$68.05	\$58.53
403625	4168	1	3	4	\$301.00	\$250.14
403625	4503	1	0	1	\$68.05	\$58.53
403625	4539	1	0	1	\$68.05	\$58.53

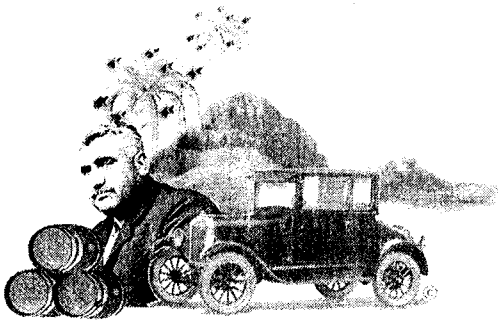
TOWN OFFICE

LIBRARY

\$1,768.45 \$1,500.63

\$ 267.82 savings
per month

5 year contract = savings of
\$ 16,069.20



Rum Runner Days 2008

Box 334 Blairmore, AB TOK OEO

e-mail: marion@rumrunnerdays.com

phone 403-562-8909/403-562-8833/Fax 403-563-5474

The Crowsnest Pass has the most interesting and fascinating stories to tell of any region in Canada – not only from its uniqueness, but also from its diversity. From some of Canada's most catastrophic disasters such as the Frank Slide and the Hillcrest Mine Disaster, to the building of the unprecedented Crowsnest Railroad, to the Sentinel Train Robbery and illegal liquor trade (the famous Canadian Opera "Filumena"-our own Crowsnest Pass History/Story), but most of all, from its rich and remarkable history created by the people that came to the Crowsnest Pass from every corner of the world.

Come and join us for our annual Rum Runner Days & Thunder in the Valley. Events begin on July 17 and continue through until July 19, 2008.

The line up and judging for the Parade will begin at 10am Saturday, July 19, 2008 at the CNP Mall and 20th Avenue parallel to the CNP Mall for all floats, at Triple S RV for Horses and Riders, and Walking Groups/Bands at WestCastle Motors and Pixie Bar Drive In. The Parade will start at 11am, proceeding down 20th avenue from 115th street to 133rd street. If you wish to partake in our Parade, please complete the attached form and RSVP by June 30.

To allow the Parade to be recorded and televised, all participants are asked to complete the attached Parade Entry form. Please mail the completed Entry Form to the above address or you may fax it to 403-563-5474.

Hi-lites of the Rum Runner Days Centennial 2008 Weekend include:

- July 17** 4th Annual Green & Gold Bill Fukami Memorial Golf Tournament
- July 18** Family Activities in Gazebo Park (Midway, Family Dance, Vendors)
Family Dance-entertainment by the Chevelles
"Sole Survivor Foot Race"
SloPitch Tournament (Fri-Sun Bellevue) & More
- July 19** Fourth Annual Rum Runner Days Show n Shine – Entertainment by the Chevelles
2008 Rum Runner Days Parade
Family Activities, Entertainment, Midway Attractions and more
Thunder in the Valley

We sincerely look forward to having you participate in our celebrations.

Marion Vanoni, Chairperson



RUM RUNNER DAYS
July 17-19, 2008

Parade Entry Form
July 19, 2008

Line Up & Judging 10am

Floats-On 20th Avenue in front of Crowsnest Learning Centre/CNP Mall

Walking Groups & Children-WestCastle Motors

Horses & Riders- Triple SRV

Parade will start at 11am

DESCRIPTION OF ENTRY:

Name of Business/Organization/Club: _____

Contact Person: _____ Phone Number: _____

Address: _____

Who is riding in the Parade Entry? _____

Who made the Parade Entry? _____

NAME OF DIGNITARY: _____ Position: _____

Town/Other Group Represented: _____

PRIZES AWARDED IN THE FOLLOWING CATEGORIES INCLUDING CHILDREN'S!!

1. **BEST OVERALL (\$75)**
2. **BEST DRESSED/COSTUMED INDIVIDUAL ENTRY (\$25)**
3. **BEST DRESSED/COSTUMED GROUP ENTRY (\$25)**
4. **BEST COMMERCIAL/INDUSTRIAL (\$25)**
5. **GOVERNMENT ENTRY (\$25)**
6. **CHILDREN'S ENTRY - BEST OVERALL (\$25)**
7. **CHILDREN'S ENTRY - BEST DRESSED (\$25)**
8. **CHILDREN'S ENTRY - BEST DRESSED FAMILY/GROUP (\$25)**
9. **CHILDREN'S ENTRY - BEST DECORATED (TRIKE, BIKE OR WAGON) (\$25)**

RETURN BY FAX to 403-563-5474

OR CALL 403-562-8833 TO CONFIRM YOUR ATTENDANCE

OR MAIL TO BOX 334 BLAIRMORE, ALBERTA T0K 0E0

Communities
in Bloom

Claresholm Committee

**P.O.Box 2547
Claresholm, AB T0L0T0**

June 3rd, 2008

The Mayor & Council
Town of Claresholm
P.O.Box 1000
Claresholm, Alberta T0L0T0

Dear Council:


To assist us in financing the 2008 Communities in Bloom project for Claresholm,
We are applying for an Alberta Lottery Fund grant through Community Initiatives
Program.

We seek your letter of support for the project to be included with the application. Please
note also that you sponsor us since we do not yet have an incorporation number.

If acceptable, please forward said letter back to me to to be included in the application
package.

Our thanks in advance

Yours truly,


Arnold W. McAulay
Secretary

- NO men \$
- sooner get
in !!
* For statements

- NO Deadline
- ongoing program
- 1/15/12 year



APPLICATION AND GUIDE



WHAT IS THE COMMUNITY INITIATIVES PROGRAM?

The Community Initiatives Program (CIP) provides funds from the **Alberta Lottery Fund** to enhance and enrich project-based community initiatives throughout Alberta. Funding is based on local needs and priorities, in accordance with provincial guidelines.

WHO MAY APPLY FOR CIP FUNDING?

Eligible applicants include:

1. Community not-for-profit groups registered (and in good standing) under one of the following:
 - Societies Act
 - Libraries Act
 - Agricultural Societies Act
 - Part 9, Companies Act
 - Part 21, Business Corporations Act
 - Special Act of the Parliament of Canada
 - Special Act of the Alberta Legislature
 - School Act
 - Regional Health Authorities Act, Post-Secondary Learning Act, Alberta Housing Act and Foundations established under and regulated by these Acts
 - Cemetery Companies Act/Cemeteries Act
2. Municipalities (e.g. city, town, village, municipal district, specialized municipality, summer village or town under the Parks Towns Act)
3. First Nations and Métis Settlements
4. Social Services Sector and Regional Children's Authorities

Community organizations that are not registered may have a sponsor apply on their behalf. The sponsor must be eligible under CIP funding criteria, and must take full legal and financial responsibility for the grant funds approved.

WHAT PROJECTS MIGHT BE FUNDED?

CIP is intended to support project-based initiatives in the

- community services ✓
- parks ✓
- libraries
- education
- children's services
- environmental protection ✓
- recreation and sport ✓
- arts and culture ✓
- health
- social services
- seniors' services

areas of:

CIP HIGHLIGHTS

1. Total CIP funding of \$30 million per fiscal year.
2. Maximum CIP grant of \$75,000 per project per fiscal year. Only one CIP application can be submitted for a specific project in each fiscal year (April 1 to March 31).
3. **A CIP applicant may not receive funding from another lottery funded program or foundation for the same identified project in the same fiscal year.**
4. Applicants will be encouraged to demonstrate self-help for all initiatives, within their resource capabilities.
5. CIP funding is approved on a matching basis. This means organizations must contribute an amount equal to or exceeding the actual CIP grant. The matching requirement may be met in the form of any combination of money, donated labour/services, donated materials/equipment, all of which must be specifically related to the project.
6. The value of project-specific volunteerism for CIP is based on:
 - \$10.00/hour for unskilled labour
 - \$25.00/hour for skilled labour
 - Donated materials and professional services at verified fair market value and
 - Donated heavy equipment (including operator) \$50.00/hour

Charitable gaming proceeds generated from licensed gaming events (eg. bingo, casinos, raffles, and pull tickets) can be used for matching purposes, provided the proposed use has been approved by the Alberta Gaming and Liquor Commission.

Time and labour provided towards preparation of CIP funding applications, committee planning meetings, fundraising and similar activities are not eligible for CIP matching purposes.

7. **If a group can demonstrate significant difficulty in raising matching funds, up to \$10,000 will be considered on a non-matching basis.**
8. One-time operating grants will be considered if a special need can be demonstrated by the applicant.
9. Priority will be placed on project-based community initiatives rather than ongoing programs. CIP funding for an initiative will be considered to a maximum of two consecutive years.
10. Applicants are encouraged to obtain a statement of municipal opinion in support of their project. Applications involving land and/or facilities under the direction or ownership of the local municipality **must** include a letter from the municipality in support of the project. If not owned by a municipality, a letter of support from the owner (if different than the applicant) is required.

11. CIP funding **cannot** be used for:
 - religious purposes
 - ongoing, core or essential municipal, educational, health and wellness or social services
 - supporting "for profit" commercial ventures or private organizations
 - endowment purposes
12. CIP grant recipients must expend all funding, accrued interest and GST rebates on the approved project and provide financial accounting within two years of the cheque date unless otherwise agreed to by Alberta Tourism, Parks, Recreation and Culture.
13. Based on assessment criteria, CIP funding awarded may be less than that sought by the applicant.
14. Due to limited funds and the anticipated large volume of applications, not all requests meeting the established criteria will obtain CIP funding.
15. The number of CIP applications received from the same community/region and previous Alberta Government and lottery grants to the applicant, community and region will be considered.
16. Applications with overdue financial accounting statements for previous CIP and Community Facility Enhancement Program (CFEP) grants will not be eligible for further funding until financial accounting has passed program review and acceptance.
17. Application information will only be given to the project contact person and application signator.

CIP OFFICE

Submit completed CIP applications to:

**Community Initiatives Program
50 Corriveau Avenue
St. Albert, Alberta
T8N 3T5**

For further information about CIP or for additional application forms, please call or visit our website:

Toll-Free at 1-800-642-3855 or albertalotteryfund.ca

Applications are reviewed and processed throughout the year.

Freedom of Information and Protection of Privacy Act.

The information that you provide on this CIP application form is collected under the authority of the Gaming Grants Regulation pursuant to the Government Organization Act and the Freedom of Information and Protection of Privacy Act, Section 33 (c). It will be used to assess your application. Your personal information is protected by Alberta's Freedom of Information and Protection of Privacy Act and can be reviewed on request. If you have any questions about the collection or use of this information, please contact CIP administration at 1-800-642-3855.



APPLICATION

APPLICANT INFORMATION

Legal Name of Applicant: **COMMUNITIES IN BLOOM CLARESHOLM COMMITTEE**

Act Incorporated Under: **SPONSOR: TOWN OF CLARESHOLM** Incorporation Number:

Registered Mailing Address: **P. O. BOX 2547**
CLARESHOLM, AB Postal Code **TOLOTO**

**All correspondence and cheque will be mailed to this address.*

Please attach:

- List of current executive and/or board of directors, including names, positions/titles, and phone numbers (home and work);
- Most recent financial statement must be dated and signed.

INITIATIVE INFORMATION

Contact Person Mr./Mrs./Ms.: **ARNOLD W. McAULAY** Phone No.: Work:

E-Mail: **ARMAN@TELUS.NET** Home: **403 625-5226**

Website (if applicable): Fax:

PARTICIPATE IN COMMUNITIES IN BLOOM PROVINCIAL COMPETITION
Initiative Name

CORPORATE LIMITS, TOWN OF CLARESHOLM CLARESHOLM, ALBERTA TOLOTO
Initiative Location – Apt. No., Street No., Street Name / P.O. Box / R.R. City Province Postal Code

Initiative Description:

- Please provide a one-sentence description of the initiative (e.g. facility upgrade, playground, program development, event):

FOSTER CIVIC PRIDE, ENVIRONMENTAL RESPONSIBILITY AND BEAUTIFICATION

- Please attach a detailed description of the initiative for which CIP funding is requested and an indication of how this initiative will benefit your community.

INITIATIVE FUNDING

Have you applied for another provincial grant for this initiative this fiscal year (April 1 to March 31)? Yes No

If yes, please specify which grant(s) and amount(s) expected: _____

Please note: Applicants may not receive funding from more than one lottery funded program or agency for the same identified initiative in the same fiscal year.

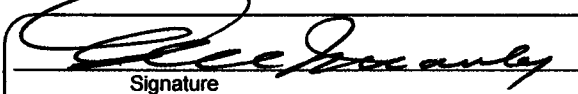
- Please check if you are applying for a non-matching grant and, if so, on a separate sheet, identify the reason for not providing matching funds.

TOTAL INITIATIVE COST	\$	5050⁰⁰		→ Attach a detailed breakdown of cost.
PROPOSED METHOD OF FUNDING				
CIP Grant Request	\$	2525⁰⁰		
Donated Labour/Services	\$	875⁰⁰		→ Attach a detailed breakdown of donated labour/ services, donated material/equipment and source of cash amounts.
Donated Material/Equipment	\$			
Cash	\$	1650⁰⁰		
Other Approved Provincial Grants	\$			→ Attach a list of other provincial grants (dollars and year) related to this initiative.
TOTAL INITIATIVE FUNDING	\$	5050⁰⁰		→ This figure should be the sum of the above figures and be equal to the Total Initiative Cost.

APPLICANT AGREEMENT

I DECLARE THAT:

- I AM A DULY AUTHORIZED REPRESENTATIVE HAVING LEGAL AND/OR FINANCIAL SIGNING AUTHORITY FOR THE ABOVE ORGANIZATION.
- The information contained in this application and supporting documents is true and accurate and endorsed by the above organization.
- The initiative will benefit the general public.
- An accounting of spending, showing compliance with conditions of the grant shall be provided upon completion of the initiative or no later than two years from the date of the grant cheque.
- Alberta Tourism, Parks, Recreation and Culture will be notified if a facility/capital equipment purchased through a CIP grant is sold (if owned by the applicant) or the lease/other instrument of occupation is terminated within five years of the grant cheque date.
- Any grant awarded shall be used solely for the purposes stated within this application and according to CIP parameters unless otherwise agreed to by Alberta Tourism, Parks, Recreation and Culture.
- As a condition of accepting financial assistance, access to all financial statements and records having any connection with monies received is hereby granted to the Minister of Tourism, Parks, Recreation and Culture and/or the Minister's representatives.
- The contribution from the Alberta Lottery Fund for the initiative will be recognized.

		<i>SECRETARY / TREASURER</i>		<i>2008, 06, 04</i>	
Signature		Title		Dated (Year/Month/Date)	
Mr./Mrs./Ms.	<i>ARNOLD W. MCAVLAY</i>		<i>NIRMAN@TELUS.NET</i>		
(Print Name)	First Name	Surname	E-mail Address		
Phone numbers:	Work: ()	<i>N/A</i>		Home: <i>(403) 625-5226</i>	

CIP FUNDING OBLIGATIONS

Financial Accounting

A financial statement showing all sources of funding and all costs of the initiative must be filed with Alberta Tourism, Parks, Recreation and Culture upon project completion or no later than two years from the date of the grant cheque. Applicants with overdue financial accounting statements for previous CIP and Community Facility Enhancement (CFEP) grants are not eligible for further lottery funding until financial accounting has passed program review and acceptance.



Recognition

Applicants must provide recognition of the Alberta Lottery Fund contribution to the initiative.

CIP APPLICATION – ATTACHMENT CHECKLIST

- Complete Application** - In order to process your application as quickly as possible, application needs to be fully completed and signed.
- Current List of Executives/Board of Directors** – Provide a complete listing of names, positions/titles, addresses and phone numbers (home and work).
- Non-matching Grant** - If this is a non-matching grant request, identify the reason for not providing matching funds.
- Initiative Description/Community Benefits** – Provide a detailed description of the work to be carried out, the need for this initiative, how the community benefits, public accessibility and why this initiative should be funded. You may provide drawings, photographs, letters of local support and other supporting documents.
- Initiative Budget** – Provide details regarding costs and expenditures for your initiative.
 - The initiative costs may include donated labour/services, donated material/equipment. These items should be included as a component of the overall initiative costs.
 - Provide initiative quotes and sources of estimates.
- Other Alberta Government Funding** – Provide a listing (detailing type of grant, source and amount) of all Alberta Government funding for this initiative.
- Financial Statement** – Provide your organization's most recent financial statement which is dated and signed.
- Municipal Opinion** - Applications involving land and/or facilities under the direction or ownership of the local municipality **MUST** include a statement of municipal opinion in support of the initiative. If you have not attached a statement of municipal opinion, note the reasons why.

Please keep a copy of this grant application for your reference.



May 29, 2008

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

Dear Mayor Steel and Councillors,

We are currently planning our third annual summer barbecue in the downtown parking lot on Friday, July 11, 2008. We are writing to ask permission to use the parking lot for this purpose from 11 am to 2 pm.

We are holding this fundraiser to continue our efforts to improve local playgrounds and to build the spray park. Last year this event was a successful one for our group.

We would appreciate having some extra garbage cans brought to the parking lot on that day and for several barricades to block off one side of the parking lot.

Please contact me if you need any further information.

Sincerely,

Lori Hoff
Chairman
625-4286 (home)

Claresholm Parks Society
Incorporated in Alberta #5011853768
Charitable Organization #823790548 RR0001
P.O. Box 3082 - 19 Link Spur
Claresholm, AB
TOL 0T0



Memo

To: Council
From: Administration
Date: June 5, 2008
Re: CFEP Grant and Arena Lighting Upgrade Project

OVERVIEW

The Town of Claresholm received a Community Facility Enhancement Program grant in the amount of \$100,000 to upgrade our arena plant in 2006/2007. We were able to finish the project under budget and at this point have \$8,454.98 left of the grant monies which must be spent by October 6, 2008. Alberta Lotteries does not want the excess monies back and would like us to spend it on an electrical project for the Arena. This grant will only fund 50% of the project.

The Town has received a quote from Better Lighting to upgrade our arena lighting (attached). The upgrade estimate is 18,948.00 of which \$8,454.98 will be funded from the CFEP grant. This would leave the remainder to be paid by the Town out of our Arena department operating expenses. Mike has reviewed the quote and doesn't believe we can achieve quite the cost savings they state, but believes that only having to change the new bulbs once every seven years (in the off season) will result in a cost savings. If we go ahead with the project, the work will have to be coordinated around the Farmer's Market Group.

RECOMMENDATION: That the Town hire Better Lighting to upgrade our arena lighting based on the quote received.

Kris Holbeck, CA CAO Town of Claresholm

Typical Arena

Analysis of Existing Lighting Vs. E

Existing Lighting	Better Lighting Upgrade
40 400W HID's 465 x Watts Per Fixture 18,600	40 6tube T8 217 x Watts Per Fixture 8,680
28 2Lamp T12 60w 121 x Watts Per Fixture 3,388	28 2Lamp T8 Miri Kits 57 x Watts Per Fixture 1,596
21,988 Total Watts 1,000 / Kilo	10,276 Total Watts 1,000 / Kilo
21,988 Kilowatts/Hour 96 x Hours of Operation/Week	10,276 Kilowatts/Hour 96 x Hours of Operation/Week
2,111 kwh 0.1100 x Utility Rate/kwh	986 kwh 0.1100 x Utility Rate/kwh
232.19 Weekly Cost 52 x Weeks/Year	108.51 Weekly Cost 52 x Weeks/Year
12,074.05 Annual Cost of Operation	5,642.76 Annual Cost of Operation

Total Monthly Amount of Savings:

\$535.94

Total Annual Amount of Savings:

\$6,431.29

Project Summary

#	Existing Fixtures	#	Recommended Lighting
40	400W HID's	40	6 Tube T8
28	2Lamp T12 60w	28	2 Tube T8 Kits
		68	Total

Project Cost

6 Tube T8	40.		
x Cost Per Fixture	\$295.00		*Includes Lamps
	\$11,800.00		& wire Guards
2Lamp T8 Miri Kits	28		
x Cost Per Fixture	\$116.00		*Includes Lamps
	\$3,248.00		
Total # Fixtures installation	\$3,900.00		estimate only
Total Project Cost =	\$18,948.00		

Financial Outlook

Annual Savings =	\$6,431.29
Payback (Months) =	35.35
ROI (Return On Investment) =	33.94%

Sample Lease Option Plan

\$Zero\$	Installation/Equipment
6,431.29	Annual Savings
<u>12</u>	/ Months per Year
535.94	Savings Per Month
\$455.55	85% Payment to Lending Institution (Until Equipment is Paid for)
\$80.39	15% To:

* These calculations are for example purposes only. Please contact your Accountant for specifics.

Tax Savings

*Calculations based on a straight 5-year depreciation with a salvage value of 10%.

Tax Allowance	\$3,410.64
Tax Bracket	38%
Annual Tax Savings	\$1,296.04
Total Tax Savings (5 Years)	\$6,480.22
Project Cost	\$18,948.00
Tax Savings	\$6,480.22
Net Cost	\$12,467.78
After Tax ROI (Return On Investment)	51.58%
Adjusted Payback (Months)	23.26

* These calculations are for example purposes only. Please contact your Accountant for specifics.

20 Year Outlook

Year	Annual Cost Current System	Annual Cost Proposed System	Accumulated Energy Savings
Year 1	\$12,074.05	\$5,642.76	\$6,431.29
Year 2	\$12,315.53	\$5,755.61	\$12,991.21
Year 3	\$12,561.84	\$5,870.72	\$19,682.33
Year 4	\$12,813.08	\$5,988.14	\$26,507.27
Year 5	\$13,069.34	\$6,107.90	\$33,468.71
Year 6	\$13,330.73	\$6,230.06	\$40,569.38
Year 7	\$13,597.34	\$6,354.66	\$47,812.06
Year 8	\$13,869.29	\$6,481.75	\$55,199.59
Year 9	\$14,146.67	\$6,611.39	\$62,734.88
Year 10	\$14,429.61	\$6,743.62	\$70,420.87
Year 11	\$14,718.20	\$6,878.49	\$78,260.58
Year 12	\$15,012.56	\$7,016.06	\$86,257.08
Year 13	\$15,312.82	\$7,156.38	\$94,413.52
Year 14	\$15,619.07	\$7,299.51	\$102,733.08
Year 15	\$15,931.45	\$7,445.50	\$111,219.04
Year 16	\$16,250.08	\$7,594.41	\$119,874.71
Year 17	\$16,575.08	\$7,746.30	\$128,703.50
Year 18	\$16,906.59	\$7,901.22	\$137,708.86
Year 19	\$17,244.72	\$8,059.25	\$146,894.33
Year 20	\$17,589.61	\$8,220.43	\$156,263.51

Est kwh Rate
0.160

Total 20 Year Amount of Savings:

\$156,263.51

*For calculation purposes we have assumed a conservative 2% annual electric rate increase ie. Year 20 rate =

0.160

Subject: councilJune 9

From: "Daryl B. Sutter B. A., B. ED., M. A." <dsutter@telusplanet.net>

Date: Wed, 28 May 2008 07:34:01 -0700

To: Kris Holbeck <kris.holbeck@townofclaresholm.com>

CC: Rob Steel <rob.steel@townofclaresholm.com>, Mike Schuweiler
<mike.schuweiler@townofclaresholm.com>

Hi ya there Kris - I just looked at my calendar and I am in Edmonton June 9 and 10th so will miss the next council meeting - I have two items for the agenda -

1. Community in Bloom request - to use a town vehicle to pick up and tour the judges for the judging in late July/early August - we don't know exactly when that will be!

2. The Library is having a rock moving bee on June 14 - they would like to use the town's bobcat - Mike is OK with it, but needs council permission - there would be an experienced operator on it!

--

Daryl B. Sutter B. A., B. ED., M. A.
JoAnna M. Sutter

--

No virus found in this incoming message.

Checked by AVG.

Version: 7.5.524 / Virus Database: 269.24.1/1470 - Release Date: 5/28/2008 7:20 AM

TOWN OF CLARESHOLM

POLICY

POLICY # 78

EFFECTIVE DATE: _____

SUBJECT: Claresholm Aquatic Centre Operational Hours

DEPARTMENT Council Resolution

AUTHORITY Municipal Government Act

DATE PASSED: _____

PURPOSE: To establish a consistent policy regarding holidays and the operational hours of the Claresholm Aquatic Centre.

POLICY: The Claresholm Aquatic Centre will remain closed on any dates defined as a statutory holiday in the CUPE (Canadian Union of Public Employees) Local 3023 Agreement.

TOWN OF CLARESHOLM

POLICY

POLICY # 79

EFFECTIVE DATE: _____

SUBJECT: Liquor and Town Facilities

DEPARTMENT Council Resolution

AUTHORITY Municipal Government Act DATE PASSED: _____

PURPOSE: To establish a consistent policy regarding alcohol and its exclusion from Town owned facilities.

POLICY: Liquor is not allowed in Town owned facilities or park areas except with the permission of the Town of Claresholm and a permit by the Alberta Gaming and Liquor Commission.

GUIDELINES:

No alcohol shall be served, stored or consumed on any property owned or controlled by the Town of Claresholm, including the following:

- all public areas;
- Millenium Ball Diamond Complex
- Claresholm Arena
- Claresholm Fire Hall
- Claresholm Aquatic Centre
- Claresholm Senior's Drop-in Centre
- Claresholm Public Library
- Claresholm & District Museum
- Claresholm Town Office
- Claresholm Public Works Shop
- Claresholm Water Plants

and excluding the following:

- Claresholm Golf Club
- Claresholm Curling Club
- Claresholm Community Centre
- Claresholm Agriplex
- other special events as approved by Council from time to time, provided that such serving, storage or consumption is in accordance with a valid liquor license. An authorization form will have to be signed (Schedule A) and a Host Liquor Liability Policy will have to be obtained with the minimum coverage required and naming the Town of Claresholm as an additional insured.

Policy #79
Schedule A

Town of Claresholm
Authorization for the Serving of Liquor at Town Owned Facilities and Public Areas

Event: _____ Date: _____

Group or organization: _____

The group or organization serving liquor shall:

- Provide proof of insurance prior to the booking for Host Liquor Liability Policy (PAL) with a minimum \$2 million coverage that shows the Town of Claresholm as an additional insured.
- Secure a Liquor License from the Alberta Gaming and Liquor Control Board and adhere to the regulations. A copy of the license must be provided to the Town prior to the booking.
- Ensure the area to be used for the serving of liquor to be portioned off with fencing/dividers.
- Signage should be posted in the fencing/dividers that:
 - it is a private function for members and invited guests only;
 - the name of the sponsor;
 - the liquor license number;
 - minors are not allowed.
- Arrange for the availability of food service during the time of serving.
- Provide a trained and responsible server of the liquor to monitor for intoxication.
- Provide supervision to ensure that alcohol is served only in the designated area.
- Provide alternate safe transportation for those attending the event.
- Ensure that alcoholic beverages are removed from the facility immediately following the booking.

I have read and agree to the above Conduct and Responsibility and Regulations.

Group representative

Date

Town of Claresholm

Date

INFORMATION ITEMS

Subject: Labour Relations Programs
From: newsletter@cpmsnewsletter.com
Date: Mon, 2 Jun 2008 19:10:21 -0700
To: karine.wilhauk@townofclaresholm.com

SUMMER 2008 LABOUR RELATIONS PROGRAMS



WHAT OUR CLIENTS SAY ABOUT CPMS PROGRAMS:

University of Alberta – *“Excellent presentation of material ...”*
Alberta Union of Provincial Employees – *“I learned so much about arbitration”*
Int’l Union of Operating Engineers – *“Excellent ... very knowledgeable”*
Canadian Coast Guard – *“Great learning experience ...”*

UNION CONTRACT NEGOTIATIONS

Vancouver - July 9, 10 & 11
Edmonton - July 14, 15 & 16
***Participate in a Collective Bargaining Simulation on Day 3**

Collective bargaining is a complex process between two opposing interests. On one side, you have management who must ensure the profitability and even survivability of their organization. On the other side, the Union, by legislation, must protect not only the economic welfare of their members, but must ensure that employees are treated fairly and work in a safe environment. It is the role of a skilled negotiator to bridge the gap between these two positions.

Whether you are assisting with negotiations, will be negotiating for the first time, or have concluded agreements in the past, this three day program will give you strategies that Chief Negotiators for provincial and Fortune 500 companies use at the bargaining table. Learn more... Register Online

Seats are Limited. Register Today!

TOLL FREE: 1-888-452-6422
WWW.CPMSNATIONAL.COM

YOUR BOUTIQUE CONSULTING TEAM

For your convenience, we also offer our programs onsite. We would be pleased to customize program content for your organization.



WINNING GRIEVANCES & ARBITRATIONS

Vancouver - Aug 6, 7 & 8
Edmonton - Aug 11, 12 & 13
***Participate in a Arbitration Hearing Simulation on Day 3**

This three day comprehensive program will highlight the considerations that you need to make before you take a grievance to arbitration. Have you exhausted all of the available options for a settlement? Have you used the grievance process to fact find? Have you considered both mitigating and aggravating factors?

If arbitration is the only option, then you must be prepared to WIN. Learn what documents are required to build your defense, how to develop a 'theory' of your position, and how to use case law. Learn how to develop questions in order to ensure that your witnesses are ready. Day 3 will be devoted to a simulated Arbitration Hearing where the Arbitrator will decide

LEADING ORGANIZATIONS THAT HAVE ATTENDED OUR PROGRAMS:

CUPE, Daimler Chrysler, Fairmont Hotels, Deloitte & Touche, City of Calgary, University of BC, Health Sciences Association of Alberta, Halifax Herald Ltd., Edmonton Public Library, Tourism Saskatchewan, Ardel Steel Ltd., BC Pharmacy Association, Machinists Local 3, Dymark Industries, Canadian Waste Management, CUPE, Canada Revenue Agency, Viking Air, Serca Foodservice Inc., Dalhousie University, Toromont Energy Systems, Saanich Police Department, Pacific Transportation Group, Park Royal Shopping



Provincial Building
105, 200 – 5th Avenue, South
Lethbridge, Alberta, Canada T1J 4L1
May 29, 2008

Dear Kris,

Re: Visitation and Validation Study

On behalf of SouthGrow Regional Initiative, I am pleased to inform you of a new economic development project; the "*Visitation and Validation Study*". Building on the success of the 2006 project, called "*Opportunity Attraction Needs Assessment*", this new project will provide the next level of direction for the future growth and value to the members of SouthGrow.

This study will determine the past successes and future needs of SouthGrow initiatives in regards to economic development training, capacity building and investment readiness. It will explore opportunities for SouthGrow members and industry will become more aware and engaged in the key objectives and goals of the organization. It will also provide the SouthGrow Management Board the tools that will determine what the future economic development focus of the region and organization should be.

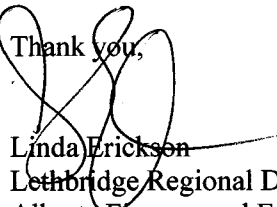
Shilpa Stocker, of Westwinds Management has been retained by SouthGrow to interview those assigned with the economic development task in your community in order to identify gaps in a detailed fashion. Through a one or one-and-a-half hour interview, Shilpa will gather information with a proven methodology of one on one interviews with the individual(s) in your municipality that is charged with the responsibility of economic development and the elected member of Council that is the representative for SouthGrow.

The Strategic Collaboration Committee will use the aggregate information in order to guide it in developing future learning opportunities and economic development initiatives for member communities so that the more regional needs can be addressed in a well research and validated process.

It is hoped that the "Visitation and Validation Study" will take place over the month of June. Shilpa will contact you to schedule a time that is also convenient for you and the elected official member of SouthGrow.

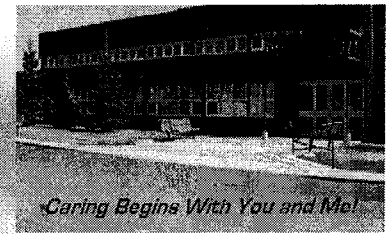
The results of this project will be an invaluable tool for SouthGrow and its member municipalities. Your participation and input is vital to the success of this project and the organization. If you have any questions, please do not hesitate to contact me.

Thank you,


Linda Erickson
Lethbridge Regional Director
Alberta Finance and Enterprise
cc. Don Leonard

June 2008

Claresholm Elementary News



Claresholm Elementary School

5318—2nd St. W.
Box 728
Claresholm, AB
T0L 0T0
Ph: (403) 625-3371
Fax: (403) 625-4920
Email: s-ces@lrzd.ab.ca
www.lrzd.ab.ca/schools/ces

Mark Your Calendar

June 3

Gr. 3 field trip

June 5

Bike Rodeo

June 6

Staff Planning Day

Planning for Success Afternoon

June 9

Gr. 2 field trip

June 10

Gr. 1 field trip

June 17

Gr. 3 Provincial Achievement Test

L.A.—Part B

Reading

June 18

Kindergarten field trip

June 19

Gr. 3 Provincial Achievement Test

Math Part B

Word Problems

June 23

Kindergarten Farewell Celebration

June 24

Sports Day and Family BBQ

Last day for students

June 25-27

Staff Planning Days

Principal's Message

We're into the final month of school and it is a busy time at CES, as we complete the final four weeks of 07-08 and continue to plan for 08-09! As we plan for a K-4 configuration next year, in addition to a change in the school schedule with early dismissal Fridays, there is definitely a lot to share. Please check page two for information about the creation of class lists, technology in our K-4 school, as well as the 2008-2009 proposed schedule and school calendar.

We hope to see many families join us on Friday, June 6 for our Planning for Success Afternoon (note sent home last week—see the website or call the school for more information).

Staffing, Grade Configurations and Locations for 2008-2009

As we move to a K-4 facility next year, there will be some changes in our staffing. Grade configurations and teachers are listed below, with additional notes. See page three for additional staff announcements.

Kindergarten (2 classes)	Mrs. Kate Hipkin	This program will run a Monday/Wednesday and Tuesday/Thursday program once again but in a team teaching model. More information will be shared with Kindergarten parents prior to the end of the school year.
	Mrs. Deb Sawchuk	
Grade 1 (2 classes)	Mrs. Jenny McKee	We will be hiring a grade one teacher in June. Information will be shared with parents once hiring decisions are made.
	New Staff Member	
Grade 2 (3 classes)	Mrs. Tracey Symonds	Should Mrs. Hansma not return from her leave, a teacher on a temporary contract will be hired.
	Mrs. Cindee Hansma	
	Ms. Lynda McGrattan	
Grade 3 (3 classes)	Mrs. Esther McDowell	A part-time staff member will be hired to work with Mr. Hewson as the third grade three classroom team. Information will be shared with parents once hiring decisions are made.
	Mrs. Ceri Penner	
	New Part-time Staff Member/Mr. Hewson	
Grade 4 (2 classes)	Mr. Don Mackin	We would like to welcome Mr. Don Mackin to our school! Mr. Mackin has taught a grade 3/4 class in Stavely for the past several years. A part-time staff member will be hired to work with Ms. Bingley as the other grade four classroom team. Information will be shared with parents once hiring decisions are made.
	New Part-time Staff Member/Ms. Bingley	
Learning Supports	Mrs. Lenore Gish	Mrs. Gish will once again be with us in the afternoons to provide additional literacy supports for students.
Physical Education Coordinator	Mr. Daryl Sutter	Mr. Sutter will be taking on a leadership role in developing and teaching a school-wide PE program for our students! This will be an important addition to our educational program as we move forward towards a K-6 facility.
<p>Mr. Kurtis Hewson and Ms. Karen Bingley will remain as the administration team for the 2008-2009 school year.</p>		



Daily Timetable and School Calendar

Inserted in this newsletter is a proposed daily timetable (with notes) and our proposed school calendar for 2008-2009. We are still in the process of determining our Kindergarten calendar and hope to have it available next week. If you have any comments, questions or concerns about the timetable or calendar, I would encourage you to call, visit or email. We will have both the timetable and calendar confirmed by the end of the week. Please note that the proposed calendar will be adding instructional hours for our students, an increase of over 11 hours from this year's calendar. **With the move to early dismissal Fridays, we wanted to ensure that instructional time would not be lost for students.**

Family Picnic



On June 24 we will be having our annual family picnic at lunchtime. All parents are invited to come and enjoy hotdogs & juice with their children. If you would like to bring extra snacks for your lunch, you are welcome to do so. We will start cooking hotdogs at 11:30 am by the north side of the school. Hope to see you then.

~~~~~



## Bike Rodeo Thursday, June 5

Students will need to have their bikes at school by 9 am on Thursday (with helmets). Students will learn about various riding and safety tips, with school staff, RCMP and parent volunteers. Bikes can be picked up by parents at noon or at the end of the day. **We are in need of a few more dads in the morning for bike mechanical checks. Please call the school to volunteer or if you have any questions.**

## From the Library

*The last day to take out books from the Library will be Friday, May 30 and they need to be returned by Thursday, June 05.*



*The last day for milk will be Friday, June 20.*

## Planning for Classes for 2008-2009

Each year, the process of determining which students will be in each classroom is a process which requires a great deal of thought and consideration. As a school, it is extremely important that we create classrooms that consider the learning needs of every student.

This year, our school will once again be implementing a proactive approach to transitioning students into their next grade level, which will involve collaboration between current staff members working with the students and their upcoming teachers (where possible). It is our intent that this collaborative approach will ensure:

- \* Teachers are well-prepared for their upcoming class and are aware of the students and their learning needs.
- \* Effective programs are in place early in the fall for students.
- \* Learning needs are grouped proactively, with an appropriate mix of abilities and behaviours.

In June, teams of current and upcoming teachers, along with the principal, vice-principal and other support staff, will be meeting to examine the students at each grade level and create tentative class lists for the upcoming year.

In creating the class lists, the teams will be considering a number of factors, including:

- \* Matching learning styles and needs of each student to the classroom
- \* Matching learning needs of each student to the supports available in the classroom (teacher assistants, etc.)
- \* Ensuring similar class sizes
- \* Ensuring similar numbers of boys and girls in each class
- \* Looking at students who learn well together

It is our intention to design classrooms that meet the needs of all students effectively and ensure teachers are well-prepared for their upcoming group of students.

If you have any questions, comments or concerns about the class transition process or the creation of class lists, please contact the office **prior to June 12.**

# Grade Level Swimming in June

Please remember to send a swimming suit and a towel in a plastic swim bag each swimming day.



| Kindergarten | Grade 1       | Grade Two     | Grade Three  |
|--------------|---------------|---------------|--------------|
| June 2 9:00  | June 5 2:00   | June 04 2:00  | June 17 2:00 |
| June 3 9:00  | June 12 10:00 | June 11 10:00 | June 20 2:00 |
| June 11 9:00 | June 19 9:00  | June 19 10:00 |              |
|              | June 20 9:00  | June 20 10:00 |              |

## More Staff

### Announcements

Congratulations to Mrs. **Lorna Adrian**, who will assume the role of divisional school improvement facilitator in 2008-2009. Although she will be missed at our school, she will be a great addition to the divisional staff team. Best of luck in your new assignment, Mrs. Adrian!

Congratulations as well to Mr. **Daryl Sutter**, who has been appointed as a teacher member to the provincial organization COATS (Council on Alberta Teaching Standards). To learn more about COATS, visit the their website at [www.teachingquality.ab.ca](http://www.teachingquality.ab.ca).

It is with regret that we bid best wishes to Mrs. Amanda Cross, who was an excellent addition to our staff this year.

Mrs. Cross will be seeking employment closer to her home in Lethbridge for the upcoming year. All the best Mrs. Cross—you will be missed!



Congratulations to the winners of our volunteer readers draw from May:

- Dawn Keeler**
- Pat Vandervalk**
- Val Berg**

## Volunteer Readers

Each winner will be receiving a Chapters gift card, donated by our school council. Thank you to all the volunteers who continue to make CES a great place to learn!

## Mega Sport VBS Camp

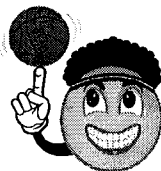
**July 7-11, 2008**  
**9 am - noon**



Are you ready to learn some new techniques for playing **soccer** and **basketball** in a fun way?

Registration is on **June 9 and 10<sup>th</sup>** at the **Baptist Church** from **6:30-8:30 pm**.

Registration fee of \$20 for the first child, \$15 for 2<sup>nd</sup> etc. and includes a free T-shirt plus more! Ages 4- Kindergarten are free! This event is sponsored by the Baptist, Nazarene, Pentecostal and Victory Churches.



## Model Contest

Sunday, August 10 at the 16th Annual Porcupine Hills Classic Cruisers

Show N Shine in Centennial Park.

Free Entry—Judging at 3:00 pm. Open to anyone—children & adults.

No Die Cast models.



For more information call Dave @ 625-6022



## Casa Roma



### Pizza Certificates

In partnership with Casa Roma, the school will be selling **pizza certificates** beginning in May. Purchase a certificate for a large pizza with four toppings for \$17.95, with \$2.00 from every sale coming back to support programs at the school. Certificates can be purchased at the office. A great way to have a pizza meal and support the school at the same time!

# June 2008

| Sunday                                                                | Monday                                                               | Tuesday                                                                         | Wednesday                                                                | Thursday                                                                    | Friday                                                                  | Saturday                                        |
|-----------------------------------------------------------------------|----------------------------------------------------------------------|---------------------------------------------------------------------------------|--------------------------------------------------------------------------|-----------------------------------------------------------------------------|-------------------------------------------------------------------------|-------------------------------------------------|
| <b>1</b>                                                              | <b>2</b><br>ECS swimming                                             | <b>3</b><br>Gr. 3 Field Trip<br>ECS swimming                                    | <b>4</b><br>Gr. 2 swimming<br>Sebastien B.                               | <b>5</b> Pizza Day<br>Gr. 1 swimming<br>Bike Rodeo                          | <b>6</b><br>Staff Planning Day<br><i>Planning for Success Afternoon</i> | <b>7</b>                                        |
| <b>8</b>                                                              | <b>9</b><br>Gr. 2 Field Trip<br><i>Jordaan K.</i><br><i>Aylish L</i> | <b>10</b><br>Hot Dog Day<br>Gr. 1 Field Trip                                    | <b>11</b><br>ECS swimming<br>Gr. 2 swimming<br><i>Kristen P.</i>         | <b>12</b><br>Pizza Day<br>Gr. 1 swimming<br><i>Katianna T.</i>              | <b>13</b><br><i>Emily C.</i><br><i>Richard P.</i>                       | <b>14</b><br><i>Justis C.</i><br><i>Koya S.</i> |
| <b>15</b><br><i>Zachary D.</i>                                        | <b>16</b>                                                            | <b>17</b> Hot Dog Day<br>Gr. 3 Achievement<br>Test—L.A<br>Gr. 3 swimming        | <b>18</b><br>Kindergarten<br>Field Trip<br><i>Jedidiah C. Brennan T.</i> | <b>19</b> Pizza Day<br>Gr. 3 Achievement<br>Test—Math<br>Gr. 1 & 2 swimming | <b>20</b><br>All grades go<br>Swimming                                  | <b>21</b>                                       |
| <b>22</b>                                                             | <b>23</b><br>Kindergarten<br>Farewell Celebration                    | <b>24</b><br><b>Sports Day &amp; family BBQ</b><br>Last day for students at CES | <b>25</b><br>Staff planning day                                          | <b>26</b><br>Staff planning day                                             | <b>27</b><br>Staff planning day                                         | <b>28</b><br><i>Payton W.</i>                   |
| <b>29</b><br><i>Cheyenne L</i><br><i>Chad M.</i><br><i>Mrs. Olsen</i> | <b>30</b>                                                            | <b>June 17</b><br><i>Kauna J.</i>                                               |                                                                          | <b>June 19</b><br><i>Delaney C.</i>                                         |                                                                         |                                                 |

# 2008-2009 Daily Schedule *(Proposed)*

| K-2 Classes     |                 |         | Gr. 3-4 Classes |                 |         |
|-----------------|-----------------|---------|-----------------|-----------------|---------|
| Monday-Thursday |                 | minutes | Monday-Thursday |                 | minutes |
| 8:30            | Period 1        | 30      | 8:30            | Period 1        | 30      |
| 9:00            | Period 2        | 30      | 9:00            | Period 2        | 30      |
| 9:30            | Period 3        | 30      | 9:30            | Period 3        | 30      |
| 10:00           | Recess          | 15      | 10:00           | Period 4        | 30      |
| 10:15           | Period 4        | 30      | 10:30           | Recess          | 15      |
| 10:45           | Period 5        | 30      | 10:45           | Period 5        | 30      |
| 11:15           | Period 6        | 30      | 11:15           | Period 6        | 30      |
| 11:45           | Lunch           | 20      | 11:45           | Lunch           | 20      |
| 12:05           | Recess          | 15      | 12:05           | Recess          | 15      |
| 12:20           | DEAR            | 20      | 12:20           | DEAR            | 20      |
| 12:40           | Period 7        | 30      | 12:40           | Period 7        | 30      |
| 1:10            | Interventions   | 30      | 1:10            | Period 8        | 30      |
| 1:40            | Recess          | 15      | 1:40            | Interventions   | 30      |
| 1:55            | Period 8        | 30      | 2:10            | Recess          | 15      |
| 2:25            | Period 9        | 30      | 2:25            | Period 9        | 30      |
| 2:55            | Literacy Block  | 30      | 2:55            | Literacy Block  | 30      |
| 3:25            | Dismissal       |         | 3:25            | Dismissal       |         |
| Friday          |                 | minutes | Friday          |                 | minutes |
| 8:30            | Period 1        | 30      | 8:30            | Period 1        | 30      |
| 9:00            | Period 2        | 30      | 9:00            | Period 2        | 30      |
| 9:30            | Period 3        | 30      | 9:30            | Period 3        | 30      |
| 10:00           | Recess          | 15      | 10:00           | Period 4        | 30      |
| 10:15           | Period 4        | 30      | 10:30           | Recess          | 15      |
| 10:45           | Period 5        | 30      | 10:45           | Period 5        | 30      |
| 11:15           | Period 6        | 30      | 11:15           | Period 6        | 30      |
| 11:45           | Lunch           | 20      | 11:45           | Lunch           | 20      |
| 12:05           | Recess          | 15      | 12:05           | Recess          | 15      |
| 12:20           | DEAR            | 20      | 12:20           | DEAR            | 20      |
| 12:40           | School-wide DPA | 35      | 12:40           | School-wide DPA | 35      |
| 1:15            | Dismissal       |         | 1:15            | Dismissal       |         |

| Monday-Thursday             |                   |
|-----------------------------|-------------------|
| TOTAL TIME (minutes)        | 350               |
| TOTAL Mon-Thurs days        | 150               |
| TOTAL Instructional Minutes | 52500             |
| Friday                      |                   |
| TOTAL TIME (minutes)        | 235               |
| TOTAL Mon-Thurs days        | 33                |
| TOTAL Instructional Minutes | 7755              |
| <b>TOTAL MINUTES</b>        | <b>60255</b>      |
| <b>Hours of Instruction</b> | <b>1004 hours</b> |
|                             | <b>15 min.</b>    |

|                             |             |
|-----------------------------|-------------|
| <b>CES Proposal minutes</b> | <b>1170</b> |
| 2 Mon-Thurs. days           | 700         |
| 3 Fridays                   | 470         |

|                                           |                  |
|-------------------------------------------|------------------|
| <b>TOTAL Hours of Instruction for CES</b> | <b>984 hours</b> |
|                                           | <b>45 min.</b>   |

|                        |           |
|------------------------|-----------|
| <b>2007-2008 Hours</b> | 973 hours |
|                        | 4 min.    |
| <b>2006-2007 Hours</b> | 969 hours |
|                        | 51 min.   |
| <b>2005-2006 Hours</b> | 975 hours |
|                        | 17 min.   |
| <b>2004-2005 Hours</b> | 964 hours |
|                        | 25 min.   |

| Other LRSD Schools Hours for 08-09 |           |
|------------------------------------|-----------|
| K-6 School                         | 972 hours |
| K-6 School                         | 979 hours |
| K-3 School                         | 975 hours |
| K-6 School                         | 987 hours |
| K-3 School                         | 979 hours |

## Notes:

- A listing of instructional hours for other comparable schools in our jurisdiction (with school names removed) is included, for comparison purposes.
- Two schedules have been created to ensure appropriate boot room, bathroom and play equipment space is available for all of our students at recess times (note the morning and afternoon recess will be at different times for K-2 and grades 3-4). It will also allow us to maximize staff for our interventions periods for each group of students.
- Interventions periods – these will be times when students may be placed in small cross-grade groups to allow for more focused intervention and enrichment literacy instruction.
- Literacy block – will plan for this time to follow a “literacy clubs” model (book clubs, writing clubs, drama, etc.). We will share more information about this exciting opportunity for kids as we continue to develop plans for it in August and September.
- Friday school-wide Daily Physical Activity (DPA) – opportunity for students to select an activity (such as yoga, soccer, walking, etc.) to be involved in on Fridays.
- **A great deal more information about the schedule and its various components will be shared at the June 17 school council meeting.**

# 2008-2009 School Year Calendar *Proposed*

## Claresholm Elementary School

**August-08**

| S  | M  | T  | W  | T  | F  | S  |
|----|----|----|----|----|----|----|
|    |    |    |    |    | 1  | 2  |
| 3  | 4  | 5  | 6  | 7  | 8  | 9  |
| 10 | 11 | 12 | 13 | 14 | 15 | 16 |
| 17 | 18 | 19 | 20 | 21 | 22 | 23 |
| 24 | 25 | 26 | 27 | 28 | 29 | 30 |
| 31 |    |    |    |    |    |    |

**September-08**

| S  | M  | T  | W  | T  | F  | S  |
|----|----|----|----|----|----|----|
|    | 1  | 2  | 3  | 4  | 5  | 6  |
| 7  | 8  | 9  | 10 | 11 | 12 | 13 |
| 14 | 15 | 16 | 17 | 18 | 19 | 20 |
| 21 | 22 | 23 | 24 | 25 | 26 | 27 |
| 28 | 29 | 30 |    |    |    |    |

**October-08**

| S  | M  | T  | W  | T  | F  | S  |
|----|----|----|----|----|----|----|
|    |    |    | 1  | 2  | 3  | 4  |
| 5  | 6  | 7  | 8  | 9  | 10 | 11 |
| 12 | 13 | 14 | 15 | 16 | 17 | 18 |
| 19 | 20 | 21 | 22 | 23 | 24 | 25 |
| 26 | 27 | 28 | 29 | 30 | 31 |    |

**November-08**

| S  | M  | T  | W  | T  | F  | S  |
|----|----|----|----|----|----|----|
|    |    |    |    |    |    | 1  |
| 2  | 3  | 4  | 5  | 6  | 7  | 8  |
| 9  | 10 | 11 | 12 | 13 | 14 | 15 |
| 16 | 17 | 18 | 19 | 20 | 21 | 22 |
| 23 | 24 | 25 | 26 | 27 | 28 | 29 |
| 30 |    |    |    |    |    |    |

**December-08**

| S  | M  | T  | W  | T  | F  | S  |
|----|----|----|----|----|----|----|
|    | 1  | 2  | 3  | 4  | 5  | 6  |
| 7  | 8  | 9  | 10 | 11 | 12 | 13 |
| 14 | 15 | 16 | 17 | 18 | 19 | 20 |
| 21 | 22 | 23 | 24 | 25 | 26 | 27 |
| 28 | 29 | 30 | 31 |    |    |    |

**January-09**

| S  | M  | T  | W  | T  | F  | S  |
|----|----|----|----|----|----|----|
|    |    |    | 1  | 2  | 3  |    |
| 4  | 5  | 6  | 7  | 8  | 9  | 10 |
| 11 | 12 | 13 | 14 | 15 | 16 | 17 |
| 18 | 19 | 20 | 21 | 22 | 23 | 24 |
| 25 | 26 | 27 | 28 | 29 | 30 | 31 |

**August**  
 26 Staff Planning Day  
 27 Staff Planning Day  
 28 Staff Planning Day

**September**  
 1 Labour Day  
 2 First day of school for students  
 19 Staff Planning Day

**October**  
 7 School pictures  
 TBD Three-Way Conferences  
 TBD Three-Way Conferences  
 13 Thanksgiving Day  
 24 Staff Planning Day  
 27 Picture Retakes

**November**  
 10 Divisional PD Day  
 11 Remembrance Day  
 TBD Report Cards  
 21 Staff planning Day

**December**  
 19 CES Planning Day  
 22 Christmas Break begins

**January**  
 5 First Day after Christmas Break  
 30 Staff Planning Day  
 30 Final day of Semester 1

**February**  
 16 Family Day  
 17 Day in Lieu of Interviews  
 18 Day in Lieu of Interviews  
 19 Teachers' Convention  
 20 Teachers' Convention

**March**  
 TBD Report Cards  
 TBD Three-Way Conferences  
 TBD Three-Way Conferences  
 20 Staff Planning Day  
*(Inter-School Collaborative Day)*

**April**  
 10 Good Friday  
 10 Easter Break begins  
 20 First day after Easter break

**May**  
 12 PAT - Writing  
 14 PAT - Timed Number Facts  
 15 Staff Planning Day  
 18 Victoria Day

**June**  
 5 CES Planning Day  
 16 PAT - LA (Reading)  
 18 PAT - Math (Word Problems)  
 23 Final day for CES students  
 24 CES Planning Day  
 25 CES Planning Day  
 26 CES Planning Day

**February-09**

| S  | M  | T  | W  | T  | F  | S  |
|----|----|----|----|----|----|----|
| 1  | 2  | 3  | 4  | 5  | 6  | 7  |
| 8  | 9  | 10 | 11 | 12 | 13 | 14 |
| 15 | 16 | 17 | 18 | 19 | 20 | 21 |
| 22 | 23 | 24 | 25 | 26 | 27 | 28 |

**March-09**

| S  | M  | T  | W  | T  | F  | S  |
|----|----|----|----|----|----|----|
| 1  | 2  | 3  | 4  | 5  | 6  | 7  |
| 8  | 9  | 10 | 11 | 12 | 13 | 14 |
| 15 | 16 | 17 | 18 | 19 | 20 | 21 |
| 22 | 23 | 24 | 25 | 26 | 27 | 28 |
| 29 | 30 | 31 |    |    |    |    |

**April-09**

| S  | M  | T  | W  | T  | F  | S  |
|----|----|----|----|----|----|----|
|    |    |    | 1  | 2  | 3  | 4  |
| 5  | 6  | 7  | 8  | 9  | 10 | 11 |
| 12 | 13 | 14 | 15 | 16 | 17 | 18 |
| 19 | 20 | 21 | 22 | 23 | 24 | 25 |
| 26 | 27 | 28 | 29 | 30 | 31 |    |

**May-09**

| S  | M  | T  | W  | T  | F  | S  |
|----|----|----|----|----|----|----|
|    |    |    |    |    | 1  | 2  |
| 3  | 4  | 5  | 6  | 7  | 8  | 9  |
| 10 | 11 | 12 | 13 | 14 | 15 | 16 |
| 17 | 18 | 19 | 20 | 21 | 22 | 23 |
| 24 | 25 | 26 | 27 | 28 | 29 | 30 |
| 31 |    |    |    |    |    |    |

**June-09**

| S  | M  | T  | W  | T  | F  | S  |
|----|----|----|----|----|----|----|
|    | 1  | 2  | 3  | 4  | 5  | 6  |
| 7  | 8  | 9  | 10 | 11 | 12 | 13 |
| 14 | 15 | 16 | 17 | 18 | 19 | 20 |
| 21 | 22 | 23 | 24 | 25 | 26 | 27 |
| 28 | 29 | 30 |    |    |    |    |

### Guidelines for creating CES School Calendar

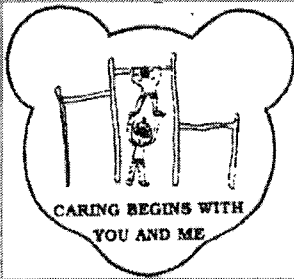
*Established in 2006-2007*

1. Schedule staff planning days at times during the year with the least instructional impact.
2. Schedule staff planning days that will coincide with planning needs of staff and times for effective professional development.
3. Schedule less "long weekends" for CES families during the school year, to reduce parental pressures for childcare.
4. Plan days that may coincide with traditionally high absence days for students.

**2008-2009**

197 Operational Days  
 178 Instructional Days

**Total Instructional Time**  
 984 hours, 45 minutes



# Principal's Update

## Claresholm Elementary School

Monday, May 26



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@lrsd.ab.ca](mailto:hewsonk@lrsd.ab.ca) or phone the school at (403) 625-3371.

### Week at a Glance

|                      |                                                       |
|----------------------|-------------------------------------------------------|
| Monday,<br>May 26    |                                                       |
| Tuesday,<br>May 27   | Hot Dog Day<br>Gr. 3 swimming                         |
| Wednesday,<br>May 28 | Gr. 2 swimming                                        |
| Thursday,<br>May 29  | Pizza Day<br>Gr. 1 swimming                           |
| Friday,<br>May 30    | School<br>Assembly<br>10:30 am<br>Ice Cream<br>Friday |

### Claresholm Elementary School

Box 728  
Claresholm, AB  
T0L 0T0  
Phone: (403) 625-3371  
Fax: (403) 625-4920  
[s-ces@lrsd.ab.ca](mailto:s-ces@lrsd.ab.ca)  
[www.lrsd.ab.ca/schools/ces](http://www.lrsd.ab.ca/schools/ces)

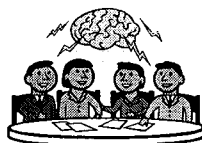
### Administrative Changes in LRSD

Last week and today, a number of administrative changes (effective for the 2008-2009 school year) were announced in the school division that parents should be aware of:

- **Mr. John Norgard**, assistant principal at Willow Creek Composite High School in Claresholm, will be assistant principal at Canyon School in Pincher Creek
- **Mr. Randy Bohnet**, principal at West Meadow School in Claresholm, will be assistant principal at Willow Creek Composite High School in Claresholm
- **Mrs. Lynne Penniket**, principal at Granum School, will be principal at West Meadow School
- **Mrs. Kathy Charchun**, principal at Stavely School, will move to assistant principal at FP Walshe High School in Fort Macleod
- **Mrs. Connie Dersch-Gunderson**, school improvement facilitator for the school division, will assume the role of principal at Stavely School

It is our intent to have our staffing and grade configurations all determined by the end of this week and shared in the June newsletter, coming home this Friday or next Monday. Information regarding the creation of class lists will also be shared at that time.

### June 6 Planning Day



This week, an invitation will be going out to all families, as well as various community members, to join our school staff on the afternoon of June 6 (staff planning day). Our plan for the afternoon is to share various school results (student achievement, satisfaction surveys, etc.) and then together determine future directions for our school. Supervision will be provided for children during the afternoon. Please plan to join us for the afternoon!

### Looking Ahead...



- June 3** Grade 3 Field Trip to Waterton
- June 5** Bike Rodeo
- June 6** Staff Planning Day

### Ice Cream Fridays!

At our last school council meeting, it was decided to offer our students a treat for the final three Fridays of the school year. On May 30, June 13 and June 20, students will be able to purchase an ice cream cone for a loonie at the noon recess. Thank you to school council and the parent volunteers for organizing this special treat!



### Claresholm Library Summer Programs



In our June newsletter, we will be sharing the various activities happening for kids this summer at the public library. Taking the time to read over the summer is a great activity to ensure students don't lose any gains they have made over the school year.

**Minutes of the FCSS Board Meeting of April 24, 2008  
Noon at the FCSS Office**

Present: Shirley Isaacson, Earl Hemmaway, Danielle Slettede, Debbie Goeseels.

Regrets: Allison McKee, Connie Quayle, Tara Bishoff

The meeting was called to order at noon by Shirley.

1. Approval of agenda was moved by Earl, **Motion 0401:08**, carried.
2. The minutes from the last board meeting were reviewed. Danielle moved approval of minutes from meeting of March 20, 2008. **Motion 0402:08**, carried.
3. Financial: Statements from the town were not yet completed. Debbie will forward as soon as they are received.
4. Correspondence from the folder was reviewed and discussed – motions are listed below under item 8.
5. Staff reports were summarized by the Director as follows:
  - Director
  - Resource
  - After School
  - Feb & Mar reports for the Outreach ProgramEar moved to accept the staff reports as presented. **Motion 0403:08**, Carried.
6. There were no reports from the sub-committees.
7. Old Business:
  - 7.1 Alberta's Promise – update from Town Council –still working on the application
  - 7.2 Strategic Planning meeting – dates from the facilitator will be emailed to board.
8. New Business:
  - 8.1 Business arising from correspondence or staff reports:
    - 8.1.1 Debbie and Shirley had decided to order a bulk amount of the small "Take a Break" books for the volunteer event; the remainder will be used for other events like the Resource & Registration Fair. Danielle moved **Motion 0404:08** to pay the invoice to Optimus Consulting in the amount of \$956.55, Carried.
    - 8.1.2 Day camp Assistance request from Aquatic Centre. Debbie will send a note back explaining that we have no budget to assist, however we can share supplies
    - 8.1.3 Resource & Registration Fair has become somewhat an annual event and hopefully the Health Region will help cover expenses again. Do we still want to have FCSS continue to take the lead role in this event? Earl moved **Motion 0405:08** to have FCSS plan the Resource Fair again this year. Carried
    - 8.1.4 YPM Invoice – Earl moved **Motion 0406:08** to pay the YPM invoice for the year end review, Carried.
  - 8.2 A new Lease agreement from QED Enterprises was signed.

- 8.3 Danielle moved to increase Kaye Mellon's pay to \$14.50/hour, effective May 1<sup>st</sup>/08, **Motion 0407:08**, Carried
- 8.4 It was agreed to advertise for the Outreach Coordinator again and see if there are any qualified applicants on the second round. Danielle offered to post the job ad onto the free sites that are available. Debbie will send the posting - thanks Danielle.
  
- 9. The next board meeting will be the third Thursday of the month; May 15<sup>th</sup> at the Town Office at 7:00 PM
  
- 10. Motion to adjourn by Danielle. Motion 0408:08.

Approved: \_\_\_\_\_  
Board Chair

\_\_\_\_\_  
Director



Adopted 05/20/08

**CLARESHOLM & DISTRICT CHAMBER OF COMMERCE  
MINUTES  
April 15, 2008**

**1. Call to Order**

Russell Sawatzky – President called to order the regular meeting of the Claresholm & District Chamber of Commerce at 12:00 on April 15, 2008 at Roadhouse. 15 members plus speaker Rick Matheson.

**2. Adoption of Agenda**

Bernie Feddoroff moved approval of the agenda, Marilyn Curry seconded.

**3. Delegation**

Rick Matheson of Alberta SouthWest Regional Alliance spoke on the Netherlands Immigration Project. They have people from Netherlands interested in business or employment in Southern Alberta. Would be a good opportunity for anyone in the business community that wanted to sell their business or looking for employees.

**4. Adoption of February minutes**

Wilf Kenyon moved to adopted minutes, Linda Brooks seconded, carried

**5. Business arising from the February minutes**

**Murals**

Who would do prep work? What would the cost of the prep work be?  
Need input into locations. Near Creative Industry near the park is a possible location. What about vacant lot where the garden is going?

**Downtown Lot**

Signed contract of \$34,000 with Omnigreen. \$25,000 of it is Chamber money. Town of Claresholm will give Chamber a loan of \$20,000 interest free until we get the grants.  
Total project will be \$80,000. They will need money up front for materials. Jacob is holding off on labour costs until we get the money. It will take six weeks to complete. We cannot start the project until the grant goes in.

**Project Porch Light**

High school principal will distribute with food drive.

**Communities in Bloom**

Down town clean up is April 22<sup>nd</sup>. Meet at 1:30 in parking lot. We have seed money from the Lion's Club of \$500. It is critical that a form is made up with photos of before and after. Forms will be at Claresholm Local Press.

## **FICE**

Nothing reported. Next agenda

## **6. Financial**

Linda moved the Treasurers report as read with a bank balance of \$6,840.23 in the General Account and \$5,032.89 in the Trade Fair Account. Term Deposit \$10,000.00. Norm Elford seconded.

## **7. Committee/Programs Report**

### **Town Report**

There will be an increase in the commercial mill rate. Budget will be done the end of April.

### **MD Report**

No report available

### **Flower Pot Program**

Last year the pots arrived in May.

## **8. Information Items**

- Saluting Claresholm's volunteers April 30<sup>th</sup>. Please RSVP the number of Volunteers.
- What should the role of the Chamber be? Should it be Community Development or Economic Development? If possible and viable we should all be working together and the dollars asked for should be used appropriately. We need business growth in town and economic development. Linda Brooks pointed out the Mission Statement in our bylaws.
- Business germination – should we front money for rent or utilities to new businesses? Michelle Day to give presentation.

## **9. Discussion**

Gallery asked for help from the Chamber of Commerce to print brochures. The approximate cost would be \$3 – 400.

Gregory Jones moved we donate half the production costs up to \$350, Norm Elford seconded Defeated

Signage – Les Wilson approached will donate a board to promote shopping in town and support your community. Estimated cost would be \$1700.

Wilf Kenyon suggested, “Down town parking – Right at lights” Doug Symonds asked if they would help design a sign also.

Doug Symonds moved Don Leonard continue to investigate the opportunity to do a sign. Wilf Kenyon seconded.

#### **10. Adjournment**

Norm Elford adjourned the meeting, Second by Doug Symonds

Next meeting May 20, 2008 at 12:00 Noon

Roadhouse