

TOWN OF CLARESHOLM  
PROVINCE OF ALBERTA  
REGULAR COUNCIL MEETING  
MARCH 10, 2008  
AGENDA

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

- AGENDA:                    ADOPTION OF AGENDA
- MINUTES:                   REGULAR MEETING MINUTES FEBRUARY 25, 2008
- FINANCES:                   FEBRUARY 2008 BANK STATEMENT
- ACTION ITEMS:
1. CORRES: HON. RAY DANYLUK, MINISTER OF MUNICIPAL AFFAIRS AND HOUSING  
RE: MUNICIPAL SUSTAINABILITY INITIATIVE (MSI)
  2. CORRES: HON. RAY DANYLUK, MINISTER OF MUNICIPAL AFFAIRS AND HOUSING  
RE: MSI CAPITAL PROJECT FUNDING PROGRAM GUIDELINES
  3. CORRES: TOWN OF GRANUM  
RE: CANADA DAY PARADE
  4. CORRES: MUNICIPAL DISTRICT OF WILLOW CREEK NO. 26  
RE: REGIONAL WATER PIPELINE PROJECT
  5. CORRES: ALBERTA MUNICIPAL AFFAIRS AND HOUSING  
RE: ASSESSMENT REVIEW BOARD TRAINING SESSIONS
  6. CORRES: ROSEMARY WISHART  
RE: EARTH DAY APRIL 22, 2008
  7. CORRES: MEALS ON WHEELS  
RE: PUBLIC LIABILITY INSURANCE
  8. CORRES: CLARESHOLM CURLING CLUB  
RE: PUBLIC LIABILITY INSURANCE
  9. CORRES: CLARESHOLM CHILD CARE SOCIETY  
RE: PUBLIC LIABILITY INSURANCE
  10. CORRES: CLARESHOLM & DISTRICT FCSS  
RE: DRUG COALITION EVENT
  11. CORRES: AL AND DARYL YARMOLOY  
RE: DRIVEWAYS
  12. CORRES: SARAH RATHGEBER & ALLISON McKEE  
RE: CLARESHOLM AQUATIC CENTRE
  13. CORRES: PETER MORTON  
RE: SUBDIVISION AND DEVELOPMENT APPEAL BOARD
  14. PAMPERED PETS FINAL AGREEMENTS
  15. ADOPTION OF INFORMATION ITEMS
  16. IN CAMERA – DEVELOPMENT / PERSONNEL

INFORMATION ITEMS:

1. Active Transportation Workshop – December 5, 2007 (29 pages available on request)
2. Claresholm Elementary School Principal's Update – February 25, 2008
3. Claresholm Elementary School News – March 2008
4. Alberta Health and Wellness – Bill 45, the Tobacco Reduction Act
5. Claresholm & District Transportation Society – February 19, 2008
6. Alberta SouthWest Regional Alliance – News and Events February 2008
7. Claresholm Elementary School Council Agenda – March 11, 2008

ADJOURNMENT:

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

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

**MINUTES:** **CARRIED**  
**REGULAR MEETING – FEBRUARY 11, 2008**

Moved by Councillor Leonard that the Regular Meeting Minutes of February 11, 2008 be accepted as presented.

**DELEGATIONS:** **CARRIED**  
**JEFF GIBEAU, DEVELOPMENT OFFICER**  
**RE: FCM CONFERENCE & MUNICIPAL SUSTAINABILITY PLAN**

Jeff recently went to Ottawa, Ontario to attend the Federal of Canadian Municipalities Conference with Cory Armfelt and Maina Waingura from UMA Engineering to speak about Claresholm's Municipal Sustainability Plan. The majority of delegates that attended were from communities with under 15,000 population. Focus of the conference was on sustainable communities and moving innovation into action. There were a lot of opportunities for communities to share their experiences when dealing with sustainability. Claresholm's MSP was very well received at the conference. There are not very many communities that have a municipal sustainability plan, and as such Claresholm can be first in line in applying for funding for various projects, and possibly large-scale funding as well. Implementation and monitoring was not really dealt with, so that was disappointing to our delegation. Overall however, the conference was a successful one.

**ACTION ITEMS:** 1. **BYLAW #1505 – LAND USE AMENDMENT**  
**RE: 1<sup>ST</sup> READING**

Moved by Councillor MacPherson to give Bylaw #1505, a land use amendment, 1<sup>st</sup> reading.

**CARRIED**

2. **CORRES: HON. HECTOR GOUDREAU, MINISTER OF**  
**TOURISM, PARKS, RECREATION AND CULTURE**  
**RE: 2011 ALBERTA PLUS 55 WINTER GAMES**

Received for information.

3. **CORRES: TOWN OF GRANUM**  
**RE: CENTENNIAL CELEBRATION – JUNE 28 & 29, 2008**

Moved by Councillor Quayle for the Town of Claresholm to participate in the Town of Granum's Centennial Celebration parade on June 28, 2008.

**CARRIED**

4. **CORRES: COMMUNITIES IN BLOOM CLARESHOLM**  
**COMMITTEE**  
**RE: TOWN REPRESENTATIVE TO THE COMMITTEE**

Moved by Councillor Moore to appoint Councillor Sutter to the Communities in Bloom Committee.

**CARRIED**

5. **CORRES: CLARESHOLM COMMUNITY CENTRE ASSOCIATION**  
**RE: FUNDING FOR UTILITIES**

Moved by Councillor MacPherson to accept the request for funding from the Claresholm Community Centre Association for \$15,000 for the 2008 year to cover the cost of utilities.

**CARRIED**

6. **CLARESHOLM & DISTRICT TRANSPORTATION SOCIETY**  
**RE: REQUEST FOR FUNDING**

Moved by Councillor Isaacson to accept the request for funding from the Claresholm & District Transportation Society for \$5,000 for the 2008 year.

**CARRIED**

7. **SUBDIVISION & DEVELOPMENT APPEAL BOARD**  
**RE: DOUG BOWMAN'S INTEREST IN BOARD**

Moved by Councillor Quayle to appoint Doug Bowman to the Subdivision & Development Appeal Board.

**CARRIED**

8. **CLARESHOLM FIRE DEPARTMENT 100<sup>th</sup> ANNIVERSARY – MAYOR STEEL**

Moved by Councillor Leonard to designate the 2008 Claresholm Fair Days Parade a salute to the Claresholm & District Fire Department's 100<sup>th</sup> Anniversary.

**CARRIED**

9. **PAMPERED PETS LEASE AGREEMENT & PROMISSORY NOTE**

Received for information.

10. **CORRES: MPE ENGINEERING**  
**RE: WATER TREATMENT PLANT UPGRADE**

Moved by Councillor MacPherson to enter into an agreement with Infilco Degremont Inc. for the supply of the Dissolved Air Flotation (DAF) clarification process and equipment for the Claresholm Water Treatment Plant Upgrade as recommended by MPE Engineering Ltd. for \$730,800 US dollars not including GST.

**CARRIED**

11. **ADOPTION OF INFORMATION ITEMS**

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

**CARRIED**

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

Moved by Councillor MacPherson that this meeting go In Camera.

**CARRIED**

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

**ADJOURNMENT:** Moved by Councillor Moore that this meeting adjourn.

**CARRIED**

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MAYOR – ROB STEEL

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SECRETARY-TREASURER – KARINE WILHAUK

**TOWN OF CLARESHOLM  
FEBRUARY 2008 BANK STATEMENT**

<b>RECONCILED BALANCE JANUARY 31, 2008</b>			<b>\$888,195.15</b>
<b><u>DEPOSITS TO BANK</u></b>	<b>DEBITS</b>	<b>CREDITS</b>	<b>BALANCE</b>
RECEIPTS FOR MONTH	\$225,441.49		
REVOLVING LOAN RECEIVED	0.00		
CURRENT ACCOUNT INTEREST	10.68		
GIC REDEEMED	4,771,847.55		
GIC INTEREST	51,185.05		
U. S. EXCHANGE	0.00		
SUBTOTAL	<b>\$5,048,484.77</b>		
<b><u>CHARGES TO ACCOUNT</u></b>			
ACCOUNTS PAYABLE		\$430,196.76	
PAYROLL CHARGES		107,776.88	
INTEREST ON REVOLVING LOAN		0.00	
REVOLVING LOAN PAID		0.00	
LOAN PAYMENTS		0.00	
MASTERCARD PAYMENT		216.75	
GIC PURCHASES/TRANSFERS		5,289,203.70	
NSF CHEQUES		0.00	
SERVICE CHARGES		64.39	
SCHOOL FOUNDATION PAYMENT		0.00	
SUBTOTAL		<b>\$5,827,458.48</b>	
<b>NET BALANCE AT END OF MONTH</b>			<b>\$109,221.44</b>
<b><u>BANK RECONCILIATION</u></b>			
BALANCE PER BANK	170,664.59		
PLUS OUTSTANDING DEPOSITS	4,426.76		
LESS OUTSTANDING CHEQUES		-65,869.91	
<b>RECONCILED BALANCE FEBRUARY 29, 2008</b>			<b>\$109,221.44</b>
<b><u>OTHER BALANCES:</u></b>			
EXTERNALLY RESTRICTED GIC'S	\$3,962,562.31		
NON-RESTRICTED GIC'S	\$1,750,000.00		
PARKING RESERVE	\$3,440.49		
WALKING PATHS RESERVE	\$1,854.65		
OFFSITE LEVY RESERVE	\$18,558.21		
SUBDIVISION RESERVE	\$67,166.19		
REVOLVING LOAN BALANCE		\$0.00	

**SUBMITTED TO TOWN COUNCIL THIS 10TH DAY OF MARCH 2008**

**MAYOR**

**SECRETARY-TREASURER**

# **ACTION ITEMS**



ALBERTA

MINISTER OF MUNICIPAL AFFAIRS AND HOUSING

*Office of the Minister*

*MLA, Lac La Biche - St. Paul*

ACTION  
ITEM  
MARK # 10

AR36226

February 20, 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 Municipal Affairs and Housing is providing a one-time grant of \$17,513 under the Municipal Sustainability Initiative (MSI) to assist your municipality with the Tangible Capital Assets (TCA) Project. This TCA grant is in addition to your 2007/08 MSI allocation. You should receive payment of these funds within the next several weeks.

This funding is intended to assist your municipality's efforts to comply with the new accounting standards that take effect in 2009. Qualifying costs include extra staff wages and training, consulting and audit fees, and software upgrades associated with TCA Project activities and information management. The grant may be applied to qualifying costs incurred on or after April 1, 2007. If your municipality has completed most or all of the project work related to the new accounting standards, TCA funding may alternatively be used for long-term infrastructure planning.

At the conclusion of the TCA Project, your municipality will be required to provide a statement of benefits received from the grant and an expenditure summary. A template will be made available on the ministry's website at [www.municipalaffairs.alberta.ca](http://www.municipalaffairs.alberta.ca). This report is required no later than May 1, 2009.

This grant will complement ongoing initiatives underway to assist municipalities in preparing for the new requirements. Municipal Affairs and Housing is sponsoring a series of training workshops hosted by the Government Finance Officers Association in addition to publishing a quarterly TCA newsletter, providing advisory assistance, and maintaining a project website at [www.menet.ab.ca](http://www.menet.ab.ca).

Accounting for tangible capital assets will ensure municipalities have better information about their capital assets, and this information will facilitate enhanced planning and future decision-making. I understand the activities necessary to prepare for these changes require a significant amount of time and resources. I trust this grant will support your municipality in meeting this challenge and improving the sustainability of your community.

.../2

His Worship Rob Steel  
Town of Claresholm  
Page Two

If you have any questions regarding the TCA Project, please contact Ms. Christina Parkins, Manager of Financial Advisory Services with this ministry's Municipal Services Branch, toll free by dialing 310-0000, then 780-427-2225.

Sincerely,

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

Ray Danyluk  
Minister

cc: Kris Holbeck, Chief Administrative Officer, Town of Claresholm



ALBERTA

MUNICIPAL AFFAIRS AND HOUSING

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

*Agenda  
Action Item  
March 10*

AR36864

February 28, 2008

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

Dear Mayor Steel:

I am pleased to announce that the long-term Municipal Sustainability Initiative (MSI) capital project funding program guidelines and project profile form have been finalized and are being sent to your chief administrative officer.

These guidelines reflect input gathered during consultations with local government representatives from across Alberta this past summer. In response to these consultations, the MSI capital component has been significantly simplified to allow municipalities greater flexibility in completing projects that are local priorities. Updated MSI conditional operating funding guidelines will be sent to your municipality later this spring.

Your final 2008 MSI capital and conditional operating allocations will be sent to you following approval of the 2008/09 provincial budget.

I look forward to continuing to work in partnership with you to address your local infrastructure priorities, and wish you success with your projects.

Sincerely,

Ray Danyluk  
Minister



# Town of Granum

“A Community United”

Office of the Municipal Administrator

Box 88, GRANUM, ALBERTA, T0L 1A0

OFFICE: ☎ (403) 687-3822 FAX: ☎ (403) 687-2285

February 25, 2008

## Stop the Parade!

You recently received an invitation to attend a parade in our town on June 28, 2008. We informed you that we were planning on celebrating our 100<sup>th</sup> anniversary. In preparations for that celebration it was discovered that history is not always as it seems!

It is true, that 100 years ago the community of Leavings became known as Granum; the latin word for grain. At that time, Leavings was incorporated, but as a village. Granum, *the town* did not come into 'being' until a few years later. The incorporation date, it turns out, is not until 1910. It is with this discovery that we have very recently decided to forgo any plans for a centennial celebration this summer, but rather focus on a hundred years *as a town*. We are planning on a 'Hundred Year Homecoming' the August long weekend, 2010.

For now.... I hereby would like to amend our previous invitation to you, changing the date of the parade from Saturday June 28 to Tuesday July 1 -- Canada Day. As of now, the parade, as scheduled is accurate. We will notify you of any other changes.

We apologize for this confusion, but want you to know that we look forward to your attendance at our annual Canada Parade this year, but as well as our Centennial Celebration in 2010! The favour of your reply would be appreciated.

Thank-You! - and have a good day.

**Melva Stinson, mayor**

for Town of Granum,

Centennial Planning Committee

# The Municipal District of Willow Creek No. 26



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

www.mdwillowcreek.com

February 15, 2008

Office (403) 625-3351

Fax (403) 625-3886

Shop (403) 625-3030

Town of Claresholm  
Box 1000  
Claresholm, Alberta  
T0L 0T0

Attn: Kris Holbeck  
CAO

Dear Ms. Holbeck:

**Re: Regional Water Pipeline Project**

The Council of The Municipal District of Willow Creek No. 26 passed the following resolutions with regard to the Regional Water Pipeline at the February 13, 2008 Council meeting:

1. "Moved by Councillor Alm that The Municipal District of Willow Creek No. 26 approves the 2 hydrants and delivery system for a Regional Water Pipeline from Pine Coulee to the Town of Claresholm."
2. "Moved by Councillor Wakelin that The Municipal District of Willow Creek No. 26 enter into an agreement with the Town of Granum and the Town of Claresholm for the purpose of establishing a Regional Water Pipeline from Claresholm to Granum with a funding contribution of approximately \$107,000.00" subject to the Municipal District obtaining a water transfer.
3. "Moved by Councillor Van Hierden that The Municipal District of Willow Creek No. 26 participate in the Regional Water Pipeline from the Town of Claresholm south to the Town of Granum"

The Municipal District is looking forward to a successful project that will facilitate potable water tap-offs for M.D. residents.

Yours truly,

Cynthia Vizzutti, CLGM  
Municipal Administrator

CV/am

BOARD MEMBERS : ROB, DOUG,  
DARYL  
CLERK : KARINE

February 21, 2008

Assessment Review Board Members and Clerks  
Town of Claresholm  
PO Box 1000  
Claresholm, Alberta  
T0L 0T0

Dear Assessment Review Board Members and Clerks:

The Assessment Services Branch of Alberta Municipal Affairs and Housing is once again hosting Assessment Review Board (ARB) training sessions at various locations throughout the province. These sessions are free of charge and intended for first-time ARB members and clerks.

The following is a list of the dates and locations:

<b>March 12, 2008</b>	<b>Red Deer Lodge Hotel and Conference Centre Pine Lake Room 4311 – 49 Avenue, Red Deer, Alberta T4N 5Y7</b>
<b>April 2, 2008</b>	<b>Foothills Centennial Centre, Mesken East 4, 204 Community Way, Okotoks, Alberta T1S 2N3</b>
<b>April 9, 2008</b>	<b>University of Lethbridge, Student Union Building Ballroom A 4401 University Drive, Lethbridge, Alberta T1K 3M4</b>
<b>May 7, 2008</b>	<b>St. Albert Inn, Grandin Room 156 St. Albert Road, St. Albert, Alberta T8N 0P5</b>
<b>May 14, 2008</b>	<b>Grande Prairie Inn, Banquet C 11633 Clairmont Road, Grande Prairie, Alberta T8V 3Y4</b>

February 21, 2008

Assessment Review Board Members and Clerks  
Claresholm, Alberta

Page 2

<b>May 21, 2008</b>	<b>Lakeland College, Mead Building MB 130 – Lecture Theatre 5757 – 47 Avenue, Vermilion, Alberta T9X 1K5</b>
<b>May 28, 2008</b>	<b>Drumheller Inn, Drumheller Banquet Room 100 South Railway Avenue, Drumheller, Alberta T0J 0Y0</b>
<b>September 12, 2008</b>	<b>Ramada Inn and Water Park Edmonton South Coral A, 5359 Calgary Trail, Edmonton, Alberta T6H 4J</b>

The sessions will take place from 9:00 a.m. to 3:00 p.m., and lunch will be provided. Copies of the Assessment Review Board Training Manual will be supplied for those in attendance. It is also available on the website at [www.municipalaffairs.gov.ab.ca/documents/as/Manual.pdf](http://www.municipalaffairs.gov.ab.ca/documents/as/Manual.pdf).

Registration can now be completed online at [www.municipalaffairs.gov.ab.ca/mc\\_workshops\\_and\\_consultations.cfm](http://www.municipalaffairs.gov.ab.ca/mc_workshops_and_consultations.cfm). **Faxed, mailed or e-mailed registrations will not be accepted.** If you require assistance with the registration process, please contact Ms. Citas Olympia-Moore at 780-422-1377, or toll free in Alberta by first calling 310-0000. The registration will close five (5) working days prior to the training date. The maximum number of participants is 40 per session, so please register early.

For more information about the ARB training sessions, please contact Mr. Larry Laverty at 780-422-1377, or toll free in Alberta by first calling 310-0000.

Sincerely,



Lynda Downey  
Director  
Education Tax and Assessment Advisory Unit

Claresholm Town Council  
Town of Claresholm  
Claresholm, Alberta

Dear Town Councillors,

RE: EARTH DAY CELEBRATION

As a member of the Claresholm Garden Club and also as an interested private citizen, I would like to propose that the Town of Claresholm recognize and celebrate Earth Day on April 22, 2008.

Earth Day could be used as a "community clean up day" and could involve citizens and school children, armed with garbage bags to tidy up our community. Perhaps a weiner roast or such could be held in the downtown parking lot to end the day.

This event could also be a "kick off" for the Communities In Bloom program.

For your consideration,

Yours truly,

A handwritten signature in cursive script, appearing to read "R. Wishart".

Rosemary Wishart

CLARESHOLM TOWN COUNCIL.  
MARCH 4 2008.

Dear Mayor and members of the council,

Please find enclosed a copy of the invoice from AMSC Insurance Services Ltd to cover the insurance for MEALS ON WHEELS services for 2008.

We are requesting that the cost for such item be covered by the town as in the past.

We thank you for your support to this important program.

It will be of interest to you to know we are providing meals to some 20+ households at this present time.

Thanking you for your attention to this request.

Sincerely

*Merwyn J. Lowen.*  
*Meals on Wheels Committee Chairperson.*



# AUMA General Insurance Program - Renewal Invoice 14430

<b>Certificate Holder:</b>	<b>Claresholm Meals on Wheels</b> BOX 1276 CLARESHOLM, AB T0L 0T0	<b>Invoice No:</b>	<b>14430</b>
		<b>Invoice Date:</b>	<b>December 31, 2007</b>
<b>Member Code:</b>	<b>MEALS</b>	<b>Due Date:</b>	<b>March 03, 2008</b>
<b>Certificate No:</b>	<b>4898</b>	<b>Page:</b>	<b>1</b>

## Premium Distribution

Auto	0
Aviation	0
Boiler	0
Crime	129
EIL	0
Liability-MUNIX 0 to 10,000 Coverage	117
Liability-MUNIX 10,000 to 1M Coverage	414
Liability-Excess Coverage	130
Liability-NOA Coverage	103
Property-MUNIX Coverage	0
Property-Excess Coverage	0
Umbrella	0
Standard Garage Auto	0

<b>Dec 31, 2007 Annual Premium</b>	<b>\$893</b>
<b>AMS Risk Control Credit</b>	<b>(0)</b>
<b>Total Premium Payable</b>	<b>\$893</b>

<b>Account Balance Prior to Invoice</b>	<b>\$0</b>
<b>Account Balance Incl This Invoice</b>	<b>\$893</b>

**Please make your payments to: AMSC Insurance Services Limited**  
A Subsidiary of AUMA  
10507 – Saskatchewan Drive  
Edmonton, AB T6E 4S1

Toll Free: 1-800-661-AUMA (2862) or 310-AUMA(2862)  
Fax: 780-409-4314

Premiums include an administration fee. Please refer to the Administration Fee Schedule for more information.

Terms: net 30 days – interest on overdue accounts will be charged at 1.5% per month (19.56% per annum)

February 1, 2008

To: Town of Claresholm

**RE: Claresholm Curling Club Insurance Policy**

The Claresholm Curling Club is requesting that the Town of Claresholm pay our insurance once again this year. This has greatly helped us in the past as we are a non-profit organization that services the town of Claresholm and the surrounding area. We thank you in advance for your support.

Sincerely

A handwritten signature in black ink, appearing to read "J. Hemmaway". The signature is written in a cursive style with a large, stylized initial "J".

Jason Hemmaway  
President of the Claresholm Curling Club



February 11, 2008

Claresholm Curling Club  
Box 1976  
Claresholm, AB T0L 0T0

Dear Board:


**Re: ING Insurance Co of Canada, Policy Number 5V0163556**  
**RENEWAL DATE: January 24, 2008**  
**Premium: \$2700.00 (Payment options may be available)**

Your Commercial Liability insurance policy was due for renewal on January 24, 2008.

For your convenience, we have attached the policy and our invoice for the renewal in the amount of \$2700.00. Sorry for the delay in forwarding these documents to you.

We thank you for your business. Please contact us if you have any questions or concerns.

Yours truly,  
**Willow Creek Agencies**



Cheryl Trotter - Customer Service Representative

**Did You Know?**

You can now pay your account on-line with most financial institutions. The Payee is Western Financial Group and your account number is FCLARE14 .

**Willow Creek Agencies**

4802 - 2 Street, Box 1107  
Claresholm, AB T0L 0T0  
Phone : 403-625-4066 Fax : 403-625-3626

**Claresholm Curling Club**  
Box 1976  
Claresholm, AB T0L 0T0

<b>INVOICE # 852984</b>		Page 1
ACCOUNT NO. CLARE14-1001	OP A7	DATE 02/11/08
<b>POLICY INFORMATION</b>		
POLICY # 5V0163556		
COMPANY ING Insurance Co of Canada		
EFFECTIVE 01/24/08	EXPIRATION 01/24/09	BALANCE DUE ON 02/11/08

Itm #	Due Date	Trn	Type	Description	Amount
9D0TFV	02/11/08	REN	XCMM	01/08 CGL Renewal	\$ 2,700.00
Invoice Balance:					\$ 2,700.00
Policy Balance:					\$ 2,700.00



Head Office: 1200, 321 - 6th Avenue S.W., Calgary, Alberta T2P 4W7

# Business Insurance Policy

# Renewal

**Policy Number: 5V0163556**

ING Insurance Company of Canada hereinafter called the Insurer.

The Policy Declarations together with the Supplementary Declarations, Policy Conditions, forms, riders and endorsements, if any, issued to form a part thereof, completes the Policy.

## POLICY DECLARATIONS

**Name of Insured** Claesholm Curling Club

**Mailing Address** 430 55 Avenue East  
PO Box #515  
Claesholm, AB T0L0T0

**Policy Period** **From** January 24, 2008 **To** January 24, 2009  
12:01 a.m. standard time at the postal address of the Named Insured stated herein.

**Insured's Business Operations** Curling Club

**Broker** Willow Creek Agencies, ado WFG Agency Network Inc.  
PO Box 1107 4802 - 2nd Street West Claesholm,  
Alberta T0L0T0 **Phone No.** 403-625-4066

**Broker No.** 25043 **Branch ID** C

**Total Policy Premium** \$ 2,700 **Minimum Retained Policy Premium** \$ 750

**Billing Method** Agency Bill

In witness whereof the Insurer has duly executed this policy, provided however that this policy shall not be valid or binding unless countersigned by a duly Authorized Representative of the Insurer.

**President and Chief Operating Officer**

**Authorized Representative** \_\_\_\_\_

**This Policy Contains a Clause(s) That May Limit the Amount Payable**



March 7, 2008

Claresholm Child Care Society  
P.O. Box 271  
Claresholm, Alberta T0L 0T0  
(403) 625-4543

Claresholm Town Council  
P.O. Box 1000  
Claresholm, AB T0L 0T0

Dear Mayor and Council:

**Re: Public Liability Insurance**

The Claresholm Child Care Society is once again respectfully requesting that the Town of Claresholm pay our General Liability Insurance. The total amount is \$1,825.00 for the 2008 year for the two policies from Willow Creek Agencies. The day care is pleased to provide quality child care for the community, and we certainly appreciate any support that the Town is willing to provide on our behalf. Thank you for your consideration in this matter.

Please feel free to contact the undersigned at your convenience should you have any questions.

Sincerely,

A handwritten signature in cursive script that reads "Crystal Cooper".

Crystal Cooper  
Chairperson  
(403) 625-2975

**Willow Creek Agencies**

4802 2nd St. W., PO Box 1107  
Claresholm, AB T0L 0T0  
Phone : 403-625-4066

**Claresholm Child Care Society**

Box 271  
Claresholm, AB T0L 0T0

<b>INVOICE #</b>		<b>268727</b>	<b>Page 1</b>
<b>ACCOUNT NO.</b>	<b>OP</b>	<b>DATE</b>	
<b>CLARE15</b>	<b>W5</b>	<b>01/26/07</b>	
<b>Directors &amp; Officers Liability</b>			
<b>POLICY #</b>	<b>5V0168194</b>		
<b>COMPANY</b>	<b>ING Insurance Company</b>		
<b>EFFECTIVE</b>	<b>EXPIRATION</b>		
<b>01/26/07</b>	<b>01/26/08</b>		

<b>Itm #</b>	<b>Eff Date</b>	<b>Trn</b>	<b>Type</b>	<b>Description</b>	<b>Amount</b>
BKN4MS	01/26/07	NEW	D&OL	New D&O	\$ 750.00

**Invoice Balance: \$ 750.00**  
**Policy Balance: \$ 750.00**

**Willow Creek Agencies**

4802 - 2 Street, Box 1107  
Claresholm, AB T0L 0T0  
Phone : 403-625-4066 Fax : 403-625-3626

**Claresholm Child Care Society**  
Box 271  
Claresholm, AB T0L 0T0

<b>INVOICE #</b>		<b>850972</b>	<b>Page 1</b>
<b>ACCOUNT NO.</b>	<b>OP</b>	<b>DATE</b>	
<b>CLARE15</b>	<b>A7</b>	<b>01/16/08</b>	
<b>POLICY INFORMATION</b>			
<b>POLICY #</b>			
<b>CBC191875000</b>			
<b>COMPANY</b>			
<b>Lombard Canada Ltd</b>			
<b>EFFECTIVE</b>	<b>EXPIRATION</b>	<b>BALANCE DUE ON</b>	
<b>12/31/08</b>	<b>12/31/09</b>	<b>12/31/08</b>	

<b>Itm #</b>	<b>Due Date</b>	<b>Trn</b>	<b>Type</b>	<b>Description</b>	<b>Amount</b>
9D04FQ	12/31/08	REN	XCMM	12/07 Com. Gen. Liab. Renewal	\$ 1,075.00
<b>Invoice Balance:</b>					<b>\$ 1,075.00</b>
<b>Policy Balance:</b>					<b>\$ 1,075.00</b>



**Claresholm & District FCSS**  
**Box 1297**  
**Claresholm, AB T0L 0T0**  
**Tel: 403-625-4417 Fax: 403-625-4851**  
**Email: [claresholmfcss@shaw.ca](mailto:claresholmfcss@shaw.ca)**

**Attention: Town of Claresholm**

**On April 26<sup>th</sup>, 2008, the Claresholm and District Drug Coalition would like to have an event in our downtown park. We will be having entertainment from a local musician, games, and crafts, as well as drug awareness and educational information.**

**We are requesting use of this park for that day.**

**Needs:**

**Chairs**

**Tables**

**Bathrooms**

**Electricity**

**Garbage cans**

**Please contact me for any further information.**

**Thank you,**

**Kristein O'Neil**  
**Outreach Coordinator**  
**Claresholm and District FCSS**  
**107 50 Ave West**  
**Claresholm, Alberta T0L 0T0**  
**403-625-4417 cell: 403-625-1165**  
**[Communityfcss@shaw.ca](mailto:Communityfcss@shaw.ca)**



MARCH  
10 agenda  
ACTION ITEM

Box 1687  
Claresholm AB  
TOL OT0  
16 Feb/08

Town Council of Claresholm  
Box 1000  
Claresholm AB  
TOL OT0

Dear Sirs and Mesdames:

We are so happy that we have had this period of cold weather and snow build up on our driveways, having levelled them out somewhat. This has had a temporary, calming effect to our original response to your letter of 29 Jan/2008 and the enclosure (Policy #72).

We consider your response to our concerns unbelievable:

(1) You did not even offer an apology for the thirty plus years of taxes we have paid and you did not use those funds to rectify the error which has been ignored for that same number of years.

(2) Now you propose that we use a device that has not been proven to rectify the problems of damage to our vehicles in the thirty plus years in which we have had to pay for the incompetence of an incorrectly poured sidewalk.

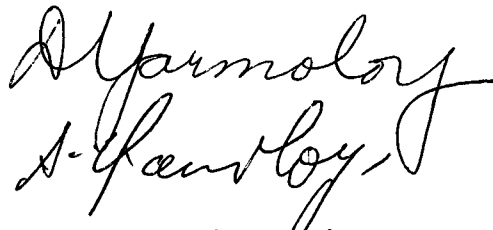
(3) If this device is damaged in any way, we must pay for a replacement.

We find this proposed "solution" shameful. The town's original error now becomes our responsibility.

As stated in the oath you took upon becoming representatives of the people, your responsibility is not limited to today, but right back to the day Claresholm became a legal reality.

We would be most pleased to see you honor this pledge and rectify this older than thirty year mistake at which point someone in the town's employ inspected and approved this erroneous sidewalk elevation.

Yours truly,

Handwritten signatures of Al and Daryl Yarmoloy in cursive script. The first signature is 'Al Yarmoloy' and the second is 'Daryl Yarmoloy'.

Al and Daryl Yarmoloy

February 26, 2008

Dear Counselors:

This letter is to bring to your attention some concerns my family, and many of my friends' families, are having with the aquatic center. It seems that within the past few months scheduling has been an issue. The pool no longer opens at 6am for lane swim. They only have 4 hours (Tuesday and Thursdays 4pm – 6pm) of lane swim a week with only one lane open, making it every crowded . There is very little time set aside for family swim, and most recently swimming lessons were canceled due to low class volume. I don't understand why it is acceptable to cancel lessons when the time is blocked out and there are lifeguards/instructors being paid to be there? I have voiced our concerns to the staff at the pool and seem to get nowhere. I've just been continually told that the scheduling issues are due to staffing shortages, and that there is a lack of interest in working at the pool due to the poor wages. The pool is a great asset to this community and it is essential to our youth, giving them a place to enjoy and learn imperative skills. I feel, as a tax payer of Claresholm, that the pool is not being used to its full potential because of the concerns mentioned above.

As an aside, when my husband worked as a lifeguard/instructor during high school and university, it was one of the best paying jobs around for a young person.

Thank you for your anticipated assistance in resolving this issue. Please feel free to contact me at 625 -5577 if you have any questions.

Sincerely,



Sarah Rathgeber

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•  
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•  
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March 6, 2008

Town of Claresholm

Dear Town of Claresholm,

I am writing this letter a concerned and frustrated citizen. My frustration lies in the running of the Claresholm Aquatic Center.

As townspeople of Claresholm, we should be proud and grateful for this wonderful facility our town has to offer, not only town residents but surrounding areas as well. When this facility first arrived in our town it was greatly anticipated and has been enjoyed by many. However, in the last year, I have noticed a steady decline in the ability of the programming to meet the needs of the community.

I was shocked when I picked up a schedule this fall, and continued to be shocked regarding subsequent schedules. The dramatic reduction in available hours at the pool is disappointing to say the least. One of my personal complaints is regarding the lack of scheduled time for lane or fitness swim. Another issue for consideration is the canceling of programming.

I went in to speak with management, hence my reason for writing this letter. I brought up my concerns regarding the removal of the early bird lane swim. I was told that current full time staff was unable to secure childcare for that time. I find it unacceptable that a scheduled time that saw anywhere from 5-20 people had been eliminated. Eliminated due to the inability of staff to find childcare? While I empathize, this is not an acceptable answer. When I questioned why the other alternative, 8-9pm had also been removed, I was greeted with the same response.

While I was at the pool, there were two guards in training playing basketball in the pool. I inquired as to why I couldn't come and swim now. I was told that this was scheduled preschool lesson time. Lessons for this time had to be canceled due to an enrolment of only two students rather than the required three. Really? It was better to cancel than to teach two instead of three students? I wondered what they did during the times that programming was canceled. I was informed that that time was used for cleaning or for vacation time. In my opinion if only one person shows up, that program time should be honored. Also, programming should come before cleaning and any other housekeeping duties that need to be done.

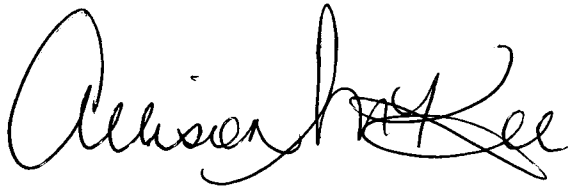
Solutions? I talked to management more regarding the morning swim loss than others really since there happens to be 5 of us training for a triathlon in June. We offered to pay more for a lifeguard to open even half an hour earlier for us, a time previously included in scheduling. I was told that if I wanted those hours to again be realized that I could become employed by the aquatic center. I was told that if management had to push staff, they would quit and management would close the pool, period. I offered other solutions. Possible mid-day closure when traffic is not as voluminous. I offered the idea of hiring a coordinator to free up management to be able to guard. Looking after extra duties has to require more time, freeing up of those duties would allow for another staff to be able to lifeguard. There are other solutions I am sure but every idea I gave was declined.

I was informed that part of the problem is the low wage that a senior lifeguard makes at our pool. I don't know how anyone could look after a family on \$13.19-14.69/hour. If this truly is the wage, it is ridiculous. Lifeguards in High River are said to be making at least \$15-20/hour. Unfortunately, this is a problem when it comes to keeping your staff. The responsibility of lifeguarding alone is worth far more than thirteen dollars an hour. This may have to be something that is revisited.

I think our town has done an amazing job of promoting itself. Claresholm offers so many things for all people in all stages of life. Bringing people into our town is one of the first steps. Many people, not just Claresholm residents, have in the past, used the Aquatic Center. With the reduction of hours and elimination of programming, many previous users have decided to drive to High River or

• • • • •

Lethbridge to enjoy those facilities and all that they offer. If the situation at the Claresholm Aquatic Center does not change there will only be more of that.

A handwritten signature in black ink that reads "Allison McKee". The signature is written in a cursive style with a large initial 'A' and a stylized 'M'.

Allison McKee

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

Kris Holbeck  
Town of Claresholm  
Box 1000  
Claresholm  
T0L 0T0

4 March 2008

**Ref: Subdivision and Development Appeal Board**

Dear Kris

Thank you for your letter dated 26<sup>th</sup> February 2008, asking if I would be interested in become a member at large of the Subdivision and Development Appeal Board.

I would like to confirm that yes, I would pleased to be part of this membership, and I thank you for asking me. I will be speaking with Jeff Gibeau today concerning the additional background and training duties of the board.

It is an honour to be part of the growing Claresholm community, and I look forward to being on the board.

Yours sincerely



Peter Morton

Tel: 625-1783

Email: [juppmorton@yahoo.ca](mailto:juppmorton@yahoo.ca)

Note: please see the correct P.O box number above, thank you!

# Memo

**To:** Council  
**From:** Administration  
**Date:** March 10, 2008  
**Re:** Pampered Pets Final Agreements

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The final agreements are ready for signing including the following parameters:

Promissory note – 5 year term for \$15,000 capital costs repayable in decreasing increments over the 5 year period if Pampered Pets discontinues allowing the site to be used for animal services/shelter.

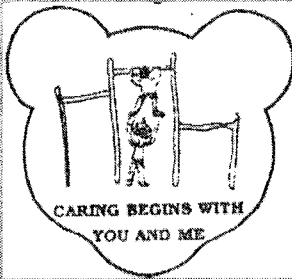
Lease agreement – 1 year term at \$800/month plus \$10/dog/day for three business day term

Recommendation: Council resolves to allow Administration to enter into these two agreements.

*Kris Holbeck, CA CAO Town of Claresholm*

# **INFORMATION ITEMS**





# Principal's Update

## Claresholm Elementary School

Monday, February 25



Principal

Mr. K. Hewson

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

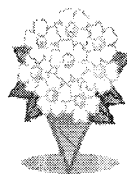
### Week at a Glance

Monday, Feb. 25	
Tuesday, Feb. 26	Hot Dog Day School Council Meeting 6:30 pm
Wednesday, Feb. 27	
Thursday, Feb. 28	Pizza Day School Assembly 2:15 pm
Friday, Feb. 29	

### Claresholm Elementary School

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

## Thank You!

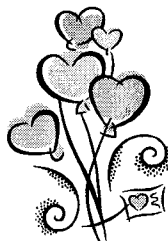


Thank you to the numerous families who prepared soup throughout Staff Appreciation Week, as well as those who supervised DEAR time on Wednesday, February 13, allowing staff an extended lunch break. We really appreciated everyone's efforts!!



## Celebrating Valentine's Day

On Thursday, February 14, staff and students celebrated Valentine's Day with Red and Pink day! For the afternoon, students were assembled in their cross-graded teams to participate in a number of activities. Along with our Quilt of Belonging, this cross-graded activity was another way to promote students working with each other, no matter what grade they are in. It was an enjoyable afternoon for all!



## Monthly Assembly Thursday—2:15 pm

This Thursday, we will be having our monthly assembly and as always, all families are invited to attend. In addition to celebrating students with birthdays in February and Sew Awesome recognition, a new community reader will be joining us. As well, Captain Respect will make an appearance to share expectations for another area of the school. This is part of our school's Effective Behaviour Supports (EBS) program.

## Looking Ahead...



- Mar. 11** School Council Meeting—6:30 pm
- Mar. 14** Report Cards home
- Mar. 14** Pre-School Screening
- Mar. 18-19** Three-Way Conferences
- Mar. 21** Good Friday—No school
- Mar. 21-30** Easter Break



## School Council Meeting Feb. 26—6:30 pm

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

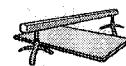
The agenda for the evening includes:

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

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



## Gymnastics Starts for Students



Starting this week and extending until Good Friday, students will be engaging in gymnastics activities for a portion of their physical education program. As always, there are safety regulations we follow during this instruction.

March 2008

# Claresholm Elementary News



## Principal's Message

February has come and gone and March is raring up to be a busy time at Claresholm Elementary School! Please find information in this newsletter regarding pre-school screening, report cards, three-way conferences and our school council.

With an early Easter break this year, March is likely to be complete before we know it!

### Claresholm Elementary School

5318—2nd St. W.  
Box 728  
Claresholm, AB  
ToL oTo

Ph: (403) 625-3371

Fax: (403) 625-4920

Email: [s-ces@lrzd.ab.ca](mailto:s-ces@lrzd.ab.ca)

[www.lrsd.ab.ca/schools/ces](http://www.lrsd.ab.ca/schools/ces)

### Mark Your Calendar

## Pre-School Screening

We will have Preschool screening  
for 3, 4, & 5 year olds on

**Friday, March 14.**



The screening is a play-based screening in which school and play-school staff will assess your child's readiness, social interaction, speech-language and fine/gross motor skills in a developmentally appropriate manner. Some examples of the stations that children will visit are demonstrating 'up' and 'down' (eg. with a zipper), tossing balls, solving puzzles, lacing activities, screwing a jar lid on, and others. The session lasts about 90 minutes. There is no charge for the screening, however an appointment is necessary.

**To book an appointment, call Ruth Lindquist @ 625-3123. For more information, please visit the school website or ask for a brochure at the office.**

Since Kindergarten staff is involved in the screening, there will be no school for Kindergarten students on that day. Please see the Kindergarten newsletter, going home this week, or call the school for more information

#### March 11

School Council Meeting  
6:30 pm

#### March 14

Preschool Screening  
Report cards

#### March 18 & 19

Three-Way Conferences  
4:00—7:00 pm

#### March 21

Good Friday  
No school

#### March 24 & 28

Easter holidays  
No school

#### March 31

School Assembly  
2:15 pm



## Are you receiving your tax credit?

Families with students who are currently coded for severe needs may be eligible for the disability tax credit. For more information, contact Ms. Bingley at the school or speak to your accountant.

Find out for yourself by visiting Canada Revenue agency at [www.cra-arc.gc.ca](http://www.cra-arc.gc.ca) and typing **T2201** in the search.



Canada Revenue Agency

**Our next school council meeting is Tuesday, March 11 at 6:30 pm. Please visit the school or website this week for an agenda package.**


*On behalf of all the staff, we would like to thank School Council and parents for the lunches and supervision that we enjoyed during the week of February 11 as part of staff appreciation week.*

*Often times we don't get a lunch break so it was a real treat to have parents send lunch in for us.*



**Thank you very much.**

*West Meadow Book Fair will be held during their Parent/Teacher conferences on March 11 & 13 from 4:30 - 7:00pm.*



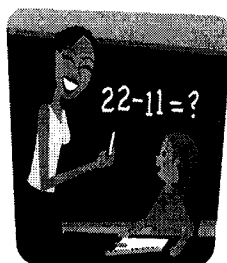
**There are many selections for Elementary Readers.**

## Congratulations!!

Special congratulations to two of our teachers this month

**Mrs. Jenny McKee (grade one)**  
**Mrs. Lorna Adrian (grade three)**

Both teachers have been nominated by parents for the Alberta Excellence in Teaching Award. 134 finalists from across Alberta will be selected in April, with 23 provincial award finalists announced in May.



## Volunteer Readers

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

**Valerie Berg**  
**Sofia Roemmele**  
**Jonna Bakker**



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!

## Report Cards and Three-Way Conferences

We are once again very excited to meet with students and parents during our three-way conferences, happening **Tuesday, March 18 and Wednesday, March 19**. Different than the traditional parent/teacher interview, a three-way conference allows students to take the lead as they provide the teacher and their parents with examples of their academic progress. It encourages students to take responsibility for their learning and to share their work.

**It is extremely important that students have the opportunity to share their learning and talk with their parents and teacher about their progress.**

*Please call the office and book an appointment with your child's teacher.*



**Report cards will be sent home on Friday, March 14.**

*Please sign and return your child's report card by March 31.*

**We recognize that there may be some issues to be discussed with the teacher that should not involve the child. If parents are wishing a separate meeting with just the teacher, they may:**

- \* Schedule a 10 minute conference with just the teacher between 6-7 pm on Wednesday, March 19. This time will be reserved for just parent-teacher conference times.
- \* Arrange an alternate time to meet with the teacher.

**Any meetings scheduled with the teacher should be in addition to the three-way conference. It is very important that your child has an opportunity to be involved in this process.**

**At Claresholm Elementary, we believe:**

- \* in the positive partnership of the school and home working together to meet the needs of our students.
- \* that all students and parents should be involved in conferencing.
- \* in the value of children learning to recognize their educational strengths and challenges (eg. 2 stars and a wish)

## Literacy Carnival is Coming!



School Council is currently planning our second annual literacy carnival evening for **April 17** from 4:30 to 7:30 pm, with all proceeds to support student reading in the classroom!

We now need volunteers to make it happen! If you are interested in being involved in any capacity, please contact Ruth Lindquist at 625-3123.

***We're looking forward to a super family evening in April!***

# March 2008

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
2 <i>Jordan K.</i>	3 <i>Aidian P.</i>	4 Hot Dog Day	5 <i>Mrs. Sawchuk</i>	6 Pizza Day <i>Brianna W., Aaron W.</i>	7 <i>Spencer V.</i>	1/8 <i>Kateri B.</i>
9 <i>Mrs. Symonds</i>	10 <i>Matthew T.</i>	11 Hot Dog Day School Council 6:30 pm	12 <i>Catie K.</i>	13 Pizza Day	14 Preschool screening No Kindergarten Report cards go home <i>Liam M.</i>	15 <i>Cassidy S.</i>
16 <i>Bradley L.</i>	17	18 Hot Dog Day Three-Way Conferences 4—7 pm <i>Sarah Slot</i>	19 Grade 3 swim Lunch forms due <i>Shawna H.</i>	20 Pizza Day	21 Good Friday No School for students	22
23	24 <i>Katie H.</i>	25	26	27	28 <i>Glenn J.</i>	29
30 <i>Tyler G.</i>	31 School Assembly 2:15 pm	Easter Holidays—no school				

*Agenda*  
~~10~~  
*March*  
*10*  
*INFO*

January 28, 2008

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

Dear Mayor Steel:

On behalf of Alberta Health and Wellness, we are pleased to inform you of the passage of Bill 45, the *Tobacco Reduction Act*, into law in the province of Alberta. The Act is designed to address the serious health-related and socio-economic affects of tobacco use and tobacco promotion in Alberta. This particular piece of legislation is one of the most effective measures the Alberta government could take to reduce and prevent tobacco use in our province.

Please be aware that if your municipality already has a smoking bylaw, it is the more restrictive law that takes precedence. Bylaw officers of your municipality will be authorized to enforce the *Tobacco Reduction Act*, if they were previously authorized to enforce the *Smoke Free Places Act*. If not, your municipality may apply to the ministry of Solicitor General and Public Security for authorization to enforce this provincial legislation. Information about this process can be found at [http://www.solgen.gov.ab.ca/special\\_constable/default.aspx](http://www.solgen.gov.ab.ca/special_constable/default.aspx).

The Government of Alberta recognizes the seriousness of tobacco use and has responded with decisive action, which is supported by the majority of Albertans. With this new legislation, the Government of Alberta expects smoking rates will decline, Albertans will receive greater protection from secondhand smoke, youth will be better protected from tobacco advertising and, ultimately, a reduction in future demands on the healthcare system from smoking-related illnesses.

We are pleased to provide you with more information on the *Tobacco Reduction Act*. Attached is a brief summary of the smoking prohibition provision of the Act. For further information please visit [www.smokefreeplaces.com](http://www.smokefreeplaces.com) or call 1-866-332-2322 toll-free within Alberta.

Sincerely,



Paddy Meade  
Deputy Minister

Attachment

## **Overview of the *Tobacco Reduction Act* – Smoking Prohibition**

On January 1, 2008 the *Tobacco Reduction Act* came into force (in part) across the province, making it among the most comprehensive tobacco reduction legislation in Canada.

### **Smoking Prohibition**

The *Tobacco Reduction Act* prohibits smoking in:

- a public place
- a workplace or work vehicle
- a public vehicle and
- within 5 metres of a doorway, a window that can be opened, or an air intake of a public place or workplace

### **Exceptions**

- in-patients or residents of a group living facility may smoke in a separate room of the facility if the room is:
  - designated as a smoking room
  - has floor to ceiling walls, a ceiling and a door that separates it from an adjacent area where smoking is prohibited under the Act
  - has a separate ventilation system

Group living facilities are defined as a facility for the long-term care of veterans, a nursing home under the *Nursing Homes Act*, a facility as defined under the *Mental Health Act*, or a residential facility for adults only licensed under the *Social Care Facilities Licensing Act*.

- a registered guest and person invited by the guest may smoke in the guest room of a hotel if the guest room is:
  - designated as a smoking room by the manager
  - has floor to ceiling walls, a ceiling and a door that separates it from an adjacent area where smoking is prohibited under the Act

### **Signage**

Signs must be:

- posted at each entrance to a public place, workplace or public vehicle at a height not less than one metre, and not more than 2.4 metres from the floor of the entrance
- posted inside each public place, workplace or public vehicle in such numbers and locations as adequate to ensure the public and employees are aware of the prohibition
- clearly visible to the persons entering the public place, workplace or public vehicle
- at least 20 cm by 26 cm and must have a surface area of not less than 520 cm<sup>2</sup>

The specifications for signage can be found in the Tobacco Reduction Regulation at [www.smokefreeplaces.com](http://www.smokefreeplaces.com)

Managers are responsible for posting signage and ensuring that no person smokes in areas in which smoking is prohibited.

## **Enforcement**

Currently, police officers, peace officers, and Alberta Gaming and Liquor Commission Investigators and Inspectors have authority to enforce the Act. Additional inspectors may also be appointed by the Minister for enforcement.

## **Fines**

A person who is found to be smoking in an area prohibited under this Act is guilty of an offence and liable:

- for a first offence, to a fine not more than \$1,000
- for a second offence, to a fine of not more than \$10,000

A manager of a place where smoking is prohibited must not permit a person to smoke in that place. If they are found not complying with this responsibility will be liable:

- for a first offence, to a fine of not more than \$10,000
- for a second offence, to a fine of not more than \$100,000

Certain offences are also punishable by tickets as specified in the *Provincial Offences Procedures Act*. Currently, tickets may be issued as follows:

- Smoking where prohibited: \$250
- Failing to comply with signage requirements: \$250

Additional offences that will be punishable through the issue of a ticket are currently being considered and amendments to the Procedures Regulation are coming.

**This overview is a summary of portions of the *Tobacco Reduction Act*. The Act contains additional detail as well as provisions that will come into force on July 1, 2008 and January 1, 2009. For a full copy of the Act and Regulation, please visit [www.smokefreeplaces.com](http://www.smokefreeplaces.com).**



**CLARESHOLM AND DISTRICT TRANSPORTATION SOCIETY**  
**Board of Directors February 19, 2008**

**ATTENDEES:**       Debbie Millar – Wandering Willows  
                      Gerry Cleaver – Lay Representative  
                      Bob Thompson – Seniors Center  
                      Shirley Isaacson – Town of Claresholm  
                      Neil Ohler – Lay Representative  
                      Michelle Day – Porcupine Hills Lodge  
                      Lyal O’Neill – Office Coordinator

**REGRETS:**

Brydon Saunders – F.C.S.S. Stavely  
Earl Hemmaway – M. D. of Willow Creek  
Vacancy           – Town of Granum

Neil Ohler, Chair called the meeting to order at 10:10am. following our review of policy starting at 9:00.

Debbie Millar & Shirley Isaacson will undertake to draft a new policy format.

Gerry Cleaver will compile a list of Driver responsibilities. Lyal O’Neill will compile a list of Office Coordinator responsibilities.

**1.0 APPROVAL OF ADDITIONS TO AGENDA**

Moved by Bob Thompson to accept the agenda with addition of 6.5, Carried.

**2.0 APPROVAL OF MINUTES**

Motion by Debbie Millar to accept the minutes of the meeting held January 15, 2008. Carried.

**3.0 BUSINESS ARISING**

3.1 Signs on 3 vans is complete, we are waiting for the Lions logos to complete van 4

3.2 The inquiry from Prairie Winds was using the van for group trips. Lyal met with Glenda to give her information & rates.

**4.0 CORRESPONDENCE**

4.1 Vitalize 2008, Alberta Lottery Fund, June 12,13,14 Edmonton

4.2 Appointment of Bob Thompson, Senior Drop In Centre

4.3 Send a letter Town of Granum requesting an appointment to our Board from Granum.

**5.0 REPORTS**

5.1 Financial Report

5.2 Office Coordinator Report-

5.3 Advertising & Fundraising- Include Letters requesting funding to Town of Granum, Stavely.

5.4 Casino – scheduled for August 4 & 5, 2008. Fill in worker applications, schedule, Casino application.

5.5 Chairman’s Report-

- Imperial Oil Resources

Motion by Shirley Isaacson to accept the reports. Carried.

**6.0 NEW BUSINESS**

- 6.1 Motion by **Debbie Millar** that we accept the Volunteer Accident Coverage, premium of \$200 annual. Carried
- 6.2 Motion by **Debbie Millar** that we increase the fee for vans to Porcupine Go-Getters Club to \$3,000 to be paid by March 31, 2008. Carried.  
Motion by **Debbie Millar** that we maintain our current rates with the exception of increasing the rate for In Town trips to \$15.00 from \$10.00 and we discontinue the fuel surcharge. Carried..
- 6.3 Review of Policy Manual tabled to next meeting.
- 6.4 Move the Review of the Business Plan following the completion of the Policy Review.
- 6.5 Neil Ohler requested to make a presentation to the Seniors Center Thursday pm birthday party.

**7.0 NEXT MEETING is March 18, 2008 at Claresholm Town Office**  
**9:00 Review of the policy      10:00 AM. Regular Director's meeting**

**8.0** The meeting was adjourned by Bob Thompson.



## Regional Update

### ❖ New member welcomed to AlbertaSW

The Board of AlbertaSW is pleased to welcome the **MD of Ranchland #66** as a new member to the Regional Alliance. As we go forward with planning initiatives, it will be very valuable to have their participation.

### ❖ Congratulations to Claresholm!

Town of Claresholm has been chosen to take part in the Federation of Canadian Municipalities (FCM) Sustainable Communities Conference in Ottawa, February 14-16<sup>th</sup>, 2008.

Their Municipal Sustainability Plan was chosen by FCM (over Canmore) to be presented by UMA Engineering as a demonstration of how communities are moving innovation into practice! Claresholm is the first town in Canada to have accomplished this, and to be chosen as an example is a great honor.

### ❖ Fort Macleod on film again!

On January 30<sup>th</sup> a side-street of the town was closed off to create an evening backdrop for the music video production *Family Reunion* by Corb Lund. The song is from his latest CD album *Horse Soldier! Horse Soldier!*

### ❖ AlbertaSW attracts attention in the Netherlands

In late January Henk Van Ee, Fort Macleod Economic Development, traveled to Holland to represent AlbertaSW at some pre-arranged meetings, which attracted much more interest and media attention than we anticipated. We now have over 48 families who want information about coming to Alberta SouthWest; many of them are ready to arrive as early as April/May of this year. They represent a variety of employment skills as well as potential for business owner/investor opportunities. If you have questions or information on opportunities, please call Alberta SouthWest at 403-627-1165.

### ❖ Board of Directors 2008

Mr. Ted Smith *Chair* (MD of Pincher Creek #9)  
Dr. John Irwin *Vice-Chair* (Crownsnest Pass)  
Mrs. Shirley Isaacson *Secretary/Treasurer* (Claresholm)  
Mr. Dave Smith *Committee Chair, Business and Industry* (Cardston)  
Mr. Randy Janisko *Committee Chair, Shared Services* (Cardston County)  
Mr. Shawn Patience *Committee Chair, Communications* (Fort Macleod)  
Mr. Roger Clark (Glenwood)  
Mr. Peter Griffiths (Hill Spring)  
Mr. Gentry Hall (Stavely)  
Mr. Ron Hanson (Granum)  
Mr. Gary Mills (Pincher Creek)  
Mr. Phil Wakelin (MD of Willow Creek #26)  
Dr. Brian Reeves (ID #4 Waterton Lakes)  
Ms. Linda Findlater (Cowley)  
Mr. Ron Davis (MD of Ranchland #66)

## Projects and Partners

### ❖ Travel Alberta supports website

Travel Alberta has demonstrated strong support for the *National Geographic* "Crown of the Continent" MapGuide project. This is a transboundary project with BC and Montana, and Travel Alberta has provided the Alberta share of the cost of web development. Over 700 "What's Special About your Place?" nominations were received, and only a fraction of those will appear on the print version of the map. It is very important to have the new website up and running, with all the nominees on it.

Also, the Alberta South Tourism Destination Region (TDR) has provided matching dollars to allow a larger print run for Alberta distribution of the geotourism map.

### ❖ Alberta Movie Map gets additional dollars!

The Alberta South TDR has also approved matching dollars to allow for an expanded print run of the movie map brochure, as well as display posters for our communities. This map will be available in early April, and highlights the high-profile film activity in southern Alberta

### ❖ Upcoming Events

#### • Thursday February 21

AlbertaSW Joint Committees Meeting Fort Macleod

#### • Friday/Saturday February 22-23

EDA "Basic" Training, Heritage Inn, Pincher Creek

#### • Thursday February 28

6:30pm Alberta SouthWest Board Meeting  
Provincial Building, Pincher Creek

#### • Tuesday March 4

10:00am-3:00pm Crown of the Continent meeting

#### • Monday March 10

9:30am-4:00 pm  
Foreign Worker Information video-conference  
in BOTH Blairmore and Pincher Creek

#### • Tuesday/Wednesday March 11-12

Travel Alberta Tourism Marketing Training  
Bloomin' Inn, Pincher Creek

Please call for more information!

Alberta SouthWest Regional Alliance  
Phone: 403-627-1165  
Fax: 403-627-1169  
E-mail: [info@albertasouthwest.com](mailto:info@albertasouthwest.com)  
[www.albertasouthwest.com](http://www.albertasouthwest.com)



**Claresholm Elementary School Council**

Agenda

March 11, 2008

6:30 pm

Time	Item Type	Agenda Item
<b>Monthly Items</b>		
5 min	Decision	1. Approval of Agenda
5 min	Decision	2. Approval of Minutes (February)
10 min	Info	3. Financial Statement (Cindee)
<b>Special Presentation – Planning for Effective High School Programming</b> <i>(Stephen Harris – Associate Superintendent, Programs)</i>		
<b>School Council Items</b>		
5 min	Info	4. Carnival – April 17
10 min	Decision	5. Communities in Bloom
30 min	Info	6. AHSCA Resolutions <i>Please see the school website for a link of proposed resolutions. A copy will also be available at the meeting.</i>
<b>School Monitoring</b>		
20 min	Info	7. Action Plan #3 Review – <i>Student Expectations and Behaviour</i>
<b>School Report</b>		
5 min	Info	8. K-4 Update
5 min	Info	9. School Supplies for 2008-2009
5 min	Info	10. Pre-School Screening
5 min	Info	11. Three-Way Conferences
5 min	Info	12. Gymnastics
10 min	Info	13. Livingstone Range school Division Board Report (Kelly/Don)
<b>Other</b>		
		14.
	Info	15. Next meeting: April 8, 2008 – 6:30 pm

Claresholm Elementary School Council  
Minutes for February 26, 2008

In Attendance: Ruth Lindquist, Kelly Hall, Tara vanDellan, Kerry Hart, Kurtis Hewson, Ceri Penner, Julie Isaac, Cindee Schlossberger, Rob Vogt, Don Thompson, Michelle Watt, Shirley Isaacson, Carmelle Steel, Melissa Onofrychuk

1. Approval of Agenda: One amendment made regarding minutes. It should read minutes from the January meeting not the December meeting. Carmelle approved, Shirley seconded.

2. Approval of Minutes: Ceri approved, Carmelle seconded.

3. Financial Statement: Balance in Chequing: \$5274.34  
Balance in Savings: \$1324.01

4. Carnival Update: Jill Rowland, Ruth, Kurtis, and Carmelle met. The theme will be "Families that read together, succeed together." and there will be prizes and bags that say that as well. There may be some activities outdoors if weather permits. The prizes will be more literacy oriented. Contact Ruth if you wish to be involved in the planning or have any suggestions.

5. Communities in Bloom: Kerry Hart was our guest speaker. Communities in Bloom is a non-profit organization. It is a type of contest where you receive "flowers" depending on pre-determined criteria with regards to the flowers, trees, etc around the community/town. Communities are judged based on size so the Town of Claresholm would be in a similar group with other towns of a similar population.

Support is needed from the town, Chamber, schools, individuals. The judging takes place in July. There is a volunteer committee to guide the town's entry. In CES's case it could include schoolyard cleanup or tree pruning. Ruth reminded everyone that tonight would simply be a presentation of ideas and a decision would be made next meeting as to whether to proceed or not.

Some suggestions for plants in the barrels at the front included: Cale, Fountain or other ornamental grass, anything with a leathery or hairy leaf, perennial dusty miller, seedums succulents, geranium (not great), petunias, Japanese blood grass. Kerry also mentioned later that some water crystals in the bottom of the containers (where the roots go) would be beneficial.

6. Regional School Council Meeting: Ruth reported that the chicken was tasty and the roads were bad. The Budget was discussed and the question was asked "How do School Councils fit into the deciding of the budget." It was decided as an advisory role only.

7. Literacy Backpack update: Deb was unable to attend so Kurtis reported that the staff really liked the ideas and support. They will work at their grade levels to make the backpacks and they will be going out through the classroom rather than the library. There will be a few on display at the Literacy Carnival April 17<sup>th</sup>.

8. Action Plan #2 Review: Assessment and Reporting. This action planning team has been helping the staff create assessment tools that are consistent across each grade level. The teachers teach differently in their classrooms but will use a common assessment tool. The transition is to move to an "outcome based" way of reporting. This means instead of only a number there will be outcomes

listed and a note as to whether the student is meeting the outcome or not (focus on reading).

There are 2 essential questions that this team has focused on: *How do we implement divisional and provincial directives in assessment and reporting?* (Which also includes how to share with staff and families), and *How do our reading maps play a meaningful role in our classrooms?* (This means a common understanding of outcomes between across the grade levels.) Outcomes will be published to parents at a later date.

Council will have a presentation in April on GLA (Grade Level of Achievement). The school will need to ensure parents know whether their child is achieving At Grade Level, Below Grade Level, or Above Grade Level.

9. K-6 Planning: The sketches of the new school are in the lobby. The initial time line is that the school will open Sept '09 and that looks now to be changed to a January '10 move.

10. K-4 Planning (grade three parent meeting): Kurtis handed out a review of the grade 3 parent meeting and some of the things discussed. It was a time for questions and concerns. Despite the grade fours coming (or rather staying) in the school, the classes will be comparable to the Alberta Education guidelines (K-3 - 17 students, Grades 4-6, 23 students.) The grade fours will likely be in two classes (currently 22 and 23) which is what they would have likely been in if they had moved.

- There are several options available for classroom space. There will likely only be 2 grade one classes next year so that will free up one room. Also, the computer lab will be made into a classroom. The lab may go onto the stage or be portable with laptops.
- There may be some playground, bootroom, washroom congestion and those options will be explored as well. Staff remains positive about the move.
- There are approximately 48 children currently registered for kindergarten.
- *Concerns:* CLASSES WILL REMAIN SMALL. Carmelle suggested that parking/driving will be worse and that needs to be addressed as well. Christmas concert...perhaps hall rental.
- PLEASE CALL OR EMAIL KURTIS IF YOU HAVE ANY CONCERNS.

11. Livingstone Range School Division Board Report:

- Don reported that the last meeting on Feb 12<sup>th</sup> was a discussion about the budget. The school fee structure will remain the same for 08-09 school year. Special Education budget was discussed. Small school funding exists. (Keep elementary school students in their town even if the school has a low population.)
- Stakeholders regarding Secondary education (high school) are meeting to discuss the best education for all students. (Nanton, Claresholm, Fort Macleod)
- Town Council is helping to work with the Board to advocate for high school funding.
- The govt. has given money: \$182 000 New Technology, \$73 600 New Hardware and Software, \$125 000 New Technology equipment, \$300 000 CTS materials.
- Gail Young did a presentation about the mini-laptop computers.
- Pinnacle reporting pilot being done. This is a new reporting software being tested. Possibly access for parents from home, getting marks and reports more frequently.
- West Meadow skipping team performed.

12. Next Meeting: March 11, 2008 6:30 pm

Minutes submitted by Ruth Lindquist and Kurtis Hewson

**KEY STRATEGY:** Develop consistent student expectations and a support system to encourage positive relationships.

Essential Question	Action	Resources	Timeline	Comments
<p><b>What are proactive models of behavioral support for students?</b></p>	<p><i>Research models of behavioral support</i></p> <p><b>What is it?</b></p>	<ul style="list-style-type: none"> <li>• Other schools who have successfully implemented behavioral support</li> <li>• Professional literature</li> <li>• Observe AB Daley, WA Day and have them share experiences</li> <li>• '06/07 CES committee on behavior</li> <li>• conferences &amp; workshops</li> </ul>	<ul style="list-style-type: none"> <li>• Lynda will share resources (books, websites, videos) to read (library)</li> <li>• Time to research at least once before Christmas</li> <li>• November PD days to visit schools</li> </ul>	<ul style="list-style-type: none"> <li>• Authors include Borba, Sullo, Alfie Kohn, Barbara Collaroso, social stories</li> </ul>
	<p><i>Inform staff</i></p> <p><b>How will staff &amp; parents come on board?</b></p>	<ul style="list-style-type: none"> <li>• School council</li> <li>• Research/collaborative time</li> <li>• Teachers at each level</li> <li>• ECS intro meeting</li> <li>• School newsletters/Principal's Update</li> <li>• Special Edition -- behavioral support in CES</li> </ul>	<ul style="list-style-type: none"> <li>• Invite school council to planning day</li> <li>• Begin putting blurbs in newsletter about student expectations</li> <li>• Newsletter to explain behavioral plan</li> <li>• November – work on draft guidelines</li> <li>• January – draft of suggestions for guidelines (addressing questions)</li> <li>• Feb – review final document</li> <li>• June– feedback and questions</li> </ul>	<ul style="list-style-type: none"> <li>• Inform parents it is in response to parent/student survey</li> </ul>
<p><b>How do we communicate and respond to student behavior?</b></p>	<p><i>Create common guidelines and language to respond to student behavior</i></p> <p><b>What will it look like in our school?</b></p>	<ul style="list-style-type: none"> <li>• Literature</li> <li>• Human resources</li> <li>• Consulting staff</li> </ul>	<ul style="list-style-type: none"> <li>• September– work on draft guidelines</li> <li>• October – draft of suggestions for guidelines (addressing questions)</li> <li>• November – review final document</li> <li>• On going – “Sew Awesome” rewards</li> </ul>	<ul style="list-style-type: none"> <li>• Send out staff survey regarding problem areas ASAP</li> </ul>