



TOWN OF CLARESHOLM
PROVINCE OF ALBERTA
REGULAR COUNCIL MEETING
OCTOBER 27, 2008
AGENDA

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

- AGENDA:** ADOPTION OF AGENDA
- MINUTES:** REGULAR MEETING MINUTES OCTOBER 14, 2008
- FINANCES:** SEPTEMBER 2008 BANK STATEMENT
- DELEGATIONS:**
1. CLARESHOLM & DISTRICT FCSS – Director Debbie Goeseels
RE: Community Housing Assessment
 2. CLARESHOLM FLYING FRATERNITY – Mike Koevort
RE: Safety Issues, etc at the Claresholm Industrial Airport
- ACTION ITEMS:**
1. BYLAW #1519 – UTILITIES PENALTIES
RE: All Readings
 2. AUMA'S MUNICIPAL WATER CONSERVATION WORKSHOP
 3. CORRES: SOUTHGROW REGIONAL INITIATIVE
RE: 2nd Annual "Celebration of Creating Opportunities" Awards
 4. CORRES: COALDALE & DISTRICT CHAMBER OF COMMERCE
RE: 10th Annual Country Christmas Night of Lights!
 5. CORRES: PORCUPINE HILLS SENIORS FOUNDATION
RE: Letter of Support
 6. CORRES: CLARESHOLM RAIDERS FOOTBALL
RE: Possible Improvements to Football Field & Track
 7. CLARESHOLM GOLF CLUB – Councillor Sutter
 8. CLARESHOLM HEALTH SERVICES SUSTAINABILITY COMMITTEE
RE: Proposed Operating Budget - 2009
 9. ALTERNATIVE FUNDING PROPOSAL – Mayor Steel
RE: MSI Conditional Operating Funding
 10. CORRES: EMERCOR LTD.
RE: Revised Purchase Agreement
 11. TOWN OWNED PORTION OF FORMER CPR RIGHT-OF-WAY
 12. CORRES: ROY & DOREEN SLETTEDE
RE: Offer to Purchase
 13. NEW RESIDENTIAL DEVELOPMENT WITHIN THE TOWN
RE: Southern Developments
 14. ADOPTION OF INFORMATION ITEMS

INFORMATION ITEMS:

1. Claresholm Elementary School Principal's Update – October 14, 2008
2. CES Update – October 17, 2008
3. Claresholm Elementary School Principal's Update – October 20, 2008
4. Claresholm Elementary School Council Agenda – October 21, 2008
5. Claresholm & District FCSS Board Meeting Minutes – June 19, 2008
6. Claresholm & District FCSS Board Meeting Minutes – September 18, 2008
7. Foothills Regional EMS – 911 EMS/Fire Dispatch Services

ADJOURNMENT:



**TOWN OF CLARESHOLM
PROVINCE OF ALBERTA
REGULAR COUNCIL MEETING MINUTES
OCTOBER 14, 2008**

PRESENT: Mayor Rob Steel, Councillors: Shirley Isaacson, Don Leonard, Doug MacPherson, David Moore, Connie Quayle and Daryl Sutter; Chief Administrative Officer: Kris Holbeck; Secretary-Treasurer: Karine Wilhauk

ABSENT: None

AGENDA: Moved by Councillor Isaacson that the Agenda be accepted as amended.

14. DELEGATION RESPONSE – ALBERTA SHOCK TRAUMA AIR RESCUE FOUNDATION

CARRIED

MINUTES: **REGULAR MEETING – SEPTEMBER 22, 2008**

Moved by Councillor Sutter that the Regular Meeting Minutes of September 22, 2008 be accepted as presented.

CARRIED

DELEGATIONS: **COMMUNITIES IN BLOOM CLARESHOLM COMMITTEE**

RE: Wainwright Trip

Rosemary Wishart and Arnold McAulay spoke on behalf of the Communities in Bloom Claresholm Committee. This was the first year that the Town of Claresholm participated, and the committee members were very pleased with the results. Six or seven communities were in the competition in our size and only one community did better than Claresholm. For 2009, the committee would like to see signs into Town improved, further beautification of the downtown core, and an increase in funding and people power.

ACTION ITEMS:

1. **CORRES: ALBERTA TRANSPORTATION – Minister Luke Ouellette**
RE: HUB Water Treatment Plant & Regional Waterline

Received for information.

2. **BYLAW #1515 – PINE COULEE DEBENTURE BORROWING**
RE: 2nd & 3rd Readings

Moved by Councillor Moore to give Bylaw #1515, regarding Pine Coulee debenture borrowing, 2nd reading.

CARRIED

Moved by Councillor Isaacson to give Bylaw #1515, regarding Pine Coulee debenture borrowing, 3rd and final reading.

CARRIED

3. **BYLAW #1518 – BYLAW #1515 AMENDMENT**
RE: All Readings

Moved by Councillor MacPherson to give Bylaw #1518, a Bylaw to amend Bylaw #1515, 1st reading.

CARRIED

Moved by Councillor Quayle to give Bylaw #1518, a Bylaw to amend Bylaw #1515, 2nd reading.

CARRIED

Moved by Councillor MacPherson to give unanimous consent to give Bylaw #1518, a Bylaw to amend Bylaw #1515, 3rd and final reading at this meeting.

CARRIED

Moved by Councillor Moore to give Bylaw #1518, a Bylaw to amend Bylaw #1515, 3rd and final reading.

CARRIED

4. **CORRES: MPE ENGINEERING LTD.**

RE: Tender Closing – Water Treatment Plant & Highway Pump Stn.

Moved by Councillor Isaacson to accept the tender submitted by Parcon Construction Ltd. for the water treatment plant and highway pump station, as part of the Pine Coulee Water Project, for \$8,336,107.50 including GST, as recommended by MPE Engineering Ltd.

CARRIED

5. CORRES: ALBERTA SPORT, RECREATION, PARKS & WILDLIFE FOUNDATION

RE: Support of Claresholm Museum Tourist Rest Area

Received for information.

6. CORRES: ALBERTA DEFENSIVE TACTICS TRAINING INC.

RE: Emergency Vehicle Operations Course

Received for information.

7. MUNICIPAL SUSTAINABILITY INITIATIVE FUNDING

Received for information.

8. MUNICIPAL HERITAGE PARTNERSHIP PROGRAM

RE: Main Street Gathering & Municipal Heritage Forum 2008

Received for information.

9. COMMUNITY CENTRE INTERIM FINANCING – Coun. Sutter

Moved by Councillor Sutter to sign the interim financing agreement with the Claresholm Community Centre Board as presented.

CARRIED

10. MODULAR REQUEST

Councillor Sutter declared a conflict of interest and left the meeting at 7:35pm.

Moved by Councillor MacPherson to advise Calgary Child and Family Services that current zoning in Claresholm does allow for modular structures in the discretionary use category, and that any proposed development would require a development permit application.

CARRIED

Moved by Councillor Isaacson to advise Calgary Child and Family Services that the Town of Claresholm supports the concept of using modular structures for out of school care programs.

CARRIED

Councillor Sutter rejoined the meeting at 7:50pm.

11. CREATION OF GOLF COURSE COMMITTEE

RE: Golf Course Agreement

Received for information.

12. INTER-MUNICIPAL DEVELOPMENT PLAN PROPOSAL

Moved by Councillor Moore to accept the recommendation of the Claresholm Industrial Airport Committee to spend up to \$40,000 to complete the Inter-Municipal Development Plan / Area Structure Plan at the Claresholm Industrial Airport.

CARRIED

13. EMERCOR/ESIP HOLDINGS AIRPORT LAND PURCHASE AGREEMENT

Councillor MacPherson declared a conflict of interest and left the meeting at 8:00pm.

Referred to administration.

Councillor MacPherson rejoined the meeting at 8:05pm.

14. DELEGATION RESPONSE – ALBERTA SHOCK TRAUMA AIR RESCUE FOUNDATION

Referred to administration.

15. ADOPTION OF INFORMATION ITEMS

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

CARRIED

16. IN CAMERA – DEVELOPMENT / PERSONNEL

Moved by Councillor MacPherson that this meeting go In Camera.

CARRIED

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

CARRIED

ADJOURNMENT: Moved by Councillor Leonard that this meeting adjourn.

CARRIED

MAYOR – ROB STEEL

SECRETARY-TREASURER – KARINE WILHAUK

**TOWN OF CLARESHOLM
SEPTEMBER 2008 BANK STATEMENT**

RECONCILED BALANCE AUGUST 30, 2008 **\$261,755.94**

DEPOSITS TO BANK	DEBITS	CREDITS	BALANCE
RECEIPTS FOR MONTH	\$423,144.80		
REVOLVING LOAN RECEIVED	130,000.00		
CURRENT ACCOUNT INTEREST	8.23		
GIC REDEEMED	2,264,168.27		
GIC INTEREST	5,989.01		
U. S. EXCHANGE	0.00		
SUBTOTAL	\$2,823,310.31		
CHARGES TO ACCOUNT			
ACCOUNTS PAYABLE		\$794,194.96	
PAYROLL CHARGES		79,174.27	
INTEREST ON REVOLVING LOAN		61.64	
REVOLVING LOAN PAID		130,000.00	
LOAN PAYMENTS		86,301.93	
MASTERCARD PAYMENT		1,600.55	
GIC PURCHASES/TRANSFERS		1,739,440.53	
NSF CHEQUES		10,330.62	
SERVICE CHARGES		161.33	
SCHOOL FOUNDATION PAYMENT		239,895.29	
SUBTOTAL		\$3,081,161.12	
NET BALANCE AT END OF MONTH			\$3,905.13

BANK RECONCILIATION

BALANCE PER BANK	150,722.75		
PLUS OUTSTANDING DEPOSITS	7,140.37		
LESS OUTSTANDING CHEQUES		-153,957.99	
RECONCILED BALANCE SEPTEMBER 30, 2008			\$3,905.13

OTHER BALANCES:

EXTERNALLY RESTRICTED GIC'S	\$2,088,153.69		
NON-RESTRICTED GIC'S	\$1,100,000.00		
PARKING RESERVE	\$3,499.35		
WALKING PATHS RESERVE	\$1,885.69		
OFFSITE LEVY RESERVE	\$20,443.41		
SUBDIVISION RESERVE	\$68,318.47		
REVOLVING LOAN BALANCE		\$0.00	

SUBMITTED TO TOWN COUNCIL THIS 27TH DAY OF OCTOBER 2008

MAYOR

SECRETARY-TREASURER

DELEGATIONS

Delegation
OCT. 27

24 September 2008

Town of Claresholm
Box 1000
Claresholm

Dear Sir/Madam

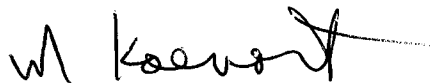
This letter is to request a meeting with Town Council to discuss safety issues and some other issues regarding the Town of Claresholm airport. Attending this meeting would be the flying fraternity of and around Claresholm.

Would you please advise soonest possible date available.

Thank you for your attention to this matter.

Yours truly

Mike Koevort



245-53rd Avenue East
Box 278
Claresholm
403 625-4952

ACTION ITEMS



**TOWN OF CLARESHOLM
PROVINCE OF ALBERTA
BYLAW #1519**

A Bylaw of the Town of Claresholm to provide for the **imposition of penalties on utility arrears.**

WHEREAS Section 7 of the Municipal Government Act allows a Council to pass a bylaw for municipal purposes respecting public utilities;

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

SECTION 1 NAME OF BYLAW

1.1 This Bylaw may be cited as the **“Utilities Penalties Bylaw”**.

SECTION 2 DEFINITIONS

- 2.1 In this Bylaw, unless the context otherwise requires:
- a) “Act” is the Municipal Government Act, Chapter M-26 of the Revised Statutes of Alberta, 2000, and any amendments or substitutions thereof.
 - b) “Billing” is the billing date shown on a utility bill.
 - c) “Penalty date” is the date shown on a utility bill as the penalty date.
 - d) “Penalty” means five percent (5%) calculated on the current outstanding utility billing.
 - e) “Utility bill” is a bill, invoice or statement of account for fees, rates, charges or other amounts payable to the Town of Claresholm pursuant to the following bylaws or bylaws amending or replacing the following bylaws:
Bylaw #1510 – Water & Sewer Bylaw.

SECTION 3 ADMINISTRATION

- 3.1 A utility bill is due and payable to the Town on or before the penalty date.
- 3.2 A penalty will be added to all accounts not paid on or before the last business day of the month after a utility bill is generated. Such penalty will be at the rate of five percent (5%) of the unpaid balance of the most recent billing period levy.
- 3.3 Any person who contravenes any provision of this Bylaw is guilty of an offence and liable, upon summary conviction, to a fine not exceeding two thousand dollars (\$2,000.00).

SECTION 4 PASSAGE OF BYLAW

4.1 This Bylaw shall come into effect on the date of the third reading.

Read a first time in Council this day of 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

Registration Information

Stay ahead of the curve—come and learn how!

This facilitated 2 day workshop is geared towards elected officials, senior administrators and municipal utility managers. Participants will take home valuable lessons and contribute to the development of AUMA's Water Conservation & Efficiency Plan.

Participants will:

- Learn how to reduce the costs and environmental impacts associated with municipal water treatment and distribution,
- Meet colleagues that are facing similar water supply challenges,
- Contribute to decisions on AUMA's commitment to Water for Life goals.

The AUMA Water Workshop will take place on November 20 and 21, 2008 at the Red Deer Lodge.

Space is limited.

To register for the November 20 & 21, 2008 Municipal Water Conservation Workshop please go to

<http://www.auma.ca/live/MuniLink/Education/Workshops>

Workshop fees are \$180.

Quote "AUMA" when booking accommodations at the Red Deer Lodge (1-800-661-1657) before **October 31, 2008** to receive our special rate.



Alberta Urban Municipalities Association
10507 Saskatchewan Drive
Edmonton Alberta T6E 4S1

Alberta Urban Municipalities Association

Presents:

THE MUNICIPAL WATER CONSERVATION WORKSHOP

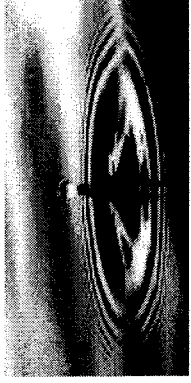
Planning for Tomorrow's

Water Needs Today

The word 'REVISED' is written in a large, bold, black, sans-serif font. The letters are slightly shadowed, giving them a three-dimensional appearance as if they are floating or attached to a surface. The background is a dark, textured, grainy surface.

November 20 & 21, 2008

Red Deer Lodge Hotel & Conference Centre
Red Deer, AB



Workshop Agenda

Thursday November 20, 2008

- 9:00 Registration & Breakfast
- 9:45 Introductions and Housekeeping
- 10:00 Opening Remarks
- 10:30 Keynote Address
A popular presenter and author, Bob Sandford, with the UN International Water for Life Decade, will open our workshop by speaking about the benefits of water conservation and efficiency to future social and economic development.

- 11:15 A Tale of Two Municipalities
Two Alberta municipalities will share their different approaches to developing municipal water conservation and efficiency programs. Facilitated discussions will allow participants to learn and share additional approaches.

- 12:15 Lunch
- 1:15 Civic Infrastructure: Leading by Example
Leak detection and pipe replacement programs are important ingredients to increasing municipal water use efficiency. Municipalities will share how they are using these initiatives to promote city-wide educational programs.

- 2:00 Indoor Water Efficient Technologies: Separating Myths from Realities
Early low-flow devices received a lot of bad press in the past. Learn about what to look for in the new and improved products currently available.

- 2:45 Best Management Practices Session I
Water conservation professionals will lead facilitated breakout sessions on best practices for conducting system water audits, setting water rates and getting the most out of water and social marketing programs.

- 3:25 Break

- 3:50 Best Management Practices Session II
In this second series of breakouts, participants will have the opportunity to learn about what outdoor technologies can be used to reduce peak water demands in summer or how grey water use is legislated.
- 4:30 Best Management Practices Session III
These breakout sessions will allow attendees to identify key steps for developing best management practices in social marketing or the industrial and commercial sector in their own communities.

- 5:30 Dinner with Guest Speaker

Friday November 21, 2008

- 7:45 Breakfast
- 8:15 Review of Learning's from Previous Day
- 8:45 Tracking and Reporting Water Use in Canada
Ontario has been grappling with how to meaningfully track and report improvements in water use. Bill Gauley with Veritec Consulting will share the results of current research in Ontario and Canada.

- 9:45 Break
- 10:15 Water Use in Alberta
Understanding current water use is key to determining future goals. This session will include a brief summary on what statistics are currently tracked in Alberta and how.

- 10:45 Determining Water Efficiency Goals
Building on lessons from the previous sessions, participants will be lead in a discussion to determine municipal water efficiency goals.

- 12:15 Lunch and Concluding Remarks

October 6, 2008



Councillor Daryl Sutter
P.O. Box 712
Claresholm, Alberta
T0L 0T0

105, 200-5th Avenue South
Lethbridge, AB, Canada T1J 4L1
Phone (403) 381-5414
Fax (403) 381-5741
info@southgrow.com
www.southgrow.com

Dear Daryl:

RE: Second Annual "Celebration of Creating Opportunities..." Awards

SouthGrow Regional Initiative is kicking off its second annual "*Celebration of Creating Opportunities...*" awards with a call for nominations. This is your opportunity to showcase the economic development efforts in your community, businesses and industries.

Between October 1st and December 15th, 2008, we invite you to nominate best examples of businesses/organizations/individuals/agencies/communities in the SouthGrow Regional Initiative region. Self nominations are encouraged.

This year a new category "Excellence in Innovation" has been introduced. The new category celebrates improvement in the quality of life, business or operations as a result of innovative products, processes or programs.

Please review the criteria in each award category:


- *Excellence in Investment/Business Attraction*
- *Excellence in Business Retention/Growth/Expansion*
- *Excellence in Collaboration/Partnership*
- *Excellence in Innovation*

Additional copies of the nomination form and criteria are available at www.southgrow.com.

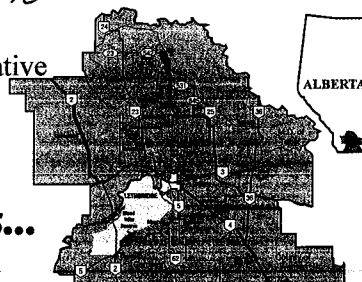
All nominees will be listed on SouthGrow's website. A team of judges, consisting of partner agency representatives from outside of the region will review all submissions. In addition to receiving a special "SouthGrowN Award", the top two organizations/agencies/municipalities/businesses in each category will be featured as SouthGrow's "Success Stories" and will be included on the website as well as the investment attraction packages as part of SouthGrow's marketing campaign positioning the area as an excellent place to live and do business.

I thank you in advance for your consideration and invite you to contact me if you require further information in relation to this inaugural event.

Thank you,


Sandra Nelson, Chair
SouthGrow Regional Initiative

Encls.



Creating Opportunities...



Celebration of Creating Opportunities ...

SouthGrow Regional Initiative is a member-driven, non-profit regional economic development alliance for south central Alberta. Twenty-seven communities are involved in the regional initiative that serves the south central region of Alberta. SouthGrow Regional Initiative's mission is to encourage regional collaboration, focus on regional economic development issues and ensure the south central region has equal opportunity for growth and development within Alberta's global possibilities. By participating in the regional initiative, partners are afforded opportunities for growth and economic development. Members are cooperating as a region in order to attract investment and develop the economy for the benefit of everyone.

In an effort to recognize success and reward the efforts made towards developing the regional economy, SouthGrow Regional Initiative would like to honour businesses/organizations/individuals/agencies/communities through the "Celebration of Creating Opportunities ..." event, taking place in January.

We encourage you to review the criteria (available at www.southgrow.com) in each award category:

- **Excellence in Investment/Business Attraction**

Eligibility: COMMUNITIES who can describe efforts taken to attract business or investment in their community and who can provide examples of the results of attraction efforts are eligible for this award.

- **Excellence in Business Retention/Growth/Expansion**

Eligibility: COMMUNITIES, COMMUNITY ORGANIZATIONS or INDIVIDUAL BUSINESSES who can describe efforts taken to retain businesses or who can describe successful business growth or expansion efforts are eligible for this award. Municipalities may have assisted an individual business(es) or have taken steps to expand or grow the business. Nominees must show results of the efforts.

- **NEW! Excellence in Innovation**

Eligibility: COMMUNITIES, INDIVIDUAL BUSINESSES or COMMUNITY ORGANIZATIONS who can describe innovative practices to improve productivity or use of an innovation to improve productivity or the introduction of an innovative program to improve the quality of life or business are eligible for this award. Innovation defined as a new product, process or program that people/organizations/industry/communities are utilizing or implementing.

- **Excellence in Collaboration/Partnership**

Eligibility: PARTNER AGENCIES (such as Chambers, CFDCs, etc.), MUNICIPALITIES, and/or BUSINESSES who can show how they collaborated successfully to improve the business/investment/economic development environment.

Between October 1, 2008 and December 15th, 2008, we invite you to nominate best examples of businesses/organizations/individuals/agencies/communities in the SouthGrow Regional Initiative area. Self-nominations are encouraged. All nominees will be listed on SouthGrow Regional Initiative's website. A team of five judges, consisting of partner agency representatives from outside of the region will review all submissions.

In addition to receiving a special "SouthGrowN Award", the top two businesses/organizations/individuals/agencies/communities in each category will be featured as SouthGrow's "Success Stories" and will be included on the website as well as the investment attraction packages as part of SouthGrow's marketing campaign, positioning the area as an excellent place to live and do business.

Awards will be presented at the SouthGrow Regional Initiative Celebration in January, 2009

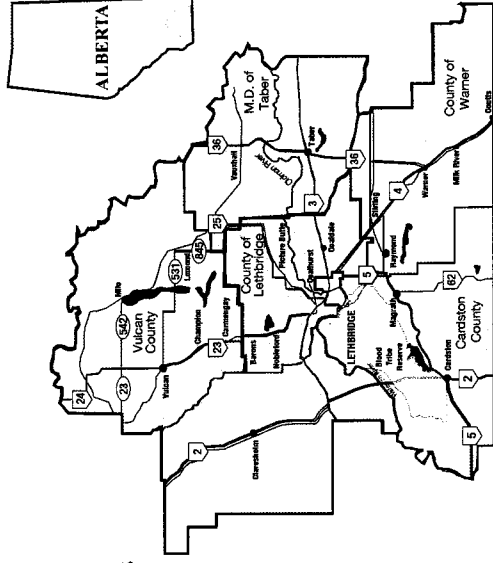
Please complete the nomination form on the reverse and forward it to SouthGrow Regional Initiative by fax: (403) 381-5741, e-mail (info@southgrow.com) or mail to:

SouthGrow Regional Initiative, P.O. Box 1202, Lethbridge, Alberta T1J 4A4, Phone: 403-394-0615.

www.southgrow.com



SouthGrow Regional Initiative





Coaldale & District Chamber of Commerce

Box 1117

Coaldale, Alberta T1M 1M9

Phone (403) 345-2358 - Fax (403) 345-2339

E-mail: info@coaldalechamber.com Website: www.coaldalechamber.com

10th Annual Country Christmas Night of Lights!

Friday, November 28 marks Coaldale's 10th Annual Country Christmas Night of Lights. This truly magical evening grows larger and more popular each year, bringing the spirit of Christmas to Coaldale in a way that is unsurpassed. People of every age enjoy the kick-off Parade of Lights – Christmas in glittering motion down the length of Main Street – the lighting of the Christmas Display at Coaldale's entrance, toasty bonfires, seasonal music, free hot chocolate, popcorn, late night shopping, turkey dinners, a visit with Santa, candy bags for all the children...and more!

The Coaldale & District Chamber of Commerce would be delighted if your Mayor, Councillors and/or a representative from your Town would grace us with your presence! A car or float – perhaps even a horse drawn buggy or other imaginative vehicle – gaily decorated with dazzling lights will showcase the friendly and festive spirit of your town. Perhaps you have your own winter festival or event that you'd like to promote while you're here.

Bringing your own signs is always a good idea, however we do have vehicle signs for some communities. Contact the Chamber Office in Coaldale for further information.

We would love to share this magical evening with you! Please fill out the enclosed registration form and return it at your earliest convenience, so that we can reserve a spot for you in this popular parade.

With warm wishes for a wonderful winter season,

Elizabeth

Elizabeth McLachlan

Executive Director

Coaldale & District Chamber of Commerce

PORCUPINE HILLS SENIORS FOUNDATION

BOX 790
CLARESHOLM, AB.
TOL OTO
403-625-3988
403-625-2964 (fax)
porlodge@telusplanet.net

October 20, 2008

To the Respected Mayor Rob Steel and Town Council of Claresholm,

The Porcupine Hills Lodge Senior Foundation is looking into preparations for future growth of the Porcupine Hills Seniors Lodge as you have supported in your past letter of support for the Affordable Living Initiative Grant. The Alberta Seniors and Community Supports Ministry has called out for applications to apply for capital funding to complete our expansion of 16 units once again.

The Affordable Living Initiative Grant application is due on November 17, 2008 and we are in the process of obtaining quotes, and working with the Town of Claresholm to developing project plans of the expansion of our water infrastructure.

Since the last application, we have had an increase to our waiting list showing the demand for public senior housing is need in our community. With the expansion of the duplex's it gives the seniors another option with services provided to help with the ageing in place process.

We look forward for continued support from the Town of Claresholm and would like a letter of support to submit with our application.

Thank you,



Earl Hemmaway
Chair of the Porcupine Hills Seniors Foundation

AGENDA
OCT 27

Claresholm Raiders Football

Box 774 Claresholm, AB TOL OTO
(403)549-3744

October 14, 2008

Mayor Rob Steel & Council
Town of Claresholm
Box 1000
Claresholm, AB TOL OTO

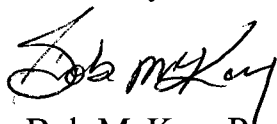
Dear Mayor Steel & Council:

Our group is in the process of making improvements to the football field and track area at the Willow Creek Composite High School. We would like to hire a consultant to help us create a plan as to what needs to be done with an estimated cost of the projects.

We are writing to request \$350 from the Town of Claresholm to help pay for half of the consultants \$700 fee. We have also asked the Livingstone Range School Division to pay for the other half.

Thank you for your consideration with this matter.

Sincerely,



Bob McKay, President

**Claresholm Health Services
Sustainability Committee**

Proposed Operating Budget – 2009

Revenue

MD of Willow Creek	\$20,000
Town of Claresholm	\$30,000
Town of Stavely	\$ 2,500
Town of Granum	\$ 2,000
RPAP Grant	\$ 3,300
Total	\$57,800

Expenditures

Housing	\$36,000
Clinic Tax Relief	\$11,000
Discretionary (memberships, etc)	\$10,800
Total	\$57,800

Notes

- The committee met on October 20 and agreed in principle to this budget and directed the representatives from each funding partner to go back to their council to ask for approval.
- The cornerstone of the incentive package is a \$1500 per month housing allowance for physicians.
- The physician property tax exemption that is provided on doctors personal residences will be eliminated in 2009 and replaced with the clinic tax exemption
- Although primarily physician recruitment-based, the committee will have the autonomy to spend the budgeted money on any initiative that will enhance and assist with the delivery of primary health care services in Claresholm.

Recommendation

Motion to approve the \$30,000 budget request from the Claresholm Health Services Sustainability Committee for 2009.

Alternative Funding Proposal

MSI Conditional Operating Funding

Presented for Discussion
by
Mayor Rob Steel

Intermunicipal Development Plan (Airport)	\$40,000
Area Structure Plan (Southwest area)	\$44,000
Health Services Sustainability Committee	\$30,000
Claresholm Golf Club	\$25,000
Senior's Drop-in Centre	\$ 7,500
Claresholm Curling Club	\$ 7,500
Claresholm Community Centre	\$ 7,500
Claresholm Public Library	\$ 7,500

Background

This proposal is a combination of what was suggested by administration with a couple of changes in areas where I see a greater community need at this point in time.

1. **Health Care Sustainability Committee**: The long-term viability of our community health facilities is critical to the sustainability of our entire community moving forward. Supporting the operational funding needs of this committee will have immediate benefits in providing physician incentives, and therefore help with the continued viability of our health care facilities. This is a critical need in our town right now. Although hiring a consultant to do a housing needs assessment is a good idea, I feel the money is better spent in the health care area at this time.

2. **Claresholm Golf Club**: As the Claresholm Golf Club has moved to an 18-hole town facility over the past couple years, it has endured some growing pains that have resulted in some operational funding challenges. In the future, I see the golf club as completely self-sustainable, but at this point there is a demonstrated need for some operational funding assistance. The CGC is certainly one of our flagship recreational facilities, and I feel that some extra financial assistance through this challenging time is warranted.



October 15, 2008

Town of Claresholm
Box 1000
Claresholm, Alberta
T0L 0T0

Attention: Ms. Kris Holbeck, CA Chief Administrative Officer

Dear Sirs:

Re: Revised Amending Agreement to purchase Town's Property at Claresholm Airport Industrial Site

Pursuant to an offer made by ESIP Holdings Ltd. ("ESIP") dated September 5, 2007 and revised October 4 2007, a copy of which is attached, the Town of Claresholm ("Claresholm") agreed to sell to ESIP 36.71 acres of land represented by 17 titles upon certain terms and conditions. (the "Land Purchase Agreement")

As a result of due diligence conducted by ESIP and Claresholm since the execution of the Land Purchase Agreement, it would appear that four of the titles containing approximately 8.59 acres of land cover municipal reserve lands (the "MR Lands") and are beneficially owned by The Municipal District of Willow Creek. Consequently the MR Lands, more particularly described in Schedule A to this letter, should not have been included in the Land Purchase Agreement.

The Land Purchase Agreement contains the following provision:

"Written notice shall be provided to the Town that the above conditions are satisfied or waived by the Purchaser on or before October 8, 2008. The timeframe within which the conditions are to be satisfied or waived may be extended by the mutual written agreement by the Town and the Purchaser so long as such an agreement to extend the date is entered into prior to October 8, 2008."

ESIP has entered into agreements to purchase hangars 3, 4, and 5 at the Claresholm Airport Industrial Site and plans to move into hangar 5 and commence manufacturing operations by October 16, 2008. To move into hangar 5, ESIP has been required to install a new structural diaphragm on the roof of the hangar, totally replace the waterproofing membrane and refurbish the office area in order to repair major roofing problems and to meet the current building code requirements. The cost of these unbudgeted building improvements will exceed \$600,000.

ESIP owns 104 Commercial Court in Calgary (the "Springbank Property") in which Emercor has been operating since 1999. This building will be vacated when Emercor moves to Claresholm in October 2008. ESIP has engaged Colliers International to sell the Springbank Property and it has just been placed upon the market. A copy of the most current selling brochure draft is attached for your information.

ESIP made a proposal to amend the agreement and the Town of Claresholm requested a revision to ESIP's proposal.

ESIP now proposes that in consideration for ESIP agreeing to remove the MR Lands from the Land Purchase Agreement, the Land Purchase Agreement be amended by the following provision:

The MR Lands represented by four titles shall be deleted from the 17 titles that ESIP is otherwise entitled to purchase and the October 8, 2008 written notice date shall be extended to March 31, 2009. In the event that the sale of the Springbank Property by ESIP/Emercor has not taken place by March 1, ESIP may make a request to the Town of Claresholm for a further extension.

If you agree with the proposed amendment to the Land Purchase Agreement, please so indicate by signing and returning a copy of this letter to ESIP.

Yours truly,

ESIP Holdings Ltd.

Per Kenneth H Lambert
Chief Executive Officer

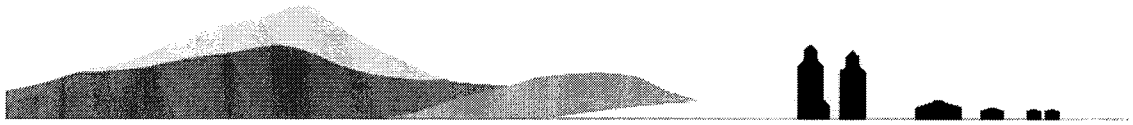
Emercor Ltd.

Per Kenneth H Lambert
Chief Executive Officer

Accepted this ____ day of October, 2008

The Town of Claresholm

Per:
Title



OLDMAN RIVER REGIONAL SERVICES COMMISSION

Memorandum

To: Town of Claresholm

From: Gavin Scott, Planner

Date: 10/22/2008

Re: Town owned Former CPR lands

The following is in regard to your request for policy direction for the development of the remaining portion of Town owned former C.P.R lands legally described as Lot 12 Blk RLY Plan RY8. The property is currently undesignated (un-zoned) according to the land use bylaw. The Municipal Development Plan (MDP) identifies the land as Residential / Commercial on Map 3 -Future Land Use. The MDP goes on to say the following:

“This document also addresses the transitioning of the former Canadian Pacific Railroad corridor from an industrial use to a medium and high-density residential, mixed commercial use. Formerly this railway area was designated industrial and bisected the residential and commercial areas of the community along Highway #2. With the removal of the rail line, the corridor had retained its industrial use as per the Land Use Bylaw. During this period, a few industrial use developments have occurred adjacent to commercial and residential districts.

The residential growth strategy of this document is to create a mixed use area along the former corridor. Both vertically separated and horizontally separated residential and commercial endeavours will be considered by the Approving Authority, provided the development creates a benefit to the community. As this area has formally been designated as industrial and was under an industrial use, Claresholm and Developers will work towards making these parcels ready for mixed use developments through Environmental Site Assessments and remediation works, as required.”

Given the aspirations of the MDP, the considerations for the land identified above cannot be taken out of context. Past and recent decisions have placed this land in a difficult position for easy transition. Difficulty is essentially the definition of redevelopment. You have historic land uses, existing land owners, adjoining neighbors, transportation connectivity, a future vision inside a statutory document (MDP), engineering limitations and environmental concerns all pulling the potential into seemingly unconnected directions.

Although I will provide options here as to what to do with the property, my professional opinion given the mixed use desired in the MDP is to begin a **redevelopment planning** process which specifically addresses all the issues cited above. Further an area redevelopment plan gives the council the ability to expropriate land where necessary and

implement a system of levies to pay for the costs associated with purchasing land and installing infrastructure.

The first step to be taken is to rezone the lands identified as Residential/Commercial on Map 3 -Future Land Use within the MDP. The lands east of Second Street East may be optioned out of this initial redesignation. Without a redevelopment plan in place, my suggested designation for the land is direct control. Direct Control will give council time to evaluate the situation, perhaps produce the redevelopment plan and thwart premature development and sales given the intent of the MDP.

Next identify lands key to creating transportation connectivity through the block. The block length acts as a barrier that is reinforced by Highway 2 splitting the east side and the west side of the community. Consider street connections at 48th Avenue and 46th Avenue. When the bypass moves the highway, this will go a long way toward 'knitting the fabric' of the community's grid pattern back together.

Much of the problem faced with this land is the narrow width. The width varies from approximately 70' on the north half to 98' on the south half. Neither dimension creates an attractive building site for mixed use. Ideally the property would be best served by developing in conjunction with the property to the east. This would alleviate the access and parking issues that would come with higher density and commercial development.

Identify those land uses that are incompatible with the future plans and those that are easily moved because of minimal investment. Once identified begin the process of providing optional locations within an existing industrial park or other compatible zone. Land swaps and other incentives all go toward a common vision. A redevelopment plan would also help identify parcel that are key to the desired goal and may need to be purchased. This action will help clear the way for a potential mixed use developer(s).

Identify civic building needs and consider those needs for these lands first. Civic uses should always be considered in proximity to the downtown as a first step. Only once all options have been investigated and exhausted should civic uses be considered elsewhere.

The recent land sales to Klein Auto Sales and Shell Canada Ltd. were begun prior to the MDP's completion and therefore in my mind does not indicate that that is the direction council has chosen to follow for the remainder of the property. It is also noted that these properties being contiguous with each other and near the major highway intersection has not jeopardized the MDP's intent. However more land sales, especially if they leap frog, would become troublesome given the intent of the MDP and the difficulty already inherited with the property.

**TOWN OF CLARESHOLM
DEVELOPMENT DEPARTMENT**

P.O. BOX 1000
221 – 45th AVE W
CLARESHOLM, AB T0L 0T0



MEMO

To: Claresholm Town Council
From: Jeff Gibeau, Planner / Development Officer
Date: October 24, 2008
Development Department Recommendation
Re: Policy Direction for the Town Owned Portion of the Old CPR ROW
(Portion of Lot 12, Block RLY, Plan RY8)

Urgent For Review Please Comment Please Reply Please Recycle

Background:

LOCATION The subject lands do not have a civic address. The legal land description is portion of lot 12, block RLY, plan RY8. The approximate area is 1.7 hectares (4.2 acres), with a narrow shape that parallels Highway #2 (1 Street West) in a more or less north-south orientation. The approximate width ranges from 21.3 metres (70 feet) to 29.9 metres (98 feet). The subject lands have previously been used as a railway ROW which was discontinued and the rails removed in 1999. Since this time the lands have been vacant, with no designated use. See the key map below.



Limiting Factors & Development Constraints:

- **Encumbrances on title:** There are several encumbrances on title which include two Restrictive Covenants and two Easements. All these encumbrances have a negative effect on the development of the subject lands because they do not allow buildings to be erected on the subject lands.
- **Environmental Contamination:** There was a phase 1 environmental assessment report completed in 2001 and concludes that there is evidence to indicate possible soil contamination on the subject lands.
- **Subdivision and Sale** of the three parcels of land to the two separate purchasers has resulted in two concerns. The first is that the subdivisions and land sales have interrupted the continuity that existed prior to the sales, and the second is the drainage issues that have arisen from the modifications made resulting from the subdivision and sale of the land.
- **Drainage:** The Development Department considers this issue the single biggest concern that needs to be addressed before spring of 2009.

Existing Policy:

Land Use Bylaw #1384

The subject lands currently are not classified, according to the land-use bylaw. The reason is simply that the last time the Land Use Bylaw was reviewed was 1998 and the subject lands were not purchased until 2004.

Municipal Development Plan Bylaw #1490

Except from Section 3.2 – Residential Development, Background Information:

“This document also addresses the transitioning of the former Canadian Pacific Railroad corridor from an industrial use to a medium and high-density residential, mixed commercial use. Formerly this railway area was designated industrial and bisected the residential and commercial areas of the community along Highway #2. With the removal of the rail line, the corridor had retained its industrial use as per the Land Use Bylaw. During this period, a few industrial use developments have occurred adjacent to commercial and residential districts.

The residential growth strategy of this document is to create a mixed use area along the former corridor. Both vertically separated and horizontally separated residential and commercial endeavours will be considered by the Approving Authority, provided the development creates a benefit to the community. As this area has formally been designated as industrial and was under an industrial use, Claresholm and Developers will work towards making these parcels ready for mixed-use developments through Environmental Site Assessments and remediation works, as required.”

The Municipal Development Plan clearly provides Council with the requested policy direction. It is clear that the intent for the lands is for medium to high density mixed-use development. Further interpretation of this section indicates that environmental assessments and remediation work is to be completed on the subject lands.

Recommendations:

1. The Development Department insists that the drainage of/on/over the subject lands is rectified before spring of 2009.
2. The Town of Claresholm Municipal Development Plan Bylaw #1490 has already indicated a clear policy direction; that the desired use of the subject lands is for medium to high density residential mixed-use commercial development.
 - a. It is the opinion of the Development Department that the subdivision and sale to existing highway commercial businesses would not achieve the desired outcome per the policy direction of the Municipal Development Plan Bylaw #1490.
 - b. If Council wishes to change or modify this policy direction, an amendment to Bylaw #1490 must be undertaken.
3. The encumbrances on title inhibit the development of the subject lands per the policy direction of the Municipal Development Plan Bylaw #1490. Therefore, if Council wishes to continue with the redevelopment planning for the subject lands, as indicated in the MDP, the encumbrances must be removed or modified.
4. The Development Department recommends that a preliminary meeting with the Oldman River Regional Services Commission is set up to discuss modifications to the policy direction. This will allow for the redevelopment planning process to be initiated.

Regards,

Jeff Gibeau
Planner / Development Officer



townofclaresholm.com

Phone: (403) 625-3381

Fax: (403) 625-3869

Roy & Doreen Slettede
Box 212
Claresholm, AB T0L 0T0

October 7, 2008

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

Dear Council Members:

This letter is an offer to purchase the town owned property to the east of our present property at 4416 – 1st street W. The price quoted to us by Jeff Gibeau was \$20,000 per acre plus related fees. The area is approximately one quarter of an acre so enclosed is \$5000 as down payment.

We were told by the town planner that the property owners along the highway had first chance at purchasing the property and were told to write a letter to council indicating our intent in acquiring the property. We did this on July 21, 2008. On August 25, 2008 we received a letter from CAO Kris Hollbeck stating that the property was not for sale to the public even though the adjacent property to the south and other properties were purchased privately.

This discriminatory action troubles us a great deal.

Will the council inform us when and why the bylaw was changed that prevented us from purchasing the property?

Yours truly,

A handwritten signature in cursive script, appearing to read "Doreen Slettede". The signature is written in black ink and is positioned to the right of the typed name.

Roy & Doreen Slettede

**TOWN OF CLARESHOLM
DEVELOPMENT DEPARTMENT**

P.O. BOX 1000
221 – 45th AVE W
CLARESHOLM, AB T0L 0T0



MEMO

To: Claresholm Town Council
From: Jeff Gibeau, Planner / Development Officer
Date: October 24, 2008
Development Department Recommendation
Re: New Residential Development within the Town of Claresholm

Urgent For Review Please Comment Please Reply Please Recycle

Purpose:

The Town of Claresholm needs to address the low supply of buildable residential lots.

Background:

The Development Department is forecasting a 75% drop in 2008 residential dwelling starts from the 2007 numbers. There are two major factors that are negatively affecting dwelling unit starts:

1. The lack of supply is pushing up the selling price for available lots, and
2. Economic down turn has resulted in uncertainty in the market causing apprehension for new home builders and prospective new home buyers.

It's important to note that fluctuations in dwelling unit starts from year to year are normal in smaller communities. The trend generally depends upon availability of buildable lots, for example, the 12 to 24 months following an approval and construction of a new large scale development / subdivision (greater than 15 lots) will cause a spike in new dwelling unit construction.

Southern Developments: (Christie Estates & Bridge Developments)

Off-Site Levy Report & Gravity Sewage Trunk Main Costing (MPE Engineering)

The total cost of the gravity sewage trunk main project is estimated at \$2,800,000. The Town of Claresholm will be responsible for the total cost of the project (No cost sharing). Below is a table that illustrates how the first phase off-site levies would factor into the total cost of the project.

Developer	Off-site Levy	# of Lots	\$
Christie Estates	\$3,466	40	\$138,640
Bridge Developments	\$4,401	40	\$176,040
Total Contribution by the Developers			\$314,680
Total Gravity Sewage Trunk Line Project Cost			\$2,800,000
Total Contribution by the Developers			\$314,680
Total Up-front Cost to the Town			\$2,485,320

Using the scenario that the developers and Town staff have been using in the past in which each developer constructs 40 lots in their respective first phases the total up-front contribution by the town of Claresholm would be \$2,485,320. This is a significant cost that was not budgeted for in 2008.

Existing Policy:

Town Council has indicated that the preferred method of residential subdivision is private industry; the Municipal Development Plan #1490 encourages private industry to develop new residential subdivisions within the Town.

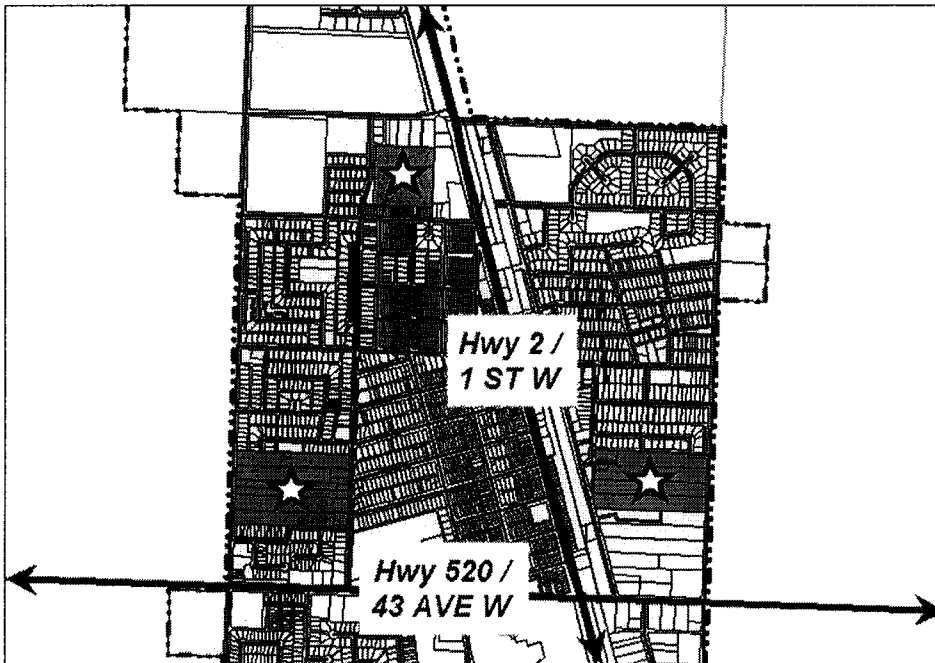
According, to the Town of Claresholm Municipal Development Plan #1490 an objective for residential development is:

“To encourage the consumption of existing serviceable land prior to undertaking new residential subdivisions”

The Town of Claresholm Development Department expects that being proactive in the development of existing serviceable land will result in an increase supply of residential lots with a lower upfront input costs.

Recommendations:

1. The Town of Claresholm Development Department recommends that because of high input costs associated with the southern developments that these projects are shifted to a long term focus to allow capital budgeting to catch up with the costs.
2. The Development Department recommends that the Town of Claresholm initiates Area Structure Plans for the lands indicated below.



Jeff Gibeau
Planner / Development Officer

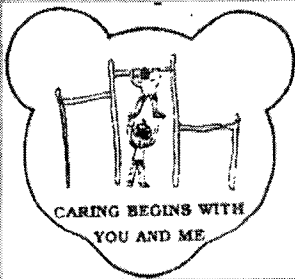


townofclaresholm.com

Phone: (403) 625-3381

Fax: (403) 625-3869

INFORMATION ITEMS



Principal's Update

Claresholm Elementary School

Tuesday, October 14



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 or phone the school at (403) 625-3371.

Week at a Glance

Monday, Oct. 13	Thanksgiving Day—No School
Tuesday, Oct. 14	Hot Dog Day
Wednesday, Oct. 15	Judy Crawford Author visit morning
Thursday, Oct. 16	Pizza Day Photo orders due
Friday, Oct. 17	

Claresholm Elementary School

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



We hope everyone had a relaxing Thanksgiving Day weekend with family!

Author Visit—Judy Crawford

Published author Judy Crawford will be visiting our school on Wednesday, October 15. Author of *Doogie Dinosaur Learns a Lesson* and other titles, “Just Judy” will be visiting with all grades on Wednesday morning.

Learn more about Judy at her website <http://justjudycrawford.com/>



Bobby Boogaloo is Coming!

Performer and songwriter Bobby Boogaloo is coming to our school on Thursday, October 23! Bobby will be with classes for the day, using student and staff ideas to write a Claresholm Elementary School Song related to our focus on Growing with Respect. By the end of the day, we will have a new school song recorded with Bobby!

In conjunction with Bobby visit during the day, we will be hosting a **Family Boogie Night** that evening. All students and families will be invited for a fun evening of song and dancing, along with the premiere of our school song! More information regarding this great family evening will be coming home this week.



To learn more about Bobby and hear some of the songs you'll be sure to hear on October 23, visit Bobby's webpage at www.bobbyboogaloo.com. We will also be putting some song clips and more information about Bobby on our school website.

Looking Ahead...



- Oct. 21 School Council meeting—6:30 pm
- Oct. 23 Bobby Boogaloo at CES! Family Boogie Night
- Oct. 24 Staff Planning Day—no school for students
- Oct. 27 Picture Retakes



School Photos Ordering

School photo order forms have now been sent home with students. As this is our first year with this photographer (and the opportunity to “preview” photos before ordering), we would appreciate any feedback you may have.

Please remember photo orders need to be back to the school by **Thursday, October 16**. In addition to any orders, all children will be receiving a class photo (at no cost).

School Council Meeting

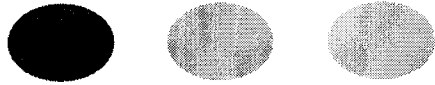
Tuesday, October 21



At our annual general meeting, it was announced that we would be initiating a joint council meeting for October. However, it has been decided that each school will hold it's own meeting for October, with our first joint meeting to occur in November. Our next CES council meeting will be Oct. 21 at 6:30 pm—we will have an agenda package available for families for this meeting thisweek.

October 17, 2008

CES Update



Bobby Boogaloo Here Next Week!

On **Thursday, October 23**, performer and songwriter Bobby Boogaloo will be at our school for a full day of fun and activity! During the day, Bobby will be working with students and staff to help create a school song connected to our Growing with Respect theme. At the end of the day, our new school song will be showcased and recorded with all our students singing along!

In connection with the day, we will then be hosting a **Family Boogie Night** on that Thursday, beginning at 6:30 pm. At 7:00 pm, Bobby will take the stage for an hour concert, including the performance of our new school song. It should be a fun-filled family evening!

In connection with Bobby's visit, we will be doing a fundraiser to help offset the costs of bringing Bobby to our community. We will be selling two CDs for \$20 which will include one CD filled with Bobby's original songs and another CD with Bobby performing our school song, the whole school recording of our school song and a karaoke version of our school song. Of the \$20, \$6 comes back to the school.

Please see the order form sent home with this newsletter to pre-order CDs.



School Council Meeting October 21, 6:30 pm

Tuesday, October 21 will be our next School Council Meeting at 6:30 pm. The agenda will include:

- CES Council plans for 08-09
- Joint School Council
- Provincial Achievement Test Results
- Celebrations!

All families in attendance will be able to choose a book for each of their school-age children!

A complete agenda package for this meeting can be downloaded from the school website or is available at the school's front entrance bulletin board.



Special thanks to Mike Edwards for coordinating our hot dog lunches this year. We are in need of more volunteers for this program—please call the school if you're able to help out!

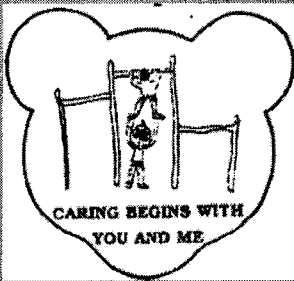
Halloween Activities



On Friday, October 31, classrooms will be involved in different Halloween activities throughout the day, including our October monthly assembly at 9:00 am. **Students may arrive at school wearing their costumes.**

Information regarding each classroom's Halloween activities will be coming home as Halloween approaches. It should be a fun and spooky day!





Principal's Update

Claresholm Elementary School

Monday, October 20



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 or phone the school at (403) 625-3371.

Week at a Glance

Monday, Oct. 20	
Tuesday, Oct. 21	Hot Dog Day School Council Meeting 6:30 pm
Wednesday, Oct. 22	
Thursday, Oct. 23	Pizza Day Bobby Boogaloo here! Family Boogie Night 6:30 pm
Friday, Oct. 24	Staff Planning Day No school for students

Claresholm Elementary School

Box 728
Claresholm, AB
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Phone: (403) 625-3371
Fax: (403) 625-4920
s-ces@lrsd.ab.ca
www.lrsd.ab.ca/schools/ces



Bobby Boogaloo Here Thursday!

Performer and songwriter Bobby Boogaloo is coming to our school on Thursday, October 23! He will start the day off with a mini-performance and then spend the day working with classes to help develop a school song related to our Growing with Respect theme! **We would like to invite families to join us at the end of the day at 2:25 pm** for a school assembly to premiere our school song and record it for our very own CD!

At 6:30 pm, we will be hosting a **Family Boogie Night**, complete with a performance by Bobby that includes our new school song. It should be a fun evening for the whole family. Although there will be no charge, children may only attend with an adult and a donation jar will be set up to assist in providing the funds for this exciting evening.

If you wish to purchase a CD package of Bobby's original CD and our school song CD (with 3 versions—Bobby performing, our school performing and a karaoke version), please complete the order form attached to last Friday's CES Update, request an order form, stop by the office or purchase them on Thursday evening. The cost is \$20 for the set of two CDs, with \$6 coming back to the school.



Looking Ahead...



- Oct. 27** Picture Retakes
- Oct. 31** Halloween and School Assembly—9:00 am
- Nov. 10** Divisional PD Day—no school for students
- Nov. 11** Remembrance Day—no school



School Council Meeting Tuesday, October 21

Please plan to join us for our October School Council meeting this Tuesday.

An agenda package can be downloaded from the school website or is available at the front entrance of the school. **All families in attendance will be able to select a book for each one of their school-age children at CES.**

Childcare will be provided. We look forward to seeing you there!



Halloween Activities

On Friday, October 31, classrooms will be involved in different Halloween activities throughout the day, including our October monthly assembly at 9:00 am. **Students may arrive at school wearing their costumes.**

Information regarding each classroom's Halloween activities will be coming home as Halloween approaches. It should be a fun and spooky day!



Claresholm Elementary School Council
October 21, 2008
Agenda

Monthly Items:

- | | | |
|--------|---|-------------------------------|
| 5 min | D | 1. Approval of Agenda |
| 5 min | D | 2. Approval of Minutes (June) |
| 10 min | I | 3. Financial Statement |

School Council Business:

- | | | |
|--------|---|---|
| 5 min | I | 4. Food Committee Report |
| 10 min | D | 5. Call for Resolutions ASCA |
| 5 min | I | 6. Cards to sign |
| 20 min | D | 7. CES Council plans for 2008-2009 |
| 10 min | D | 8. Letter from Lynda McGrattan (Bobby Boogaloo) |
| 10 min | I | 9. Ideas for Joint school council |
| 5 min | I | 10. Regional School Council meeting Oct 27 |

School Monitoring:

- | | | |
|--------|---|---|
| 10 min | I | 11. Provincial Achievement test results |
| 10 min | I | 12. School Results review |

School Report:

- | | | |
|--------|---|---------------------------|
| 5 min | I | 13. Celebrations! |
| 5 min | I | 14. Staffing Updates |
| 10 min | I | 14. Three-Way Conferences |

Livingstone Range School Division Report (Kelly/Don)

Other:

Adjournment:

Next Meeting:

Claresholm Elementary School Council
Minutes
September 16, 2008

In Attendance: Marci Woodruff, Ruth Lindquist, Rob Vogt, Don Thompson, Dawn Keeler, Julie Ling, Karine Wilhauk, Jay Sawatzky, Shannon Clay, Jill Rowland, Colleen Edwards, Tara VanDellen, Carmelle Steel, Shirley Isaacson, Sally Morton, Allison McKee, Tammy Putzi, Melissa Gleeson, Chrissy Giles, Susan Rasmussen, Don Mackin, Ceri Penner, Kurtis Hewson, Troy VanDellen, Darlene Slot, Timea Taylor, Gwynne Orsten, Deb vanRootselaar, Tammy Phoenix

Welcome and Introductions by Ruth Lindquist

Monthly Items:

- 1. Approval of General Meeting Agenda:** Approved by Marci, Second: Jay Sawatzky
- 2. Approval of General Meeting Minutes:** Approved by Julie Ling, Second: Karine Wilhauk
- 3. Financial Statement:** (September 1, 2007- August 31, 2008)
Revenue: \$ 30 006.05
Expenses: \$ 27 565.30
Balance in Chequing: \$2198.21
Balance in Savings: \$1324.01
Outstanding cheques: \$2000 for backpacks, \$324.97 Sobey's, and \$143.35 Door Prizes.

School Council Business:

- 4. The Role of School Council:** School council is not a fundraising body. Its main goal is to advise staff and principal. The majority of members should be parents. At CES, our school council goals parallel the school goals.
- 5. Voting Procedures at a School Council meeting:** Everyone that is in attendance may vote.
- 6. Election of Officers:**
Chairperson: Ruth Lindquist
Vice-Chair: Marci Woodruff
Secretary: People will volunteer as needed with Ruth typing the minutes as needed.
Treasurer: As the ways of finances are being combined in the school, Bev will take care of our finances for us.
- 7. Presentation of Annual Report:** Every school year, the chairperson must report to the superintendent the activities that the school council has been involved with. This report includes a list of activities, a financial statement, and minutes from all the meetings in the past year. Ruth also based the door prizes on the list of council activities for the 2007-2008 school year. Sally Morton won a "hot dog bag", Melissa Gleeson won some cookie dough, Colleen Edwards won some Gingerbread-type prizes, Susan Rasmussen and Tara VanDellen won Chapter's Gift Certificates and Clifford books, Troy VanDellen won a family swim pass, Darlene Slot won some canned soup and buns, Karine Wilhauk and Allison McKee won Literacy Carnival Prize bags, Julie Ling and Marci Woodruff won some Literacy backpacks and Tammy Phoenix won some ice cream and cones.
- 8. Lunch Programs:** There was a quick survey sent home as to what parents would consider buying for their children for hot lunches. Total responses were 40. 29 would order hot dogs, 38 would order pizza, 30 would order Subway, and 15 would order A&W.
There was a great deal of discussion and then a motion was made by Tammy Putzi to have a small group of parents form a food committee to make a decision. Seconded by Shannon Clay.

All in favour except one parent who abstained from voting. Ruth gave her phone number to those people who wished to be a part of the food committee.

9. Celebrations Past and Present: New staff to Claresholm Elementary school include Don Mackin (Grade 4), Susan Rasmussen (Grade 4), Christy Rossitter (Grade 3), Sheena Conrad (Grade 2), Denea Beer (Grade 1), Melissa Gleeson FSL, Helen Rothe (Grade 1). Also, the kindergarten program is an open area concept with two teachers at one time.

10. Regional School Council Terms of Reference: Regional School Council happens three times in the school year. Last year a group got together to create a "Terms of Reference" for the meetings. These terms were approved by Marci Woodruff and seconded by Julie Ling.

11. Joint School Council: This is a rare opportunity that we have in our community to look at education of our children together from k-12. There may be some tri-school activities. For now, we will be combining West Meadow Council with CES council every other month to start opening communications for the k-6 modernization. Meeting dates to be announced.

School Monitoring:

12. School Improvement Plan Review: To support lower readers, each grade has taken on some responsibility for the readers in their grade and teaching reading strategies appropriate to the needs of the students. There is plenty of communication between teachers. Kurtis presented a sheet that showed that as a whole, reading has improved in the school.

School Report:

13. Effective Behavior Support: Lynda McGratten spoke to council regarding the EBS program. It tracks positive and negative behaviour in the school. The negative behaviours are dealt with in a positive manner and the children are taught some alternative ways to behave when situations arise. The data is collected and it shows where improvements need to be made.

14. Welcome Back Lunch: Great turn out. Raised \$7500 for Terry Fox. Parents reported liking the time with the teachers and wanting a bit more time.

15. Daily Schedule Update: Up until this week, recess has been split k-2 and 3-4. This week only the students will be recessing together. Teachers will decide at the end of the week what they prefer.

Enrollment is good. Steady.

Ms. Bingley will be on leave until the first part of December.

The process of establishing room reps is underway.

LRSD report: Don applauded the student progress and the parent involvement. There is a new outreach school in Fort Macleod with 9 students. Enrollment is down everywhere except Nanton. Art is on display at head office.

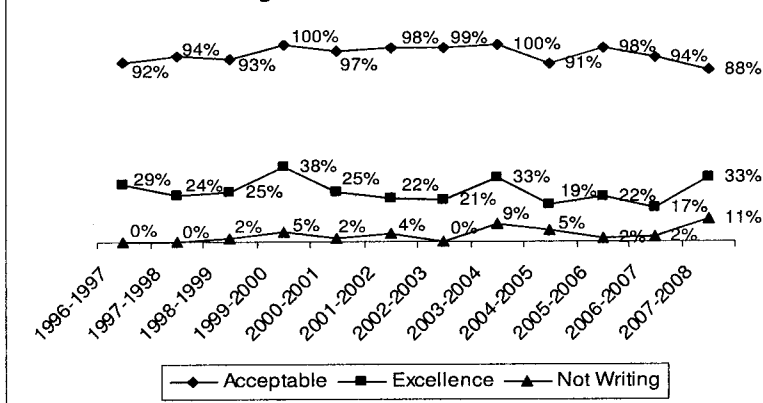
Adjournment: Motioned by Julie Ling at 8:35.

School Council Activities and Fundraising

	Activities <i>Relation to school core goal of improving student reading</i>	Fundraising <i>To support school council activities</i>
2006-2007	<ul style="list-style-type: none"> • A book for every child at Christmas (wrapped by school council) – \$540 • Literacy Carnival • \$200 for every classroom to support home reading/class libraries – \$2000 • Student Agendas/Kindergarten trip - \$2200 • Swimming - \$1100 	<ul style="list-style-type: none"> • Literacy Carnival – \$1000 • Cookie Dough – \$3750 • Hot Dog/Pizza Sales – \$3900 • Gingerbread Houses – \$665
2007-2008	<ul style="list-style-type: none"> • Literacy Carnival • A book for every child at Christmas (wrapped by school council) – \$600 • Literacy Backpacks - \$1000 • Library to purchase books for grade four - \$1000 • Volunteer Reader - \$210 • Swimming - \$1160 • Quilt of Belonging Field Trip - \$500 • Student Agendas - \$2100 	<ul style="list-style-type: none"> • Literacy Carnival – \$2000 • Cookie Dough – \$3400 • Hot Dog/Pizza Sales – \$1000 • Gingerbread Houses – \$2300
Ideas		

19. Appendix J – Provincial Achievement Targets and Results

Overall Language Arts Based on Number Writing

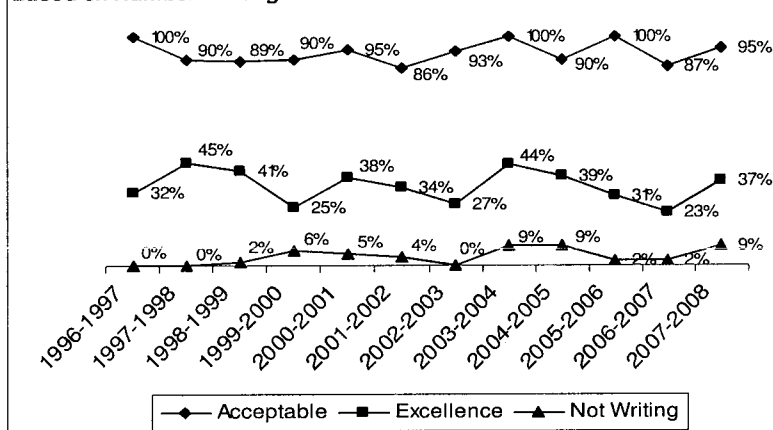


Our Language Arts results demonstrated a decline in the percentage of students achieving the acceptable standard for the third year (with a larger number of students not writing than previous years). The significant increase in the percentage of students achieving the standard of excellence is encouraging (in reading, 50% of students writing achieved the standard of excellence).

Data Source	Standard	5 Year Baseline	04-05 Results	05-06 Results	06-07 Results	07-08 Results	07-08 Target	08-09 Target
School	Acceptable	86.6	85.7	96	91.7	77.8	94	95
	Excellence	23.1	17.9	22	16.7	28.9	24	25
LRSD	Acceptable	83.9	83.7	84.5	83.8	80.0	85	86
	Excellence	14.3	13.3	13.4	13.9	16.4	15	15
Province	Acceptable	81.1	82.2	81.3	80.3	80.1	84	n/a
	Excellence	15.8	16.2	14.1	17.7	16.1	19	n/a

Results and Targets based on number enrolled.

Mathematics Based on Number Writing



Our mathematics results were positive in the percentage achieving acceptable and excellence. These results are significantly higher than divisional and provincial averages in both areas.

Data Source	Standard	5 Year Baseline	04-05 Results	05-06 Results	06-07 Results	07-08 Results	07-08 Target	08-09 Target
School	Acceptable	89.5	82.1	98	85.4	86.7	91	92
	Excellence	33.1	35.7	30	22.9	33.3	34	35
LRSD	Acceptable	83.4	85.6	86.9	84.1	81.1	87	88
	Excellence	23.8	27.3	23.7	20.7	21.4	25	25
Province	Acceptable	80.5	80.3	82.0	79.9	78.7	84	n/a
	Excellence	25.6	26.1	26.9	23.5	23.9	32	n/a

Results and Targets based on number enrolled.

Minutes from the FCSS Board Meeting of June 19th, 2008

Town Office 5:30 PM

Present: Shirley Isaacson, Earl Hemmaway, Allison McKee, Connie Quayle, Danielle Slettede, Tara Bishoff

The meeting was called to order after a quick supper by Shirley, Board Chair, at approximately 5:45 PM.

1. Approval of agenda was moved by Danielle, **Motion 0601:08**. Carried.
2. Earl moved approval of minutes from meeting of May 15th, 2008, **Motion 0602:08**. Carried.
3. Financial statements from Town were reviewed and discussed. Town statements are not as easy to understand as previous ones. Debbie and Shirley will do a six month review to see if we are on budget and will advise the board in September. Connie moved to approve the financial report as presented for the period Jan. 1 - May 31, 2008; **Motion 0603:08**. Carried.
4. Review of correspondence from folder; there were no motions resulting.
5. Staff reports from the Resource Centre and Director were accepted as presented. Tara moved to accept staff reports as presented, **Motion 0604:08**. Carried.
6. Sub-committee reports - none.
7. Old Business:
 - 7.1 Strategic Planning - notes from first session May 22nd will be reviewed today with the second planning session.
8. New Business:
 - 8.1 There were no motions or business arising from correspondence or staff reports
 - 8.2 Retirement gift for After School Coordinator (Elaine) was discussed. It was felt that a gift of about \$100.00 would be appropriate. Debbie will purchase the gift.

8.3 Subsidy applications for Summer Fun - review and determine how much subsidy we can offer. Costs have risen and several families had asked for subsidy over what Kidsport offers. Some families still have to come up with \$600.00 if their children are in the program for 8 weeks. Connie moved that FCSS subsidize up to 50% of the cost remaining after Kidsport subsidy for low income families. **Motion 0605:08.** Carried.

8.4 Hanging Flower Pot Program - do we want to sponsor one (\$100.00)? After some discussion it was decided that we will put more money into subsidy for summer fun for the parents who need it rather than buy a basket this year. We have already put in a planter outside the office.

9. There was no other business. Next board meeting, (third Thursday), Sept. 18/08 at the Town office at 7 PM.

10. Allison moved to adjourn at 6:20 PM.

11. Strategic Planning Session - part two, 6:30 - 9:30.

Minutes approved:

Board Chair

Director

Minutes of FCSS Board Meeting of September 18th, 2008

Town Office 7 PM

Present: Shirley Isaacson, Connie Quayle, Tara Bishoff, Debbie Goeseels

Regrets: Allison McKee, Earl Hemmaway, Danielle Slettede

Without quorum motions were made and will be recommended at next meeting when there is quorum.

1. Approval of agenda was moved by Connie **Motion 0901:08**.
2. Minutes from meeting of June 19th, 2008 were reviewed with no changes or corrections noted. **Motion 0902:08** was made by Tara to accept the minutes of June 19/08 as presented.
3. Financial: statements from Town for the period Jan. 1 - Aug. 31/08 were reviewed. Shirley and Debbie had reviewed 6 month statements and it appeared that we were at about 50% of projected revenue and expenses. Connie moved to accept financial information as presented; **Motion 0903:08**
4. Review of correspondence from folder resulted in motions listed under (point 8), New Business..
5. Staff reports were reviewed from: Resource Centre, Director, Outreach Program Coordinator. Tara made a **Motion 0904:08** to accept staff reports as presented.
6. Sub-committee reports - none. Debbie reviewed the committees and we have neglected to have new board members volunteer for a committee. However we need the following done: Policy & Procedure Committee - it's time to review and update the manual. Financial - need to draft a 2009 budget and plan for funding applications ASAP.

This item will be put on the agenda for next meeting.

7. Old Business:

- 7.1 Strategic Planning - review notes from June 19th. Motion to accept Vision and Mission statements?

This item was tabled to the next meeting for full board review.

8. New Business:

8.1 Business arising from correspondence or staff reports

- 8.1.1 Discussion of CPEF Kananaskis October - who should go? Board members have indicated they cannot attend. It's a nice conference with all expenses paid. Debbie will attend and will offer a spot to Lois to attend since she has been on staff longest after Debbie.
- 8.1.2 FCSSA conference November was discussed and Connie moved that no one from our program attend this year.

Minutes approved (initial):

Chair

Director

...Continued

- 8.1.3 AASCF Membership is \$150.00 for an Associate membership. Tara moved **Motion 0905:08** to buy a one year membership and see if we find it valuable.
- 8.1.4 Discussed joining the Porcupine Hills Lodge and Transportation Society for a staff Christmas party this year, (Dec. 12th?), Michelle Day estimates it will cost about \$20.00 per person. **Motion 0906:08** was made by Tara to have a joint staff party with the Lodge.

8.2 Connie made a motion, **Motion 0907:08**, to approve staff pay increases as follows:

Debbie Goeseels - reviewed by personnel committee; and a raise was given for July 1st effective date. (6% increase)

Lois Mackintosh - 1 year (request increase to \$16.50 per hour, effective August 1/08)

Kaye Mellon - 6 month (request increase to \$15.00 per hour effective August 1/08)

- 9. There was no other business:
- 10. Debbie is away the 3rd week of Oct. so an alternate date of Monday, October 20th was agreed upon and written on the Town council calendar to book council chambers.
- 11. Meeting adjourned at approximately 8:15 PM.

Minutes approved in full - 2 pages

Chair

Director



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"Committed to Excellence"

September 30, 2008

TOWN OF CLARESHOLM
Box 1000
Claresholm, AB
T0L 0T0

RE: 911 EMS/Fire Dispatch Services

On September 22, 2008 the Province announced via newsletter that they would be consolidating EMS Dispatch throughout the province to 9 EMS Dispatch centers or less or essentially one EMS Dispatch center per region by April 1, 2009. On September 23, 2008 the RFP for EMS Dispatch Services was released. Foothills Regional Emergency Services Commission (FRESC) is in the process of determining if they will submit an RFP to provide this service to the Calgary Health Region. If we do not submit an RFP or we are not successful in the RFP process then the EMS dispatch component of our Center will become the responsibility of another Center within the Region.

At the regular meeting of FRESC on Wednesday, September 24, 2008 the Commission made the commitment that if EMS Dispatch Services are awarded to another Center that FRESC will continue to provide 911 Call Answer and Fire Dispatch after April 1, 2009 for all of our current contract municipalities. However, as EMS Dispatch is a significant revenue source for our Center the cost to municipalities to provide 911 Call Answer and Fire Dispatch will need to be increased on April 1, 2009. At this time the exact rate increase has not been determined. As we obtain more information and the budget is created we will be in a position to provide each municipality with a 2009 rate.

If you have any further questions or concerns please do not hesitate to contact me at (403) 652-3904.

Yours truly,

Brenda Fenwick
Director Communications/Administration

**Partner
Municipalities**

Town of Black Diamond
MD of Foothills #31
Town of High River
Village of Longview
Town of Nanton
Town of Okotoks
Town of Turner Valley
Kananaskis I. D.

**Contract
Municipalities (EMS)**

MD of Ranchlands #44
Townsite of Redwood
Meadows
MD of Willow Creek #26

**Contract
Municipalities (911)**

County of Newell
County of Vulcan
Crownsnest Pass
Eden Valley Reserve
Hamlet of Cessford
Hamlet of Gem
Hamlet of Jenner
Hamlet of Patricia
Hamlet of Rolling Hills
Hamlet of Scandia
M.D. of Ranchlands
M.D. of Willow Creek
Special Areas 2
Special Areas 3
Town of Bassano
Town of Brooks
Town of Canmore
Town of Claresholm
Town of Fort Macleod
Town of Granum
Town of Hanna
Town of Stavely
Town of Vulcan
Village of Arrowood
Village of Camangay
Village of Champion
Village of Duchess
Village of Lomond
Village of Milo
Village of Rosemary
Village of Tilley
Village of Veteran
Village of Youngstown

**DIAL
911**