



TOWN OF CLARESHOLM
PROVINCE OF ALBERTA
REGULAR COUNCIL MEETING
JANUARY 12, 2009
AGENDA

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

- AGENDA: ADOPTION OF AGENDA
- MINUTES: REGULAR MEETING MINUTES DECEMBER 22, 2008
- FINANCES: DECEMBER 2008 BANK STATEMENT
- PUBLIC HEARING: BYLAW #1520 – LAND USE AMENDMENT
- DELEGATION: SHELLY O'NEIL – WILLOW CREEK RECYCLING & BOTTLE DEPOT
RE: Cardboard Recycling
- ACTION ITEMS:
1. BYLAW #1520 – LAND USE AMENDMENT
RE: 2nd & 3rd Readings
 2. BYLAW #1521 – WATER BYLAW AMENDMENT
RE: 2nd & 3rd Readings
 3. BYLAW #1522 – UNSIGHTLY PREMISES AND SNOW REMOVAL
RE: 1st Reading
 4. CORRES: HON. RAY DANYLUK, MINISTER OF MUNICIPAL AFFAIRS
RE: Municipal Sponsorship Program 2008/09
 5. CORRES: HON. RAY DANYLUK, MINISTER OF MUNICIPAL AFFAIRS
RE: MSI Operating funding
 6. CORRES: MD OF WILLOW CREEK NO. 26
RE: West Water Line Water Allocation
 7. CORRES: TRAVERSE LANDGROUP
RE: Notification – COP Sweet Natural Gas B140
 8. CORRES: SOUTHGROW REGIONAL INITIATIVE
RE: Southgrow's 2nd Annual Recognition Celebration
 9. CORRES: WILLOW CREEK RECYCLING & BOTTLE DEPOT
RE: Cardboard Recycling
 10. CORRES: WILLIAM B. LOVE
RE: Plan to Build an Abattoir
 11. CORRES: CLARESHOLM SKATING CLUB
RE: 2009 Skate-a-thon
 12. ADOPTION OF 2009 INTERIM BUDGET
 13. ADOPTION OF INFORMATION ITEMS

INFORMATION ITEMS:

1. Claresholm & District Drug Coalition Meeting Minutes – December 12, 2008
2. Claresholm & District FCSS Meeting Minutes – December 17, 2008
3. Porcupine Hills Lodge Meeting Minutes – December 2, 2008
4. Livingstone Range School Division re: Modulars – December 18, 2008
5. RCMP Claresholm Detachment Policing Report – December 2008
6. AAMD&C Contact – January 2, 2009
7. Alberta First -- Message from the President – December 2008
8. Claresholm Elementary News – January 2009

ADJOURNMENT:



**TOWN OF CLARESHOLM
PROVINCE OF ALBERTA
REGULAR COUNCIL MEETING MINUTES
DECEMBER 22, 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 Sutter that the Agenda be accepted as presented.

MINUTES: **CARRIED**
REGULAR MEETING – DECEMBER 8, 2008
Moved by Councillor Leonard that the Regular Meeting Minutes of December 8, 2008 be accepted as presented.

FINANCES: **CARRIED**
NOVEMBER 2008 BANK STATEMENT
Moved by Councillor Isaacson to accept the November 2008 bank statement as presented.

ACTION ITEMS: **CARRIED**
1. BYLAW #1512 – UNSIGHTLY PREMISES & SNOW REMOVAL
RE: 2nd & 3rd Readings
Moved by Councillor MacPherson to give Bylaw #1512, regarding Unsightly Premises and Snow Removal, 2nd Reading.

DEFEATED

2. BYLAW #1521 – WATER BYLAW AMENDMENT
RE: 1st Reading
Moved by Councillor Moore to give Bylaw #1521, a water bylaw amendment, 1st Reading.

CARRIED

3. CORRES: BARRY SEMESCHUK
RE: Property taxes
Moved by Councillor Sutter to deny the request by Mr. Semeschuk to refund a portion of his 2008 property taxes.

CARRIED

4. CORRES: WILLOW CREEK RECYCLING & BOTTLE DEPOT
Referred to administration.

5. CORRES: MUNIWARE
RE: 2009 Municipal Software Support Agreement
Moved by Councillor Quayle to sign the 2009 Municipal Software Support Agreement with Muniware as presented.

CARRIED

6. ADOPTION OF INFORMATION ITEMS
Moved by Councillor MacPherson to accept the information items as presented.

CARRIED

ADJOURNMENT: Moved by Councillor Moore that this meeting adjourn.

CARRIED

MAYOR – ROB STEEL

SECRETARY-TREASURER – KARINE WILHAUK

**TOWN OF CLARESHOLM
DECEMBER 2008 BANK STATEMENT**

RECONCILED BALANCE NOVEMBER 30, 2008		\$542,560.24
DEPOSITS TO BANK	DEBITS	CREDITS
RECEIPTS FOR MONTH	\$431,873.96	
REVOLVING LOAN RECEIVED	130,000.00	
CURRENT ACCOUNT INTEREST	14.62	
GIC REDEEMED	1,442,652.73	
GIC INTEREST	5,267.68	
WATER DEBENTURE	4,000,000.00	
SUBTOTAL	\$6,009,808.99	
CHARGES TO ACCOUNT		
ACCOUNTS PAYABLE		\$1,438,623.68
PAYROLL CHARGES		103,053.87
INTEREST ON REVOLVING LOAN		0.00
REVOLVING LOAN PAID		0.00
LOAN PAYMENTS		142,528.35
MASTERCARD PAYMENT		0.00
GIC PURCHASES / TRANSFERS		4,681,242.92
NSF CHEQUES		222.65
SERVICE CHARGES		192.50
SCHOOL FOUNDATION PAYMENT		239,895.32
SUBTOTAL		\$6,605,759.29
NET BALANCE AT END OF MONTH		-\$53,390.06
BANK RECONCILIATION		
BALANCE PER BANK	1,200.07	
PLUS OUTSTANDING DEPOSITS	14,537.55	
LESS OUTSTANDING CHEQUES		-69,127.68
RECONCILED BALANCE DECEMBER 31, 2008		-\$53,390.06
OTHER BALANCES:		
EXTERNALLY RESTRICTED GIC'S	\$4,494,788.29	
NON-RESTRICTED GIC'S	\$1,202,746.52	
PARKING RESERVE	\$3,541.09	
WALKING PATHS RESERVE	\$1,914.56	
OFFSITE LEVY RESERVE	\$20,680.55	
SUBDIVISION RESERVE	\$69,133.91	
REVOLVING LOAN BALANCE		\$130,000.00

SUBMITTED TO TOWN COUNCIL THIS 12TH DAY OF JANUARY 2009

MAYOR

SECRETARY-TREASURER

ACTION ITEMS

**TOWN OF CLARESHOLM
PROVINCE OF ALBERTA
BYLAW # 1520**

A Bylaw of the Town of Claresholm to amend Bylaw #1384 being a bylaw setting out land uses for the Town of Claresholm.

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

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

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

LAND USE MAP

Lot 3, 4, 5, & 6, Block 10, Plan 147N, be amended by changing the "R1" (Residential) designation to an "R2" (Duplex Residential) designation.

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

Read a first time in Council this 8th day of December 2008 A.D.

Read a second time in Council this day of 2009 A.D.

Read a third time in Council and finally passed in Council this day of 2009 A.D.

Rob Steel, Mayor

Kris Holbeck, CAO

TOWN OF CLARESHOLM DEVELOPMENT DEPARTMENT

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



Land Use Amendment Bylaw Report

Date: January 12th, 2008
Applicant: Shiraj & Almas Billawala
Municipal Address: 4613 2nd Street West, Claresholm
Legal Address: Lot 3,4,5 & 6, Block 10, Plan 147N

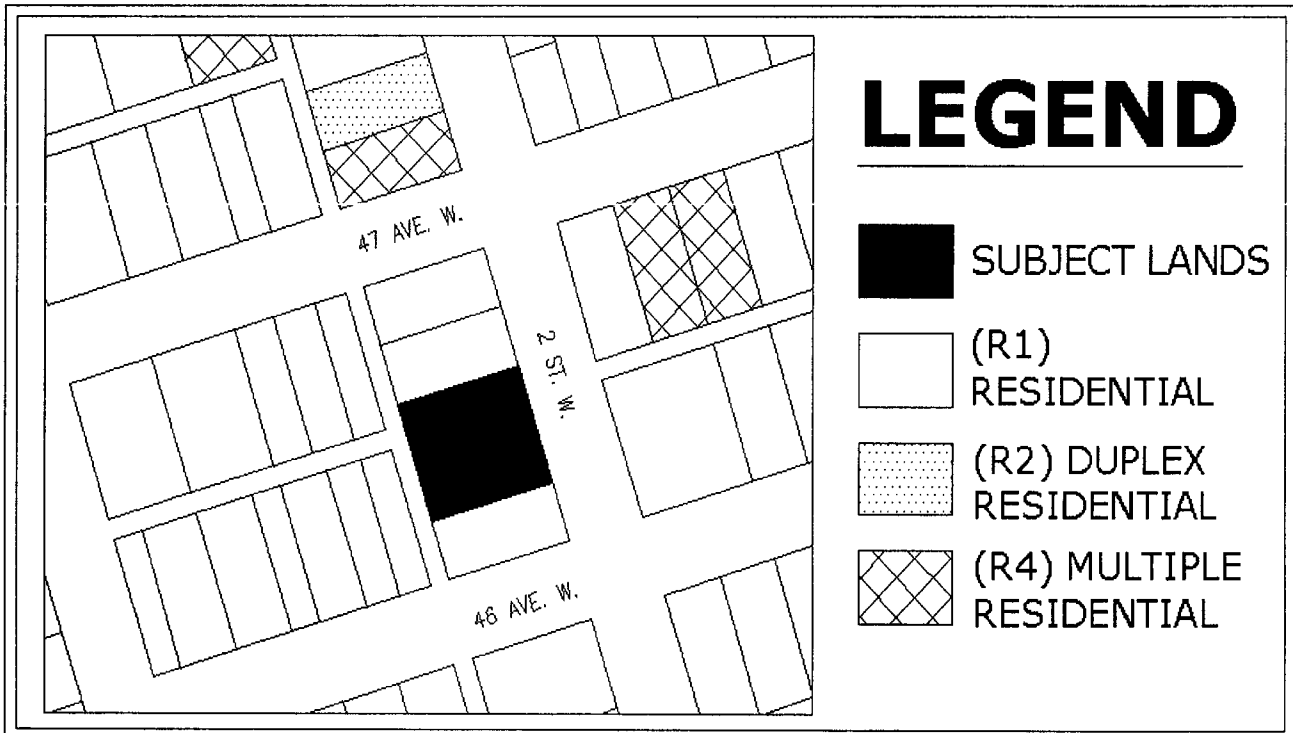
SYNOPSIS

The applicant would like to rezone the subject lands from Residential (R1) to Duplex Residential (R2) designation.

BACKGROUND

The subject lands have an area of 1449.3 square metres (15600 square feet). The land is currently used as a residential dwelling. Surrounding zoning is Residential (R1); however there are properties that are zoned Duplex Residential (R2) and Multiple Residential (R4) in the surrounding area. The surrounding residential use is single family homes.

LAND USE MAP





**TOWN OF CLARESHOLM
PROVINCE OF ALBERTA
BYLAW # 1521**

A Bylaw of the Town of Claresholm to amend Bylaw #1510 being a bylaw respecting water-works, sewers and plumbing in the Town of Claresholm.

WHEREAS it is deemed expedient and proper pursuant to the provisions of the *Municipal Government Act* that the Council of the Town of Claresholm shall issue a Bylaw to amend its existing Water & Sewer Bylaw.

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

1. The Town of Claresholm Water & Sewer Bylaw #1510 shall be amended as follows:

Add (shown in **bold**):

Section 11

11.9 No person will make or cause to be made any connection with any Town sewer or house drain, or appurtenance thereof for the purpose of conveying or which may convey, into the same, any flammable or explosive material, storm water from roof drainage cistern, sump pump or tank overflow, condensing or cooling water, **except where the person has been given written instruction to do so from the Town based on the Town's engineering standards.**

Section 12

12.3 Sumps must be installed as per CSA standards and Alberta Safety Codes and are not to be connected into the Town's sanitary sewer system, **except where the person has been given written instruction to do so from the Town based on the Town's engineering standards.**

2. This Bylaw shall take effect on the date of final passage.
3. Bylaw #1510 is hereby amended.

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

Read a second time in Council this day of 2009 A.D.

Read a third time in Council and finally passed in Council this day of
2009 A.D.

Rob Steel, Mayor

Kris Holbeck, CAO



**TOWN OF CLARESHOLM
PROVINCE OF ALBERTA
BYLAW #1522**

A Bylaw of the **Town of Claresholm to regulate and abate nuisances and unsightly premises and to require timely snow removal within the Town of Claresholm.**

WHEREAS Section 7 of the *Municipal Government Act*, RSA 2000, Chapter M-26 permits the Council to pass bylaws respecting nuisances, including unsightly property; the safety, health and welfare of people; and the protection of people and property;

AND WHEREAS the Council deems it necessary to provide for an efficient means of regulating and encouraging the abatement of unsightly premises within the Town of Claresholm;

AND WHEREAS the Council deems it necessary to require the timely removal of ice and snow from the sidewalks located within the Town of Claresholm;

AND WHEREAS the Council deems it necessary and appropriate to repeal and replace the existing Nuisance Bylaw No. 1406;

NOW THEREFORE, THE COUNCIL OF THE TOWN OF CLARESHOLM, IN THE PROVINCE OF ALBERTA, DULY ASSEMBLED, ENACTS AS FOLLOWS:

SECTION 1 TITLE OF BYLAW

- 1.1 This Bylaw may be cited as the “**Unsightly Premises and Snow Removal Bylaw.**”

SECTION 2 DEFINITIONS

2.1 In this Bylaw, unless the context otherwise requires:

- a) “**Administration Fee**” means a fee added to actual expenses incurred by the Town for measures taken pursuant to this Bylaw and such fee is equal to the greater of \$25.00 or 15% of actual expenses incurred by the Town;
- b) “**Animal Material**” means any animal excrement and includes all material accumulated on a premises from pet pens or pet yards, stables, veterinary clinics, animal hospitals, kennels or feed lots;
- c) “**Ashes**” means the powdery residue accumulated on a premises left after the combustion of any substance and includes any partially burnt wood, charcoal or coal;
- d) “**Building Material**” means material or debris which may result from the construction, renovation or demolition of any building or other structure and includes, but is not limited to, wood, gypsum board, roofing, vinyl siding, metal, packaging material and containers of building material, gravel, concrete and asphalt and any earth, rocks and vegetation displaced during such construction, renovation or demolition of any building or other structure;
- e) “**Chief Administrative Officer**” means a municipal official employed by the Town of Claresholm in the position of Chief Administrative Officer or, in his/her absence, the person appointed as Acting Chief Administrative Officer;
- f) “**Control**” in reference to weeds means:
 - i) Cut, mow or carry out measures designed to inhibit propagation of the weed, or
 - ii) Destroy the weed if specified by a Community Peace Officer, Bylaw Enforcement Officer or Weed Inspector employed by the Town of Claresholm;
- g) “**Council**” means the Council of the Town of Claresholm;
- h) “**Court**” means the Provincial Court of Alberta;
- i) “**Enforcement Officer**” means a Community Peace Officer, Bylaw Enforcement Officer, RCMP Constable or other person appointed by the Town who is authorized to enforce Bylaws of the Town of Claresholm;

j) “**Garbage**” means any household or commercial rubbish including, but not limited to, boxes, cartons, bottles, cans, containers, packaging, wrapping material, waste paper, cardboard, food, discarded clothing or fabric and discarded household items;

k) “**Graffiti**” means words, figures, letters or drawings scribbled, scratched, painted or sprayed upon any surface without the consent of the owner of the building or premise on which such graffiti is placed;

l) “**Highway**” is as defined in the *Traffic Safety Act*;

m) “**Including**” or “**Includes**” when introducing a list of items, does not limit the meaning of the words to those items or to items of a similar kind;

n) “**Municipal Government Act**” means the *Municipal Government Act*, RSA 2000, Chapter M-26, as amended or replaced from time to time;

o) “**Notice**” means a notice issued pursuant to this Bylaw directing an owner of a premises to remedy a condition that is not in compliance with a provision of this Bylaw;

p) “**Owner**” of a property or premise means:

- i) a person who is registered under the *Land Titles Act* as the owner of the land;
- ii) a person who is recorded as the owner of the property on the tax assessment of the Town;
- iii) a person who has purchased or otherwise acquired the land, whether he has purchased or otherwise acquired the land directly from the owner or from another purchaser, and has not yet become the registered owner thereof;
- iv) a person holding himself out as the person having the powers and authority of ownership of the property or premises or who for the time being exercises the powers and authority of ownership; or
- v) a person controlling the property or premises under construction, or a person who is the occupant of the property or premises pursuant to a rental or lease agreement, license or permit;

q) “**Person**” means an individual or any business entity including a firm, partnership, association, corporation, company, or society;

r) “**Premises**” means any land situated in whole or in part within the Town including the external surfaces of all buildings and land immediately adjacent to any building or buildings and includes any land or buildings owned or leased by the Town;

s) “**Provincial Offences Procedures Act**” means the *Provincial Offences Procedure Act*, RSA 200, Chapter P-34, and the regulations thereof, as amended or replaced from time to time;

t) “**Residential Building**” means a structure used as a residence containing one or more dwelling units, including a house, multi-family dwelling, apartment building, hospital, lodging house, hotel, motel, mobile home, tent, trailer, motor home, camper, or recreational vehicle of any type;

u) “**Residential Development**” means any land that is the site of one or more residential buildings, excepting farms, ranches, and other land which is used for primarily agricultural purposes;

v) “**Town**” means the municipal corporation of the Town of Claresholm in the Province of Alberta, or the area located within the Town of Claresholm's corporate limits, as the context so requires;

w) “**Unightly Premises**” means any building or property or part of either that exhibits “visual evidence of a lack of general maintenance and upkeep”, as defined in this Bylaw, and includes any premises upon which there is an excessive or unreasonable accumulation of:

- i) garbage, animal or human excrement, sewage, the whole or a part of an animal carcass, dirt, soil, gravel, rocks, petroleum products, hazardous materials, containers, boxes, paper products, disassembled equipment or machinery, broken household chattels or goods;

- ii) the whole or any part of any vehicle or vehicles which are not registered with the Motor Vehicle Registry for the current year and which are inoperative by reason of disrepair, removed parts, or missing equipment, or any vehicles which are otherwise not in a roadworthy condition;
- iii) equipment, household appliances, power tools or machinery which have been rendered inoperative by reason of disassembly, age or mechanical condition;
- iv) animal material, ashes, building material, garbage, and yard material as defined in this Bylaw; or
- v) any other form of scrap, litter, trash, junk, or waste of any kind;
- x) “**Vehicle**” has the same meaning as defined in the *Traffic Safety Act*, and includes any motorized vehicle that is unable to be moved under its own power;
- y) “**Visual Evidence of a Lack of General Maintenance and Upkeep**” includes, in relation to a premises:
 - i) significant physical deterioration of buildings or other improvements, or portions of either;
 - ii) broken or missing windows, siding, shingles, shutters, eaves, or other building construction or finishing materials;
 - iii) significant fading, chipping or peeling of painted areas of buildings or other improvements;
- z) “**Weeds**” includes dandelions, nuisance and noxious weeds as defined by the *Weed Control Act*;
- aa) “**Yard Material**” means waste material of an organic nature formed as a result of gardening, horticultural pursuits, or agricultural activities and includes grass, tree and hedge cuttings, waste sod and decomposing plants, leaves and weeds.

SECTION 3 GENERAL PROHIBITION

- 3.1 No owner or owners of a premises shall cause, allow or permit the premises to become or to continue to be an “Unightly Premises”, as defined by this Bylaw.
- 3.2 When making the determination as to whether a particular premises constitutes an “Unightly Premises”, the Court’s considerations shall include any admissible evidence as to:
 - a) the general condition and state of tidiness of the neighbouring or surrounding premises;
 - b) the location and permitted use of the premises and whether or not the premises is located within a residential development;
 - c) the period of time the premises has been in the state complained of;
 - d) whether or not the premises is undergoing construction or renovation, and the period of time that such activity has been ongoing; and
 - e) any other circumstances or factors relating to the premises which the Court deems are relevant to the said determination.
- 3.3 Every owner or occupier of a premises shall ensure that graffiti placed on the premises is removed, painted over, or otherwise permanently blocked from public view within fourteen (14) days of the owner becoming aware or notified of the presence of said graffiti.

SECTION 4 WEEDS, GRASS, TREES, PESTS AND SMOKE

- 4.1 Every occupant or owner of any property or premises within the Town shall:
 - a) eradicate or control all weeds and grass on the premises, and on any boulevard which abuts or adjoins the premises, including up to the center of lanes or alleys at the rear or side of the premises;

- b) prune or remove any and all trees located on the premises that, due to a deterioration of condition or for any other reason, interfere with any public utility or public works, and are a public safety hazard;
 - c) remove or prune any shrub located on the premises which is, or could be, a nuisance to any person using any publicly owned or maintained sidewalk or street;
 - d) prevent stagnant water from remaining on the premises so as to avoid it becoming a potential breeding place for mosquitoes or other pests;
 - e) cut or mow the grass on any boulevard or street, situated on Town owned land adjoining, or abutting or adjacent to the premises owned or occupied by them, to prevent such grass from growing to such a height as to be unsightly, having regard to the height of the grass on adjacent or surrounding premises;
 - f) remove from such property any dead grass or brush or rubbish which is clearly untidy or unsightly, or which may harbor vermin or pests therein; and
 - g) cut or mow the grass on such property before said grass reaches such a height as to be unsightly, having regard to the height of the grass on adjacent or surrounding property.
- 4.2 No occupant or owner of any property or premises, whether presently occupied or not, shall:
- a) allow weeds to grow and propagate uncontrolled or excessively on the premises;
 - b) suffer or permit trees, or other vegetation growing on the property, to interfere or endanger the lines, poles, conduits, pipes, or sewers or other works of the Town;
 - c) allow any infectious blight or disease of the trees or other vegetation located on the property to go uncontrolled or unchecked; or
 - d) allow, permit or cause any opaque or dense smoke or dust to be emitted to the atmosphere from the premises.
- 4.3 Where branches, foliage or other parts of trees, shrubs or other vegetation on a premises extend beyond the property lines of the subject premises, and interfere with or obstruct any public works of the Town, including power lines, traffic signage, street lighting, and the safe movement of vehicular and pedestrian traffic within the Town, the Chief Administrative Officer, the Town Superintendent, a Designated Officer or an Enforcement Officer may authorize the immediate removal, without notice, of any such interferences and obstructions.
- 4.4 Where the Town carries out any remedial measures as required pursuant to Section 4.3 of this Bylaw, neither the Town nor any employees or contractors thereof shall be held liable in any way in relation to any such remedial actions taken.

SECTION 5 CONSTRUCTION SITES

- 5.1 An owner of a property or premises being demolished or under construction shall ensure that building materials and waste materials on the premises are removed or contained and secured in such a manner that prevents such material from being blown off or scattered from the property.
- 5.2 An owner of a property or premises being demolished or under construction shall ensure that waste building material on the premises is removed or secured within a reasonable time by means of appropriate containers.

SECTION 6 EXEMPTIONS & EXCEPTIONS

- 6.1 The provisions of this Bylaw shall not be interpreted to prevent bona fide and permitted commercial, industrial, agricultural, construction, demolition, renovation, landscaping, clean-up, storage or other related activities from being carried out on, or in relation to, a premises.

- 6.2 The owner of a premises that carries on, or permits the carrying on, of any activities referred to in Section 6.1 of this Bylaw shall ensure that all reasonable steps are taken to minimize the duration and visual impact of any resulting untidiness or unsightliness of the premises.
- 6.3 When determining whether the owner of a premises has “taken all reasonable steps” as required by Section 6.2, the Court’s considerations shall include the considerations referred to in Section 3.2 of this Bylaw.

SECTION 7 SNOW AND ICE ON SIDEWALKS

- 7.1 An owner of a premises shall ensure:
 - a) the removal from any public sidewalk located adjacent to the premises, including private driveway crossings, all snow and ice deposited thereon, whether from natural or unnatural means, within 24 hours of such deposit, or within 24 hours of the issuance of a Snow Removal Notice in respect of the premises; and
 - b) that the snow and ice removed pursuant to section 7.1(a) is not placed upon any highway or other public property administered by the Town.
- 7.2 For the purpose of Section 7.1(a), snow and ice will be considered removed when the sidewalk is cleaned for the entire width of sidewalk to the sidewalk surface as completely as reasonably possible.
- 7.3 For the purpose of Section 7.1(a), in the case of a sidewalk being below grade resulting in repeated coverage by ice or water through drainage or melted snow or rain, the sidewalk must be cleaned as completely as reasonably possible and a non-slip, non-corrosive and salt-free material such as sand or similar material must be scattered on the surface of the sidewalk as frequently as required to maximize traction for pedestrians. The sidewalk condition must be communicated to the Chief Administrative Officer so it can be added to the list of sidewalk improvements and dealt with accordingly.
- 7.4 For the purpose of Section 7.1(a), where an owner or occupant of a premises reasonably anticipates being absent, the owner or occupant must make arrangements to ensure the sidewalks are maintained in accordance with this Bylaw.

SECTION 8 BYLAW COMPLIANCE NOTICES

- 8.1 Where an owner or occupant of a premises is found by an Enforcement Officer to be in non-compliance with any provision of this Bylaw (excepting Section 7 – Snow and Ice on Sidewalks), the owner or occupant of the premises may be issued a Notice containing the following information:
 - a) the address and/or legal description of the property where remedial action is required;
 - b) the condition or conditions that are not in compliance with this Bylaw;
 - c) the remedial action that is required to bring the property into compliance;
 - d) the deadline for completion of the remedial action required, which must not be less than seven (7) days after the date of service of the Notice and must not be greater than thirty (30) days after the date of service of the Notice; and
 - e) a statement that the Town may carry out the required remedial action at the owner’s expense if the required work is not completed within the allowed time.
- 8.2 An application for an extension of the deadline provided for the completion of the remedial action required in a Notice issued pursuant to Section 8.1 of this Bylaw may be applied for in writing to an Enforcement Officer not later than seven (7) days after the service of the Notice. The application must include the reasons why the deadline extension is required, and the anticipated date for completion of the required remedial action. Any such deadline extension applied for may be allowed or refused at the sole discretion of the Enforcement Officer, and the extension shall not exceed sixty (60) days after the deadline provided in the Notice.

- 8.3 Any Notice issued pursuant to Section 8.1 of this Bylaw will be deemed to have been sufficiently served upon the owner or occupant of the premises when the Notice is:
- a) served personally upon the owner or occupant, or served in substitution upon any person who is 18 years of age or older who resides in the subject premises;
 - b) served personally upon the property manager or person apparently in charge of the premises, if the premises is not occupied or managed by the owner;
 - c) posted at a conspicuous location(s) near the main entry to the premises; or
 - d) mailed by regular mail to the owner of the premises using the address provided by the owner and/or on record with the Town of Claresholm as the mailing address for the owner of the premises, in which case the deemed date of service is five (5) days after the date of mailing.
- 8.4 The owner or occupant of a premises who has been served with a Notice issued pursuant to this Section shall fully comply with the Notice within either the original or extended time allowed for compliance.
- 8.5 Where the owner or occupant of a premises fails to comply with any provision of Section 7 (Snow and Ice on Sidewalks) of this Bylaw, an Enforcement Officer may issue and serve the owner with a Snow Removal Notice in accordance with the provisions of this Section. If the required remedial action (Snow and Ice Removal from Sidewalks) is not completed within 24 hours from the date of service of the Notice, the Town may take all reasonable measures to remove the snow and/or ice from the subject sidewalk(s) at the property-owner's expense, and the subject costs and expenses, if unpaid by the owner upon demand, shall be added to the Tax Roll of the subject property in accordance with Section 553(1)(g.1) of the *Municipal Government Act*, RSA 2000, c.M-26.

SECTION 9 ENFORCEMENT

- 9.1 Where an Enforcement Officer has reasonable grounds to believe that a person has contravened any provision of this Bylaw, the Enforcement Officer may commence enforcement of the Bylaw in relation to that person by:
- a) issuing the person a Violation Ticket pursuant to the provisions of Part 2 of the Provincial Offences Procedure Act;
 - b) swearing out an Information and Complaint against the person; or
 - c) in lieu of prosecution, issuing the person a Bylaw Violation Tag, in a form as approved by the Chief Administrative Officer.
- 9.2 Where an Enforcement Officer issues a person a Violation Ticket in accordance with Section 9.1(a) of this Bylaw, the officer may either:
- a) allow the person to pay the specified penalty as provided for in Section 11 of this Bylaw by indicating such specified penalty on the Violation Ticket; or
 - b) require a Court appearance of the person, pursuant to the provisions of Part 2 of the Provincial Offences Procedure Act, where the Enforcement Officer reasonably believes that such appearance is in the public interest.
- 9.3 Notwithstanding any other provision of this Bylaw, an Enforcement Officer, upon receiving and reviewing a nuisance or unsightly premises complaint, shall take reasonable steps to assess the condition of the premises that is the subject of the complaint. The Enforcement Officer shall then recommend or take whatever actions are considered appropriate to address the complaint, in all of the circumstances.
- 9.4 No provision of this Bylaw or any action taken pursuant to any provision of this Bylaw shall restrict, limit, prevent or preclude an Enforcement Officer or the Town from pursuing any other remedy in relation to a premise or nuisance as provided by the Municipal Government Act, any other law of the Province of Alberta, or any other Bylaw of the Town of Claresholm.

SECTION 10 GENERAL PENALTY PROVISION

- 10.1 Any person that violates any provision of this Bylaw is guilty of an offence and is liable upon conviction to a maximum fine of ten thousand dollars (\$10,000), or in default of payment of the fine to imprisonment for a period not exceeding one (1) year, or to both fine and imprisonment in such amounts.

SECTION 11 MINIMUM AND SPECIFIED PENALTIES

- 11.1 The minimum and specified penalty for a violation of any provision of this Bylaw (excepting the provisions of Sections 4, 7, and 8.4) is a fine in the amount of:

First Offence: \$350.00
Second Offence: \$700.00
Third Offence: \$1,500.00

- 11.2 The minimum and specified penalty for a violation of a provision of Sections 4 and 7 of this Bylaw is a fine in the amount of:

First Offence: \$250.00
Second Offence: \$500.00
Third Offence: \$1,000.00

- 11.3 The minimum and specified penalty for a violation of Section 8.4 of this Bylaw is a fine in the amount of:

First Offence: \$500.00
Second Offence: \$1,000.00
Third Offence: \$1,500.00

- 11.4 Notwithstanding any other provision of this Section, if a person violates the same provision of this Bylaw four (4) times or more, the minimum and specified penalty allowable for the Fourth and each subsequent offence shall be a fine in the amount of one thousand five-hundred dollars (\$1,500.00).

- 11.5 The penalty in lieu of prosecution for a violation of any provision of this Bylaw proceeded with in accordance with Section 9.1(c) is one-half (50%) of the minimum and specified penalty provided for the particular offence by this Section.

SECTION 12 GENERAL

- 12.1 It is the intention of the Council of the Town of Claresholm that each provision of this Bylaw should be considered as being separate and severable from all other provisions. Should any section or provision of this Bylaw be found to have been improperly enacted, then such section or provision shall be regarded as being severable from the rest of this Bylaw and that the Bylaw remaining after such severance shall remain effective and enforceable.
- 12.2 It is the intention of the Council of the Town of Claresholm that all offences created pursuant to this Bylaw be construed and considered as being Strict Liability Offences.
- 12.3 Whenever the singular and masculine gender is used in this Bylaw, the same shall include the plural, feminine and neuter gender whenever the context so requires.

SECTION 13 REPEAL OF PREVIOUS BYLAW

- 13.1 Bylaw No. 1406, the "Nuisance Bylaw" and any amendments thereto, are hereby repealed.

SECTION 14 PASSAGE OF BYLAW

14.1 This Bylaw shall come into effect upon passage of Third Reading.

Read a first time in Council this day of 2009 A.D.

Read a second time in Council this day of 2009 A.D.

Read a third time in Council and finally passed in Council this day of 2009
A.D.

Rob Steel, Mayor

Kris Holbeck, CAO



ALBERTA
MUNICIPAL AFFAIRS

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

AR40260

December 19, 2008

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

Dear Mayor Steel:

It is my pleasure to announce that Alberta Municipal Affairs is again funding emergency management training under the Municipal Sponsorship Program for 2008/09. This initiative has been very successful over the past nine years and I am pleased that it will continue.

This year \$150,000 is being made available to provide grant funding for municipalities to deliver emergency management workshops, regional municipal exercises and incident command and exercise design courses. These grants will facilitate the training that municipal response personnel and volunteers need to protect Albertans in the event of emergencies and which complements the training that Alberta Emergency Management Agency staff deliver directly.

Grant application documents are on the agency website at www.aema.alberta.ca/687.cfm. If you wish to apply, please complete the document titled Schedule A to Conditional Grant Agreement, Emergency Management Training Grant Application. There is no need to complete the document titled Conditional Grant Agreement, until you have been notified that your application has been approved. Questions regarding the grant process should be directed to your agency field officer (www.aema.alberta.ca/ab_contact_AEMA.cfm) or the Alberta Emergency Management Agency training staff, toll-free at 310-0000, then 780-644-4811.

The deadline for receiving applications is February 12, 2009, and all approved training must be completed by April 30, 2010.

Sincerely,

Ray Danyluk
Minister



ALBERTA
MUNICIPAL AFFAIRS

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

Agenda
Jan 12

AR40881

December 22, 2008

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

Dear Mayor Steel:

Thank you for your municipality's project profile submissions under the 2008 conditional operating funding component of the Municipal Sustainability Initiative (MSI).

I am pleased to inform you that the following projects have been accepted as qualifying projects under the MSI conditional operating funding guidelines. Your municipality may now proceed and apply the following amounts of your 2008 operating funding allocation to these projects:

- Intermunicipal Development Plan Project (OPE 924) \$40,000
- Health Services Sustainability Committee Project (OPE 940) \$30,000
- Southwest Area Structure Plan Project (OPE 941) \$42,475
- Golf Course Operations Project (OPE 942) \$25,000
- Senior Drop-In Centre Project (OPE 943) \$ 7,500
- Claresholm Curling Club Project (OPE 944) \$ 7,500
- Claresholm Community Centre Project (OPE 945) \$ 7,500
- Claresholm Public Library Project (OPE 946) \$ 7,500

I wish you, your council, and the municipality's staff success with these projects.

Sincerely,

Ray Danyluk
Minister

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



The Municipal District of Willow Creek No. 26

OFFICE OF THE REEVE

#26 – Hwy 520 West, Claresholm Industrial Area

Box 550

Claresholm, Alberta T0L 0T0

Website: www.mdwillowcreek.com

Office: (403) 625-3351

Fax: (403) 625-3886

Shop: (403) 625-3030

Town of Claresholm
Box 1000
Claresholm, Alberta
T0L 0T0

Attention: Members of Council

The Municipal District of Willow Creek No. 26 is writing to you supporting the request of the West Water Line water users for an increase in the historical water allocation from 3 acre feet to 3.5 acre feet to accommodate the Town as the ninth user on this line.

Traditionally there have been 8 water users on this line and once the west water plant has been de-commissioned there is a potential for the Town to sell the property as an acreage therefore increasing the need for the additional water allocation.

The M.D. Council feels that in view of the fact that there was obviously an agreement of some form that saw landowners give up 2 acres per 1/4 section for the waterline route in exchange for treated water, they ask that the Town Council consider the impact of the additional user and increase the water allocation to 3.5 acre feet per year.

The M.D. Council thanks you, in advance, for your favorable response to this request.

Yours truly,

Henry Van Hierden
Reeve

c.c. Rod Brunes – Pipeliners Cooperative



TRAVERSE LANDGROUP LTD.
in your grasp

Concerns re
location of well
in regards to
future development
to the west

December 22, 2008

VIA FAX: (403) 625-3869

+
Proximity
to school + residential
area.

TOWN OF CLARESHOLM
BOX 1000
CLARESHOLM, ALBERTA T0L 0T0

URBAN AUTHORITY

**RE: NOTIFICATION – COP SWEET NATURAL GAS B140
COP BRC ET AL EASTMONT 09-27-012-27 W4M
DIRECTIONALLY DRILLED FROM 11-27-012-27 W4M
CPC FILE: S313265 TLG FILE: V08-330**

Kel 12/30/08

With regard to the above-mentioned project, please find enclosed a General Information Handout as well as an ERCB information package including, A Letter From The Chairman of the ERCB.

Please note the following documentation can be found at the Energy Resources Conservation Board's website at www.ercb.ca. Alternatively, you can call Traverse LandGroup Ltd., toll free at 1-866-835-8429 and request the any or all of the noted EnerFAQs be sent to you.

- EnerFAQs # 1: What is The Energy Resources Conservation Board?
- EnerFAQs # 2: Having Your Say at an ERCB Hearing
- EnerFAQs # 3: Inspections and Enforcement of Energy Developments in Alberta
- EnerFAQs # 4: All About Critical Sour Wells
- EnerFAQs # 5: Explaining ERCB Setbacks
- EnerFAQs # 6: Flaring and Incineration
- EnerFAQs # 8: Coalbed Methane
- EnerFAQs # 9: The ERCB and You: Agreements, Commitments, and Conditions
- EnerFAQs # 10: Public Health and Safety
- EnerFAQs # 11: All About Appropriate Dispute Resolution (ADR)

Should you have any questions or concerns related to the project, please contact either of the contacts listed on the back page of the General Information Handout.

Regards,
Traverse LandGroup Ltd.
Agent for ConocoPhillips Canada BRC Ltd.

Brook Nixon
Surface Land Administrator

300, 1011-1st Street SW, Calgary, Alberta T2R 1J2 phone 403.265.1050 fax 403.234.0621
www.traverselandgroup.com email: info@traverselandgroup.com

General Information Handout
Proposed Sweet Natural Gas Well
COP BRC ET AL EASTMONT 9-27-12-27 W4M
DRILLED FROM SURFACE LOCATION IN 11-27-12-27 W4M

ConocoPhillips Canada (BRC) Ltd. (ConocoPhillips) plans to apply to the Energy Resources Conservation Board (ERCB) for a license to drill a directional gas well from a surface location in 11-27-12-27 W4M. The ERCB classifies this well as Category B Type 140 i.e. the well is considered "sweet" as we anticipate no hydrogen sulphide (H₂S) will be present in this well.

The well is required to produce natural gas from subsurface formation(s) for which we have acquired the mineral rights. The well is part of our current shallow gas program in the Claresholm area.

Project Description

ConocoPhillips is committed to full disclosure of its planned projects so that people in the area are informed of the activities proposed in their community. The following table summarizes our plans regarding the above noted well. If you require any additional information or would like to talk with a ConocoPhillips representative regarding this project, please do not hesitate to call any of the representatives listed at the end of this handout.

Surface Location	The well site is located approximately 0.63 km SW from the Town of Claresholm.
Project Schedule	Subject to regulatory approval, we anticipate that construction and subsequent drilling operations will begin around 1st Quarter 2009. Once drilling operations have reached the targeted depth, completion operations will begin. Completion operations open up the formation and allow trapped fluids/gases to flow to surface. The program (drilling, completion and testing operations) is expected to last around 35 to 45 days in total. As weather, rig availability and progress of drilling can all affect the timing of a project, you will be advised again if significant timing delays are anticipated.
Flaring	<p>Clean-up Flaring</p> <p>Before any production can be tested to determine if the well is commercially productive, the well bore fluids must first be cleaned up and flaring for a short period of time is unavoidable. This flaring is a safety measure to ensure that all fluids and materials associated with drilling and completions operations are removed before gas is introduced into a pipeline. Clean-up flaring will be restricted to only the amount of time required to ensure that the wellbore is clean.</p> <p>Production Test Flaring</p> <p>A production test flow allows our reservoir engineers to evaluate the well's commercial potential. Where economics and technical considerations allow, we will try to eliminate production test flaring by testing the well "in-line", i.e. directly into a pipeline where an appropriate pipeline is available in close proximity and in situations where production from the well can flow into the pipeline by itself. If this is not feasible production test flaring would be intermittent and of short duration.</p> <p>The production testing program will be finalized once the well has been drilled and more</p>

COP BRC ET AL EASTMONT 9-27-12-27 W4M
DRILLED FROM SURFACE LOCATION IN 11-27-12-27 W4M

	<p>information is available. ConocoPhillips will comply with the flaring requirements contained in <i>ERCB Directive 60 Upstream Petroleum Industry Flaring, Incinerating and Venting</i> and will advise nearby residents closer to the time that it is planned.</p> <p>At this time we anticipate total clean-up and production test flaring for this well will last for no more than 72 hours over a 3-5 day period.</p> <p>Permanent Flaring</p> <p>Once the well is placed on production, there will be no continuous flaring of produced gas from this well. Flaring will occur only infrequently as a safety measure during an unexpected event or as part of routine maintenance operations.</p>
<p>Permanent Production Plans</p>	<p>Once it is determined the well is commercially viable, ConocoPhillips will install production facilities on the lease. Our plans for permanent on-site production equipment associated with this well will be finalized after the well is drilled and more information is available, but typically, permanent production equipment for this type of well includes a wellhead, Meter Run Building, Methanol Tank and SCADA.</p> <p>At this time, we plan to pipeline the produced gas to ConocoPhillips 6-27-12-27 W4M Wellsite.</p>
<p>Traffic</p>	<p>Some increased traffic to and from the well is unavoidable during construction, drilling and completions operations when heavy equipment is moved on and off the location. However, once the well is on production, traffic will reduce significantly, and will be limited to light vehicular traffic to and from the wellsite for routine maintenance and monitoring purposes.</p> <p>During dry weather conditions, we will monitor road conditions and apply appropriate dust control, as necessary.</p>
<p>Noise</p>	<p>During construction, drilling and completions there will be some increased noise associated with the activity. This noise is temporary and should be reduced significantly once the well is on production. Please contact the Surface Landman listed at the end of this handout regarding any noise concerns.</p> <p>Once the well is producing we ask that concerns regarding excessive noise be reported immediately to the local Production Operations representative listed at the end of this handout.</p>
<p>Odours/Emissions</p>	<p>There will be no sour gas emissions from this well and ConocoPhillips does not expect any odours from its production operations. We ask that any unusual odours be reported immediately to our local Production Operations representative or call our 24-hour emergency number: 1-800-661-9525. We will promptly investigate and ensure any problems are corrected.</p> <p>ConocoPhillips is committed to compliance with all environmental standards and regulations regarding emissions from its operations.</p>

Public Safety

ConocoPhillips is committed to protecting the health and safety of the public, as well as its employees and contractors. All drilling, completion, and testing operations will be conducted in strict accordance with good oilfield practices and in compliance with all applicable technical and safety standards and regulations. ConocoPhillips personnel have been trained to recognize hazards and deal with emergency situations, so that any abnormal situation that might arise can be quickly detected and corrected. Operations are manned 24 hours during drilling, completion, and testing operations at the proposed well.

ConocoPhillips local area Emergency Response Plan to address public safety during drilling and completion operations will be in place so that everyone is prepared to respond to an incident at the earliest stage.

Separation Distance

The ERCB regulates the oil and gas industry in Alberta and establishes the minimum separation distance or "setback" between a well and residential or other developments. In the case of the proposed well, a **100-metre** separation distance is required between the well and a house or any other surface improvement, such as a farm building, school, or church.

Additional Information

Thank you for taking time to read this handout that contains general information about the proposed well. If you still have questions or concerns, please do not hesitate to call any of the ConocoPhillips representatives listed in the Contacts section below. Also, upon request, ConocoPhillips will provide more specific information on this well and how it fits with our overall area development plans.

In addition, the ERCB has developed additional information about energy development in Alberta. Attached is a letter from the Chairman of the ERCB, a brochure: *Understanding Oil and Gas Development in Alberta*, and *EnerFAQs No. 7: Proposed Oil and Gas Development: A Landowner's Guide*. Other publications that are available upon request from ConocoPhillips are:

- *EnerFAQs No. 4: All About Critical Sour Wells*
- *EnerFAQs No. 5: Explaining ERCB Setbacks*
- *EnerFAQs No. 6: Flaring and Incineration*
- *EnerFAQs No. 8: Coalbed Methane*
- *EnerFAQs No. 9: The ERCB And You: Agreements, Commitments, and Conditions*
- *EnerFAQs No. 10: Public Health and Safety: Roles and Responsibilities of Agencies that Regulate Upstream Oil and Gas*
- *EnerFAQs No. 11: All About Appropriate Dispute Resolution (ADR)*

COP BRC ET AL EASTMONT 9-27-12-27 W4M
DRILLED FROM SURFACE LOCATION IN 11-27-12-27 W4M

Contacts

If you still have questions or concerns, please do not hesitate to call any of the ConocoPhillips representatives listed below. If you are calling outside of business hours, please leave a message with one of the representatives and your call will be returned the next business day. **If this is an emergency please contact the ConocoPhillips 24 Emergency Number at 1-800-661-9525.** Please note, this number is for emergencies only.

Surface Landman, Jamie Fleck, collect at 0 (403) 260-8000

or

Production Operations Leader, Lyle Witt directly at (403) 485-5296

We value your input and will make every effort to answer your questions or provide additional information.

For information about the regulatory process, please contact:

The Energy Resources Conservation Board Midnapore Field Centre at (403) 297-8303

(For toll-free access to the ERCB, dial 310-0000 and follow the instructions)

ConocoPhillips 24 Hour Emergency Number: 1-800-661-9525

Your privacy is important to us. ConocoPhillips Canada takes care to protect the confidentiality of your personal information. It is used and disclosed to other parties only where necessary for very specific business or legal purposes, such as required disclosure to Regulatory bodies, emergency response, resident notification, community relations and specific stakeholder business dealings, such as royalty payments or leasing arrangements. ConocoPhillips has adopted a privacy policy to control the collection, use and disclosure of personal information. We are prepared to discuss any concerns you may have regarding the above at the time your personal information is collected from you.

By providing your personal information to ConocoPhillips you have consented to our collection, use, retention and disclosure of that information for the purposes set out above. If you have any questions or concerns regarding the collection, use and disclosure of your personal information or ConocoPhillips' privacy policy, please contact our Privacy Officer at:

ConocoPhillips Canada
401 - 9th Avenue S.W.
Calgary, Alberta T2P 2H7

(403) 233-3354
Alan.P.Scott@conocophillips.com

A Letter from the Chairman of the ERCB

Dear Neighbour,

I am writing to you because a representative of a petroleum company proposing development has recently approached you, and you may have questions. The company plans to make an application to the Energy Resources Conservation Board (ERCB) for an energy development (which may include a facility, a pipeline, or a well) on your lands or your neighbours' lands. The ERCB requires the company to either notify or personally consult with you before obtaining a licence and provide you with information that may include the documents described below. When the ERCB does not require that the documents be provided, you may request them from the company.

ERCB Public Information Documents—These include this letter, the brochure *Understanding Oil and Gas Development in Alberta*, *EnerFAQs No. 7: Proposed Oil and Gas Development—A Landowner's Guide* and the *EnerFAQs* series related to energy development. These documents contain information about your rights and options, as well as the roles and responsibilities of the ERCB in the regulation of Alberta's energy developments and how we can help you.

Company's Information Package—This includes sufficient information about the proposed project so that you can understand the nature, scope, and potential impacts the proposed development may have on you and your family. You will be asked to bring forward any questions or concerns you may have and to go over the specifics of the proposed development with the company representative. The company is required to answer all reasonable questions posed by you.

I encourage you to carefully review the information provided and to meet with company representatives to discuss the proposed development. The conversation should include any measures that could be put in place by the company to reduce potential impacts, alternatives to the proposal that may exist, and the overall future development proposed for your area.

If there are matters that cannot be resolved, the ERCB can provide you with more information on its *Appropriate Dispute Resolution (ADR)* program, which includes ERCB facilitation and third-party mediation. Unresolved issues could ultimately result in the ERCB holding a public hearing to consider the application. While the ERCB encourages all parties to first attempt to cooperatively reach agreement, all should be aware that they have the right, at any time, to request that the ERCB hold a public hearing.

If you have questions about our materials or our processes, please call the ERCB for assistance at the numbers listed on the back of this letter.

Additional information about the ERCB and its regulations are on our Web site at www.ercb.ca.

Sincerely,

Dan McFadyen.
Chairman

ERCB Field Centres and Contacts

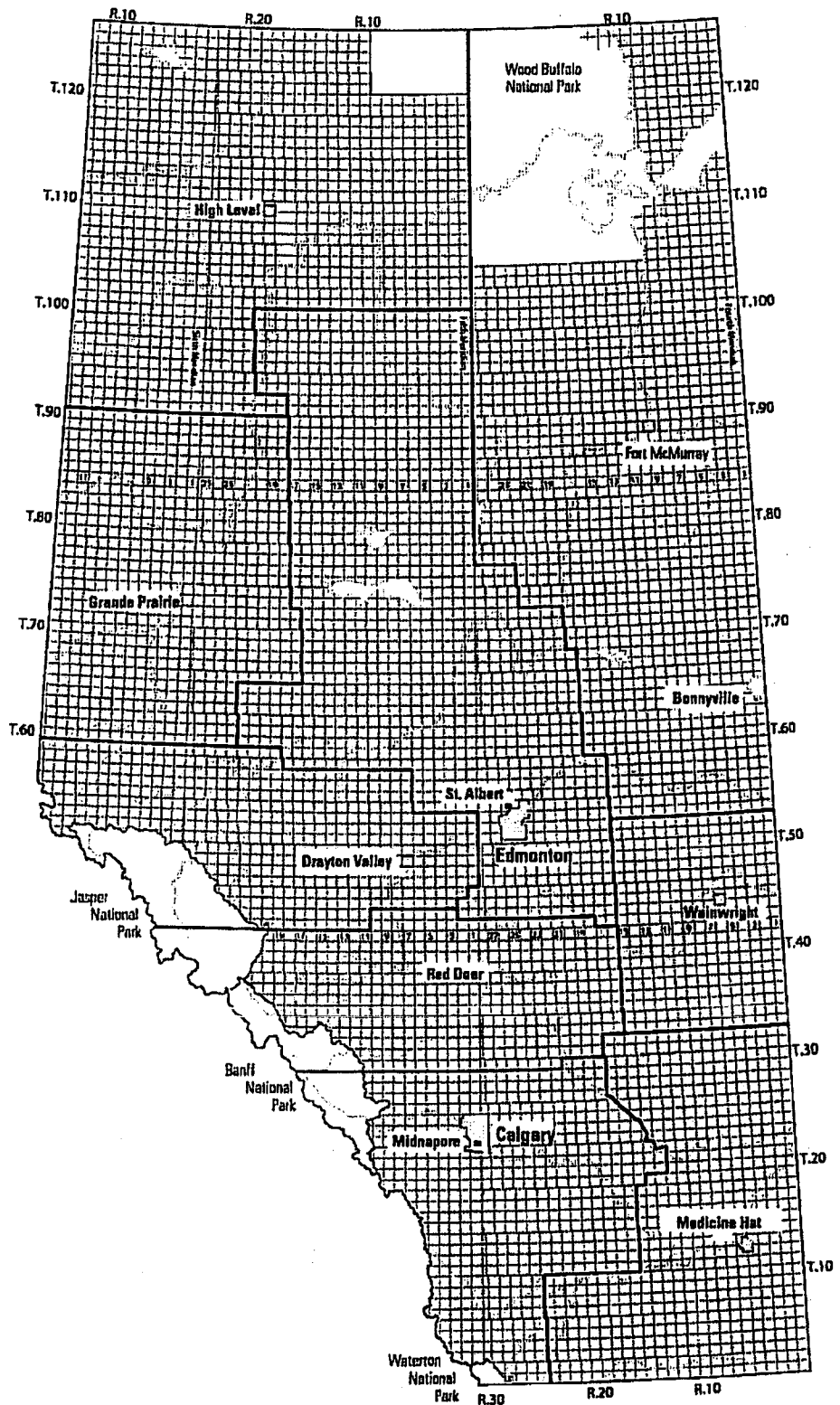
Field Centres

- Bonnyville**
780-826-5352
- Drayton Valley**
780-542-5182
- Grande Prairie**
780-538-5138
- High Level**
780-926-5399
- Medicine Hat**
403-527-3385
- Midnapore**
403-297-8303
- Red Deer**
403-340-5454
- St. Albert**
780-460-3800
- Wainwright**
780-842-7570

Fort McMurray Regional Office
780-743-7214

Calgary Head Office
Customer Contact Centre
403-297-8311
Web site www.ercb.ca

Facilities Applications Group
403-297-4369 (Help line)
E-mail address
Directive56.help@ercb.ca
Facilitation Team
403-297-3700 (Help line)
E-mail address
ercb.adr@ercb.ca



To call the above numbers toll free, dial 310-0000 and follow the prompts or ask the operator for the desired number.

LANDOWNER(S):
 N.W. 1/4 Sec. 27-12-27 W. 4M.
 OWNER(S):
 M.G. MULHOLLAND FARMS LIMITED
 CERT. OF TITLE No.: 851 139 281
 S.W. 1/4 Sec. 27-12-27 W. 4M.
 OWNER(S):
 M.G. MULHOLLAND FARMS LIMITED
 CERT. OF TITLE No.: 961 211 258

I/We, the landowner(s)/occupant(s), consent to the location of the Well Site and Access Road as shown and have no objections to the ERCB issuing a drilling licence.

Date _____

GEOGRAPHIC and UTM CO-ORDINATE TABLE				
NAD 27	UTM ZONE 12 N. ATS Ver. 2.6		(GEOGRAPHIC CO-ORDS: D.M.S.)	
	UTM CO-ORDINATES		GEOGRAPHIC CO-ORDINATES	
	North	East	N. Latitude	W. Longitude
Proposed 11-27 Well Centre	5544997.1	313306.4	50°01'47.807"	113°36'24.130"
PROPOSED 9-27 DD BOTTOM HOLE	5544987.9	314123.1	50°01'47.781"	113°35'43.070"
Reference Point N.E. 27-12-27 W. 4M.	5545395.8	314188.0	50°02'01.696"	113°35'40.561"

'Directional Drill' COP BRC ET AL EASTMONT 9-27-12-27

NOTE:
 ERCB Information provided by
 IHS Energy

Drilled from a Surface Location in:
 L.S. 11 Sec. 27 Twp. 12 Rge. 27 W. 4M.
 Well Site and Access Road

MUNICIPAL DISTRICT OF WILLOW CREEK NO. 26

I, Gerald D. Smyth, Alberta Land Surveyor, of Calgary, Alberta, certify that the survey represented by this plan is true and correct to the best of my knowledge, has been carried out in accordance with the Alberta Land Surveyors' Association Manual of Standard Practice, and the field survey was performed on the 8th day of December, 2008.

Gerald Smyth
 Alberta Land Surveyor
 Date Signed: December 17th, 2008

Wade Wang
 Witness (Wade Wang)



SURFACE CO-ORDINATES:

430.0 South of North bdy. }
 747.5 East of West bdy. } Sec. 27

GEOGRAPHIC CO-ORDINATES:

50.029957° Latitude } NAD 83
 -113.607675° Longitude } ATS Ver. March 2005

BOTTOM HOLE CO-ORDINATES:

430.0 South of North bdy. }
 50.0 West of East bdy. } Sec. 27

ELEVATIONS: 1038.9 Well Centre

Well Site Corner Elevations Ground
 N.W. 1040.64 N.E. 1040.15
 S.W. 1038.99 S.E. 1038.74

AREAS:

	hectares	acres
N.W. 1/4 Sec. 27		
Well Site:	1.440	3.56
Access Road:	0.630	1.56
Subtotal:	2.070	5.12
S.W. 1/4 Sec. 27		
Access Road:	0.669	1.65
Total:	2.739	6.77

LEGEND:

Well Centre shown thus:

Directional Drill Bottom Hole shown thus:

Statutory Iron Posts found shown thus:

30cm Iron Spikes shown thus: Placed = Found =

Wooden Hubs shown thus: Placed = Found =

Power Pole shown thus:

Portions referred to bounded thus:

Distances are in metres and decimals thereof.
 Bearings are UTM Grid, NAD 83, Reference Meridian 111° (Zone 12N) and are derived by GPS Observations.

GEODETTIC DATUM:

Canadian Active Control System (Pridds)
 Geodetic Station No. 756047
 Elev = 1263.753

WELL LICENCE INFORMATION
 THE PROPOSED WELL CENTRE IS:

- | | | |
|--|---|--|
| - Outside Designated Significant Historical Sites or Areas | Yes <input checked="" type="checkbox"/> | No <input type="checkbox"/> |
| - Outside any potential coal development areas | Yes <input checked="" type="checkbox"/> | No <input type="checkbox"/> |
| - At least 1.5 km from the Corporate Limits of a City, Town, Village or Hamlet | Yes <input type="checkbox"/> | No <input checked="" type="checkbox"/> |
| - At least 100m from the Ordinary High Water Mark of any water body | Yes <input checked="" type="checkbox"/> | No <input type="checkbox"/> |
| - At least 100m from any surface improvements | Yes <input checked="" type="checkbox"/> | No <input type="checkbox"/> |
| - At least 40m from any surveyed road/road allowance | Yes <input checked="" type="checkbox"/> | No <input type="checkbox"/> |
| - At least 5.0 km from a lighted aerodrome | Yes <input type="checkbox"/> | No <input checked="" type="checkbox"/> |
| - At least 1.5 km from an unlighted aerodrome | Yes <input type="checkbox"/> | No <input checked="" type="checkbox"/> |
| - At least 200m from any water well | Yes <input checked="" type="checkbox"/> | No <input type="checkbox"/> |
| - Approximately 0.92 km from the nearest residence. (S.E. 27-12-27 W. 4M.) | Yes <input checked="" type="checkbox"/> | No <input type="checkbox"/> |
| - Approximately 0.83 km S.W. from the nearest urban centre. (Town of Claresholm) | Yes <input checked="" type="checkbox"/> | No <input type="checkbox"/> |
| - Approximately 0.83 km from the nearest surface development. (School in N.E. 27-12-27 W. 4M.) | Yes <input checked="" type="checkbox"/> | No <input type="checkbox"/> |
- (See Proximity Note)



No.	DATE	REVISION / ISSUED	JOB No.	
0	DEC. 17, 2008	PLAN ISSUED		
SURVEYED BY: K.R.				MIDWEST SURVEYS INC. 2827 - Sunridge Blvd. N.E. Calgary, AB T1Y 6G1 Tel: 403-244-7471 C-1041-08-1
CALC'D BY: G.S.		DRAWN BY: W.W.	Surface File No.: S313285	
			Project No.: WVQ.080.3771	
Network No.: 10232285				

N.E.28
Fd.l. c.s.

FENCE

827.57
272°03'45"

N.1/4 27
Est. Position
Left No Mk.

C-1041-04-1

PROXIMITY NOTE
FROM PROPOSED WELL CENTRE:
 • 157.3 @ 82°06' TO WEST BDY. ALTALINK TRANSMISSION LINE R/W PLAN 7505 JK
 • 175.0 @ 106°09' TO WEST BDY. P/L R/W PLAN 021 0273
 • 632.0 @ 48°12' TO TOWN OF CLARESHOLM BDY.
 • 2.19 km @ 127°16' TO CLARESHOLM HOSPITAL HELIPAD
 • 2.79 km @ 211°02' TO NEAREST RUNWAY CLARESHOLM INDUSTRIAL AIRPORT

20.12 GOVERNMENT ROAD ALLOWANCE
 FENCE
 UNDEVELOPED
 20.12 GOVERNMENT ROAD ALLOWANCE
 HIGH GRADE GRAVEL ROAD
 20.12 GOVERNMENT ROAD ALLOWANCE

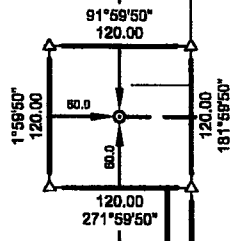
L.S. 13	L.S. 14
L.S. 12	L.S. 11

747.5 calc.
EAST

SOUTH
430.0

60.0
calc.

389.93
181°58'50"



1°58'50"
120.00

27
12-27-4

20.00

375.0 calc.

20.00

20.00

334.5 calc.
to 1/4 Line

648.65
181°58'50"

CAUTION: BURIED PIPE
ERCB # 28041 LINE # 27
OPERATOR: CONOCOPHILLIPS (BRC)

(CONOCOPHILLIPS (BRC)
15.00 P/L R/W
PLAN 971 0076

(CONOCOPHILLIPS (BRC)
15.00 P/L R/W
PLAN 041 4431

(CONOCOPHILLIPS (BRC)
15.00 P/L R/W
PLAN 971 0076

(CONOCOPHILLIPS (BRC)
15.00 P/L R/W
PLAN 041 4431

(CONOCOPHILLIPS (BRC)
15.00 P/L R/W
PLAN 021 0273

(CONOCOPHILLIPS (BRC)
15.00 P/L R/W
PLAN 971 0077

CONOCOPHILLIPS (BRC)
9-27

APPROXIMATE LOCATION
OF ATCO GAS UTILITY LINE

6 OF
EXISTING
±4m GRAVEL ROAD

LINE OF SIGHT:
+ 800 EAST
± 800 WEST

10.08 WATER LINE R/W
PLAN 5721 HU

N.1/4 22
Fd.l. c.s.

ROAD PLAN 751 0598

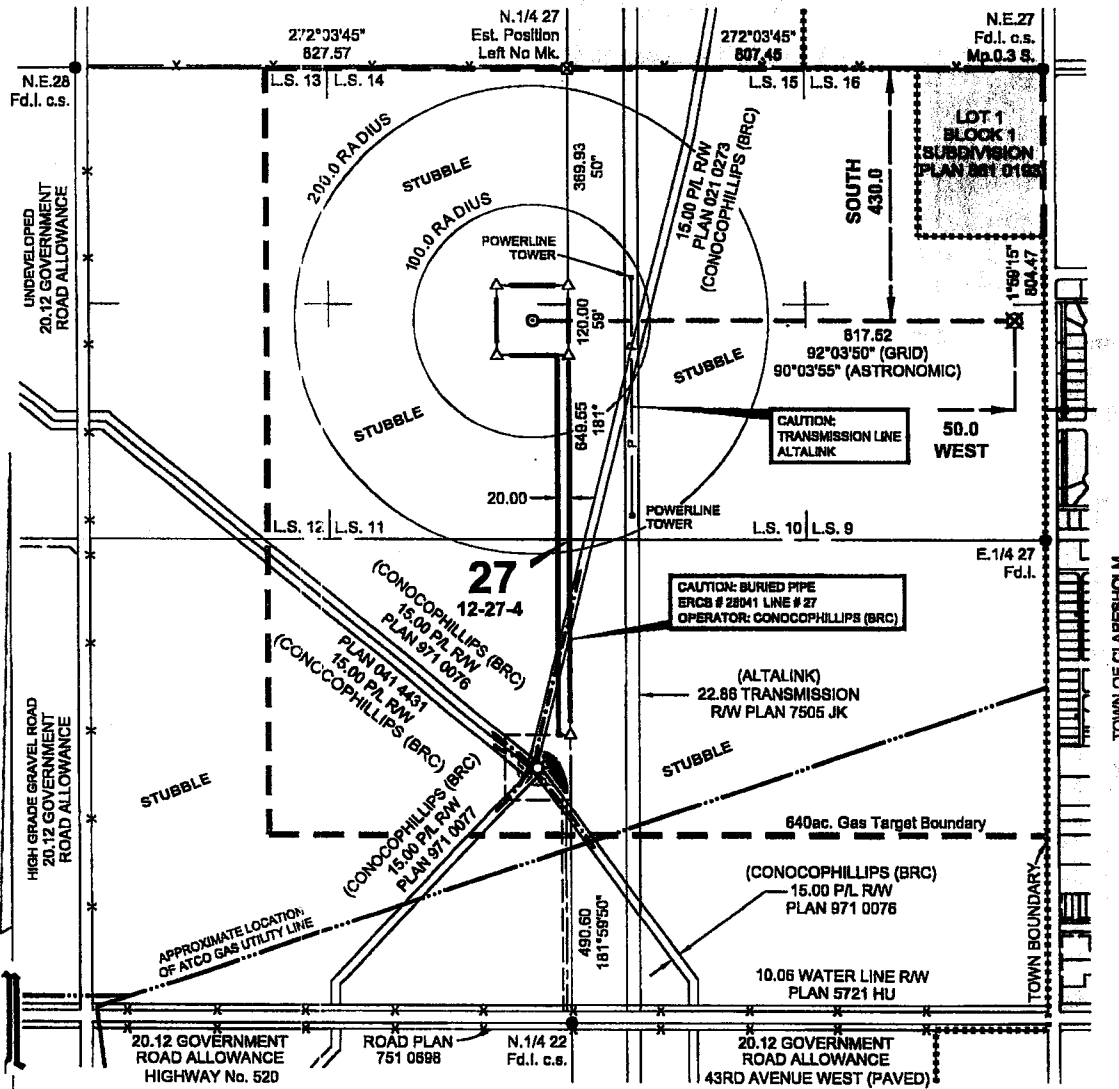
HIGHWAY No. 520

20.12 GOVERNMENT ROAD ALLOWANCE

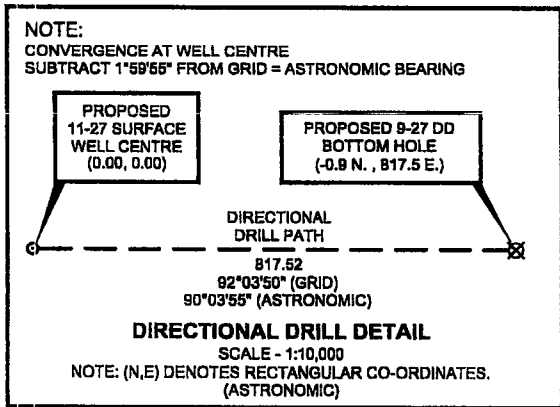
COP BRC ET AL EASTMONT 9-27-12-27 (W.A.M.)
'Directional Drill'

REVISION
0

MIDWEST SURVEYS INC. SCALE 1:5000



EVIDENCE & TOPOGRAPHIC DETAIL
SCALE - 1:10,000

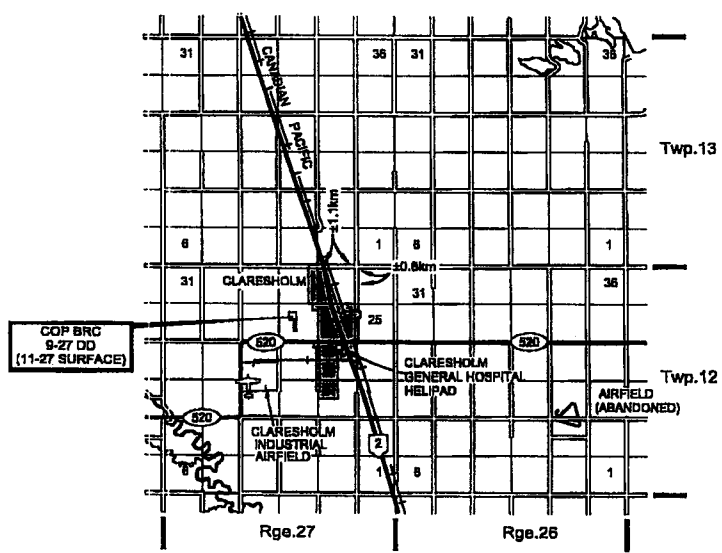


NOTE: Positions of buried facilities shown are derived from interpretations of signals from electronic devices. Since reception of electronic signals is subject to interference and has limitations: it should not be assumed that all buried facilities are shown, and facilities which are shown should not be construed as "located" until physically exposed. All underground installations should be located by the respective authorities prior to excavation or construction.

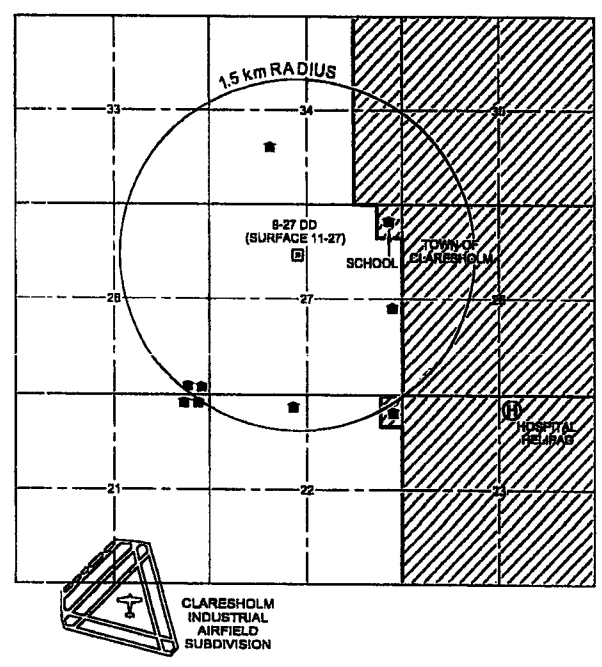
Alberta One Call: 1-800-242-3447

WELL LEGEND:
○ LOCATION / STANDING
⊗ GAS WELL
--- DRILL LINE

REVISION 	COP BRC ET AL. EASTMONT 9-27-12-27 (W.4M.) 'Directional Drill'		Surface File No.: S313285
			Project No.: WVQ.080.3771
			Network No.: 10232285
	MIDWEST SURVEYS INC. SCALE AS SHOWN		C-1041-08-1



ACCESS SKETCH
SCALE = 1:250,000



RESIDENCE SKETCH
SCALE - 1:50,000
■ DENOTES RESIDENCE (OCCUPIED)
□ DENOTES RESIDENCE (ABANDONED)

REVISION 0	COP BRC ET AL EASTMONT 9-27-12-27 (W.4M.) 'Directional Drill'	Surface File No.: S313285
		Project No.: WVQ.080.3771
MIDWEST SURVEYS INC.	SCALE AS SHOWN	Network No.: 10232285
		C-1041-08-1

Subject: SouthGrow Regional Initiative Recognition Event

From: "Mary Swanek" <Mary.Swanek@gov.ab.ca>

Date: Fri, 9 Jan 2009 08:58:41 -0700

To: <kris.holbeck@townofclaresholm.com>, <dleonard@townofclaresholm.com>, <dleonard@alberta-cu.com>, <daryl.sutter@townofclaresholm.com>, <clares@telusplanet.net>

You will have received in the mail an invitation to attend **SouthGrow's Second Annual Recognition Celebration** taking place on Thursday, January 15th, 2009 at the Lethbridge Lodge starting at 5:30 p.m.

The idea of a recognition event was developed to honor businesses, organizations, individuals, agencies and municipalities in the SouthGrow Region and to reward their efforts in developing the regional economy. From September to mid-December, there was a call for nominations throughout the region. The nominations are currently being reviewed by a team of judges and the winners in each category will be announced on the evening of January 15th.

You should be aware that the following nominees from your region have made it to the final round of the competition and have been invited to attend the recognition event:

Category: *Excellence in Retention/Business Growth/Expansion*

Nominee: Garden Soul, Claresholm (Greg and Marjorie Martin)

As a member of SouthGrow Regional Initiative, I encourage you to attend this celebration to show your support. If you have not already done so, kindly RSVP your attendance no later than January 12, 2009, via phone at 403-381-5414 or via email at mary.swanek@gov.ab.ca. If you are interested in bringing a guest, additional tickets are available for \$30.00 per person. Please call me if you would like a guest ticket set aside. Thank you and we look forward to seeing you on January 15th.

Mary J. Swanek
Client Service Representative
Alberta Finance and Enterprise

Administrator, SouthGrow Regional Initiative
Lethbridge, Alberta
Ph: (403) 381-5414
Visit Us At: www.southgrow.com

This communication is intended for the use of the recipient to which it is addressed, and may contain confidential, personal, and or privileged information. Please contact us immediately if you are not the intended recipient of this communication, and do not copy, distribute, or take action relying on it. Any communication received in error, or subsequent reply, should be deleted or destroyed.

_____ NOD32 3754 (20090109) Information _____

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

Willow Creek Recycling and Bottle Depot
(403) 625-3956

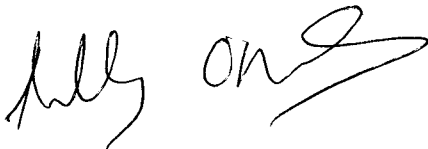
Dec 4, 2008

MD of Willow Creek
Town of Claresholm

Dear Councillors;

First and foremost let me extend a huge Thank You for being so supportive of the recycling program here. Without you all, it would cease to exist. As you may be aware, due to the collapse in commodity values, the current value for all the products we recycle has gone to \$ 0. This is a hit for the business here but what is worse, for the first time in 17 years; Willow Creek Recycling will actually have to pay to recycle cardboard. All our products go to GPS in Lethbridge and until now they have covered all freight and trailer storage costs as part of our ongoing relationship with them. But, cardboard has dropped so badly that as of December 2008 they can no longer cover all these costs. They are willing to pay for freight but not for the storage trailer cost of \$265.00 per month. I am requesting aid to cover this cost. It doesn't seem like much but, the business here is used to receiving \$ 1500-2000 in value each month for the products we recycle which we are now getting \$ 0 for, the help would be greatly appreciated. This is strictly temporary, as soon as cardboard recovers enough to cover these costs the help will no longer be necessary.

Thank you for your Time and Support.



Shelley O'Neil
Owner/Operator
Willow Creek Recycling and Bottle Depot

Assistance

\$265/month
50/50 split
MD + Town

\$132.50/month x
12 months.

\$1,590.00

Box 2477
Claresholm, Alberta, T0L 0T0
January 2, 2009

The Town Council
Town of Claresholm
Box 1000
Claresholm, Alberta, T0L 0T0

Dear Mayor and Councilors,

Re. Plan to Build an Abattoir
At 4264 3rd Street East, Claresholm.

I recently learned of the above planned development only when I encountered a petition at a local business. The petition seeks support for the development of a “meat packing plant” at the above location and it was only following an information request through your Jeff Gibeau and Kris Holbeck that I found that the plan includes establishment of an abattoir within our town limits.

I oppose the establishment of such an enterprise inside the town, at least until full public discussion is held concerning the transport and disposal of the by-products of a slaughterhouse and the impact this transport and disposal will have on the aesthetics of our community. Also, the environmental impact of such an operation should be given full public disclosure and due consideration before permission is granted to commence this activity.

I realize the Town approved the Application For A Development Permit a long time ago, on January 26th, 2000, which was 18 months before we decided to move to Claresholm. However, I cannot regard that fact as a sound reason to allow this plan to proceed without due public consideration of the impact a slaughterhouse located inside the town limits will have on our community.

Yours very truly,

William B. Love
Phone 403-625-2353

c.c. Canadian Food Inspection Agency by email
Alberta Environment by telephone
Claresholm Local Press by email

Claresholm Skating Club
P.O. Box 1573
Claresholm, Alberta T0L 0T0



January 4, 2009

Town of Claresholm
Box 1000
Claresholm, AB T0L 0T0

To Whom it may concern:

The **Claresholm Skating Club** is a hard working, non-profit organization in our community; an organization dedicated to the principles of enabling every Canadian to participate in skating throughout their lifetime. We feel every Canadian should have the opportunity to learn to skate!

The Club will conduct the "Claresholm Skating Club 2009 Skate-a-thon" this Winter. The Skate-a-thon will be held on Wednesday, January 14, 2009 at the Arena. Seventy-five Club skaters will participate in this event and we ask your club to participate as well. The Skate-a-thon is an important fund raising activity for our Club and the participation of **The Town of Claresholm** will be a generous benefit to our skaters.

How you can help:

1. Please consider sending a "celebrity" skater from your club to the Skate-a-thon. The celebrity skater is asked to collect pledges and then come out and enjoy 15 minutes of skating. Sometimes the celebrity skater's club will make a lump sum donation to the Skating Club instead of collecting per lap pledges.

OR

2. If you cannot send a skater, or make a cash donation, we would love to have a merchandise item. These items will be prizes for skaters collecting the most pledges.

A notice of recognition for your business will be inserted in the Claresholm Local Press and the Club Newsletter.

Funds raised will be used to support the Skating Club's activities this season.

Previous Skate-a-thons have been great crowd pleasers. Celebrity skaters, some participating in costume, are a hit with Club skaters and families alike. Celebrity skaters will be on the ice from 7:15 to 7:30 p.m., January 7/09. Light snacks will be provided to skaters.

If you would like more information, please contact me at **403-687-2367**. Thank you for considering a donation to the **Claresholm Skating Club**.

Sincerely,

Carol van Rootselaar
Vice President

Claresholm Skating Club

INFORMATION ITEMS

Claresholm and District Drug Coalition

Minutes Meeting December 12, 2008

Attendees: Grenville Klaassen, Joyce Zwick, Timothy J. Kenney, Shirley Isaacson, Debbie Goeseels.

Tim Kenney was welcomed as a new member. He is member of NA whose meetings are held Thursday and Saturday at the Anglican Church at 8:00 p.m. Anyone is welcome to attend as they are open meetings. Tim has been attending the Vulcan County Anti-Drug Coalition meetings as he was unaware of the Coalition in Claresholm. Tim provided the attendees with information on Vulcan meetings.

Tim brought up the fact that summers are a bad time for teens and drugs in the community, and that there is no place for them to hang out. We need to look at the feasibility of setting up a Boys and Girls Club, YMCA/YWCA, etc that is operational 12 months a year.

Logo contest-we have received a cheque for \$150 from the Town of Claresholm. We should have

1/5/2009

donations by merchants by the January meeting. Students from Outreach North are working on logos and should be ready by mid-January when they will be judged and a prize awarded.

Rural Addictions Conference meeting-January 27, 2009 10:00 am. High River. This is being held to determine the feasibility of holding a conference. Anyone interested in attending can contact Joyce and she will let the organizers know. (Debbie Goeseels and Joyce Zwick will be going.)

Asset Training March 11/12- Fort Macleod Drug Coalition would like to partner doing the training on this in Fort Macleod. Chris Windle from AADAC is to facilitate training. We should let them know after the January meeting if we're interested.

2nd Annual Addictions Awareness Day in the Park-
Date set May 30, 2009 2-5 p.m.

Bands-Tim Kenney will talk to a band and get a price for the January meeting
Snacks, hotdogs, etc.- Vicky McCullough will be asked to co-ordinate this.

Children's craft table-Parent Link to be asked to look after

Car-Joyce Zwick

Guest Speaker-Tim Kenney suggested we have speakers from NA and Al Anon. He would be willing to be one of them.

Displays-SADD, RVSS, AADAC, Health Unit, EMS, RCMP, Church Groups, 4-H, Girl Guides/Boy Scouts. Prairie Winds Club House, plus any others will be invited to set up displays at the park.

Joyce Zwick to write Town of Claresholm a letter requesting use of the Park May 30th, and use of their tables, chairs, etc.

Other Ideas????????? Funding is available from AADAC, but we need your ideas and cost estimates A.S.A.P.

Next meeting Friday, January 9th, 10:00 a.m. Claresholm Public Library.

J. Zwick
Recording Secretary

_____ NOD32 3740 (20090105) Information _____

Minutes from the FCSS Board Meeting December 17th, 2008 - Town Office 7 PM

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

The board did not have quorum; motions will not be official until quorum approves.

Shirley called the meeting to order at approximately 7:15 PM.

1. There was one addition to the agenda; Earl moved, **Motion 1201:08** to approve the agenda with the addition of the 2009 revised budget draft.
2. Tara moved approval of the minutes from the meeting of November 19th, 2008, **Motion 1202:08**.
3. Financial information was reviewed:
 - Earl moved, **Motion 1203:08** to approve the Jan. 1 – Nov. 30/08 financial statements from Town
 - Debbie and Shirley had made a couple of corrections and revisions and hopefully, this will be the final draft of the 2009 budget. Tara moved, **Motion 1204:08** to approved the revised 2009 budget draft as presented.
4. There were no motions resulting from the review of correspondence folder.
5. Earl moved, **Motion 1205:08** to accept the staff reports as presented for Resource Centre, Director, Outreach Program Coordinator.
6. There were no sub-committee reports.
7. Old Business: Debbie & Tara provided an update from the meeting with Don Thompson regarding partnerships and programs for prevention of bullying. Both schools were very open to working with FCSS and the RCMP. We'll host joint information type sessions for parents after the New Year. The schools have agreed to work with each of their staff and students. The High School focus will be on the "Be Cool" program so all staff will understand the concept and use a common language with students in handling conflict. West Meadow will be building on the "Respect Ed" concepts from the elementary school as well as working with the Home Alone Safely program. RCMP will increase their presence in the schools to develop a non-threatening relationship with the students and, will work with FCSS to provide information to parents and the community on relevant topics like internet safety. AADAC has agreed to work with us to provide presentations to school students and parents. Debbie is investigating a "young leaders of tomorrow" type of program; as well, Debbie has contacted the pool about doing evenings for teens, and is working with the Healthy Community coalition to use a health forum at the middle school to conduct a questionnaire with students about what activities they would like to see for youth in the community. The whole community will need to support healthy activities for youth and their parents.

Continues...Page 2

8. New Business:

8.1 Business arising from correspondence or staff reports: Motion to hire a painter to paint the office. With the possibility of a move in spring it was decided to delay hiring a painter for a few months.

8.2 Spending funds from the Creating Spaces grant for the Drop Zone Program was discussed. Tara moved approval, **Motion 1206:08** for approximately \$2400.00 to be spent on music instruments. **Motion 1207:08** was made by Earl for the purchase of a new 32" television with DVD player, for the original purchase price from staff and a Wii System from Home Hardware in Claresholm, and for the purchase of two desks for staff members costing approximately \$1400.00.

8.3 Pay increases for Drop Zone staff were discussed and Tara moved, **Motion 1208:08** to increase pay for staff of the Drop Zone as follows:

Effective Jan. 1, 2009: Marc Ekins– part time Program Coordinator \$16.00 per hour
Rhonda – full time assistant coordinator increase to \$15.00 per hour.

Effective Feb 1 – students, Nicole Heward - increase pay to 11.00 per hour and Jalene Devarnichuk will increase to 10.50

Casual adult staff – Sherry Levesque increase to 13.00 per hour.

9. Other Business: Earl moved, **Motion 1209:08** that staff receive bonuses as follow: Debbie - \$100.00, Brenda - \$50.00, Lois and Kaye - \$25.00, Marc and Rhonda - \$50.00, Sherry, Nicole, and Jalene - \$25.00.

10. Next board meeting – January 21, 2009 – Town office at 7 PM.

11. Tara moved to adjourn at approximately 8:45 PM.

Porcupine Hills Lodge

BOARD MEETING

Minutes of Meeting

December 2, 2008

PRESENT: Earl Hemmaway, Shirley Isaacson, Michelle Day, Karen Bishop, Karen Florence, Hazel Johnson, Jeanette Vegter, Anna Mae Mifflin

ABSENT: Audrey Hoffman

1. **Earl Hemmaway called the meeting to order.**
2. **Additions to agenda: Nativity Scene – Bluegrass Society
Investigation from Alberta Seniors
Paul T. Bekker proposal**
3. **Acceptance of Agenda** –Karen Bishop *made a motion to accept the agenda as presented. All in favor, carried.*
4. **Minutes of Last meeting** – Jeanette Vegter *made a motion to accept the minutes of the November 4, 2008 meeting as corrected. All in favor, carried.*

5. Reports

Manager's Report

-Business Arising from Report:

Outstanding Items

Residential Manual Outback– not done

Lodge Waiting List – 32

Supportive Living – 11

Conditional Assessment Tour (Alberta Infrastructure/Community Supports)- Michelle received a draft response.

Second floor possible – demolish old and start new with 33 new units

Undersized hairdressing room and office room

Couples Cost in End Room – researched other lodges .. \$173.00 for second person was a figure Michelle came up with from other lodge.

Shirley Isaacson made a motion to charge \$175.00 extra in the couple rooms. Couples to have first priority. All in favor, carried.

APHAA Report & Affordable Housing In Alberta – Michelle reviewed conference. Report attached.

Staff Christmas Party - 65-70 people attending Dec 12/08

ASCHA Conference- hotel rooms booked - March 30-April 3 Edmonton
Resolutions need to be in January 30, 2009.

Review Consultation (Accommodation Standards) – will be here Feb 5 to do the accommodation review and licensing. Need to have all CPR update, Emerg planning, resident orientation, volunteer management filing. Another Investigation done last week. Same 14 complaints that have been brought up before. Waiting for response to investigation.

Lodge Modernization - Grant Submitted. We have received loan if we receive the grant.

ASLI - Grant Submitted

Resident Surveys – tabled to January

Rural Affordable Housing Conference Report – Done

Nexen Contract – received today

NEW BUSINESS:

Appraisal Needed on the Lodge (Loan Purposes) –

Christmas Bonus - \$50.00 was suggested.

Shirley Isaacson made a motion to give all a \$50.00 Christmas Bonus. All in favor, carried.

Cost of Living Allowance – 4 to 5%

End of the Year Report – Michelle reviewed and is attached. We have accomplished a lot in review of the year.

Nativity Scene –Bluegrass donated \$300.00, May 2006 for a nativity scene. They are saying we need to purchase this at this time. We will write and ask if we can purchase other decorations because we already have a nativity scene.

6. Recreation Report – as per report. Bazaar is on Dec 6. Need Volunteers for Bazaar (3) & Resident Family Christmas Party Dec 20 (3).

Hazel Johnson made a motion to accept the recreation report as presented. All in favor, carried.

7. Maintenance Report –as per report.

Anna Mae Mifflin made a motion to accept the maintenance report as presented. All in favor, carried.

Karen Bishop made a motion to put Dale Billyard on permanent payroll. All in favor, carried.

8. Financial Report – as per report.

We received our GST of \$42,603.25. Do we want to payout our loan to MSCU? Karen to bring balances as of January 2009.

Jeanette Vegter made a motion to accept the financial report as presented and pay the bills. All in favor, carried.

9. Committee Reports:

Employee Handbook – Looks great.

Shirley Isaacson made a motion to enhance Sun Life's benefit package for the staff of the Porcupine Hills Lodge. All in favor, carried.

Anna Mae Mifflin made a motion to accept the Employee's Handbook as presented. All in favor, carried.

10. Correspondence –

Hazel Johnson made a motion to adjourn the meeting.

Next meeting – Tuesday, January 6, 2009

Attn: Rob Steel

Give me a call if you have any questions
Debbie



Livingstone Range
SCHOOL DIVISION NO. 68

5202 - 5 Street East
P.O. Box 69,
Claresholm, AB
T0L 0T0
T: 403.625.3356
F: 403.625.2424
www.lrsd.ab.ca
1.800.310.6579

December 18, 2008

Jan 12
INFO ITEM

Ms. Colleen McCord, Executive Manager
Calgary and Area CFSA Regional Authority
#300, 1240 Kensington Rd. N.W.
Calgary, Alberta
T2N 3P7

Dear Ms. McCord:

Re: Child Care Modular Initiative Grant Agreement

Enclosed are two (2) signed Child Care Modular Initiative Grant agreements pertaining to the modulars to be located in Claresholm. Once the agreement has been approved and signed by the appropriate CFSA personnel, please return a fully completed and signed copy to me for your records.

Should you have any questions regarding this matter, please let me know.

Yours truly,

Don Olsen
Associate Superintendent
Business Services

RECEIVED
DEC 19 2008

cc: Debbie Goeseels, Claresholm F.C.S.S.
Kurtis Hewson, Principal Claresholm Elementary School
Mike Mahaffy, Coordinator of Facility Services

Board of Trustees
Jim Burdett
Gini Decoux-Filipuzzi
Kelly Hall
Ken Murray
Dick Peterson
Martha Ratcliffe
Don Thompson

Superintendent of Schools
Ellie Elliott

committed to learning ... dedicated to students ... enriching communities ...

Child Care Modular Initiative Grant 2008-2009

The information provided on this form is collected under the authority of Alberta Regulation No. 73/2001, as amended, and will be used to determine and verify your eligibility for a grant. If you have any questions about the collection of this information, you may contact the Child Development Branch, Alberta Children and Youth Services at (780) 644-2506.

Instructions

- Please ensure all fields are completed. Read and sign page 2 of the application.
- Retain a copy of the application and any attachments for your records.
- Submit the original signed documents to the Child Development Branch, Alberta Children and Youth Services.

School Board Name: Livingstone Range School Division No. 68				
Address	P.O. Box 69, 5202 – 5th Street East	Claresholm, AB	T0L 0T0	
Ellie Elliott	Superintendent	(403) 625-3356		
Superintendent's Name	Title	Phone Number		
Type of Grant	<input type="checkbox"/> Operating <input checked="" type="checkbox"/> Capital			
Purpose of Grant:				
(1) To fund Livingstone Range School Division No. 6 to:				
a) Hire a consultant to prepare site drawings of the school site, to prepare development and building permit applications, as well as to prepare tender documents to award a tender to a contractor to prepare the school site for the installation of a modular classroom, and to place and set-up the modular classroom on the school site. The board will be required to submit a Modular Classroom Prep Sheet to Alberta Infrastructure by September 30, 2009.				
b) Pay a contractor to prepare the school site for the installation of a modular classroom, and place and set-up the modular classroom on the school site; and				
c) Pay for transportation costs of the completed modular from MODUS to the school site.				
<u>The total grant funds for these purposes is \$200,000.</u>				
(2) To pay MODUS \$374,090 for the costs of constructing and building the modular(s) on behalf of the school board. Children and Youth Services will pay MODUS directly for the following modular(s) upon receipt of invoice from Infrastructure and therefore grant funds paid to the school board do not include costs of actual modular buildings.				
Model Number	Number	Licensed Child Care Program Type	School Name	Amount
CSA1	1	Out-of-School Care	West Meadow School	\$204,780
CSB1	1	Out-of-School Care		\$169,310
CSA2				
CSB2				
Total				\$374,090
Total Grant Amount: ((1) + (2))= \$574,090				

Under Alberta Regulation 73/2001, as amended, an application is made to the Minister of Children and Youth Services for a grant in the amount of \$ 574,090.

I/We understand that the following conditions will apply:

- Grant funding must be used only for those purposes described in this application and approved by the Minister.
- The school board acknowledges that if the school board does not use the modular(s) exclusively for licensed child care that it may be required to submit back to the Minister all of the grant funds awarded under this agreement, or a portion of the grant funds, or be required to move the modular to another site within the school board's jurisdiction, at the Minister's sole discretion.
- The school board will notify the Minister if the school board no longer intends to use the modular exclusively for licensed child care. The Minister may at their sole discretion re-locate the modular to another school board jurisdiction for use as a licensed child care program.
- The school board will tender the delivery, placement and set-up of the modular(s) no later than March 31, 2009. The school board will install the modular(s) on the school site no later than October 30, 2009.
- Within 90 days of the delivery and installation of the modular(s), the school board will be required to provide a financial statement of the grant expenses and a letter confirming delivery and installation to the Minister.
- Once a child care modular(s) is installed on a school site, the school board agrees to ensure that only child care programs licensed under the *Child Care Licensing Act* use the modular for programming.
- All child care modular(s) successfully delivered and installed at school sites within the school jurisdiction of the school board will be owned by the school board.
- Alberta Children and Youth Services is not responsible for the ongoing operational costs of the modular(s) or the licensed child care program.
- The Minister may at any time request that an evaluation or audit of the grant use be conducted.
- Regarding any communication to the public about the grant, the school board must acknowledge the financial contributions by Alberta Children and Youth Services for the purchase and installation of the modular(s).


 Applicant's signature

/ Associate Superintendent
 Title

2008/12/18
 Date (yyyy/mm/dd)

Phone Number
 (403) 625-3356

Email:
olsend@lrsd.ab.ca

Return to: Lynn Jerchel Director, Child Development Branch
 Alberta Children and Youth Services
 6 Fl, 9940 106 Street
 Edmonton, Alberta T5K 2N2

Children and Youth Services Use Only				
Business Unit:	Program Code	Organization Code	Project Code	Account Code
Grant Amount	\$574,090	Period Covered	to	
Payment Details:	Lump Sum \$574,090	Installments \$		
Recommended by:				
_____			_____	
Expenditure Officer Approval			Date (yyyy/mm/dd)	
_____			_____	
Executive Approval			Date (yyyy/mm/dd)	
_____			_____	
Finance Review			Date (yyyy/mm/dd)	



Royal Canadian
Mounted Police

Gendarmerie royale
du Canada

Security Classification/Designation
Classification/désignation sécuritaire

Town of Claresholm
MD of Willow Creek
Town of Stavely

Your File - Votre référence

Our File - Notre référence

Claresholm RCMP Detachment
Box 1209
Claresholm, Alberta
T0L 0T0

Date

January 7, 2009

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

Dear Sir,

1. Claresholm Detachment dealt with 292 occurrences in the month of December. This is an average number of occurrences for this time of year.
2. We had a very quiet holiday season this year with no serious issues to deal with. Because of the weather and poor road conditions over the holidays we did receive a fairly significant increase in the number of vehicle collisions, particularly on the highway. Fortunately none of these involved serious injury.
3. Our new cadet, Constable Marshall has purchased a home in Claresholm and has started working at the detachment. She is being Field Trained by Cst Tom Allonby and will be under his direct supervision and guidance over the next few months.
4. One of the highlights over the past year for our detachment is that we exceeded our goals in terms of traffic enforcement. We had a significant increase in the number of Provincial Statute charges over last year. Most of these were obtained on the # 2 Highway and statistically we are 40 % higher over the same period last year. One of our other traffic goals was to increase our enforcement of impaired drivers. In this area we have apprehended 35 % more impaired drivers.
4. Please find attached a statistical breakdown for our calls for service for the month of December. If you have any questions or concerns please give me a call.

Yours truly,

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

Canada

RCMP GRC 2823 (2002-11) WPT

Page 1 of/de 2

Occurrence Stats (All Violations)

Special Unit: k2174
All codes

Mayor's Report
From 2008/12/01 to 2008/12/31

Violation group - Traffic Offences - Traffic Accidents				Clearance		
	Reported	Unfounded	Actual	By Charge	Otherwise	Rate
9930 0020 Traffic Collision(s) - Non - Fatal Injury	2	0	2	0	2	100.0%
9930 0030 Traffic Collision(s) - Property Damage - Reportable	28	0	28	1	23	85.7%
9930 0040 Traffic Collision(s) - Property Damage - Non - Reportab...	2	0	2	0	1	50.0%
	32	0	32	1	26	84.4%
Violation group - Traffic Offences - Provincial Traffic Offences				Clearance		
	Reported	Unfounded	Actual	By Charge	Otherwise	Rate
9900 0020 Moving Traffic - Intersection Related Violations - Prov...	5	0	5	4	0	80.0%
9900 0030 Moving Traffic - Speeding Violations - Provincial/Terri...	38	0	38	37	0	97.4%
9900 0040 Other Moving Traffic Violations - Provincial/Territoria...	20	0	20	9	4	65.0%
9900 0070 Other Non-Moving Traffic - Provincial/Territorial	4	0	4	1	2	75.0%
9910 0010 Roadside Suspensions - alcohol related - No grounds to ...	2	0	2	0	2	100.0%
	69	0	69	51	8	85.5%
Violation group - Traffic Offences - Other Criminal Code Traffic Offences				Clearance		
	Reported	Unfounded	Actual	By Charge	Otherwise	Rate
9310 0030 Failure to stop or remain - property damaged	1	0	1	0	0	0.0%
	1	0	1	0	0	0.0%
Violation group - Traffic offences - Impaired Operation Related Offences				Clearance		
	Reported	Unfounded	Actual	By Charge	Otherwise	Rate
9230 0010 Impaired Operation (by Alcohol) of Motor Vehicle	3	0	3	2	0	66.7%
9230 0030 Impaired Care & Control (by Alcohol) of Motor Vehicle	1	1	0	0	0	0.0%
	4	1	3	2	0	66.7%
Violation group - Traffic offences - Dangerous Operation of Motor Veh./Vessel/Aircraft				Clearance		
	Reported	Unfounded	Actual	By Charge	Otherwise	Rate
9130 0010 Dangerous operation of Motor Vehicle	1	0	1	1	0	100.0%
9133 0010 Operation of Motor Vehicle while being pursued by polic...	1	0	1	1	0	100.0%
	2	0	2	2	0	100.0%
Violation group - Technical Operations - Security Accreditations				Clearance		
	Reported	Unfounded	Actual	By Charge	Otherwise	Rate
8640 0210 Security Accreditation - General	0	0	0	0	2	0.0%
	0	0	0	0	2	0.0%
Violation group - Provincial Statutes {except traffic}				Clearance		
	Reported	Unfounded	Actual	By Charge	Otherwise	Rate
7100 0012 Liquor Act (Provincial/Territorial) - Offences Only	6	0	6	2	7	150.0%
7300 0900 Other Provincial/Territorial Statutes (not otherwise sp...	1	0	1	1	0	100.0%

Occurrence Stats (All Violations)

Special Unit: k2174

All codes

Mayor's Report
From 2008/12/01 to 2008/12/31

Violation group - Provincial Statutes {except traffic}				Clearance		
	Reported	Unfounded	Actual	By Charge	Otherwise	Rate
8840 0281 Liquor Act (Provincial/Territorial) - Other Activities	3	0	3	0	2	66.7%
8840 0297 Coroner's Act - Sudden Death	1	0	1	0	1	100.0%
8840 0306 Family Relations Act - Other Activities	2	0	2	0	3	150.0%
8840 0311 Fire Prevention Act - Other Activities	1	0	1	0	1	100.0%
8840 0336 Mental Health Act - Other Activities	3	0	3	0	3	100.0%
8840 0341 911 Act - Other Activities	15	0	15	2	8	66.7%
8840 0381 Other Provincial/Territorial Statutes (not otherwise sp...	1	0	1	1	0	100.0%
	33	0	33	6	25	93.9%
Violation group - Other Criminal Code - Other Criminal Code				Clearance		
	Reported	Unfounded	Actual	By Charge	Otherwise	Rate
3430 0010 Disturbing the peace	4	0	4	1	3	100.0%
3530 0020 Harassing phone calls	1	0	1	0	1	100.0%
8550 0140 Breach of Peace	1	0	1	0	1	100.0%
	6	0	6	1	5	100.0%
Violation group - Other Criminal Code - Corruption				Clearance		
	Reported	Unfounded	Actual	By Charge	Otherwise	Rate
3730 0200 Public Mischief	1	0	1	1	0	100.0%
	1	0	1	1	0	100.0%
Violation group - National Survey Codes				Clearance		
	Reported	Unfounded	Actual	By Charge	Otherwise	Rate
8999 3057 Prisoners Held	6	0	6	1	7	133.3%
8999 3062 Alcohol Abuse / Use Involved	11	0	11	2	8	90.9%
	17	0	17	3	15	105.9%
Violation group - FES - Other FES Statutes				Clearance		
	Reported	Unfounded	Actual	By Charge	Otherwise	Rate
8840 0131 Criminal Records Act - Pardon	2	0	2	0	2	100.0%
8840 0171 Family Orders & Agreements Enforcement Assistance Act - ...	1	0	1	0	1	100.0%
	3	0	3	0	3	100.0%
Violation group - FES - Consumer Protection				Clearance		
	Reported	Unfounded	Actual	By Charge	Otherwise	Rate
8900 0520 Tobacco Act - Offences Only	2	0	2	2	0	100.0%
8840 0256 Tobacco Act - Other Activities	1	1	0	0	0	0.0%
	3	1	2	2	0	100.0%

Occurrence Stats (All Violations)

Special Unit: k2174
All codes

Mayor's Report
From 2008/12/01 to 2008/12/31

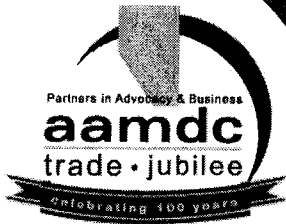
Violation group - Crimes Against the Person - Sexual Offences				Clearance		
	Reported	Unfounded	Actual	By Charge	Otherwise	Rate
1330 0010 Sexual Assault	3	1	2	1	0	50.0%
	3	1	2	1	0	50.0%
Violation group - Crimes Against the Person - Robbery/Extortion/Harassment/Threats				Clearance		
1625 0010 Criminal Harassment	Reported	Unfounded	Actual	By Charge	Otherwise	Rate
1625 0010 Criminal Harassment	1	0	1	0	2	200.0%
1627 0010 Uttering threats against a person	1	0	1	0	0	0.0%
	2	0	2	0	2	100.0%
Violation group - Crimes Against the Person - Assaults {excluding sexual assaults}				Clearance		
1420 0010 Assault With Weapon or Causing Bodily Harm	Reported	Unfounded	Actual	By Charge	Otherwise	Rate
1420 0010 Assault With Weapon or Causing Bodily Harm	1	0	1	0	1	100.0%
1430 0010 Assault	4	1	3	3	1	133.3%
	5	1	4	3	2	125.0%
Violation group - Crimes Against Property - Theft under \$5000.00				Clearance		
2140 0011 Other theft under \$5000 334(b) CC	Reported	Unfounded	Actual	By Charge	Otherwise	Rate
2140 0011 Other theft under \$5000 334(b) CC	4	0	4	1	1	50.0%
2141 0021 Theft of truck under or equal to \$5000 334(b) CC	1	1	0	0	0	0.0%
	5	1	4	1	1	50.0%
Violation group - Crimes Against Property - Theft over \$5000.00				Clearance		
2130 0005 Other theft over \$5000 334(a)	Reported	Unfounded	Actual	By Charge	Otherwise	Rate
2130 0005 Other theft over \$5000 334(a)	2	0	2	1	0	50.0%
	2	0	2	1	0	50.0%
Violation group - Crimes Against Property - Possession of Stolen Goods				Clearance		
2150 0010 Possession of property obtained by crime less than or e...	Reported	Unfounded	Actual	By Charge	Otherwise	Rate
2150 0010 Possession of property obtained by crime less than or e...	2	0	2	2	0	100.0%
	2	0	2	2	0	100.0%
Violation group - Crimes Against Property - Mischief				Clearance		
2170 0010 Mischief to religious building or cemetery	Reported	Unfounded	Actual	By Charge	Otherwise	Rate
2170 0010 Mischief to religious building or cemetery	1	0	1	0	0	0.0%
2174 0010 Mischief equal to or under \$5,000 - Damage to, or Obstr...	5	1	4	1	5	150.0%
	6	1	5	1	5	120.0%
Violation group - Crimes Against Property - Fraud				Clearance		
2160 0040 Obtain food/lodging by fraud	Reported	Unfounded	Actual	By Charge	Otherwise	Rate
2160 0040 Obtain food/lodging by fraud	1	1	0	0	0	0.0%
	1	1	0	0	0	0.0%

Occurrence Stats (All Violations)

Special Unit: k2174
All codes

Mayor's Report
From 2008/12/01 to 2008/12/31

Violation group - Crimes Against Property - Break and Enter				Clearance		
	Reported	Unfounded	Actual	By Charge	Otherwise	Rate
2120 0010 Break and Enter - Business	1	0	1	0	0	0.0%
	1	0	1	0	0	0.0%
Violation group - Common Police Activities - Related Police Activities				Clearance		
	Reported	Unfounded	Actual	By Charge	Otherwise	Rate
8550 0010 Index Checks	54	0	54	0	34	63.0%
8550 0020 Abandoned Vehicles	3	0	3	0	3	100.0%
8550 0030 Suspicious Person/ Vehicle/ Property	2	0	2	0	2	100.0%
8550 0050 False Alarms	18	0	18	0	18	100.0%
8550 0060 Items Lost/Found - except passports	7	0	7	0	7	100.0%
	84	0	84	0	64	76.2%
Violation group - Common Police Activities - Assistance to General Public				Clearance		
	Reported	Unfounded	Actual	By Charge	Otherwise	Rate
8545 0130 Assistance to General Public	1	0	1	0	1	100.0%
8550 0080 Person Reported Missing	1	0	1	0	1	100.0%
8550 0090 Property Check	2	0	2	0	2	100.0%
8550 0101 Request to locate individual	4	0	4	0	4	100.0%
	8	0	8	0	8	100.0%
Violation group - Common Police Activities - Assistance Files				Clearance		
	Reported	Unfounded	Actual	By Charge	Otherwise	Rate
8545 0040 Assistance to Canadian Police (non-RCMP) Agency	1	0	1	0	2	200.0%
8545 0120 Assistance to RCMP Agency/B.C Prime	1	0	1	0	0	0.0%
	2	0	2	0	2	100.0%
Totals	Reported	Unfounded	Actual	By Charge	Otherwise	Rate
	292	7	285	78	168	86.3%



CONTACT

January 2, 2009

Volume 2009 Issue 1

Alberta's New Oil and Gas Royalty Regime Set to Kick In *(from the CBC website December 31, 2008)* Increases in Alberta's oil and gas royalty rates went into effect January 1, 2009. The new royalty framework encompasses recommendations by a government-appointed panel that said Albertans were not getting their "fair share" of the province's resource wealth. The panel recommended in September 2007 that the province increase its annual royalty take by about 20 per cent, or \$2 billion a year. Premier Ed Stelmach decided to accept some of the panel's recommendations, choosing to hike royalties by \$1.4 billion, instead of \$2 billion. To read more, click [here](#).

Alberta Imposes Record Penalties for Occupational Health and Safety Violations *(from the Government of Alberta website, December 29, 2008)* Alberta courts sent the strongest message ever to Alberta companies in 2008 that workplace health and safety must not be compromised. Penalties totalling more than \$5 million against 22 companies surpass the 2007 total of \$1.72 million against 12 companies. The percentage of penalties collected as alternate sentences has also increased. In 2007, 74 per cent of penalties were paid to safety organizations to provide training or to organizations that assist injured workers. In 2008, more than 88 per cent of the fines, nearly \$4.5 million, are in alternate sentences with the largest awards going to the University of Alberta Engineering Safety and Risk Management Program (\$345,000), Lakeland College (\$300,000) and the Red Deer College/City of Red Deer (\$300,000). To read more, click [here](#).

Natural Gas Price Triggers Rebate for January *(from the Government of Alberta website, January 2, 2009)* Albertans will save approximately \$35 on their January gas bill, thanks to the Natural Gas Rebate program. Rebates are triggered when two of the three regulated natural gas companies charge regulated rates above \$5.50/GJ. Most residential consumers will have the rebate applied directly to their monthly gas bill. Large scale commercial or industrial consumers, select agricultural producers, and those who heat their homes with other fuels need to apply for rebates. The Natural Gas Rebate Program runs from October to March for most consumers. This is the time frame when Alberta residences use about 80 per cent of the total natural gas consumed for the year. Rebate amounts increase as the price of natural gas rises, with the maximum cost of natural gas to most Alberta consumers capped at \$8.75/GJ. The rebates are provided to Albertans using natural gas, propane, kerosene, heating oil, and in certain special circumstances, electricity. To read more, click [here](#).

Government Helps Canadians Maximize their Savings with the New Tax-Free Savings Account *(from the Government of Canada website, January 2, 2008)* The Honourable Jim Flaherty, Minister of Finance, the Honourable Jean Pierre Blackburn, Minister of National Revenue and Minister of State (Agriculture), and Mr. Peter Aceto, President and CEO of ING DIRECT Canada, today welcomed the availability of the new Tax-Free Savings Account (TFSA) introduced by the Government of Canada in the 2008 Budget. The TFSA will give Canadians more flexibility than ever in saving for the future. Effective January 1, Canadians 18 years of age and older can set aside up to \$5000 every year in a variety of savings options and never pay tax on the income earned or on withdrawals. The income earned within a TFSA and withdrawals from the account will have no effect on eligibility for federal income-tested benefits or credits, such as the Canada Child Tax Benefit, the goods and services tax credit, Old Age Security, or the Guaranteed Income Supplement. A TFSA can contain different types of investments, similar to those in an RRSP, such as mutual funds, listed securities, and guaranteed investment certificates. To read more, click [here](#).

Ban on Tobacco Sales in Pharmacies takes Effect Jan. 1 *(from the Government of Alberta website, December 29, 2008)* Beginning Jan. 1, 2009, the sale of all tobacco products in pharmacies, stores that contain pharmacies, health-care facilities and public post-secondary institutions will be prohibited. This is the final step in implementing Alberta's *Tobacco Reduction Act*. On Jan. 1, smoking was banned in all Alberta workplaces and public places. Smoking within five metres of a doorway, window or air intake of a public place or workplace is also prohibited. As of July 1, the retail display and advertising of tobacco products was banned in Alberta. Under this act, tobacco products include cigarettes, cigars, cigarillos, pipe tobacco, specialty tobacco products like chewing tobacco, snus and snuff. The *Tobacco Reduction Act* supports the government's commitment to improve the wellness of Albertans. The legislation is an important component of the Alberta Tobacco Reduction Strategy, which aims to reduce disease, disability and death related to tobacco use by reducing the number of young people starting to use tobacco; encouraging and helping tobacco users to quit; and reducing non-smokers' exposure to second-hand tobacco smoke. To read more, click [here](#).

Municipal News

The **MD of Willow Creek** will help fund an upgrade to the Nanton Community Hall kitchen through direct funding and a special levy.

Dozens of residents from the **County of Lethbridge** flocked to an open forum at the Ramada Hotel to learn about the county's broad-based plans for the area. The opinions expressed will be written into a report to go before county council in early 2009.

Due to recent consistent snow fall throughout the **County of Stettler**, the imposed fire ban has been removed. Fire permits will be issued upon request at the County office. Those who had their permits suspended will be required to obtain a new fire permit.

Announcements

Emerging Trends in Municipal Law 2009

Browlee LLP is once again hosting their Emerging Trends in Municipal Law series, which will cover the latest issues impacting municipalities. Some of the topics included are: Inter-municipal planning, a public hearings breakout session, and environment breakout session. The seminar will be taking place on February 5th in Calgary and on February 12th in Edmonton. For more information or to register email cpower@brownleelaw.com or phone 780-423-7514.

A Boot Camp for Sustainability: Learning to Implement

A Boot Camp for Sustainability: Learning to Implement is a chance to learn about leading-edge sustainability planning methodologies. In this hands-on, three-day session you'll explore how to best develop implementation strategies by applying your learnings to an active case study – the Cochrane Sustainability Plan. The course will provide participants with an understanding of both the theory and application of multiple methodologies for sustainability planning used by Canadian and international communities and an opportunity to apply learnings and experiences to a real process with a hands-on case study. For more information call (403) 851.2577 or [click here](#).

Register for 2009 Elected Officials Education Program (EOEP) Courses

There is still space to register for the upcoming January 2009 EOEP course. *Municipal Governance* is a 2 day course being offered at the Crossfield Community Centre on January 22 and 23, 2009. Municipal Governance is one of the required courses in the Alberta Elected Officials Education Program. This course will help you understand the Municipal Governance Act, understand the relationship of provincial legislation, municipal policy and decision-making, clarify how a municipal council makes decisions and is accountable action, and much more. If you have any questions about the EOEP, please don't hesitate to contact Karen Mack, Registrar, by phone (403)346-1040, fax (403)346-1054 or e-mail at eoep@telus.net.

Employment Opportunities

Parkland County, employment@parklandcounty.com

- Pesticide Applicator/Mower Operator
- Crop Inspector
- Horticulturist
- Weed Inspectors

Leduc County, hr@leduc-county.com

- Manager of Payroll and Financial Services

City of Leduc, resume@leduc.ca

- Facility Electrician
- Facility Technician
- Family Aide, Home Care & Personal Care
- Payroll Clerk
- Public Services Operator

City of Camrose, hrjobs2009@camrose.ca

- City Assessor

City of Spruce Grove, employment@sprucegrove.org

- Supervisor-Roads and Drainage

Town of Vegreville, <http://www.vegreville.com>

- FCSS Manager
- Head Mechanic
- Public Works and Utilities Manager

MD of Provost, ilarson@mdprovost.ca

- Administrator

M.D. of Wainwright, www.mdwainwright.ca

- Public Works Superintendent

Detailed information on classified postings is available on the AAMDC website at www.aamdc.com.

To subscribe to this newsletter, please e-mail aamdc@aamdc.com.

Merry Christmas and a Happy New Year From the Board and Staff at AlbertaFirst.com

INSIDE THIS ISSUE

- 1** Message from the President
- 2** Our Staff
- 3** Board Vacancies
- 3** Virtual AGM
- 4** Community Profile Contest Winners
- 5** Statistics Update

Message from the President, Adam Legge

2008 has been quite a year for AlbertaFirst.com! I would like to thank all of you for your continued support of AlbertaFirst and its efforts to deliver high quality economic development tools to the communities, municipal districts, counties and organizations of Alberta.

I am pleased to announce that starting December 1, 2008, Carol Robinson joins AlbertaFirst as our Executive Director. Carol formerly served as a Director on the AlbertaFirst board through her position with the MD of Foothills. Carol brings twenty years of administration experience to the organization.

Sharon Miller, who took on a daunting task of Interim Executive Director and IT Manager after the departure of Barbara Bruce, will work with Carol as our IT Manager. On behalf of the Board and Members, I would like to thank Sharon for all her hard work during 2008!

One of the projects that AlbertaFirst committed to delivering in 2008 was an update to the Community Profiles and the 2006 Census figures. Extensive and exhausting discussions with Statistics Canada have significantly delayed this project. Sadly this project will not be complete by the end of 2008, but we are optimistic that it should be completed near the end of Q1 2009. We share in your frustration in its delay, and thank you for your patience.

On a positive note, AlbertaFirst is the successful recipient of \$1,000,000 from the Rural Alberta's Development Fund for Project Summit, an upgrade, enhancement and new tool development project AlbertaFirst will be launching in 2009. It will be a two-year enhancement project that will bring AlbertaFirst to the next level in terms of technology, usability and new features such as on-line tutorials, mapping and others. We would like to thank the Rural Alberta's Development Fund for their support of economic development in Alberta.



The AlbertaFirst Staff

Executive Director Carol A. Robinson

I would like to introduce myself as the new Executive Director for AlbertaFirst.com. My name is Carol Robinson and I have joined the organization as of December 1, 2008. I've come from local government; the Municipal District of Foothills #31, where I was employed as Community Services Coordinator and Economic Development Officer for the past 20 years. I have had extensive experience with a variety of boards, both as members and as an advisor. I have sat with AlbertaFirst.com as Treasurer for the past year and ½, Director of Administration for the 2004 Alberta Summer Games and the DARE Works Society, just to name a few.

I have resided in High River, Alberta for many years and enjoyed the small town living while raising my two boys. I've recently moved and am thrilled to call Okotoks, Alberta, my new home and the new office of AlbertaFirst.com.

I am very excited about the new opportunity as AlbertaFirst.com reviews our governance structure and procedures, as well as undertaking many exciting projects in the New Year. I look forward to working with the Board, Sharon Miller; our Technology Manager, and all members of AlbertaFirst.com.

Please feel free to contact me carol@albertafirst.com or 587-888-4602.

Technology Manager Sharon E. Miller

Sharon joined AlbertaFirst.com in 2005 as the Technology Consultant. Sharon oversees the design and implementation of various projects on the AlbertaFirst.com website. A key role she has played on the AlbertaFirst team has been the identification of areas where industry standards and best practices can be employed.

At the time of joining the AlbertaFirst.com team Sharon did consulting work in many industries, including Real Estate and the non-Profit sectors. She remains the Technical Liaison to Alberta for the Canadian Real Estate Association. Her resume includes many courses taught at the post-secondary level for the University of Alberta, NAIT and Red Deer College.

Sharon is active in her community, lending her expertise to many volunteer organizations: a past Director on the United Way of Central Alberta Board, and current Chairperson for the David Thompson Health Region Festival of Trees.

Contact Sharon at 587-888-4601 or sharon@albertafirst.com

**We have a new address
and phone number!**

AlbertaFirst.com

Box 71

Okotoks AB T1S 1A4

Phone: 587-888-4602

Toll free: 866-209-5959

Fax: 403-938-7387

Board Vacancies

The AlbertaFirst.com Board is comprised of 11 members, structured as follows:

- Alberta Finance and Enterprise (appointed)
- Metro Edmonton Economic Development Team (appointed)
- Calgary (appointed)
- Edmonton (appointed)
- Small City Representation Northern (voted by members who are north of Red Deer)
- Small City Representation South (voted by members who are south of Red Deer)
- Southern Rural Representation (voted by members of rural south)
- Northern Rural Representation (voted by members of rural north)
- Three Directors by a vote of all members

Any member of AlbertaFirst.com may put their name forward, or be nominated at the Annual General Meeting to be held at the EDA conference in Jasper, April 2009.

We require dynamic, experienced and skilled Board Members who wish to commit some time to the Board and committees and see it through these exciting and challenging times. Nominees are not restricted to economic development officers and can be anyone representing your community. Please consider this opportunity. Your participation is the key to the success of the organization and would be a great asset to seeing AlbertaFirst.com forge into 2009. If you are interested, please contact Adam Legge adam@calgaryeconomicdevelopment.com or call the office at 587-888-4602.

Virtual AGM

AlbertaFirst.com Ltd. will be conducting its first Virtual Annual General Meeting in January 2009, beginning on the 5th. This is the AGM that would normally have been held in conjunction with the Fall Conference of EDA and covers the company's 2007 Fiscal Year.

What is a Virtual AGM?

All voting for the AGM will be done electronically - over the Internet using a Survey Instrument. A voting member will be invited, through email, to participate in the voting. All results are confidential.

Why a Virtual AGM?

The Economic Developers Association moved their Conference to the Spring timeframe, which is traditionally when AlbertaFirst.com held their AGM. This was a perfect time to meet, while many members were in attendance. The spring of 2008 was too early to have an AGM for AlbertaFirst when EDA first changed their conference schedule. The next EDA Conference is not until April 2009 and by our company by-laws we must attend to an AGM prior to that date. We will be holding an 'in-person' AGM at the EDA conference for the 2008 Fiscal Year.

How Can You Participate In The Virtual AGM?

There is one vote allowed for each member community. If you have not already sent a response to AlbertaFirst identifying the individual who is your designated Voter, please do so by sending us the following information:

- Member Community
- Designated Voter Name and Title
- Voter Email Address and Phone Number

Voters will be receiving the notification of AGM on January 5th, 2009.

2008 Computer Profile Contest Winners!

The judging is completed and the winners determined! Drum roll please!

After an incredible response to the AlbertaFirst.com Community Profile Contest for 2008 - 23 entrants this year compared to 11 last year - the judges have made their decision!

It was NOT an easy task. What an incredible amount of work everyone put into their profiles. The scores were very close, but the winners have been chosen.

Traditionally the announcement of winners has been made at the AlbertaFirst.com Annual General Meeting. As you will read in the next article, the timing of the AGM has changed... read on for more detail on this very important topic! We are announcing our winners today, with awards to be presented at the at the AGM, at the EDA Conference in the Spring of 2009.

So, without further ado, the winners are:

In the Category of Large Sized Community:

The City of Medicine Hat - submitted by Lori Bell

In the Category of Medium Sized Community:

The Town of Grande Cache - submitted by Sean Kinney

In the Category of Small Sized Community:

The Town of Hanna - submitted by Laurie Armstrong & Ruth Fortna

Congratulations to our winners and all of the entrants on a job well done!

Many Thanks to our Distinguished Judges:

Kyle Loranger	Kyle Loranger Design Inc.
Patrick Earl	Web Content & Graphics Specialist Economic Development and Tourism Strathcona County
Bo Stachniak	Stantec Engineering - Edmonton
Alisa Anderson	Project Manager / Designer Dynacor Media
Barbara Bruce	Executive Director Alberta Optometrists Association

Our Winners!



City of Medicine Hat



Town of Grande Cache



Town of Hanna

"What a phenomenal amount of work these communities have done!"

Statistics Update

Countless hours have been invested by the Technology Committee and contractors on planning the redevelopment of the Statistics section of BAIS. Our overall goal is to provide our members with a system that will provide great market intelligence and will be easy to use, eliminating the need for offline training. We will be providing access to three Statistics Canada datasets: Census of Population, Census of Agriculture, and Building Permits. Both Census databases will include comparative data from the last three Census years - 2006, 2001, and 1996. You will also be able to access Building Permit data on a monthly basis back to 2000.

Two major challenges have been encountered in our planning. First, permission has to be secured from Statistics Canada in order to make its data available to the public and our members. It is essential that this permission is secured in advance as it directly impacts the design of the user interface. With the growth in internet traffic Statistics Canada is more cautious and demanding in their licensing negotiations than they were when we first developed these products some ten years ago. Consequently negotiations have taken longer than expected but considerable progress is being made. We expect to have a licensing arrangement in place by the end of November and be in a position to purchase the Statistics Canada data.

Second, we need an affordable technology that is both easy-to-use and easy-to-maintain for developing the user and administrative interfaces to the data. We believe that we have now found an appropriate technology and are presently engaged in contract discussions with a technology consulting firm that is experienced in implementing this technology. We expect to have the new system operational near the end of Q1 in 2009. We will be communicating further details when a contract has been finalized.

Can You Spare An Hour? How About a Day?

We would greatly appreciate your input to improve the statistical portion of the community profiles. Take a moment in the next few days to review the statistics portion of your community profile then let us know what you would like added, deleted, or improved. Send your comments by email to Ray Telford rtelford@dinosaurvalley.com

Help us mock-up a new, improved statistical profile. On January 15, 2009, we would like to bring together eight to ten AlbertaFirst members to participate in a workshop setting with the Technology Committee to take all of our input and develop a new mock-up for the Statistics portion of the Community Profile. This meeting will be held in Edmonton from 11:00am to 3:00pm in the 4th floor Boardroom of Edmonton Economic Development. If you would like to participate in this workshop please email your contact information to Ray Telford rtelford@dinosaurvalley.com and we will provide you with further details in the New Year.

In August of 2008, we moved from our office in Edmonton. The office of the Executive Director is located in Okotoks, Alberta. Contact Information is as follows:

AlbertaFirst.com
Box 71,
Okotoks, AB T1S 1A4

info@albertafirst.com

January
2009

Claresholm Elementary News

Principal's Message



Welcome back! We hope that the 2008 holiday season was a joyous one for all CES families as we prepare to enter 2009, which promises to be a very exciting year for our school, students, families and staff!

In 2009, a great deal of time and attention will be placed upon the continued modernization of West Meadow School and the journey to becoming a K-6 school. I would encourage families to make school council meetings a priority throughout the school year, as we will continue to provide updates as to the progress being made and developing a vision of education for our children. On January 20, our school council will be engaging in a series of conversations regarding the purpose of education in our community at all grade levels (K-12) and preparing for January 30, when staff, parent, student and divisional representatives will begin creating a vision for education in our community. This is a very exciting time for schooling in Claresholm and definitely needs to involve the voices of many in order to ensure the absolute best education for our students now and in the future.

It also gives me great pleasure to introduce three new staff members joining our school in January to further support our students and their learning:

Mr. Leland Hauser will share a grade three classroom with Mrs. Rossiter beginning January 26. Mr. Hauser has over a decade of teaching experiences in elementary and middle grades, with a strong background in special education and behavioural supports.

Mrs. Karen Uhl is currently the breakfast coordinator at West Meadow School and joins our staff as a teacher assistant in Mrs. McDowell's grade three classroom.

Mrs. Bernie Bitz will be joining our staff on a part-time basis, fulfilling a role of teacher assistant in Ms. Conrad's grade two classroom.

Caring Begins With You and Me!

Claresholm Elementary

School

5318—2nd St. W.

Box 728

Claresholm, AB

T0L 0T0

Ph: (403) 625-3371

Fax: (403) 625-4920

Email: s-ces@lrsd.ab.ca

www.lrsd.ab.ca/schools/ces

Mark Your Calendar

January 5

Back to school

January 20

School Council @
6:30

January 26-29

Beach Week

January 29

Backwards day
School Assembly

January 30

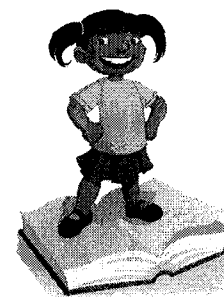
Staff Planning
No school for
students

There is no greater goal for an elementary school than to ensure that children become strong, confident readers.

At CES, we have a number of programs and initiatives aimed at helping our students not only gain the skills to become successful readers but acquire a love of literacy that can stay with them long after they leave the school.

One of the programs aimed at supporting readers is our Reading Supports Program. With the retirement of Mrs. Gish, Mrs. Rossiter will continue the program in the New Year. In the coming months, look for a strategies and activities to use at home to help families raise a reader!

Raising a Reader



Getting Started

Getting started reading with your children can never start too early. Here are some tips that you can use starting today:

Keep books handy

A stack of old favorites in a basket in the family room, books accessible in children's rooms, near their bed, in the bathroom—make books easy to get throughout your home! A home library doesn't need to be expensive—garage sales, library cards and the school are great sources for books at little or no cost!

Set a special time for reading

Reading before bedtime isn't always the best time—pick a time that works for you! Read while driving, waiting for supper, at the hockey arena...reading can happen anywhere at any time.

Reading doesn't always have to be stories or books

Literacy can take many shapes and forms. As adults, we read magazines, newspapers, brochures, cereal boxes, signs—it's important that children learn that reading happens all day, every day, everywhere!

Be a role model

Children follow the behaviour of those around them. When adults take the time to read, they send a powerful message regarding its importance. Whether it's a newspaper after supper or surfing the Internet, continually show that reading is vital to what happens everyday.

Mrs. Rossiter's Top Ten Books to Read with Kids



1. James and the Giant Peach—Roald Dahl
2. Where the Wild Things Are—Maurice Sendak
3. Lily's Purple Plastic Purse—Kevin Henkes
4. Froggy Plays Soccer—Jonathan London
5. The Day Jimmy's Boa Ate the Wash—Trinka Hakes Noble
6. If you Give a Mouse a Cookie—Laura Numeroff
7. Magic School Bus Series—Joanna Cole
8. Farmer Joe Baby-Sits—Nancy Wilcox Richards
9. The Tale of Despereaux—Kate DiCamillo
10. Charlotte's Web—E.B. White



On behalf of all of the students, we would like to thank Claresholm Elementary School Council for the books each student received before Christmas.

A special thank-you goes out to the parents who helped wrap the books.



In January our students will be participating in the Swim to Survive program. Please see the note that has been sent home for more information. The schedule for the program will be:

Grade 1 Beer McKee	Grade 2 McGrattan	Grade 2 Conrad	Grade 2 Symonds	Grade 3 Penner	Grade 3 McDowell	Grade 3 Rossiter Hewson	Grade 4 Rasmussen Mackin
Monday, January 12	Wednesday, January 14	Wednesday, January 14	Thursday, January 15	Tuesday, January 13	Wednesday, January 14	Thursday, January 15	Tuesday, January 13
Monday, January 19	Wednesday, January 21	Wednesday, February 3	Tuesday, February 3	Tuesday, January 20	Tuesday, January 20	Wednesday, January 21	Wednesday, January 28
Monday, January 26	Tuesday, February 10	Wednesday, February 10	Tuesday, February 10	Tuesday, January 27	Tuesday, January 27	Tuesday, January 27	Thursday, February 5

No Sleds at School

Finally we have snow and the students really enjoy sledding on the hill at the north end of our playground. However, we ask that students **do not** bring sleds from home. We will provide crazy carpets that the children can use on the hill at recess time.



Winter is here.



With the fluctuation in weather conditions it is hard to predict in the morning what the day will be like. However, it is now January and children need to have winter clothes every day at school. Please make sure your child has mitts, a hat, a warm coat and boots. They go outside everyday for recess and it is a little chilly to go without a hat and mitts.

Beach Week is Coming!

Forget the snow and cold—beach week is coming January 26-29. Our school spirit committee is planning a fun week to help blast the winter blues, complete with a beach lunch during the week, shorts and Hawaiian shirts



and other fun things for our students! Keep an eye out for more information as the dates draw nearer!

Just a reminder that the next school council meeting is scheduled for Tuesday, January 20 6:30 pm
An agenda package will be available next week.

January 2009

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
				1	2 Carson D., Megan M.	3
4 Madison Mac.	5 First day of classes	6 Hot Dog Day	7 Katryna L.	8 Pizza Day Shaya B.	9 Sarahrose J.	10
11	12 McKee- swim Beer—Swim	13 Hot Dog Day Penner—Swim Mackin—swim Rasmussen—swim Kyle V.	14 McGrattan—swim Conrad—swim McDowell—swim Jacob P.	15 Pizza Day Symonds—Swim Rossiter—Swim	16 Jaylen M. Mrs. Bozarth	17 Taylor H.
18	19 McKee- swim Beer—Swim	20 Hot Dog Day Penner—Swim McDowell—swim School Council @ 6:30	21 McGrattan—swim Rossiter—Swim	22 Pizza Day Sean B., Collin M. Matthew V.	23 Spencer R.	24
25 Ethan W.	26 McKee- swim Beer—Swim	27 Hot Dog Day Lunch forms due! McDowell—swim Rossiter—Swim Penner—Swim	28 Mackin—swim Rasmussen—swim	29 Pizza Day Backwards Day School assembly Nathan V.	30 Staff Planning No school	31