



TOWN OF CLARESHOLM  
PROVINCE OF ALBERTA  
REGULAR COUNCIL MEETING  
JANUARY 26, 2009  
AGENDA

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

- AGENDA:** ADOPTION OF AGENDA
- MINUTES:** REGULAR MEETING MINUTES JANUARY 12, 2009
- DELEGATIONS:** 1. FRAME AVIATION – MURRAY FRAME & WAYNE PEDERSEN  
RE: Town Hangar at the Claresholm Industrial Airport
2. LIVINGSTONE RANGE SCHOOL DIVISION TRUSTEES
- ACTION ITEMS:**
1. BYLAW #1520 – LAND USE AMENDMENT  
RE: 2<sup>nd</sup> & 3<sup>rd</sup> Readings
  2. BYLAW #1522 – UNSIGHTLY PREMISES AND SNOW REMOVAL  
RE: 2<sup>nd</sup> & 3<sup>rd</sup> Readings
  3. CORRES: HON. RAY DANYLUK, MINISTER OF MUNICIPAL AFFAIRS  
RE: 2008 Municipal Sponsorship Program
  4. CORRES: HON. ROB RENNER, MINISTER OF ENVIRONMENT  
RE: Water Allocation
  5. CORRES: ALBERTA EMERALD FOUNDATION  
RE: Call for Nominations for 2009 Emerald Awards
  6. CORRES: FORTIS ALBERTA  
RE: Automated Metering Infrastructure (AMI)
  7. CORRES: SOUTHGROW REGIONAL INITIATIVE  
RE: Productivity Improvement Seminar
  8. CORRES: CLARESHOLM RCMP DETACHMENT  
RE: Request for Community Input
  9. CORRES: WILLOW CREEK AG. SOCIETY  
RE: Municipal Letter of Opinion
  10. CORRES: ROBERTA & GERALD GREEN  
RE: Drainage ditch on Derochie Drive
  11. CORRES: CLARESHOLM PUBLIC LIBRARY  
RE: Library Insurance
  12. CORRES: PAMPERED PETS BOARD & GROOM  
RE: Rent Increase
  13. CORRES: CLARESHOLM ANIMAL RESCUE SOCIETY  
RE: Lease Agreement with Pampered Pets
  14. CORRES: RAE TRIMBLE  
RE: Cenotaph
  15. SANITARY SEWAGE TREATMENT & DISPOSAL STUDY
  16. LGAA CONFERENCE
  17. VOLUNTEER APPRECIATION NIGHT – COUNCILLOR ISAACSON
  18. OFFER TO PURCHASE HANGAR AT INDUSTRIAL AIRPORT
  19. ADOPTION OF INFORMATION ITEMS
  20. IN CAMERA – DEVELOPMENT

**INFORMATION ITEMS:**

1. SouthGrow Regional Initiative Media Release – January 16, 2009
2. Alberta Southwest Tourism Operators Meeting – February 4, 2009
3. Alberta Municipal Affairs – letter to Village of Nobleford – January 6, 2009
4. Claresholm Elementary School Principal's Update – January 12, 2009
5. Claresholm Elementary School Principal's Update – January 19, 2009

6. **Claresholm Healthy Community Coalition Meeting Minutes – January 14, 2009**
7. **AAMD&C Contact – January 9, 2009**
8. **AAMD&C Contact – January 16, 2009**
9. **Municipal Planning Commission Minutes – November 21, 2008**
10. **Municipal Planning Commission Minutes – December 5, 2008**
11. **Municipal Planning Commission Minutes – December 19, 2008**
12. **Municipal Planning Commission Minutes – January 12, 2009**
13. **Willow Creek Regional Waste Management Services Commission Minutes – December 18, 2008**
14. **Claresholm & District FCSS Meeting Minutes – November 19, 2008**
15. **Communities in Bloom Claresholm Committee Meeting Minutes – January 13, 2009**

**ADJOURNMENT:**



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

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

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

**12. SNOW REMOVAL – COUNCILLOR SUTTER**

**CARRIED**

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

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

**CARRIED**

**FINANCES:** **DECEMBER 2008 BANK STATEMENT**

Moved by Quayle to accept the December 2008 bank statement as presented.

**CARRIED**

**PUBLIC HEARING: BYLAW #1520 – LAND USE AMENDMENT**

Deputy Mayor MacPherson declared the hearing open at 7:03pm.

Deputy Mayor MacPherson made the first call for representation for or against the bylaw.

Bob Pfefferle spoke against the bylaw as an adjacent landowner. There were several other residents present that were also against the bylaw.

Deputy Mayor MacPherson made the second and third calls for those for representations for or against the bylaw.

No other representations were noted.

Deputy Mayor MacPherson declared the hearing closed at 7:13pm.

**DELEGATION: SHELLY O'NEIL – WILLOW CREEK RECYCLING & BOTTLE DEPOT**

**RE: Cardboard Recycling**

Shelly O'Neil, owner of Willow Creek Recycling and Bottle Depot, came to speak to Council about what is happening with cardboard recycling. Pedersen Transport has provided the trailer to store the cardboard until the market improves, as they have provided the best rates for monthly storage. The storage will be on the premises until the trailer is full and it is emptied in Lethbridge and returned. The costs of handling the cardboard used to be completely paid by GPS in Lethbridge, but they are not covering this anymore. Willow Creek Recycling will only require the increase in fees until the costs for cardboard increases, and Shelly is comfortable with putting a time limit on the increase in fees to the Town.

**ACTION ITEMS:**

1. **BYLAW #1520 – LAND USE AMENDMENT**  
**RE: 2<sup>nd</sup> & 3<sup>rd</sup> Readings**

Moved by Councillor Moore to postpone 2<sup>nd</sup> Reading of Bylaw #1520, and refer back to the Municipal Planning Commission for further information.

**CARRIED**

2. **BYLAW #1521 – WATER BYLAW AMENDMENT**  
**RE: 2<sup>nd</sup> & 3<sup>rd</sup> Readings**

Moved by Councillor Leonard to give Bylaw #1521, a water bylaw amendment, 2<sup>nd</sup> Reading.

**CARRIED**

Moved by Councillor Moore to give Bylaw #1521, a water bylaw amendment, 3<sup>rd</sup> and Final Reading.

**CARRIED**

**3. BYLAW #1522 – UNSIGHTLY PREMISES AND SNOW REMOVAL  
RE: 1<sup>st</sup> Reading**

Moved by Councillor Isaacson to give Bylaw #1522, an unsightly premises and snow removal bylaw, 1<sup>st</sup> Reading.

**CARRIED**

**4. CORRES: HON. RAY DANYLUK, MINISTER OF MUNICIPAL AFFAIRS  
RE: Municipal Sponsorship Program 2008/09**

Received for information.

**5. CORRES: HON. RAY DANYLUK, MINISTER OF MUNICIPAL AFFAIRS  
RE: MSI Operating Funding**

Received for information.

**6. CORRES: MD OF WILLOW CREEK NO. 26  
RE: West Water Line Water Allocation**

Referred to administration.

**7. CORRES: TRAVERSE LANDGROUP  
RE: Notification – COP Sweet Natural Gas B140**

Moved by Councillor Moore to accept the positioning of the ConocoPhillips proposed Sweet Natural Gas Well, drilled from surface location in 11-27-12-27 W4M, as presented.

**CARRIED**

**8. CORRES: SOUTHGROW REGIONAL INITIATIVE  
RE: Southgrow's 2<sup>nd</sup> Annual Recognition Celebration**

Received for information.

**9. CORRES: WILLOW CREEK RECYCLING & BOTTLE DEPOT  
RE: Cardboard Recycling**

Moved by Councillor Quayle to assist Willow Creek Recycling and Bottle Depot with \$132.50 per month towards the storage of cardboard until such time as administration deems it is not necessary.

**CARRIED**

**10. CORRES: WILLIAM B. LOVE  
RE: Plan to Build an Abattoir**

Moved by Councillor Leonard to send a letter to Mr. Love thanking him for voicing his concerns, but assuring him that the full process has been completed and all procedures have been followed regarding development of this particular facility.

**CARRIED**

**11. CORRES: CLARESHOLM SKATING CLUB  
RE: 2009 Skate-a-thon**

Moved by Councillor Moore to send Councillor Sutter as a representative of the Town to participate and the Town will donate \$100 towards the 2009 Claresholm Skating Club Skate-a-thon.

**CARRIED**

**12. SNOW REMOVAL – COUNCILLOR SUTTER**

Received for information.

**13. ADOPTION OF 2009 INTERIM BUDGET**

Moved by Councillor Isaacson to adopt the 2008 budget as the 2009 interim

budget.

**CARRIED**

**14. ADOPTION OF INFORMATION ITEMS**

Moved by Councillor Isaacson to invite Trustee Don Thompson from the Livingstone Range School Division as a delegation to the next Council meeting for an update as to what is happening with our schools.

**CARRIED**

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

**CARRIED**

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

**CARRIED**

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DEPUTY MAYOR – DOUG MACPHERSON

\_\_\_\_\_  
SECRETARY-TREASURER – KARINE WILHAUK

# **DELEGATIONS**



***Frame Aviation div. of High River Aviation Services Ltd.***

*PO Box 39, Lot #1 Claresholm Airport, Claresholm, AB T0L 0T0  
Bus#: 403-625-3782, Fax#: 403-625-3706 Email: frameaviation@hotmail.com*

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Mayor and Counsel  
Town of Claresholm  
Box 1000  
Claresholm, AB  
T0L 0T0

January 22, 2009

Subject: Town Hangar at the Claresholm Industrial Airport

Ladies and Gentlemen:

By way of this letter, Wayne Pedersen and myself, Murray Frame formally request an audience with council at the Monday Jan. 26, 2009 Council Meeting. We will be acting as a delegation representing the tenants in the Town Hangar and wish to discuss some "short term" alternatives or a possible extension to the closing date and subsequent demolition of the Town Hangar.

Thank you in advance,

Murray Frame, President/D.O.M.  
Frame Aviation div. of High River Aviation Services Ltd

# **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 8<sup>th</sup> 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 MUNICIPAL PLANNING COMMISSION



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

## Land Use Amendment Bylaw Report

Date: January 23<sup>rd</sup>, 2008  
Applicant: Shiraj & Almas Billawala  
Municipal Address: 4613 2<sup>nd</sup> Street West, Claresholm  
Legal Address: Lot 3,4,5 & 6, Block 10, Plan 147N

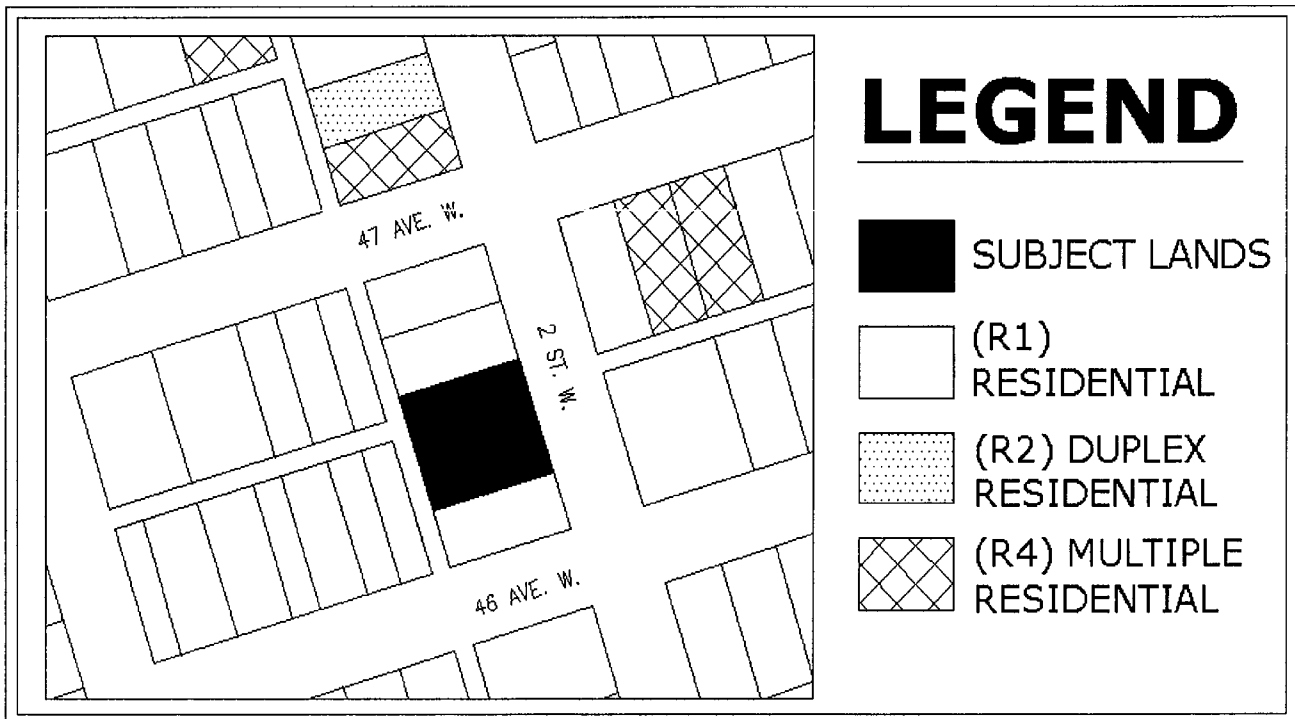
### SYNOPSIS

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 MUNICIPAL PLANNING COMMISSION



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

## PROPOSED DEVELOPMENT

### *Duplexes*

As indicated to the Municipal Planning Commission during the January 23<sup>rd</sup>, 2009 meeting, the applicants intend to construct two duplex structures (totaling 4 units) on the existing property. Figure 1 represents the state of the property as it exists currently and Figure 2 represents the applicant's concept for development. Please note that the concept will be reviewed by the Development Department during the development process and may be subject to changes by the applicant and/or the Development Officer.

*FIGURE 1: Existing Property*

*FIGURE 2: Development Concept*



### *Subdivision*

To achieve the desired development concept the property will need to be subdivided on two occasions. The purpose of the first subdivision would be to divide the property down the middle to create two separate titles, which would allow the Development Department to process a development permit application for each newly created lot.

The second subdivision should occur at the framing stage of construction (after the approval of the required development and building permits). This would allow the surveyors to properly 'plot' the party wall.

# **TOWN OF CLARESHOLM**

## **MUNICIPAL PLANNING COMMISSION**



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

### POLICY

#### *Municipal Development Plan; Bylaw #1490 (MDP)*

The land use amendment application to rezone the subject lands from (R1) – Residential to (R2) – Duplex Residential is in line with the Town of Claresholm MDP's residential designation. An objective of the MDP is to facilitate the restoration or removal of run down or dilapidated properties in the community. In addition, the MDP promotes developers to provide a variety of building sites for residential purposes and encourages the consumption of existing serviceable lands prior to the undertaking of new residential subdivisions. The MDP goes on to indicate that all new infill development shall be of a form that is compatible with surrounding area.

#### *Land Use Bylaw #1384*

The proposed concept complies with the Town of Claresholm's Land Use Bylaw #1384, Schedule 2 – Land Use District Regulations – (R2) Duplex Residential, Section 2 – Minimum Lot Size [& Area].

### MUNICIPAL PLANNING COMMISSION FINDINGS

The Town of Claresholm Municipal Planning Commission finds that the proposed land use amendment:

1. Adheres to the objectives and policies set out in the Municipal Development Plan (Bylaw 1490).
2. Is able to comply with minimum lot sizes and areas as specified in the (R2) – Duplex Residential zoning from the Land Use Bylaw #1384.
3. Would conform to the character and density of the surrounding neighbourhood given the presence of existing residential densities and other properties that are zoned (R2) – Duplex Residential (or R4 – Multiple Residential).

### MUNICIPAL PLANNING COMMISSION RECOMMENDATION TO COUNCIL

On Friday, January 23<sup>rd</sup>, 2009 the Town of Claresholm Municipal Planning Commission passed a motion (by Grant Jordan, member-at-large) to support the Land Use Amendment Application by Mr. Shiraj & Almas Billawala, as presented in file# D2008.207.



**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) **“Unsightly 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 “Unsightly Premises”, as defined by this Bylaw.
- 3.2 When making the determination as to whether a particular premises constitutes an “Unsightly 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 **12<sup>th</sup>** day of **January** 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.

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**Rob Steel, Mayor**

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**Kris Holbeck, CAO**

Agenda  
Jan 26



ALBERTA  
MUNICIPAL AFFAIRS

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

AR40870

January 6, 2009

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



Dear Mayor Steel:

Thank you for your recent application for a grant under the 2008 Municipal Sponsorship Program.

I am pleased to inform you that the Town of Claresholm has been approved for a grant of \$9,997, which includes the priority bonus, to help support your municipal project: Rainwater Harvesting - Rain Barrel Program. The conditional grant agreement will be mailed shortly to your chief administrative officer to obtain municipal signatures.

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

Sincerely,

Handwritten signature of Ray Danyluk in black ink.

Ray Danyluk  
Minister

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



ALBERTA  
ENVIRONMENT

Office of the Minister  
MLA, Medicine Hat

Jan 26  
Action Item

AR 34284

January 12, 2009

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

Dear Mayor Steel:

Thank you for your letter dated December 19, 2008, regarding reduction of the Town of Claresholm's water allocation and resulting potential to affect growth in the town. I have forwarded your letter to Alberta Environment's Lethbridge office to ensure your comments will be considered in the review of the town's water licence transfer.

In accordance with Alberta Environment's governing statutes and policies, including provisions laid out in the South Saskatchewan River Basin Water Management Plan, the Designated Director will make the final determination on the matter.

If you require further information, please contact Ms. Donna McColl, Water Administration Officer, Alberta Environment at 403-381-5967 (dial 310-0000 for a toll-free connection), or by e-mail at [donna.mccoll@gov.ab.ca](mailto:donna.mccoll@gov.ab.ca).

Sincerely,

Rob Renner  
Minister

c.c. Evan Berger, MLA  
Livingstone-Macleod Constituency

Donna McColl  
Environment

425 Legislature Building, Edmonton, Alberta Canada T5K 2B6 Telephone (780) 427 2391 Fax (780) 422 6259  
620 - 3 Street SE, Medicine Hat, Alberta Canada T1A 0H5 Telephone (403) 527 5622 Fax (403) 527 5112



**Alberta Emerald  
Foundation**

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Honourable Norman Kwong, CM, AOE  
Lieutenant Governor of Alberta

**HONORARY COUNCIL**

Mr. Gerry DeSorcy  
Mr. James Martin  
Mr. Eric P. Newell  
Dr. Michael O'Connor

**HONORARY CHAIR**

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Recycling Corporation

205 3132 Parson Rd NW  
Edmonton, AB T6N 1L6

Tel: (780) 413-9629

Fax: (780) 439-2369

Email: [info@emeraldfoundation.ca](mailto:info@emeraldfoundation.ca)  
[www.emeraldfoundation.ca](http://www.emeraldfoundation.ca)

Agenda  
Action Item  
Jan 26/09

January 07, 2009

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

Dear Mr. Steel;

The Alberta Emerald Foundation is seeking nominations for the 2009 Emerald Awards. The Awards **recognize and celebrate environmental achievements across Alberta**. We know that within your municipality and amongst your contacts, there are individuals and organizations that go beyond the norm and set an example for others to follow.

I am requesting your assistance in spreading the word and encouraging these people to nominate themselves or others. The Awards will be presented on June 16, 2009 during the ICLEI: Local Government for Sustainability World Congress being held in Edmonton. The deadline for nominations is 4:00 p.m. February 28, 2009.

More information about the awards, categories and criteria are available on the Foundation website at [www.emeraldfoundation.ca](http://www.emeraldfoundation.ca).

The Foundation also has some printed and electronic materials available. Please contact me at (780) 951-5051 if you would find any of these materials helpful in your promotions.

Sincerely,

*Leona Yez*

Leona Yez  
Manager, Nominations & Selections  
2009 Emerald Awards

January 19, 2009

Kris Holbeck, Chief Administrative Officer & FOIP  
Town of Claresholm  
221 - 45 Ave West,  
PO Box 1000  
Claresholm, Alberta T0L 0T0

Dear Ms. Holbeck:

After completing a successful pilot project in 2007 and receiving regulatory approval from the Alberta Utilities Commission on February 12, 2008, FortisAlberta is now deploying Automated Metering Infrastructure (AMI) throughout our service territory.

Beginning in February 2009, 1680 residential and farm customers located within the Town of Claresholm will have their meters upgraded with AMI technology.

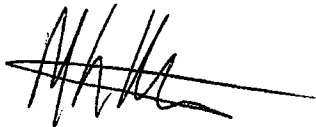
AMI technology will allow FortisAlberta to read customer meters remotely from a central computer, and send meter readings to Retailers for billing each month, based on customers' up-to-date energy consumption rather than estimated consumption.

The practice of manual and estimated meter readings is expected to be eliminated within a few months after an AMI meter is installed, so in the meantime customers will still see a meter reader on their premises and/or notice an estimated reading on their bills. Once the system is fully operational, FortisAlberta metering personnel will only need to access customer premises if a meter inspection or repair is required.

FortisAlberta is also continuing to develop the technology to allow our AMI system to capture data to support outage management and restoration, and perform off-cycle readings for customer moves and retailer switches. Incorporating gas and water utilities into the AMI system will remain a future consideration, but cannot realistically be pursued at this time due to the additional complexity and costs of this enhanced functionality.

We have attached an informational package including a PowerPoint presentation and a brochure in both PDF and print form. This package will provide an overview of automated metering technology and the benefits of this project to our customers, a description of the installers and the installation procedure, as well as frequently-asked questions and contacts for inquiries and further information.

Sincerely,



Merlin MacNaughton  
Stakeholder Relations Manager

CC: Evan Berger, MLA, Livingstone-Macleod  
Narmin Hassam, RCMP Communications Strategist



## What is AMI?

AMI stands for Automated Metering Infrastructure. It is a proven technology, which will enable FortisAlberta to read meters remotely without having to physically visit and manually read meters.

With the implementation of AMI technology, FortisAlberta will be able to more easily anticipate customers' electricity needs, and provide up-to-date customer consumption to Retailers based on actual usage instead of estimated usage.

AMI technology will also reduce the significant operating cost, safety issues and environmental impact associated with our current manual meter reading practice.

The Company received regulatory approval to implement the second phase of AMI meters across its service territory.

FortisAlberta will install approximately 63,000 meters starting in August 2008, followed by 239,000 meters in 2009, and 103,000 meters in 2010. Additional meters will be required to support customer growth requirements in each of those years. This technology will be fully implemented across our service area by the end of 2010.

## Key Benefits

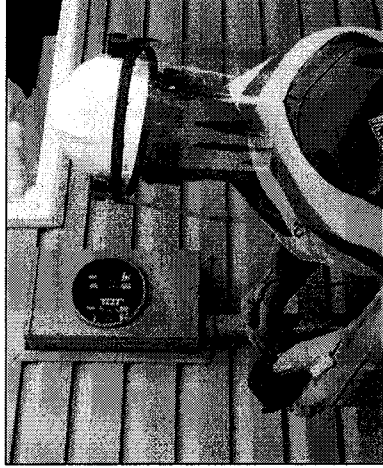
FortisAlberta will take every opportunity to provide the benefits of this system to its customers. These benefits include:

- Providing Retailers with monthly, up-to-date meter readings versus estimated readings. Today, customer meters are read every two months.
- Eliminating the need to access customer premises to obtain reads;
- Reducing customer service inquiries and concerns related to meter readings and billing estimates;
- Obtaining move in/move out and retailer switches/reads *(by the end of 2010)*;
- Capturing data to support outage management and restoration *(after project completion)*.

## Who We Are

As owner and operator of more than 60 per cent of Alberta's total electric distribution network, FortisAlberta's focus is the safe and reliable delivery of electricity to approximately 453,500 customers in 175 growing communities across southern and central Alberta.

With more than 106,000 kilometres of power lines, the company will invest approximately \$283 million into its electric distribution system in 2008 to improve reliability of service and meet the growing electricity needs of its customers.



An AMI meter installation in progress.

## For further information please contact:

**310-WIRE (9473)**

Media Inquiries

Jennifer MacGowan

Manager, Corporate Communications

FortisAlberta

Tel: (403) 514-4079

[www.fortisalberta.com](http://www.fortisalberta.com)

[investors@fortisalberta.com](mailto:investors@fortisalberta.com)

# Automated Metering Infrastructure AMI in Your Community



**FORTIS  
ALBERTA**

**FORTIS  
ALBERTA**

## Frequently Asked Questions

### How does AMI work?

As you use electricity, a meter records the usage. The AMI meter transmits usage information on the FortisAlberta distribution network.

### How will this AMI system benefit me?

AMI will virtually eliminate the need for estimated meter readings. This will ensure that each month your Retailer will be sent an actual reading from your meter.

### Will my new meter be accurate?

Yes. All meters are required to meet minimum standards as defined by Federal Government policy.

### Can I decline having my meter replaced with the new technology?

No. It is not cost-effective to deploy a meter reader to read only one meter.

### How long will the installation take?

We anticipate that the meter exchange will take about 10 minutes for each meter.

### How will I know when my meter equipped with AMI technology is installed?

As a courtesy, the installer will knock on your door to inform you of a brief power interruption when the electric meter is being exchanged. If no one is home, the installer will leave a notice at the premises when the electric meter is exchanged.

### Will my electric service be interrupted during the meter exchange?

Yes. Replacing your meter will cause a brief loss of power, so please be sure to follow manufacturers' recommendations to protect electronic equipment and data. Clocks and other devices may need to be reset after the meter exchange.

### Is there anything I should do before the AMI device is installed at my property?

Yes. To make our work at your property go quickly and efficiently, you should clear an adequate work area around

your electric service to give our technician easy access to the meter. Please remove any obstructions or barriers, such as overgrown shrubs or other obstacles.

### Will AMI service interfere with any of my home electronics?

No. The AMI system operates independently and should not interfere with other equipment.

### How will sites for the AMI deployment be prioritized in the three-year AMI project?

Deployments will be prioritized based on geographic location of the existing installations, customer and Retailer impact and meter reading requirements, while minimizing operating costs. Locations that have higher manual meter reading costs and areas experiencing higher meter reader turnover will be converted first.

### Who can I contact if I have additional questions?

FortisAlberta is available to answer your questions on AMI, or handle any other customer service inquiries you may have. You can reach us toll-free at 310-WIRE (9473) or click on the "Automated Meters (AMI)" QUICK LINK at [www.fortisalberta.com](http://www.fortisalberta.com) for more information.

## AMI Meter Upgrade

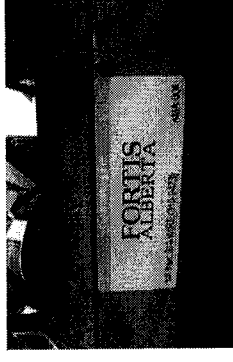
### Procedure:

- Installations will take place Monday - Saturday, 7 a.m. - 6 p.m. (excluding statutory holidays).
- Installers will knock on customers' doors prior to performing meter exchange.
- Each meter exchange should take approximately 10 minutes during which time customers will experience a brief power outage.
- Customers with inaccessible meters will be required to contact the installation company (Corix Utilities) at 1-877-203-4224 to schedule an appointment to have their meter exchanged (a notification will be left by the installer in the customer's mailbox or between the door).

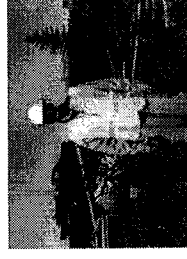
### Description:

A third party has been contracted to perform the installations of the new AMI meters. Each installer will be identifiable by the following means:

- Vehicle – although installers' vehicles will vary, they will have a large magnetic decal with the FortisAlberta logo and 310-WIRE Contact Centre number displayed on both the left and right sides of the vehicle.



- Uniform – fire-retardant, tan-coloured coveralls, fluorescent yellow vest with the contractor's company name on the left chest and "Meter Tech" on the back, gloves and a hard hat with a protective visor.



- Badge – installers will carry a badge with photo ID identifying them as authorized contractors for FortisAlberta Inc.



- Letter – installers will have a letter signed by Nipa Chakravarti, Vice President, Customer Service, authorizing them to be performing the installations on behalf of FortisAlberta Inc.

**FORTIS**  
ALBERTA

Call us at 310-WIRE (9473)  
with your electrical safety concerns.

## ***Automated Metering Infrastructure (AMI)***

***Presentation for the Town of Claresholm***

*January 2009*



FortisAlberta is the electricity distributor for the Town of Claresholm. We own and operate the poles and wires, and are responsible for reading customers' electrical meters and providing the consumption number to Retailers, who give customers their bill.

The purpose of this presentation is to provide an overview of FortisAlberta's Automated Metering Infrastructure (AMI) project, which will affect customers in all 175 communities within our service territory by the end of 2010.

**The key points that will be addressed include:**

- a brief description of Automated Metering Infrastructure (AMI)
- customer benefits
- why we have chosen to implement this technology
- a description of the installers and the installation process (and when your municipality is projected to be impacted)
- how the project is benefiting the environment

**Definition:**

- Automated Metering Infrastructure (AMI) is a new technology that allows electrical meters to be read remotely from a central location. FortisAlberta's current regulated requirement is to read meters bi-monthly (farm and residential customers are only charged for meter reads every two months) with estimated readings in between. AMI will enable FortisAlberta to read meters monthly in a cost effective and environmentally responsible manner.

2

Automated Metering Infrastructure (AMI) is a new technology that allows electrical meters to be read remotely from a central location.

FortisAlberta's current regulated requirement is to read customer meters bi-monthly. We contract a third party to manually read our customers' meters and only charge customers for this bi-monthly service. We provide retailers with estimated readings for the months in between.

With regulated requirements moving towards monthly readings for all customers, AMI is the most cost-effective and environmentally responsible option.

**Customer Benefits:**

- Retailers will be sent readings based on up-to-date usage each month, eliminating the practice of estimated readings.
- Customers will no longer have someone on their property to read the electrical meter.
- AMI meters help the environment, as they eliminate the driving involved with manual meter reading. In addition, all old meters will be recycled.

3

**Customer benefits include:**

- Retailers will be sent readings based on up-to-date usage each month, eliminating the practice of estimated readings.
- Customers will no longer have someone on their property to read the electrical meter.
- AMI meters help the environment, as they eliminate the driving involved with manual meter reading.
- FortisAlberta is contracting a company in Alberta to recycle the materials from all the old meters that are being exchanged. The recycling practices provided by the recycling company and its partners are all Alberta Recycling Management Authority approved for environment and labour.

**Overall, the technology is good news for customers and good news for the environment.**

**Feedback from customers on the accuracy / frequency of meter readings**

"I don't think that [reading meters] once every couple of months is enough; **it should be done for every billing.**"  
--

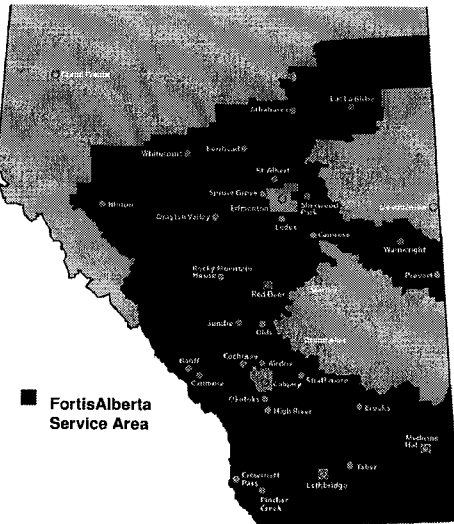
"Sometimes they **estimate** and what happens is you get a bigger bill and then a smaller bill. I'd like it fairly consistent so I can monitor my energy use better."  
--

"**It's not done every month.** If it was done every month, then I'd be very satisfied."  
--

"Why is not every month? ...**It should be automated.**"

Source: Q1 and Q3 2008 Customer Satisfaction Study

This is just a sampling of the feedback we've received as part of our customer satisfaction surveys. It's clear that customers want up-to-date meter reading each and every month.

**FortisAlberta's Service Area:**

- 453,500 customers in 175 communities in southern and central Alberta
- 240,000 sq km of distribution lines
- 60% of Alberta's low-voltage distribution system

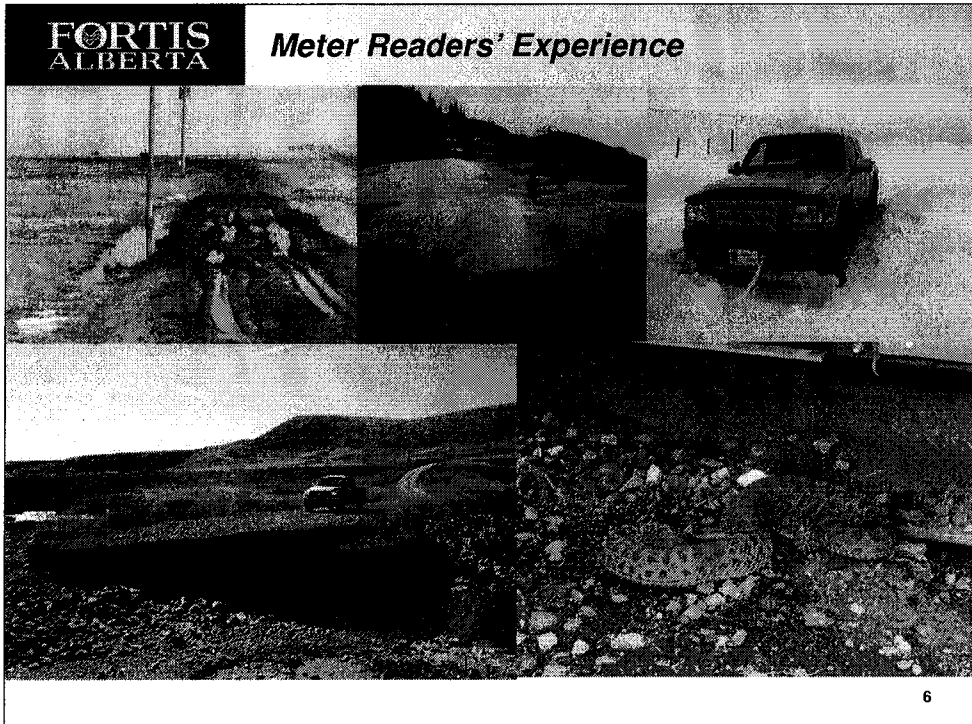
5

FortisAlberta serves rural customers and smaller urban centres spread out over a large area. Poor weather and road conditions as well as wildlife and even customers' pets can make it a challenge to obtain meter readings.

This map gives a good indication of the relative size of FortisAlberta's service territory compared to other electrical utilities in Alberta.

Enmax has a similar customer base to FortisAlberta, but their customers are all focused within a fraction of our service territory.

ATCO is the only other electrical utility with a comparable service territory, but they have AMR (one-way communication) technology.



**[Let the photos do the talking...]**

The costs of fuel and labour have a huge impact on our costs. Meter readers drove over 6 million km in 2007!

Automated meters eliminate these challenges and provide a cost-effective, environmentally responsible way to provide up-to-date monthly meter readings.



**Phase 1 Implementation  
COMPLETED**

**Year: 2006/2007 28,000 meters, \$6.9M**  
(Regulatory approval received on Feb 12, 2008)

**Phase 2 Full Implementation  
IN PROGRESS**

**405,000 meters, Proposed Cost: \$104M**

- **2008: 63,000 meters**
- **2009: 239,000 meters**
- **2010: 103,000 meters**

Phase 2 Completion – Dec 31, 2010 (projected)

**Note:** In many cases, meters are currently being installed before the communication components are in place, so there will be a 2-3 month period between the time of installation and the time that meters will begin sending automated reads.

7

**Phase 1 of the project was very successful** with more than 28,000 residential, farm, irrigation and commercial customers in the areas of Leduc, Stony Plain, Vauxhall and Brooks having received automated meters in 2007.

**Full implementation began in August 2008**, with automated meters installed in the MD of Foothills, Okotoks and High River and deployment currently continuing throughout FortisAlberta's service territory.

Automated meters are **currently being installed before the communication components are completed**, and in some cases there will be a **2-3 month period from the time of the installation to the time that meters will begin transmitting automated reads** for billing purposes. In the meantime, meters will continue to be read manually and/or estimated readings will be created.

By the end of 2008, we anticipate having a total of **60,000 meters** transmitting on the AMI system.

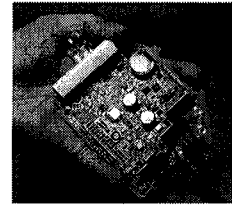
**Existing  
Meters**



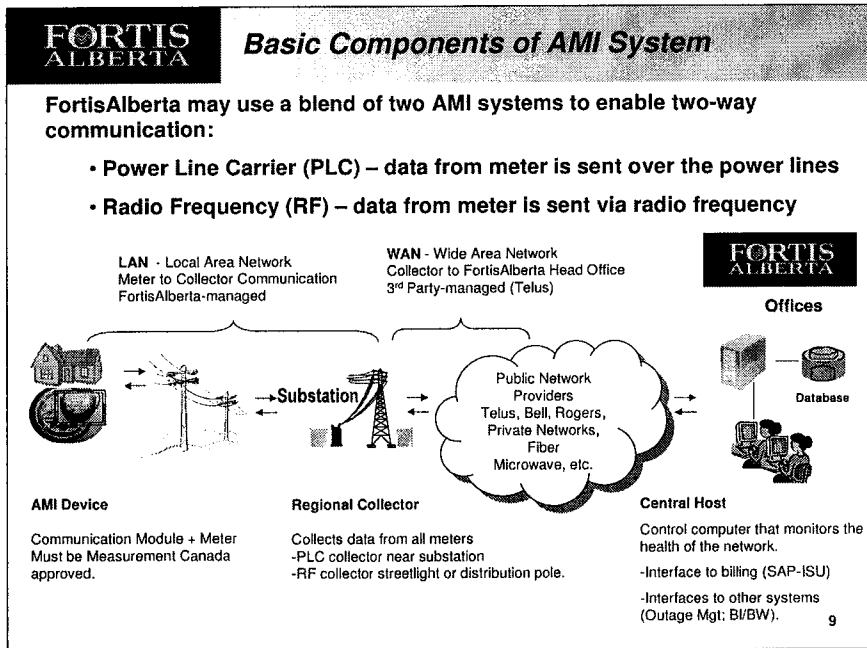
**Automated  
Meter**



Meter contains a card that enables automated reads.



Automated meters are the **same size and appearance as typical digital meters**. The only difference is that automated meters contain an AMI device similar to a computer network card, which enables the automated reads.



FortisAlberta may deploy a blend of two AMI systems to make two-way communication possible between the central computer and electric meters. Throughout most of our service territory (smaller urban centres and rural areas), a power line carrier (PLC) system will be used. This type of system uses the actual power line to communicate with the meter. In large urban centres, a wireless or RF (Radio Frequency) communication system may be installed. This is similar to a wireless Internet connection.

**[Describe what the images are showing on the slide]:**

(House/meter) – Each electrical meter contains a device that transmits consumption information. The vast majority (if not all) of the AMI meters will send this information through the power lines.

(Power Lines) – Data from the meter is continuously being sent through the power lines to the designated substation.

(Substation) – FortisAlberta is constructing a communication component at each substation. This equipment stores the data and then sends it to a central computer over the Wide Area Network (WAN) using a third-party such as Telus.

(Central Host) – The data can now be used for billing and eventually other system purposes.

**Radio Frequency (RF) system:**

- The Radio Frequency system may need to be used in large urban centres as it offers more channels for the signals to travel across than the power line carrier system. Areas requiring the Radio Frequency system will receive the technology later in 2009.

***FortisAlberta is currently developing the technology, which will allow our AMI system to eventually:***

- Perform on-demand readings for customer moves and retailer switches (by end of 2010).
- Capture data to support outage management and restoration (after project completion).

\*Additional future capability is also possible with this system and the technology will be explored.

**The primary focus** of FortisAlberta's Automated Metering Infrastructure (AMI) project is to transfer customers to a **monthly meter reading** schedule and eliminate the practice of estimated readings.

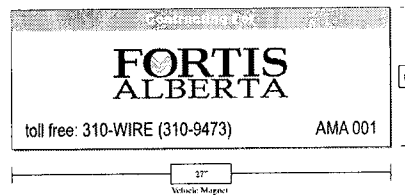
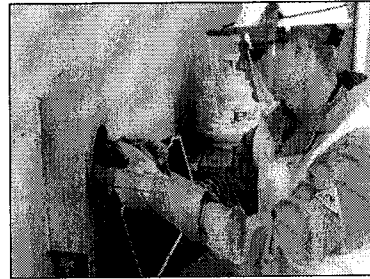
**By the end of 2010**, our AMI system will also allow us to perform on-demand meter readings when customers move or switch to another retailer.

**After the full implementation** of the AMI system, FortisAlberta will then investigate the implementation of additional functionality. For example, the technology will enable FortisAlberta to respond more quickly to power outages, allowing us to more effectively "keep the lights on" for our customers.

***A third-party company has been contracted to install the new AMI meters.***

**Installation Procedure:**

- Farm and residential meters are currently being replaced in your area.
- Installations take place Monday-Saturday, 7a.m. – 6p.m. (excluding statutory holidays)
- Installers will knock on customers' doors before performing installation.
- Customers will experience a loss of power for approximately 1 minute during the installation, which typically takes no longer than 10 minutes to perform.
- Installers will leave a paper notification indicating that the installation was successfully completed or indicating that the customer must call the installation company to schedule an appointment as the meter was inaccessible.



Magnetic decal on installer's vehicle

11

A third-party company has been contracted to install the new AMI meters.

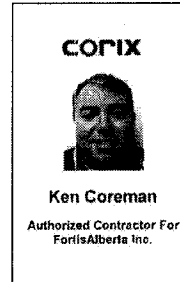
Meters are currently only being exchanged for residential and farm customers.

Commercial and industrial customers will begin receiving automated meters in the fall of 2009 once technical requirements are specified as part of Alberta Energy's new initiative "New Energy Efficiency Opportunities for Albertans Through Advances in Metering." There will likely be an hourly meter reading requirement for these customers.

**[Read slide]**

**Description of Installers:**

- Installers will drive their own personal vehicles.
- Vehicles will have a large magnetic decal with the FortisAlberta logo and 310-WIRE Contact Centre number on both the left and right sides.
- Installers will be wearing tan-coloured, fire-retardant coveralls, a fluorescent yellow vest with the contractor's name on the left chest and "Meter Tech" on the back, gloves and a hard hat with a protective visor.
- Installers will have a photo ID badge and a letter signed by Nipa Chakravarti, Vice President, Customer Service, authorizing them to perform the installations on behalf of FortisAlberta.



Installer's badge

**[Read slide]**

**For more information please contact  
the FortisAlberta Contact Centre:**

- **310-WIRE (310-9473)**
- **Visit [www.fortisalberta.com](http://www.fortisalberta.com) and click on  
the “Automated Meters (AMI)” link**



## Questions?

FortisAlberta’s website contains a deployment schedule covering completed areas, current areas of deployment and installations to begin in the coming weeks. The schedule includes the impacted municipalities, the proposed start date for installations and the estimated date for the installed meters to begin transmitting automated reads for billing purposes.

**Subject:** [Fwd: Invitation - SouthGrow Productivity Improvement Seminar]

**From:** Kris Holbeck <kris.holbeck@townofclaresholm.com>

**Date:** Mon, 19 Jan 2009 14:45:20 -0700

**To:** Karine <karine@townofclaresholm.com>

Agenda.

----- Original Message -----

Subject: Invitation - SouthGrow Productivity Improvement Seminar

Date: Mon, 19 Jan 2009 14:36:07 -0700

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

\_Attention: Mayors, Reeves, CAOs, EDOs, SouthGrow Members and Designates \_

You are invited to attend the **\*Productivity Improvement Seminar\*** taking place on \*February 4, 2009\* at the \*Lethbridge\*\* Lodge from 9:00 a.m. - 4:00 p.m.\*

As members of SouthGrow Regional Initiative, your tickets are COMPLIMENTARY. These tickets are non-transferrable outside of your Council and staff as they are valued at \$100.00 each (including GST). For example, if you are unable to attend and would like to pass your ticket along to a public works employee or a staff member that would be acceptable.

\_The deadline to register is January 29, 2009.\_ Registration Forms are available at [www.southgrow.com/productivity](http://www.southgrow.com/productivity) <<http://www.southgrow.com/productivity>>. (press CTRL + click) PLEASE fax the completed registration form to the SouthGrow office at 403-381-5741 or send an email to [mary.swanek@gov.ab.ca](mailto:mary.swanek@gov.ab.ca) <<mailto:mary.swanek@gov.ab.ca>>. confirming your attendance. If you plan on attending PLEASE let met know on or before January 29<sup>th</sup>, 2009.

I have also attached a poster that provides further details of this project.

Please contact the SouthGrow office if you have any questions.

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](http://www.southgrow.com) <<http://www.southgrow.com/>>

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\_\_\_\_\_ NOD32 3777 (20090119) Information \_\_\_\_\_

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



# Your Solution to Creating Opportunities... Innovation and Improving your Bottom Line

Wednesday, February 25, 2009

9:00 am - 4:00 pm • Lethbridge Lodge Hotel and Conference Centre

## SEMINAR OVERVIEW

Alberta's manufacturing and value added processing sector competes in an extremely demanding global economy and company leaders need the best information they can get to thrive. Whether its currency valuations, labour supply or transportation costs, many business elements are globally controlled. In the face of these changing realities, southern Alberta companies can gain extraordinary competitive advantage by improving their innovation and productivity practices. From the featured innovation and productivity leaders at this seminar, you will learn your skills in:

- Leading innovation and productivity improvements in your company;
- Supporting the creation of a company culture that fosters productivity; and
- Developing new processes and products that emerge from your more innovative teams.

## SEMINAR BENEFITS

- Attend the seminar and you will have the opportunity to:
  - Learn from two of the industry's leading experts on innovation and productivity improvements
  - Gain insight into the current state of the industry and its needs

[www.southgrow.ca](http://www.southgrow.ca)

## SPEAKERS

### Dean M. Schroeder, Ph.D.

Dean Schroeder is an academic, consultant, award winning author and a leading world expert on idea management. His latest book, *Ideas Are Free: How The Idea Revolution Is Liberating People and Transforming Organizations*, identifies the secrets of companies that use employee ideas to develop sustainable competitive advantage. Dr. Schroeder is an experienced leader of organizational transformations, having led a number of start-up, turnaround, and major change initiatives in medium-sized foundries and metal fabricators. His current work focuses on implementing strategies to create sustainable advantage through bottom-up ideas.



### Ronald Mascitelli, PMP

Ronald Mascitelli, PMP is the Founder and President of Technology Perspectives. Mr. Mascitelli is a recognized leader in the development of advanced methods for project management and product development, with an emphasis on eliminating non-value-added waste, maximizing team productivity, and enhancing profitability. He has created company-specific training programs for a number of leading firms, including Intel and Boeing. Since founding Technology Perspectives in 1994, Mr. Mascitelli has published over twenty papers and technical articles in major journals including the International Journal of Technology Management and The Journal of Product Innovation Management, and is a contributing author for IEEE's Technology Management Handbook.



SouthGrow regional initiatives are heading a production improvement project aimed at increasing productivity about manufacturing and value added processing companies in the SouthGrow region. The project is the result of a survey conducted by SouthGrow in 2008. The survey received two thousand responses and the results were presented at an event, attended by industry leaders, on December 20, 2008.



Creating Opportunities...  
Improving your Bottom Line  
February 25, 2009

Alberta



Royal Canadian  
Mounted Police

Gendarmerie royale  
du Canada

Security Classification/Designation  
Classification/désignation sécuritaire

Town of Claresholm

Your File - Votre référence

Our File - Notre référence

Claresholm RCMP Detachment  
Box 1209  
Claresholm, Alberta  
T0L 0T0

Date

2009 January 13th

**RE: Claresholm Detachment's Annual Performance Plans  
Request for Community Input**

Dear Kris Holbeck,

1. Each year RCMP Detachments create Annual Performance Plans. Included in these plans are policing issues which have been identified by the various communities we serve. Obviously every community has unique situations and problems depending on a number of factors. In order to ensure our policing goals are aligned with problems or issues which prevail in our detachment areas we need input from the public.
2. I would request that your elected officials consider this at one of their upcoming council meetings and if possible supply our detachment with some priority items which you feel your constituents would like the police to focus some of our efforts upon.
3. For example, last year the two of the prevailing problems identified were traffic and youth related vandalism. I will be reporting to you on our progress in these areas at the end of this fiscal year. I will include any priorities you have identified as a result of this letter in our 2009/10 Annual Performance Plan.

Yours truly,

Robin Alexander Sgt  
NCO i/c Claresholm RCMP Detachment  
PO Box 1209  
Claresholm, Alberta  
T0L 0T0  
(403) 625-4445

**Canada**

RCMP GRC 2823 (2002-11) WPT

**Subject:** [Fwd: letter of municipal opinion]  
**From:** Kris Holbeck <kris.holbeck@townofclaresholm.com>  
**Date:** Thu, 22 Jan 2009 15:36:17 -0700  
**To:** Karine <karine@townofclaresholm.com>

Please add to Monday's agenda.  
KRIS

----- Original Message -----  
Subject: letter of municipal opinion  
Date: Thu, 22 Jan 2009 15:35:33 -0700  
From: Claresholm Agriplex <clhmagriplex@netscape.ca>  
To: kris holbeck <[kris.holbeck@townofclaresholm.com](mailto:kris.holbeck@townofclaresholm.com)>

Kris: The Willow Creek Ag. Society is apply for a MCFP (Major Community Facility Program) grant is needs a letter of Municipal Opinion for the Town of Claresholm. Application deadline is January 30, 2009 for this grant. If you have any questions please call me at 403-625-2410 Agriplex or Cell 403-625-9286.  
Thanks David

\_\_\_\_\_ NOD32 3777 (20090119) Information \_\_\_\_\_

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

\_\_\_\_\_ NOD32 3792 (20090123) Information \_\_\_\_\_

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

Agenda  
Jan 26/09  
Action Item

Town Council  
Town of Claresholm  
Claresholm, Alberta  
T0L 0T0

Roberta and Gerald Green  
PO Box 202  
Claresholm , Alberta  
T0L 0T0  
403-625-2768  
Email rg2768@telus.net  
January 15, 2009

Re: Drainage ditch between 101 Derochie Drive and 102 Derochie Drive

To Whom It May Concern:

This a formal letter to address our concerns about the poor drainage between our property at 101 Derochie Drive and that of our neighbors at 102 Derochie Drive. Mr. Green has talked to Jeff Gibeau and our neighbors Ron and Linda Bodkin have talked to him also several time as as well as written letters to Mr. Gibeau and the Town Council. It was our understanding that the developer was to have fixed this problem and it has not yet been done. Mr. Green was given a date of October or November 2008 and it has not yet been done. We are greatly concerned that with the amount of snow we have had this year there is going to be a larger amount of standing water in the area, which is a health hazard for mosquitoes and other diseases from stagnate water. If there is enough water we might even have a flood in our basements.

We would appreciate a timely solution to this problem come the spring.

Thank-you for your attention to the problem.

  
Roberta Green

  
Gerald Green

Clareholm Public Library  
Box 548, Clareholm, AB. T0L 0T0  
403 625-4168 (ph) 403 625-2939 (fax)  
Email: help@clareholmlibrary.ca

January 22, 2009

Mayor and Council  
Town of Clareholm  
Box 1000  
Clareholm, AB.  
T0L 0T0

**Re: Library Insurance**

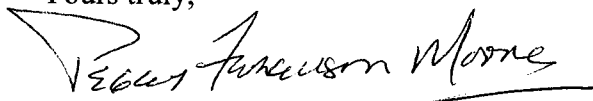
Dear Mayor Steel:

At the regular Library Board meeting of January 19, 2009 a motion was made to write Council a letter regarding the Library's insurance status.

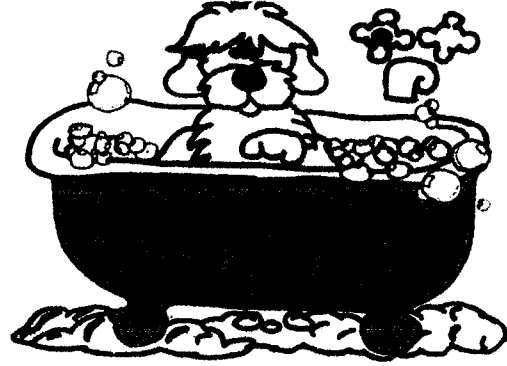
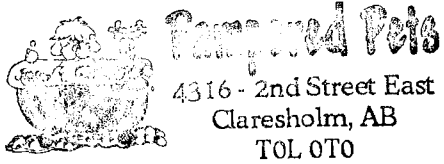
After communication with Kris Holbeck we have been reassured that the Library is presently insured under the Town's policy. We appreciate the Town's support in this matter.

A meeting has been set up between Kris and Kathy Davies to discuss ongoing cooperation between the Town and the Library. A further report will be given to Council.

Yours truly,

A handwritten signature in cursive script that reads "Peggy Ferguson Moore". The signature is written in black ink and is positioned above a horizontal line.

Peggy Ferguson Moore  
Board Chairperson



Jan 1/2009

Claresholm Animal Rescue Society  
Claresholm, Alberta T0L 0T0

Please be advised that the rent for the shelter will be increased as of March 1, 2009. from \$800.00 to \$1100.00.

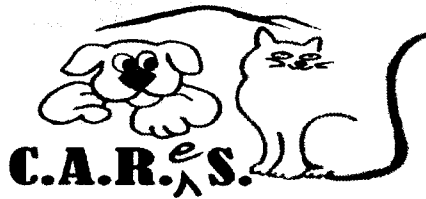
This is due to the high cost of heating for the building.

Sincerely

Helen Skinner



c.c. Town of Claresholm



## ***CLARESHOLM ANIMAL RESCUE SOCIETY***

January 19, 2009

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

### **RE: LEASE AGREEMENT WITH PAMPERED PETS BOARD & GROOM**

As at January 1, 2009, CAReS wishes to take over the lease agreement for the animal shelter building located at 4316 – 2<sup>nd</sup> Street East from the Town of Claresholm. CAReS was notified of the upcoming rent increase for the building so our Society needs to ensure we are adequately funded for the next year to be able to finance this major cost to our organization.

As CAReS is a not for profit society and in order to continue our operations we are requesting grant funding from the Town of Claresholm in the amount of \$30,000 for the year 2009 to supplement our donations from corporations, individuals and fees received for adoptions and the surrender of animals.

We are attaching our 2008 statement of operations and our projected income statement for CAReS for the year 2009 in order for Claresholm Town Council to be able to understand where our revenue is obtained and where our costs are expended. Also attached is a "draft" facility holding agreement for your review and comments.

CAReS is requesting that the Town approve the grant request now in order for the full (or 50%) grant to be paid to CAReS prior to your budget being passed, so our organization has the funding necessary to pay the rent owing to Pampered Pets Board & Groom and for operational needs. If Town Council does approve this grant funding, our organization would request a member of Town Council be nominated to sit on our Board as a voting member.

CAReS appreciates all the support received from the Town of Claresholm in its mission to promote compassionate care and prevention of cruelty and neglect to animals by:

- Increasing awareness of humane treatment of animals and promoting spay/neuter programs to reduce overpopulation,
- Providing humane care and medical treatment to stray or abandoned animals,
- Providing a clean warm bed and a full tummy to any homeless or unwanted animals,
- Inspiring awareness and compassion for all living things, and
- Finding loving and responsible homes for animals at the shelter.

CAReS is applying for a Communities Initiative Program grant in 2009 with which we are planning to provide education and training for our Responsible Pet Ownership project and our Feral Cat – Trap, Neuter Return (TNR) program. We are excited to be able to support our community with these two desperately needed initiatives. CAReS is requesting a letter of municipal support from the Town to attach to our CIP grant application.

CAReS welcomes members of Council to visit the animal shelter to see the animals we care for and to ask questions and get information about what CAReS does in our community. CAReS is committed to achieving our mission which in turn will help our community with the issues of stray and abandoned animals and the feral cat problems we encounter.

If Town Council wishes to have our group make a formal presentation as a delegation with a power point presentation we would be more than happy to share our past successes and future dreams with you.

Thank you again for your support of our Society in the future CAReS looks forward to helping the Town of Claresholm administer other animal/pet related issues in our community.

Yours truly,



FOR  
Kim Alexander  
Chairperson  
Claresholm Animal Rescue Society



**CLARESHOLM ANIMAL RESCUE SOCIETY  
2008 ANNUAL INCOME STATEMENT  
(FOR INTERNAL REPORTING PURPOSES)**

**INCOME**

ADOPTION FEES	4,061.33
DONATIONS	1,141.90
DONATIONS IN KIND	793.29
MEMBERSHIP DUES	0.00
FUNDRAISING*	1,534.77
CAPITAL DONATIONS	1,825.00
INTEREST	0.03
	<u>          </u>

**TOTAL INCOME** 9,356.32

**EXPENSES**

VETERINARY BILLS	5,941.67
CAT SUPPLIES	121.51
OFFICE SUPPLIES	291.71
FUNDRAISING COSTS	149.77
ADVERTISING	485.97
MISCELLANEOUS	0.00
	<u>          </u>

6,990.63

**NET INCOME (LOSS) FOR EVENT** **2,365.69**

OPENING BANK BALANCE - OCT 1, 2008 0.00

**BANK BALANCE - DECEMBER 31, 2008** **2,365.69**

\*INCLUDES:

FALL BARBEQUE 1,534.77

1,534.77

**CLARESHOLM ANIMAL RESCUE SOCIETY  
PROJECTED INCOME STATEMENT FOR 2009  
(FOR INFORMATION PURPOSES)**

**INCOME**

MUNICIPAL GRANTS	30,000.00
ADOPTION FEES	15,000.00
SURRENDER FEES	1,200.00
CIP GRANT*	8,000.00
DONATIONS – INDIVIDUALS	5,000.00
DONATIONS – CORPORATIONS	3,000.00
FUNDRAISING ACTIVITIES	4,000.00
OTHER	<u>500.00</u>

**TOTAL INCOME** 66,700.00

**EXPENDITURES**

RENT (INCLUDES UTILITIES)	13,700.00
PET FOOD	3,000.00
CAT LITTER	2,500.00
SUPPLIES (TOYS/BEDS ETC)	1,500.00
CLEANING SUPPLIES	1,000.00
OFFICE SUPPLIES/POSTAGE	1,000.00
ADVERTISING/PROMOTIONAL	500.00
EDUCATIONAL INITIATIVES*	4,000.00
VET BILLS – S/N – FERAL	0.00
VET BILLS – S/N – TAME	10,000.00
VET BILLS – VACCINATIONS	25,000.00
VET BILLS – EUTHANIZATIONS	400.00
VET BILLS – ILLNESS/OTHER	1,350.00
INSURANCE	500.00
TELEPHONE	500.00
BUILDING MAINTENANCE	1,000.00
VOLUNTEER TRAINING	500.00
MILEAGE	<u>250.00</u>

66,700.00

**NET SURPLUS (DEFICIT)** 0.00

January 22, 2009

Town of Claresholm  
Box 1000  
Claresholm, AB T0L 0T0

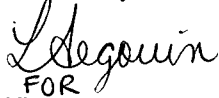
**RE: FACILITY HOLDING AGREEMENT**

This is formal documentation that the Town of Claresholm and the Claresholm Animal Rescue Society have an arrangement regarding holding stray, abandoned and at large animals brought into the shelter by the Town's Bylaw Enforcement Officer or a member of the community.

1. The Town is authorized under the Municipal Government Act to regulate and control domestic animals within its boundaries and has animal control bylaws regarding the running at large of dogs and cats in the Town of Claresholm;
2. The Town's wishes to enter into an agreement with CARES (Claresholm Animal Rescue Society) to be the facility that holds the animals for the period required in the animal control bylaws in place;
3. CARES shall hold these animals for the required period per the bylaws in effect and after such holding period the animals shall become adoptable by CARES with any adoption costs/fees going to CARES with CARES ensuring documentation is available regarding the animal's stay in their control;
4. If the owner of the animal wishes to claim it during the holding period CARES shall instruct the owner to contact the Town's Bylaw Enforcement Officer and shall not release the animal until instructed to do so by the Town (if necessary);
5. The determination and collection of any Town fines or penalties regarding the animal shall be the responsibility of the Town of Claresholm or its authorized agent;
6. The Town shall give all Town owned cat traps to CARES in order for the Society to control the trapping of cats in Town boundaries to ensure the safety of animals and to minimize risk to the Society and the Town of Claresholm;
7. Any costs incurred on behalf of the animal during the holding period shall be paid for by CARES (food, veterinarian etc.); and
8. The Town of Claresholm shall allow CARES to make decisions regarding the animal's care and control during that period based on the welfare of the animal.

Please review the abovementioned terms and have your legal counsel review it on your behalf. If you have any questions or concerns regarding the abovementioned issue, please contact the undersigned at your convenience.

Yours truly,



FOR  
Kim Alexander  
Chairperson  
Claresholm Animal Rescue Society

\_\_\_\_\_  
Town of Claresholm

\_\_\_\_\_  
Date

\_\_\_\_\_  
Claresholm Animal Rescue Society

\_\_\_\_\_  
Date

Box 992  
Claresholm, Alberta  
T0L 0T0

January 19, 2009

Mayor and Coucillors  
Town of Claresholm  
Box 1000  
Claresholm, Alberta


Dear Mr. Mayor and Members of Council;

I have a concern about the cenotaph. Before Christmas the contractor who cleared the parking lot south of Roy's Place pushed a large amount of snow up against the cenotaph. This action has the potential for causing structural harm to the monument, a structure that has a special importance to our community.

However, I have a personal concern that goes beyond the possible damage to the cenotaph. The cenotaph was erected to honor the men from our community who died in World War I and in World War II, men who deserve our greatest respect. The cenotaph here in Claresholm is the only grave stone my cousin has. He was in the Navy and died when his ship was torpedoed and sank in the North Atlantic. This is also the only grave stone for many more of the men named on the cenotaph. It was very upsetting to see the disrespect embodied in the act of piling snow onto the cenotaph.

Is there a policy that deals with the protection and preservation of the cenotaph? If not, I would suggest that one be developed to protect this important monument so that it continues to honor these brave men far into the future.

Sincerely

  
Rae Trimble

# **Memo**

**To:** Council  
**From:** Administration  
**Date:** January 15, 2009  
**Re:** Sanitary Sewage Treatment and Disposal Study

---

## **OVERVIEW**

As a result of the upgrade of the South Water Treatment Plant and proposed development in the Town's future, it is necessary for the Town to begin an assessment of the current state of our sanitary sewage treatment and disposal system and to begin planning for any needed upgrades or improvements to accommodate the sewage flows for the next 25 years.

As prudent planners, a study on this infrastructure system needs to be initiated and Administration believes that this type of study can be completed in the most time efficient way (ie. Town staff members having to compile information and answer questions) and the most cost effective way (using an engineering firm who began compiling this information on the Town's behalf on an earlier engagement – South Sanitary review) by not putting the study out for Request for Proposals, but by using the engineering firm currently involved in the SWTP upgrade.

Administration has approached MPE Engineering Ltd. to provide a quote for the study based on this information, even though we have a policy which recommends any service procured over \$25,000 has to have three quotes. Administration feels that the effort versus cost savings by following the policy would not be supported and feels MPE has the information and relationship with the Town to perform this project in an efficient manner.

**RECOMMENDATION:** That the Town accept MPE's proposal to provide a sewage treatment and disposal study at a cost of \$26,500 to be partially funded by provincial grants with the remainder being funded through the 2009 operating budget.

*Kris Holbeck, CA CAO Town of Claresholm*

Suite 300, 714 5 Avenue South  
Lethbridge, AB T1J 0V1  
Phone: 403-329-3442  
1-866-329-3442  
Fax: 403-329-9354



Town of Claresholm  
221 – 45 Avenue West  
Claresholm, Alberta,  
T0L 0T0

January 10, 2009  
File:N:\Proposals\Claresholm\Proposal\_P02.doc

**Attention: Kris Holbeck, CAO**

Dear Ms Holbeck:

**Re: Town of Claresholm – Sewage Treatment and Disposal Study  
Consulting Engineering Services**

---

We thank you for your invitation to submit a proposal for providing engineering services for the above noted study. We have tailored our submission based on discussions of the required work, and a site tour of the existing infrastructure with you and Jerry Wiechert, Water and Wastewater Plants Operator. We have taken the opportunity to prepare a Terms of Reference which outlines, in detail, the scope of work to be completed within the study.

### **Background**

The Town Claresholm has been experiencing significant growth pressures from several potential subdivision developers. These developments have triggered several questions relative to the capacity of existing sanitary infrastructure to accommodate this growth. In June of 2008, MPE Engineering Ltd. completed a preliminary review of four sewage collection alternatives to service two proposed residential developments. The recommended alternative was:

- Abandon the existing South lift station,
- Construct a gravity sewer trunk from the intersection of 43<sup>rd</sup> Avenue West and 3<sup>rd</sup> Street West to the existing sanitary trunk located west of the Airport,
- Gravity sewer pipe sizes would vary between 450 and 525 mm in diameter
- Total pipe length was estimated at 5,700 meters,

We understand the Town is committed to proceed with this work once each developer commits to their share of the project costs. In order for any proposed development not to become a burden on existing taxpayers, subdivision developers of been requested to pay their fair share of all necessary upgrades to accommodate their particular development. Relative to sewage treatment and disposal, several questions were raised relative to the current capacity of the sewage treatment and disposal system. As a result it was concluded to complete a sanitary infrastructure study focusing on the need for upgrading requirements downstream of the termination of the sewage trunk at the Waste Water Stabilization Ponds (WWSP). The following is the proposed scope of work in order to successfully complete the study.

## Scope of Work

MPE Engineering Ltd. will complete the following:

- Prepare population projections based on historical data and discussions with ORRSC and Town Administration,
- Generate projected peak sewage flows for the 20 year design population based on historical information provided by the Town,
- Determine existing hydraulic and treatment capacity of the following components:
  - Sewage Lift Station at the Waste Water Stabilization Ponds,
  - Forcemain from Lift Station to the first facultative cell,
  - Waste Water Stabilization Ponds specifically the:
    - Four Anaerobic Cells,
    - Two Facultative Cells,
    - Two Storage Cells.
  - Transfer manholes from treatment cell to treatment cell,
  - Outfall pipeline from the last storage cell to Willow Creek,
- Complete a field visual condition assessment of:
  - Waste Water Stabilization Treatment facility, specifically:
    - Lagoon cell condition including:
      - cell bank failures,
      - Armour and/or rip rap condition,
      - Indications of potential leakage,
      - Transfer manhole, weir and piping condition,
      - Willow Creek outlet condition.
    - Lift Station condition, specifically:
      - Structural,
      - Mechanical piping,
      - Mechanical HVAC,
      - Electrical,
      - Backup power generator,
      - Controls and Instrumentation,
      - Site drainage,
      - Site security,
      - Employee safety issues,
- Based on the lift station condition assessment, determine the need to either:
  - upgrade the existing lift station or,
  - construct a new lift Station.

Capital costs for both lift station alternatives will be prepared,

- Compare existing capacity of each component to the 20-year design capacity and flag upgrading requirements,
- Review current waste water effluent irrigation practices,
- Determine the sustainability of wastewater effluent irrigation practices, relative to long term impact on currently applied lands,
- Review current system operation and compare to historical Alberta Environment approval and current Code of Practice,
- Meet with representatives from Alberta Environment to obtain their input relative to current and future requirements,
- Assessment will utilize the January 2006, Alberta Environment design standards as a guideline,

- Review future requirements as dictated by Alberta Environment (ex. Effluent disinfection, Phosphorus removal, Nitrogen Removal),
- Prepare detailed capital cost estimates for any upgrading required,
- Prepare a summary report suitable for submission for funding to Alberta Transportation and regulatory approval to Alberta Environment,
- Attend meetings with Administration and Council to present and review the study findings and answer any questions,
- Meet with representatives of Alberta Transportation to review the submission and provide any technical support in defence of the funding application.

We have prepared a cost estimate in order to complete the study based on the Scope of Work. We respectfully suggest an upset fee of \$26,500 to complete all work presented in the above scope of work. In discussion with the representative from Alberta Transportation, this study could be eligible for funding under the Alberta Municipal Water/Wastewater Partnership. The Town would need to submit a request for funding along with this letter to support the application. Based on a population of 3,600 the Province may provide 52.8% funding in order to complete this study. Based on a study cost of \$26,500, the Town would be responsible for \$12,500.

We thank you for the opportunity and consideration to respond and we hope that the foregoing is acceptable. At your discretion MPE is available to meet with Council. This will allow MPE to answer any questions Council and Administration may have. In the meantime should you have any questions or require additional information regarding the above, please contact the undersigned at 317-3614.

Yours truly,

**MPE ENGINEERING LTD.**

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

Peter Brouwer, P. Eng.  
Lethbridge Region Manager

PB: mw



**TOWN OF CLARESHOLM  
POLICY**

POLICY # 52

REPLACING POLICY # \_\_\_\_\_

EFFECTIVE DATE October 27, 2003

**SUBJECT:** QUOTATIONS & TENDERS

**DEPARTMENT:** Legislative

**AUTHORITY:** Council Resolution

**DATE PASSED:** October 27, 2003

**PURPOSE:** To establish a policy to acquire needed goods and services in such a manner as to obtain maximum value for each dollar disbursed. The Town is committed to a fair and open competitive bid policy. This objective will be achieved by the use of informal, formal and sealed bids obtained by those individuals authorized to enter into contracts, agreements and purchase orders that bind the Town to the terms thereof for goods and services. Data from oral quotations and copies of written quotations and tenders received will be recorded on, or attached to, the original request, requisition or document.

**POLICY:**

**1. AWARD OR PURCHASE ORDERS**

Business will be placed with those firms offering the best price consistent with specifications and required quality, delivery and service.

**2. RESPONSIBILITY**

The necessary controls and procedures to ensure that expenditures for goods and services are handled in a publicly accountable manner, according to principles of sound business practice, shall be established by Town Council.

**3. REQUIREMENTS**

The acquisition of goods/services is subject to the following requirements for quotations and tendering, providing the following is not in contravention of any terms and conditions made by donors, grantors, and government agencies;

- a) Acquisition of goods/services with an estimated total cost (e.g. including GST, duty, brokerage, transportation, special handling, exchange, etc.) of less than \$5,000.00 per transaction require a minimum of one oral or written quotation, providing the authorized agent is familiar with the market and prices of the goods/services in question.

- b) Acquisition of goods/services with an estimated total cost over \$5,000.00 to \$15,000.00 per transaction, or should the authorized agent be unfamiliar with the market or prices of the goods/services in question, require a minimum of two (2) written quotations.
- c) Acquisition of goods/services with an estimated total cost of \$15,000 to \$40,000.00 per transaction require a minimum of three (3) written quotations.
- d) Acquisition of goods/services with an estimated total cost in excess of \$40,000.00 require a minimum of three public or invited tenders.

#### **4. EXCEPTIONS TO QUOTATION/TENDERING REQUIREMENTS**

- a) The Town may, from time to time, identify a need to acquire goods or services for which the exact nature or specifications have not been determined. Examples include, but are not limited to, consulting services (e.g. architectural and engineering); professional services (e.g. auditors, investment counselors, lawyers, actuaries); banking services and regulated utilities. In such cases, the authorized agent may choose to request proposals from one or more parties and choose the best overall value to the Town.
- b) In the event that particular goods or services are available from only one or two suppliers, the requirements of this Quotation & Tenders Policy are waived. The authorized agent will keep on file documentation in support of waivers made on this basis, and will also keep a complete record of the negotiations to secure the best value for the Town.

#### **GUIDELINES:**

January 20<sup>th</sup>/09

Request by CAO to attend LGAA  
(Local Government Administrators Association)  
Conference in addition to AUMA convention  
this year.

2 1/2 days - Wed drive to Red Deer (PM) - work AM  
Fri drive back (PM)

COSTS (no preconference workshops)

\$192.95 (incl GST)

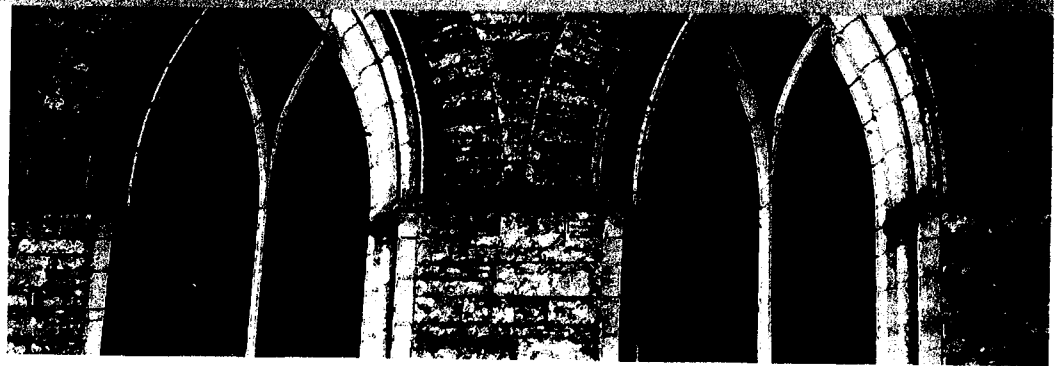
Hotel Wed + Thurs night \$150/night + taxes  
+ GST

Permission to take Durango as transportation

Halleck, CA

CAO

Celebrating the Gold  
50 Years of Networking



09

## 2009 Claresholm Volunteer Appreciation Dinner

Thursday, April 23, 2009

Claresholm Community Centre

6:30 pm Dinner

Budget (based on 200 in attendance):

### EXPENSES:

Meal (\$8 pp Beef on a Bun, salads)	\$1,600.00
Keynote Speaker (see attached):	\$ 250.00 (honorarium/mileage)
Hall Rental:	\$ 250.00
Mint cards (with Town logo)	\$ 775.00
TOTAL:	\$ 2875.00

### INCOME:

Ticket sales – 200 @ \$5.00 each	\$1,000.00
Grant from Volunteer AB	\$ 550.00
Chamber Contribution	\$ 500.00
Town of Claresholm Contribution	\$ 500.00
Total:	\$ 2550.00

### NOTES:

- The Town of Claresholm will pick up the additional \$325 required as this is largely for the cost of the mints. There will be much of the order remaining (1000 pcs.) to be used for regular Town of Claresholm promotion. We got a sale on the mints: 500 pcs at \$1.28 each and get an additional 500 free – art setup is additional)
- The \$500 Chamber donation still needs to be approved by the Chamber, however they are looking for an appropriate event to present the Citizen of the Year award and this event would be ideal.
- Advertising would be through a story in the paper, ads in the Town section of the paper, and letters will be sent to every community organization in the area as soon as this event is approved by Council.

**Town of Claresholm Volunteer Appreciation Dinner  
Thursday, April 23, 2009**

**Keynote Speaker: George Brookman,  
President and Chairman of the Calgary Stampede Board of Directors**

The Calgary Stampede is a volunteer-supported, not-for-profit community organization that preserves and promotes western heritage and values. The Stampede contributes to the quality of life in Calgary and southern Alberta through its world-renowned 10-day Stampede, year-round facilities, western events and several youth and agriculture programs. All revenue is reinvested into Calgary Stampede programs and facilities.

The Calgary Stampede is governed by a board of directors that includes 20 members elected from the shareholders, eight members appointed and the immediate past president. The Calgary Stampede has 46 volunteer committees working year-round to organize the various events and activities that occur during the 10-day Calgary Stampede and throughout the year. More than 2,000 community volunteers contribute their leadership skills, time and energy to making the Stampede one of the most respected volunteer organizations in the world.

Well-known businessman George Brookman is the president and chairman of the Calgary Stampede's board of directors. He began his two-year term in March 2007. A lifelong Calgarian, George joined the Calgary Stampede as a volunteer in 1983 and became a shareholder in 1992. He has served on several committees including chair of the Grandstand Show committee.

Brookman is the chief executive officer of Calgary-based West Canadian Digital Print, a digital print and graphics company with offices in Calgary and Edmonton, and Commonwealth Legal, a litigation support company headquartered in Toronto. He is also a partner in Vistek, a national camera and photography retailer.

In addition, he is a director of Penn West Energy Trust and serves on the management advisory committee of Economy Carriers Limited. Brookman is also a director of KSPS Television in Spokane, Washington; past president of the Rotary Club of Calgary (Downtown); past president of the Building Owners and Manager's Association of Calgary; and serves on the advisory committee of the Communications and Culture department at the University of Calgary. A past recipient of the Pinnacle Award, George is an enthusiastic advocate of the great city of Calgary.

In April 2008, George was been selected by the Calgary Chamber of Commerce and the University of Calgary's Haskayne School of Business to receive the 2008 Distinguished Business Leader Award. Brookman was selected due to his contributions to the community of Calgary as well as his entrepreneurial spirit and business leadership.

**TOWN OF CLARESHOLM  
DEVELOPMENT DEPARTMENT**

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



# BRIEF

**To:** Claresholm Town Council  
**From:** Jeff Gibeau, Planner / Development Officer – Town of Claresholm  
**Date:** January 23, 2009  
**Re:** Letter of Intent for the purchase of the Town owned Airport Hanger  
by Steel Form Contracting (312239 Alberta Ltd.)

Urgent     For Review     Please Comment     Please Reply     Please Recycle

---

## FINDINGS

The Town of Claresholm and the Municipal District of Willow Creek #26 have undertaken an Inter-Municipal Development Plan (IMDP) that incorporates the subject lands. Considering the IMDP has not been completed, the subdivision required to conclude the proposed purchase may interfere with the findings and recommendations of the IMDP. It is the opinion of the Development Department that accepting an offer to purchase the airport hanger and the land it occupies would undermine the intent of the IMDP and may jeopardize the future development of the recreational airport.

## RECOMMENDATION

The Town of Claresholm Development Department recommends that Steel Form Contracting's offer to demolish the building and clean up the site for \$1 is accepted.

*Jeff Gibeau*  
*Planner / Development Officer*



[townofclaresholm.com](http://townofclaresholm.com)

Phone: (403) 625-3381

Fax: (403) 625-3869

**STEEL FORM CONTRACTING  
BOX 2290 CLARESHOLM AB T0L 0T0  
PH. 403-625-2870; FAX 403-625-2442  
CELL 403-625-0695**

2008 JANUARY 21

JEFF GIBEAU  
TOWN OF CLARESHOLM  
DEVELOPMENT DEPARTMENT  
PO BOX 1000  
CLARESHOLM AB T0L 0T0

Dear Jeff

**RE: AIRPORT HANGAR**

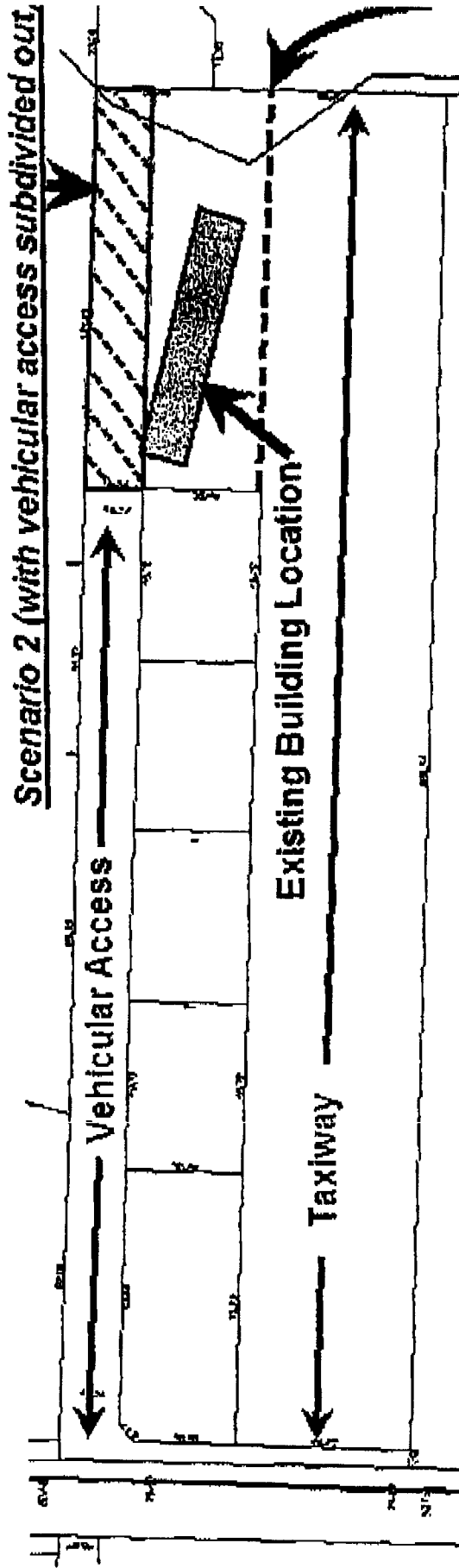
Steel form Contracting would like to make an offer of \$30,000 to purchase the airport hangar (the building indicated on the attached plan), and the land which is approximately 355ft X 100ft for the purpose of refurbishing it and setting it onto a new foundation.

If this is not agreeable to you, I am also proposing to buy the building for \$1, demolishing it and then cleaning the site up.

I look forward to hearing from you regarding this information.

Yours truly

Don Norby  
312239 Alberta Ltd  
O/A Steel Form Contracting



**\*ALL MEASUREMENTS & LOCATIONS  
ARE APPROXIMATE**

**Legal Land Description: Lot 1, Block D, Plan 6686JK**

**Scenario 2 (with vehicular access subdivided out)**

**Dimensions: 355ft X 100ft**

**Area: 35500 sqft or 0.82 acres**



# **INFORMATION ITEMS**



## *MEDIA RELEASE*

### SOUTHGROW ANNOUNCES 2009 ANNUAL CELEBRATING OPPORTUNITIES...AWARD WINNERS

#### **SouthGrow Celebrating Creating Opportunities ... With SouthGrowN Success**

**Lethbridge, January 16, 2009** – SouthGrow Regional Initiative held its "*Celebration of Creating Opportunities ...*" Awards on Thursday, January 15, 2009. The second annual ceremony was held in an effort to recognize success and reward the efforts made towards developing the local and regional economies. The following SouthGrow Regional Initiative organizations/agencies/ municipalities/ businesses were honored at the "*Celebration of Creating Opportunities ...*" Awards.

Category: Excellence in Business Retention/Growth/Expansion  
Award of Excellence

- Adora Kitchens Ltd., Coaldale

Award of Recognition

- Phillips Fertilizer & Chemicals, Lomond

Category: Excellence in Innovation

Award of Excellence

- Community Futures Chinook, Taber

Award of Recognition

- Town of Taber

Category: Excellence in Collaboration / Partnership

Award of Excellence

- Alberta Birds of Prey Foundation and the Town of Coaldale

Award of Recognition

- Warner Hockey School; the Village of Warner; and Horizon School Division

Category: Excellence in Investment / Business Attraction

Award of Excellence

- Economic Development Lethbridge

Award of Recognition

- Village of Champion

In addition to receiving a special "SouthGrowN Award", the top nominees in each category will be featured as SouthGrow's "Success Stories" and will be included on the website as well as in the investment attraction packages as part of SouthGrow's marketing campaign positioning the area as an excellent place to live and do business. Congratulations to all the nominees and awards recipients.

*"This event recognizes those who strive to build our region. It applauds the efforts of economic development initiatives, no matter the size", says Sandra Nelson, SouthGrow Chair.*

For more information, contact:

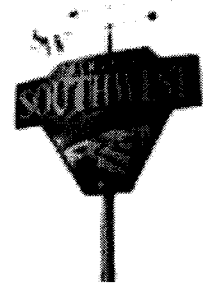
Sandra Nelson, Chair, SouthGrow Regional Initiative  
Phone: 403-381-5414

Linda Erickson - Director, Alberta Finance and Enterprise  
Phone: 403-381-5414 E-mail: [Linda.erickson@gov.ab.ca](mailto:Linda.erickson@gov.ab.ca)

#### *Background information -- SouthGrow Regional Initiative*

*SouthGrow Regional Initiative is an economic development alliance that is driven by the partnership of twenty-seven municipalities in south central Alberta with a total population of 140,000. SouthGrow encourages collaboration focuses on regional economic development issues and ensures the region has equal opportunity for growth and development. The Chair of SouthGrow Regional Initiative is Sandra Nelson, a resident from the Village of Stirling community. She leads a nine member board of Directors.*

A L B E R T A  
**SOUTHWEST**  
R E G I O N A L A L L I A N C E



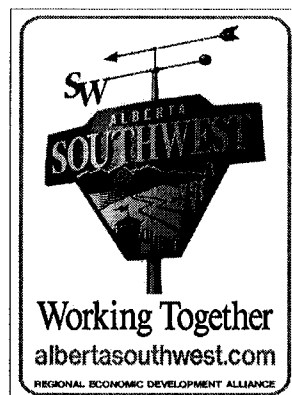
**PLEASE RSVP NO LATER THAN FEBRUARY 4, 2009 IF ATTENDING**

**Alberta Southwest Tourism Operators Meeting**  
**Wednesday, February 18th, 2009**  
**Heritage Inn**  
**Pincher Creek**  
**10:00 am—3:00 pm**  
**Lunch and refreshments will be included.**

**Tentative Agenda:**

- ✓ Review of activities and results, to date
  - Travel guide
  - Trade Shows
  - TDR applications and reports
  - Training
  - Fam Tour
- ✓ Challenges and trends influencing the tourism industry and impacting your business
- ✓ Opportunities for tourism development
- ✓ Comprehensive, targeted and effective marketing for the region
- ✓ Summary of industry partners' priorities/suggestions...moving forward

**Looking forward to seeing you there!**





ALBERTA  
MUNICIPAL AFFAIRS

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

Agenda  
Info Item  
Jan 2

AR40754

January 6, 2009

His Worship Paul Goldade, Mayor  
Village of Nobleford  
PO Box 67, 906 Highway Avenue  
Nobleford, Alberta T0L 1S0

Dear Mayor Goldade:

Thank you for your recent application for a grant under the 2008 Municipal Sponsorship Program.

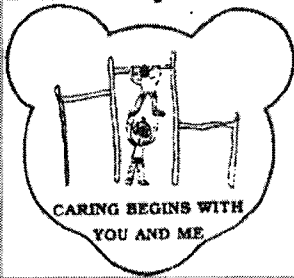
I am pleased to inform you that your municipal partnership has been approved for a grant of \$517,136, which includes the intermunicipal bonus and priority bonus, to help support your partnership project: 2009 Oldman River Region Urban Orthophotography Project. The conditional grant agreement will be mailed shortly to your chief administrative officer to obtain municipal signatures.

I wish the partnership, and the respective councils and municipal staff success with the project.

Sincerely,

Ray Danyluk  
Minister

cc: Evan Berger, MLA, Livingstone-Macleod  
Broyce Jacobs, MLA, Cardston-Taber-Warner  
Barry McFarland, MLA, Little Bow  
Mayor John Irwin, Municipality of Crowsnest Pass  
Mayor Rick Schow, Town of Cardston  
Mayor Rob Steel, Town of Claresholm  
Mayor Kim Craig, Town of Coaldale  
Mayor Dennis Cassie, Town of Coalhurst  
Mayor R. Shawn Patience, Town of Fort Macleod



# Principal's Update

## Claresholm Elementary School

Monday, January 12



**Principal**

Mr. K.  
Hewson

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

### Week at a Glance

Monday,  
January 12

Swim to Survive  
Grade 1—McKee  
Grade 1—Beer

Tuesday,  
January 13

Hot Dog Day  
Swim to Survive  
Grade 3—Penner  
Grade 4—Mackin  
Grade 4—Rasmussen

Wednesday,  
January 14

Swim to Survive  
Grade 2—McGrattan  
Grade 2—Conrad  
Grade 3—McDowell

Thursday,  
January 15

Pizza Day  
Swim to Survive  
Grade 2—Symonds  
Grade 3—Rossiter

Friday,  
January 16

### Claresholm Elementary School

Box 728  
Claresholm, AB  
ToL oTo

Phone: (403) 625-3371  
Fax: (403) 625-4920  
[s-ces@lrsd.ab.ca](mailto:s-ces@lrsd.ab.ca)

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

### School Council Meeting

**Tuesday, January 20**

**6:30 pm**



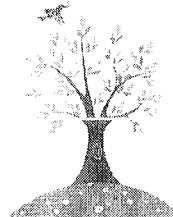
Next Tuesday is our next regularly scheduled school council meeting, beginning at 6:30 pm. Some items currently on the agenda for the meeting include:

- Visioning for Education in LRSD and Claresholm (K-12)
- Instructional fees for 2009-2010
- Staff Appreciation Week
- Review of calendar sales, cookie dough, Christmas Concert and Christmas books for students

An agenda package for the meeting will be emailed this week, posted on the school's website and made

### Behavioural Pyramid of Supports

As part of our Effective Behaviour Supports program, we have developed a Behavioural Pyramid of Supports, to clearly define for students, parents and staff the behavioural supports we have in place at Claresholm Elementary School. These supports are intended to positively impact student behaviour outside of the classroom, primarily at recess times. The intent of the pyramid structure is to have a system of supports with increasing intensity and support, for students in need of more advanced support. A copy of the pyramid is posted on the bulletin board in our school's lobby, as well as available in print form. In addition, a brochure will be created for families sharing the pyramid and its intended impact on student behaviour in our school.



### Looking Ahead...



- Jan. 20** School Council meeting  
6:30 pm
- Jan. 26-29** Beach Week
- Jan. 29** Backwards Day  
School Assembly
- Jan. 30** Staff Planning Day



### Excellence in Teaching Award Nominations

Each year, Alberta Education encourages Albertans to nominate outstanding educators for the Excellence in Teaching Award.

Last year, our school had two teachers nominated by parents for this award. If you are interested in nominating an educator, please contact Mr. Hewson or Ms.

Bingley for assistance.

Nomination deadline is Feb. 5.



### Livingstone Range Website

The school division is looking to revamp their school division website, potentially resulting in changes to school websites. We would love to have your feedback! If you have suggestions of what information that you would find helpful on a school division or school website, please email any suggestions or ideas to Mr. Hewson at [hewsonk@lrsd.ab.ca](mailto:hewsonk@lrsd.ab.ca) by

Friday, January 30.



Livingstone Range



# Principal's Update

## Claresholm Elementary School

Monday, January 19



Principal

Mr. K. Hewson

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

### Week at a Glance

Monday,  
January 19

Swim to Survive  
Grade 1—McKee  
Grade 1—Beer

Tuesday,  
January 20

Hot Dog Day  
Swim to Survive  
Grade 3—McDowell  
Grade 3—Penner  
School Council  
Meeting  
6:30 pm

Wednesday,  
January 21

Swim to Survive  
Grade 3—Rossiter  
Grade 2—McGrattan

Thursday,  
January 22

Pizza Day

Friday,  
January 23

### Claresholm Elementary School

Box 728  
Claresholm, AB  
T0L 0T0  
Phone: (403) 625-3371  
Fax: (403) 625-4929  
[s-ces@lrsd.ab.ca](mailto:s-ces@lrsd.ab.ca)  
[www.lrsd.ab.ca/schools/ces](http://www.lrsd.ab.ca/schools/ces)

### School Council Meeting This Week Tuesday, January 20 6:30 pm



This Tuesday is our next regularly scheduled school council meeting, beginning at 6:30 pm. Some items currently on the agenda for the meeting include:

- Visioning for Education in LRSD and Claresholm (K-12)
- Instructional fees for 2009-2010
- Staff Appreciation Week
- Review of calendar sales, cookie dough, Christmas Concert and Christmas books for students

An agenda package for the meeting will be emailed with this Principal's Update, posted on the school's website and made available at the school office. We look forward to seeing you there!



### Beach Week is Coming January 26-29

Next week, we will be engaging in a school spirit week, focusing upon chasing the winter away with Beach Week. Activities for the week will include:

- Monday** Beach Music greeting students in the morning and coming in from recess
- Tuesday** Lemonade Stand set up by students in the lobby, selling Lemonade at lunch time to students
- Wednesday** Dress for the beach—**no swimsuits please!!**
- Thursday** Beach lunch in the gym at lunch, along with our monthly school assembly

**Please note that students are asked to not wear swimsuits at any point during the week.**

### Looking Ahead...



- Jan. 26-29** Beach Week
- Jan. 29** Backwards Day  
School Assembly
- Jan. 30** Staff Planning Day
- Feb. 16** Family Day
- Feb. 17-18** No School (days in lieu of 3-way conferences)
- Feb. 19-20** Teachers' Convention

### Excellence in Teaching Award Nominations

Each year, Alberta Education encourages Albertans to nominate outstanding educators for the Excellence in Teaching Award. Last year, our school had two teachers nominated by parents for this award. If you are interested in nominating an educator, please contact Mr. Hewson or Ms. Bingley for assistance. Nomination deadline is Feb. 5.

### Livingstone Range Website

The school division is looking to revamp their school division website, potentially resulting in changes to school websites. We would love to have your feedback! If you have suggestions of what information that you would find helpful on a school division or school website, please email any suggestions or ideas to Mr. Hewson at [hewsonk@lrsd.ab.ca](mailto:hewsonk@lrsd.ab.ca) by Friday, January 30.



Livingstone Range

# Claresholm Healthy Community Coalition

*-Minutes-*

**Date:** January, 14<sup>th</sup> 2009  
**Location:** Bill Simpson Room, Claresholm Library  
**Present:** Shirley Isaacson, Diana Ross, Beth Borthwick, Irene Leeds, Debbie Goeseels, Tara Bishoff, Danielle Slettede, Christine Funk  
**Regrets:** Linda Cormier, Mike Cutler, Nicole VanLangen, Elaine Goehring, Marie Schooten, Dana McLeod, Lynn Rollins, Kurtis Hewson

**Call to order:** 6:35 pm

1. **Introduction**
2. **Reviewed asset map**
3. **Themes**

1. Sense of Community

*What does this mean?*

- everyone included
- connective ness
- friendly, looking after neighbors

*How?*

-

2. Walkability & Active Living

*What does this mean?*

- accessibility

*How?*

- extend community walking group to 2 hours
  - \*volunteers would need to agree to the change in hours
  - \*FCSS funds walking group
- have walkability assessment done
  - \*crucial if we want funding
- have timing at lights investigated
- look into possibility that the highway diversion may create a second commercial area on east side, we would like to keep everything central and therefore more easily accessed
- fitness challenge in the spring
  - \*mayors walk, triathlon
  - \*May is fitness month w/ challenges & prizes
  - \*tie in with our "group awareness" theme
  - \*get seniors involved in helping plan & implement

### 3. Raise Awareness of Our Group

*What does this mean?*

- promote our vision and mission throughout the community
- make a name for ourselves

*How?*

- fitness challenge
- present to service clubs, town council, drop-in centre, M.D., schools (leadership classes, phys ed. classes, recruit Jr. members), youth rotary club

### 4. Support for Young Families

*What does this mean?*

- multicultural awareness
- blended family resources

*How?*

-

\* *“Social Connections” theme was scratched, can be tied in with “Sense of Community”*

### 5. Information Sharing

*What do we mean?*

- community info board
  - \*have someone responsible for maintaining it
  - \*Shirley said town was suppose to be dealing with this

*How?*

- continue with interagency meetings

### 6. Youth Programs

**\*\* should we change theme title to “Programs” in order to cover everyone and all topics???**

*What do we mean?*

- adult bullying and senior abuse included

*How?*

- coffee nights
- intergenerational connections
- support FCSS, RCMP and schools with bullying programs
- support existing programs such as Be Cool (bullying), Home Alone (education for youth who are home alone) and parenting seminars on bullying
- continue to find new ways to prevent bullying and abuse
- look into multiculturalism issues arising in our community



-family day / dances

#### 7. Healthy Affordable Food

*What does this mean?*

-making fresh and healthy food options available for those who otherwise can not afford it, in order to promote healthy eating

*How?*

- Fresh Food Box program  
-food co-op  
-discuss options with local grocers

#### 4. **Voted on themes** (3 votes each) to determine the top 3 to focus on *for now*

Results:

Walkability & Active Living	7
Raise Awareness of Group	5
Youth Programs	5
Healthy Affordable Food	4
Sense of Community	4
Support for Young Families	1
Information Sharing	1

**5. Short term goals** for a “quick win” will be to focus on raising group awareness and walkability issues.

**Long term goals** will include raising group awareness, addressing walkability issues as well as assessing and implementing youth programs as needed.

We filled in the “how” for the top three themes via group discussion.

#### 6. **Vision and Mission statements**

*As contrived during our December meeting*

The proposed **Vision** for our group was:

***“An active and connected community embracing health and wellness.”***

The proposed **Mission** for our group was:

***“Committed individuals working together to facilitate wellness through community involvement, partnership and action.”***

We agreed, as a group, to adopt these statements.

## **7. Name for our group**

Suggested names included:

Healthy Claesholm  
Healthy Claesholm Coalition (HCC)  
Healthy Claesholm Community Coalition (HCCC)  
Claesholm Healthy Community Coalition (CHCC)

We agreed to choose **Claesholm Healthy Community Coalition (CHCC)**

## **8. Next meeting**

We will meet again on February 11<sup>th</sup> @ 6:30 in the Bill Simpson Room.

We will discuss terms of reference and start action planning for the priority themes that were chosen today.

**Adjourned: 7:35 pm**



# CONTACT

January 9, 2009

Volume 2009 Issue 2

**Alberta Communities Gain Access to Infrastructure Funding** (from the Government of Alberta website, January 6, 2008) Communities of less than 100,000 across Alberta can now apply to the Building Canada Fund - Communities Component (BCF-CC). The nine categories of infrastructure that are eligible for funding are water, wastewater, solid waste, local roads, culture, sports, connectivity, green energy, and collaborative projects. Projects will be evaluated by a federal-provincial committee through a competitive application-based process. The intake closes on March 15, 2009. Under the Communities Component, the Government of Canada and Province of Alberta are each contributing \$88 million to this fund. To learn more, [click here](#).

**Manitoba Court Decision Ammunition for Alberta Métis** (from the Edmonton Journal website, January 8, 2008) Alberta Métis say a Manitoba provincial court decision affirming the right of Métis there to hunt across a broad area in the southern half of that province is a signal for the Alberta government to get back to the bargaining table. Métis Nation of Alberta President Audrey Poitras said the decision in Manitoba involving Métis duck hunter Will Gooden shows again that provincial governments must reflect the Métis constitutional right to hunt in their laws. Métis lawyer Jason Madden says the court accepted expert evidence in the Manitoba case that movement was a central feature of Métis culture and their hunting rights are not limited to small pockets around communities in which they currently reside. To read more [click here](#).

**Alberta Loses 16,000 jobs, Still Has Best Unemployment Rate in Canada** (from the CBC website, January 9, 2008) Alberta was the only province in Canada in December to see a big decline in the number of full-time jobs (nearly 16,000), but its unemployment rate is still the lowest in Canada, according to figures released Friday by Statistics Canada. The seasonally adjusted unemployment rate in Alberta was 4.1 per cent in December, compared to 3.4 per cent in November. The national jobless rate sat at 6.6 per cent in December. Overall, Canada lost 71,000 full-time jobs in December, a loss that was partially off-set by an increase of 36,000 part-time jobs. In 2008, Saskatchewan registered the strongest employment growth in the country — 3.1 per cent. Alberta and Manitoba, with growth rates of 1.3 per cent and 1.7 per cent, respectively, joined Saskatchewan as the only provinces with employment growth above the national average of 0.6 per cent in 2008. To read the full article, [click here](#).

**Minister of Finance Releases Discussion Paper on Private Pensions** (from the Government of Canada website, January 9, 2008) The Honourable Jim Flaherty, Minister of Finance, today released a discussion paper on improving the framework for federally regulated private pension plans. The federal Government regulates private pension plans that are subject to the *Pension Benefits Standards Act, 1985*. These plans cover areas of employment under federal jurisdiction, including banking, telecommunications and inter-provincial transportation. These plans currently represent 7 per cent of all private pension plans in Canada, accounting for approximately 12 per cent of pension assets. The discussion paper titled Strengthening the Legislative and Regulatory Framework for Private Pension Plans Subject to the *Pension Benefits Standards Act, 1985* can be viewed on the Department of Finance website at [www.fin.gc.ca](http://www.fin.gc.ca). The department welcomes the views of Canadians on this issue. On-line submissions can be addressed to [pensions@fin.gc.ca](mailto:pensions@fin.gc.ca) and will be accepted until midnight, March 16, 2009. In addition, a series of national consultation meetings will begin in March, with details to be announced in the coming weeks. Minister Flaherty said the Government will also consult with provinces and territories, which also regulate pension plans. To read more, [click here](#).

**Alberta Seeks Best Practices on Natural Resources and Land Use** (from the Government of Alberta website, January 6, 2009) Australian land-use practices may have application in Alberta under the province's new Land-use Framework. Sustainable Resource Development Minister Ted Morton will lead a three-member delegation to Australia January 12-16. The delegation will gather information on a wide array of natural resource management and land-use practices in Australia and assess how they have been used to help address economic, environmental and social pressures in that country. The Alberta delegation will meet with various levels of government, along with representatives from the farming, forestry and industry sectors and the scientific community. Morton and his colleagues will assess the viability of Australian practices related to water, conservation banks, renewable energy, carbon sequestration projects and public transit initiatives in and around the Sydney and Canberra urban areas. To read more, [click here](#).

## Municipal News

Construction of the multiplex project has been approved by **Lac La Biche County** council. The project has a proposed completion date of September 2010.

An agreement between the City of Airdrie and the **MD of Rocky View** will provide MD residents equitable access to city recreation facilities over the next five years. The agreement will see the MD provide \$1.89 million to the City of Airdrie to help cover the costs of phases I and II of Genisis place over. The MD contribution is based upon equitable per capita funding model and may be renewed at the conclusion of the five year term.

## Announcements

### Emerging Trends in Municipal Law 2009

Brownlee 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 5 in Calgary and on February 12 in Edmonton. For more information or to register email [cpower@brownleelaw.com](mailto:cpower@brownleelaw.com) or phone (780) 423.7514.

### Basics of Biological Nutrient Removal (BNR) Operations

Do you need to understand the basics of biological nutrient removal? Come join the Edmonton Waste Management Centre of Excellence and learn about the operating and design protocols necessary for successful removal of nitrogen and phosphorus from wastewater. The course will be presented by Dr. Bill Oldham, who has been actively involved in design, start-up, and operator training at 30 BNR plants in Canada, the United States, Europe, and Australia over the last 30 years. For more information, 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 two-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 EOEP. 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, contact Karen Mack, Registrar, by phone (403) 346.1040, fax (403) 346.1054 or e-mail at [eoep@telus.net](mailto:eoep@telus.net).

### AgChoices 2009

Alberta farmers and ranchers who want to enhance or redevelop their agriculture business are invited to attend AgChoices 2009 February 11 at the Red Deer Capri Centre. The theme for this year's conference is *What's the Big Idea*. Leading edge speakers and a farm panel discussion are designed to stimulate thinking about how and what you can do differently in your farm business to ensure it is changing with the times. Organizers have assembled a faculty of speakers with wide-ranging personal and academic perspectives on business development. Register for AgChoices by calling toll-free in Canada, (800) 387.6030. Registration forms can also be downloaded at [www.agriculture.alberta.ca/agchoices](http://www.agriculture.alberta.ca/agchoices).

## Employment Opportunities

Town of White City, [boblinner@sasktel.net](mailto:boblinner@sasktel.net)

- Town Manager

City of Cold Lake, [humanresources@coldlake.com](mailto:humanresources@coldlake.com)

- FCSS Manager
- Human Resources Manager
- Manager of Planning and Development

Leduc County, [hr@leduc-county.com](mailto:hr@leduc-county.com)

- Assistant Utilities Officer
- Agricultural Foreman
- Manager of Payroll and Financial Services

County of Athabasca, [dpommen@pommen.com](mailto:dpommen@pommen.com)

- Chief Administrative Officer

Municipal District of Bonnyville, [hr@md.bonnyville.ab.ca](mailto:hr@md.bonnyville.ab.ca)

- Network and Systems Technician

Parkland County, [employment@parklandcounty.com](mailto:employment@parklandcounty.com)

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

City of Leduc, [resume@leduc.ca](mailto:resume@leduc.ca)

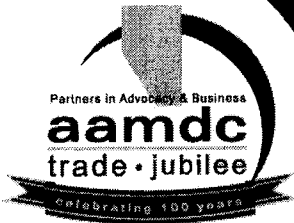
- Facility Electrician
- Facility Technician
- Family Aide, Home Care & Personal Care
- Payroll Clerk
- Public Services Operator

City of Camrose, [hrjobs2009@camrose.ca](mailto:hrjobs2009@camrose.ca)

- City Assessor

Detailed information on classified postings is available on the AAMDC website at [www.aamdc.com](http://www.aamdc.com).

To subscribe to this newsletter, please e-mail [aamdc@aamdc.com](mailto:aamdc@aamdc.com).



# CONTACT

January 16, 2009

Volume 2009 Issue 3

**Stelmach to PM: Don't Take West for Granted** (*from the CBC website, January 13, 2009*) The auto sector isn't the only part of the Canadian economy that needs help during the economic crisis Alberta Premier Ed Stelmach said Tuesday. The federal government needs to pay attention to Western Canada in its upcoming budget and demonstrate "equity," Stelmach said, because industries like forestry and oil and gas are also facing difficulties. Stelmach plans to make his case to Prime Minister Stephen Harper at the First Ministers' meeting in Ottawa this week. The meeting will be held in advance of the government's January 27 budget that is expected to contain measures to stimulate the economy. To read more, [click here](#).

**Alberta Can Meet Future Power Demand with Green Energy** (*from the Pembina Institute website, January 14, 2009*) Alberta's growing demand for electricity can be entirely met by tapping into the province's vast renewable energy resources, thus painting Alberta's brown electricity supply system green and creating new jobs and opportunities in the clean energy industries of the future. The Pembina Institute report, *Greening the Grid: Powering Alberta's Future with Renewable Energy*, presents a comprehensive analysis of Alberta's power production and energy efficiency opportunities that demonstrates the dominant role that renewable energy and improved efficiency can play in seriously reducing pollution and meeting future power demand. To read more, [click here](#).

**30 Test Positive for Infection after High Prairie Syringe Scare** (*from the CBC website, January 15, 2009*) Thirty out of approximately 1,000 former endoscopy and dental surgery patients of the High Prairie Health Complex have tested positive for Hepatitis B, Hepatitis C or HIV. The tests were ordered last fall after it was revealed single-use syringes had been reused at the health complex to inject medication into intravenous lines for years. Final numbers are not in yet, and the statistics could simply be a reflection of the prevalence of these infections in the general population, according to Alberta's acting chief medical officer of health, Dr. Gerry Predy. A preliminary report on the individuals who have been tested is expected by the end of the month, Predy said. To read more, [click here](#).

**Labour Agreement Touted by Premiers** (*from the Edmonton Journal website, January 16, 2009*) Provincial premiers are hailing a new labour-mobility deal as a historic step that will grease the wheels of the Canadian economy amid the downturn. Prime Minister Stephen Harper and the premiers signed an internal-trade agreement on Friday that will enable workers accredited in one province or territory to work in another without having to be recertified. Employees in various professions have long complained of having to go through a long recertification process before they can ply their trade in another province. Under the deal, the provinces have also agreed to a new dispute-resolution mechanism that will allow penalties of up to \$5 million on jurisdictions that throw up domestic trade barriers. The deal was announced as Harper and the country's premiers continued to discuss ways to cushion Canadians against the recession. Finance Minister Jim Flaherty and Bank of Canada governor Mark Carney gave presentations to the first ministers on Friday morning on the state of the country's economy and fiscal position. To read more, [click here](#).

**RADF Announces \$1.6 Million for Three Rural Projects** (*from the Rural Alberta's Development Fund website, January 14, 2009*) Rural Alberta's Development Fund (RADF) announced funding today of \$1.6 million for three new rural Alberta projects. The funding will help rural communities provide training to at-risk youth, attract heavy industry and manufacturing and build networks to foster economic growth. Funding of \$1 million from RADF will allow the development in Camrose of an innovative approach to help at-risk youth become productive employees. Once operational, the Camrose Open Door Association's *PEER Connections* program will provide a one-stop shop for life skills, employment skills and career development learning for youth aged 15 to 24. This program will be the first of its kind in rural Alberta. An investment of \$372,360 in the Central Alberta Rural Manufacturers' Association (CARMA) will result in the development of a central Alberta manufacturing network. It will promote the growth of central Alberta's manufacturing sector. A funding contribution of \$244,300 will allow the County of Athabasca, the Village of Boyle and the Town of Athabasca to work together in implementing the *Alberta Energy Corridor Marketing Initiative*. This initiative will promote the corridor to the traditional and alternative energy sectors as an economically attractive alternative to higher cost regions in the province and beyond. To read more, [click here](#).

## Municipal News

The south Peace Municipality consisting of the **County of Grande Prairie, MD of Greenview, Spirit River**, and the counties of **Saddle Hills and Birch Hills** have received \$8 million to control and survey trees for mountain pine beetles on crown land. This money is in addition to the \$1 million leftover from 2008 to undertake work this year on private lands in the county and MD of Greenview, especially south of Highway 43 through the Wapiti corridor.

The Westlock Municipal Library will see an increase in \$2,100 of grant funding from **Westlock County**.

## Announcements

### Intensive Management Programs

Canadian Professional Management Services is offering two new courses *Developing Effective Leadership Skills* and *Learning to Think Strategically*. Both courses are three days and take place in Vancouver and Calgary. For more information click here.

### Women Building Futures' Opportunities for Women in Construction

The program will take place in 18 rural communities across Northern and Central Alberta throughout the next 12 months including: Morinville, Red Deer, Fort Saskatchewan, Vegreville, High Prairie, Slave Lake, Hobemma, Wetaskiwin, Bonnyville, Cold Lake, Rocky Mountain House, Camrose, Fort McMurray, Grand Prairie, Peace River, Lloydminster, Lac La Biche, Innisfail, Hinton, and Edson. The program will help women learn about the opportunities that are available in Alberta's construction industry and what it takes to be successful. Through a series of free information sessions and career decision-making workshops, program participants will be able to determine if a career in construction is something that they would like to pursue, and if so, how to go about it. For more information click here.

### Alberta Emerald Foundation

Now is your opportunity to submit nominations for the 2009 Emerald Awards that celebrate excellence in preserving, protecting, enhancing and sustaining our environment. Categories include: Business, Community Group, Education, Government Institution, Individual Commitment, Not-for-Profit Association and Youth. Nomination deadline is 4 p.m. February 27, 2009. Awards will be presented June 16, 2009 during the ICLEI: Local Government for Sustainability World Conference being held in Edmonton. For more information please visit [www.emerald.foundation.ca](http://www.emerald.foundation.ca) or call (780) 413.9629.

### AgChoices 2009

Alberta farmers and ranchers who want to enhance or redevelop their agriculture business are invited to attend AgChoices 2009 February 11 at the Red Deer Capri Centre. The theme for this year's conference is *What's the Big Idea*. Leading edge speakers and a farm panel discussion are designed to stimulate thinking about how and what you can do differently in your farm business to ensure it is changing with the times. Organizers have assembled a faculty of speakers with wide-ranging personal and academic perspectives on business development. Register for AgChoices by calling toll-free in Canada, (800) 387.6030. Registration forms can also be downloaded at [www.agriculture.alberta.ca/agchoices](http://www.agriculture.alberta.ca/agchoices).

## Employment Opportunities

MD of Bonnyville, [hr@md.bonnyville.ab.ca](mailto:hr@md.bonnyville.ab.ca)

- Assistant Agricultural Fieldman

Parkland County,  
[employment@parklandcounty.com](mailto:employment@parklandcounty.com)

- Animal Control Officers
- Equipment Operator II

MD of Opportunity, [simon@mdopportunity.ab.ca](mailto:simon@mdopportunity.ab.ca)

- GIS Technician

Strathcona County, [jobs@strathcona.ab.ca](mailto:jobs@strathcona.ab.ca)

- Manager – Planning and Development Services
- Wastewater Infrastructure Operator
- Facility Operator

Regional District of Okanagan – Similkameen,  
[hr@rdos.bc.ca](mailto:hr@rdos.bc.ca)

- Development Services Manager

MD of Rocky View, [careers@rockyview.ca](mailto:careers@rockyview.ca)

- Municipal Lands Supervisor

Clearwater County, [rleaf@county.clearwater.ab.ca](mailto:rleaf@county.clearwater.ab.ca)

- Public Works Manager

Town of Provost, [munadmin@telusplanet.net](mailto:munadmin@telusplanet.net)

- Bylaw Enforcement Officer / Health and Safety Officer

Town of White City, [boblinner@sasktel.net](mailto:boblinner@sasktel.net)

- Town Manager

City of Cold Lake, [humanresources@coldlake.com](mailto:humanresources@coldlake.com)

- FCSS Manager
- Human Resources Manager
- Manager of Planning and Development

**Detailed information on classified postings is available on the AAMDC website at [www.aamdc.com](http://www.aamdc.com).**

**To subscribe to this newsletter, please e-mail [aamdc@aamdc.com](mailto:aamdc@aamdc.com).**



# MUNICIPAL PLANNING COMMISSION MINUTES

**November 21st, 2008**

**Town of Claresholm – Council Chambers**

- Attendees:**
1. Shirley Isaacson - Council Member (Chair)
  2. David Moore - Council Member
  3. Kris Holbeck - Chief Administrative Officer
  4. Grant Jordan - Member-at-Large
  5. Sharon Duncan - Member-at-Large

Staff: Jeff Gibeau - Planner / Development Officer  
Regrets: Jeanne Burnham - Development Assistant

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**8:30 a.m.**

**Call to Order**

---

**Item 1: Action**

**DEVELOPMENT PERMIT**

File: D2008.193  
Name: Warren & Penny Green  
Address: N/A  
Legal: Lot 2, Block 1, Plan 9412659  
Regarding: Sign Permit

Conditions:

1.) *Prior to the installation of the northerly most proposed sign, the applicant shall remove the existing two post wood sign.*

*This condition doesn't apply to the southerly most proposed sign.*

**Motion to Approve  
with conditions by  
Councillor Moore**

**Seconded by  
Grant Jordan**

**CARRIED**

---

**Item 2: Action**

**HOME OCCUPATION**

File: D2008.191  
Name: A- Z Services  
Michael and Cynthia Howkins  
Address: 219 51<sup>st</sup> Avenue East  
Legal: Lot 5 & Portion of Lot 4,  
Block 122, Plan 2496R  
Regarding: Home Office for a  
Business Offering a Variety of  
Services

**Motion to Approve by  
Grant Jordan**

**Seconded by  
Kris Holbeck**

**CARRIED**



# MUNICIPAL PLANNING COMMISSION MINUTES

November 21st, 2008  
Town of Claresholm – Council Chambers

---

**Item 3: Action**

**HOME OCCUPATION**

File: D2008.188  
Name: K-TECH construction Corp /  
Kyle Larson  
Address: 4904 5<sup>th</sup> Street West  
Legal: Lot 27, Block 1, Plan 731014  
Regarding: Home Office for  
Contracting / Renovation Company

Conditions:

- 1.) *The applicant shall adhere to the stipulations stated in Schedule 10, of the Town of Claresholm Land Use Bylaw 1384.*
- 2.) *Outside storage of goods and/or materials is prohibited.*
- 3.) *No person shall park a trailer upon a roadway unless the trailer is attached to the vehicle by which it may be drawn as per Town of Claresholm Bylaw #1429, Section 104 (10).*

**Motion to Approve  
with conditions by  
Councillor Moore**

**Seconded by  
Sharon Duncan**

**CARRIED**

---

**Item 4: Discussion**

**DEVELOPMENT PERMIT AMENDMENT**

File: D2008.073  
Applicant: CTM Design Services Ltd. (Addis Gebrehiwot)  
Owner: Shell Canada Ltd.  
Civic Address: 4312 1<sup>st</sup> Street West  
NEW LEGAL: Lot 56, Block B, Plan 0814089  
OLD LEGAL: Lot 45-53, Block B, Plan 147N and Part of R/W plan R. Y. 8  
Regarding: Changes to the previously approved plans (File#: D2008.073)

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# MUNICIPAL PLANNING COMMISSION MINUTES

November 21st, 2008  
Town of Claresholm – Council Chambers

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**Item 5: Discussion**

**EASEMENT REQUEST**

File: D2008.175  
Applicant: Progress Land (Ken Curley)  
Name: Telus (Murray Paddon)  
Owner: Town of Claresholm  
Legal: Lot 12, Block RLY, Plan RY8  
(Former CPR lands)  
Regarding: Easement Request

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**08:50 AM**

**Adjourned**

**Motion to Adjourn by  
Kris Holbeck**

---

**Minutes Written by:**

**- Jeff Gibeau**

Municipal Planning Commission Secretary

**Minutes Verified by:**

**- Shirley Isaacson**

Municipal Planning Commission Chairperson



# MUNICIPAL PLANNING COMMITTEE MINUTES

December 5<sup>th</sup>, 2008

Town of Claresholm – Council Chambers

**Attendees:**

1. Shirley Isaacson – Council Member (Chair)
2. David Moore – Council Member
3. Kris Holbeck – Chief Administrative Officer
4. Sharon Duncan – Member-at-Large

Regrets: Grant Jordan – Member-at-Large

**Staff:** Jeff Gibeau – Planner / Development Officer  
Jeanne Burnham – Development Assistant

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**8:34 a.m.**

**Call to Order**

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**Item 1 : Compliance**

**COMPLIANCE**

File: D2008.208  
Company: Linderman Law Office  
(Jackie & Trudi Alsgard)  
Address: 607-46<sup>th</sup> Avenue West  
Legal: Lot 17, Block 62, Plan 0410973  
Regarding: Encroaching shed

**Motion to issue a letter  
informing the applicant  
that a compliance letter  
can't be issued until the  
encroaching shed is moved  
or removed to comply with  
the Town of Claresholm  
Land Use Bylaw # 1384  
by Councillor Moore**

**Seconded by  
Sharon Duncan**

**CARRIED**

---

**Item 2 : Compliance**

**COMPLIANCE:**

File: D2008.209  
Name: XL Foods Inc. / Lakeside Feeders ULC  
Address: 4123 3<sup>rd</sup> Street East  
Legal: Lot 3, Block 1, Plan 6752JK  
Regarding: Request for Compliance  
Zoned: (I) - Industrial

**Motion to issue  
Stamp of Compliance  
by Kris Holbeck**

**Seconded by  
Shirley Issacson**

**CARRIED**

---



# MUNICIPAL PLANNING COMMITTEE MINUTES

December 5<sup>th</sup>, 2008  
Town of Claresholm – Council Chambers

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**Item 3 : Discussion**

**DISCUSSION**

File: D2008.207  
Name: Shiraj and Almas Billawala  
Address: 4613 2<sup>nd</sup> Street West  
Civic Address: Lot 3, 4, 5 & 6, Block 10, Plan 147N  
Regarding: Rezoning: From: R1 (Residential)  
To: R2 (Duplex Residential)

---

Minutes Written by: \_\_\_\_\_

- **Jeff Gibeau**

Municipal Planning Commission Secretary

Minutes Verified by: \_\_\_\_\_

- **Shirley Isaacson**

Municipal Planning Commission Chairperson



# MUNICIPAL PLANNING COMMISSION MINUTES

December 19<sup>th</sup>, 2008

Town of Claresholm – Council Chambers

- Attendees:**
1. Shirley Isaacson – Council Member (Chair)
  2. David Moore – Council Member
  3. Kris Holbeck – Chief Administrative Officer
  4. Sharon Duncan – Member-at-Large
  5. Grant Jordan – Member-at-Large

Staff: Jeff Gibeau – Planner / Development Officer

Regrets: Jeanne Burnham – Development Assistant

**8:15 a.m.**

## Call to Order

### Item 1: Action

#### DEVELOPMENT PERMIT

File: D2008.215.DP  
Applicant: Dean Baxter  
Address: 14 Saskatchewan Crescent  
Legal: Lot 15, Block 3, Plan 0514376  
Regarding: New Industrial Shop

**Motion to Approve by  
Grant Jordan**

**Seconded by  
Councillor Moore**

**CARRIED**

### Item 2: Action

#### HOME OCCUPATION

File: D2008.146.HO  
Applicant: SACYA (Dr. Carol-Ann Moody Prosser)  
Civic Address: 353 47<sup>th</sup> Avenue West  
Legal: Lot 3, Block E1, Plan 1280GW  
Regarding: Counseling Services

**Motion to Approve  
with conditions by  
Councillor Moore**

**Seconded by  
Grant Jordan**

**CARRIED**

*Conditions:*

1. *The applicant shall adhere to the stipulations stated in Schedule 10, of the Town of Claresholm Land Use Bylaw 1384.*



# MUNICIPAL PLANNING COMMISSION MINUTES

December 19<sup>th</sup>, 2008  
Town of Claresholm – Council Chambers

**Item 3: Action**

**HOME OCCUPATION**

File #: D2008.214.  
Applicant: Tammy Smith  
Civic Address: 222 50<sup>th</sup> Avenue West  
Legal Address: Lot 11, Block 14, Plan 147N  
Regarding: Artificial Nails / Spa

**Motion to Approve  
with conditions by  
Grant Jordan**

**Seconded by  
Councillor Isaacson**

*Conditions:*

1. *The applicant shall adhere to the stipulations stated in Schedule 10, of the Town of Claresholm Land Use Bylaw 1384.*

**CARRIED**

**Item 4: Discussion**

**HOME OCCUPATION REVIEW**

*December 10, 2008 & December 17, 2008  
The Development Department created a Public Notice that ran in the Claresholm Local Press. The notice indicates that questionnaires are being sent by the Development Department and references Schedule 10, Section 10 of Town of Claresholm Land Use Bylaw # 1384.*

*December 11<sup>th</sup>, 2008  
The Development Department mailed Home Occupation Review Questionnaires to 90 home occupations.*

*January 2<sup>nd</sup>, 2009  
Deadline for returning completed Questionnaires to Town Office.*

**8:45 a.m.**

**Meeting Adjourned**

**Motion to Adjourn by  
Kris Holbeck**

**Minutes Written by:**

**- Jeff Gibeau**

Municipal Planning Commission Secretary

**Minutes Verified by:**

**- Shirley Isaacson**

Municipal Planning Commission Chairperson



# MUNICIPAL PLANNING COMMISSION MINUTES

January 12<sup>th</sup>, 2009

Town of Claresholm – Council Chambers

- Attendees:**
1. Shirley Isaacson – Council Member (Chair)
  2. David Moore – Council Member
  3. Kris Holbeck – Chief Administrative Officer
  4. Sharon Duncan – Member-at-Large
  5. Grant Jordan – Member-at-Large

Staff: Jeff Gibeau – Planner / Development Officer

Regrets: Jeanne Burnham – Development Assistant

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**8:30 a.m.**

**Call to Order**

---

**Item 1: Action**

**DEVELOPMENT PERMIT**

File: D2008.216

Name: Dean Baxter

Address: 14 Saskatchewan Crescent

Legal: Lot 15, Block 3, Plan 0514376

Regarding: Chain Link Fence

**Motion to Approve by  
Councillor Moore**

**Seconded by  
Grant Jordan**

**CARRIED**

---

**Item 2: Action**

**HOME OCCUPATION REVIEW**

File: D2007.040

Name: Frank Suarez

Address: 112 Derochie Drive

Legal: Lot 23, Block 7, Plan 0413176

Regarding: Taxidermist

**Motion by Grant Jordan:**

**That the Municipal  
Planning Commission's  
March 30, 2007 Approval  
(with conditions) of  
application number  
D2007.040 (Frank Suarez;  
Taxidermy; located at 112  
Derochie Drive, Lot23,  
Block7, Plan0413176) is  
upheld.**

**Seconded by  
Sharon Duncan**

**CARRIED**



# MUNICIPAL PLANNING COMMISSION MINUTES

January 12<sup>th</sup>, 2009  
Town of Claresholm – Council Chambers

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**Item 3: Discussion**                      **HOME OCCUPATION  
REVIEW PROJECT**

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**Item 4: Information**                      **APPROVED DEVELOPMENT**                      **December 2008**

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**8:50 a.m.**                                      **Meeting Adjourned**                                      **Motion to Adjourn by  
Grant Jordan**

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**Minutes Written by:**  \_\_\_\_\_ **- Jeff Gibeau**  
Municipal Planning Commission Secretary

**Minutes Verified by:**  \_\_\_\_\_ **- Shirley Isaacson**  
Municipal Planning Commission Chairperson

**WILLOW CREEK REGIONAL WASTE MANAGEMENT SERVICES WILLOW  
CREEK REGIONAL WASTE MANAGEMENT SERVICES COMMISSION**

Box 2820 Claresholm AB TOL OT0 Phone: 403-687-2603 Fax: 403-687-2606 E-Mail:  
[wcrwmsc@telusplanet.net](mailto:wcrwmsc@telusplanet.net)

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The regular Monthly meeting of the Landfill Commission was held at the Landfill Facility Dec.18, 2008 at 3.30 P.M. The following members were in attendance: Don Leonard, Chairman, Ed Neufeld, W.Gripping and Fred Goodfellow .

Meeting called to order at 3.335 pm.

1. Approval of Minutes of Meeting of Sept.18, 2008.  
8.36 Motion made by Ed Neufeld to accept Minutes of Meeting of Nov.20, 2008 as presented. **CARRIED**
2. Approval of Accounts Payable for Sept.& Oct. 2008.  
8.37 Motion made by Walter Gripping to accept Accounts Payable for Nov.20,2008 as presented. **CARRIED**
3. Dry Waste Rate Increases.  
8.38 Motion made by Ed Neufeld that we increase the Dry Waste rate from 40.00 MT to 44.00 MT effective Mar.1,2009. **CARRIED**
4. 2009 Employee salary, benefits and bonus. (In Camera).  
8.39 Motion made by Walter Gripping that we provide employees of the WC Landfill sick days as follows:  
Employees will acquire (after probation period) 1 sick day for each two months of service to a maximum of 6 days per year.  
Employees may choose to accumulate sick days to a maximum of 10 days.  
All unused days will be paid in December of the year they have been accumulated.  
The start date of the program will be Jan.1, 2008. **CARRIED**
5. Christmas Hours.  
Information only
6. Hi Ho purchase.



8.40 Motion made by Walter Gripping that the Commission pay E&L Neufeld Farms 22039.50 for purchase of a 2000 Cat 315 BL Hi-Ho Ser.#3AW02260 purchased at Mitchener Allan Auction on Dec.8, 2008.  
CARRIED

7. Financial Institute for 2009.  
Table until all Members available.
8. D.Moyer did not pass Landfill Operator Exam.  
Information only.

8.41 Motion made by Ed Neufeld to adjourn Meeting at 3.55 PM. CARRIED

Don Leonard, Chairman

Fred Goodfellow, Sec./Treasurer

Nov.2008

Willow Creek Regional Waste Management Services Commission

Accounts Payable For Commission Approval

	Amount	GST	Total
Commission Expenses			
Receiver General	2,328.40		2,328.40
Wages	6,688.57		6,687.57
Telus - 687-2603 & 687-2606	206.40	9.81	196.59
Total Commission General Expenses	9,223.37	9.81	9,212.56
Landfill Expenses			
Epcor			
UMA ENG.	118.52	5.65	112.87
Jubilee Ins	699.37		699.37
Wolfpack Security			
Southern Scale			
Wrenches			
Alberta Treasury Equipt. Loan	3,500.00		3,500.00
Little Bow Gas Co.	105.64	6.00	99.64
Mikes Refrigeration			
DBS Enviro			
Write Source			
Canadian Linen	121.80		121.80
UFA	1,646.22	78.39	1,567.83
Kal Tire	39.90	1.90	38.00
Workmans Compensation			
Chinook Septic			
Claresholm Rental	126.00	6.00	120.00
Total Landfill Expenses	6,357.45	97.94	6,259.51
Total Income	\$12,787.00		
Total Expenses	\$15,472.07		
Mitchener Allan(Excavator)	\$ 22,039.50		

Willow Creek Regional Waste Management Services Commission  
2008 BUDGET(Draft Copy 2009)

	2008		2009		2008		2009	
<b>Revenues</b>								
Requestion								
Claresholm	\$	25,658.00	\$	25,658.00	Requisitions			
Granum	\$	2,769.00	\$	2,769.00	Claresholm	3624	\$	25,658.00
Stavely	\$	3,223.00	\$	3,223.00	Granum	391	\$	2,769.00
Fort Macleod	\$	21,181.00	\$	21,181.00	Stavely	455	\$	3,223.00
MD of Willow Creek	\$	38,338.00	\$	38,338.00	Fort Macleod	2992	\$	21,181.00
<b>Total Requisitions</b>	<b>\$</b>	<b>91,169.00</b>	<b>\$</b>	<b>91,169.00</b>	MDWC	5414	\$	38,338.00
Rent	\$	5,000.00	\$	5,000.00	Total Requisitions	12876	\$	91,169.00
<b>Total</b>	<b>\$</b>	<b>96,169.00</b>	<b>\$</b>	<b>96,169.00</b>	Costs to be covered		\$	91,169.00
User Fees					Per Capita Rate		\$	7.08
Claresholm		72180.00		72180.00				
Granum		6,250.00		6,250.00				
Stavely		4,350.00		4,350.00	User Fees			
Fort Macleod		44,000.00		44,000.00	Claresholm	2005	\$	64,729.00
MD of Willow Creek		8,450.00		8,450.00	Granum	157	\$	5,505.00
Trus Joist					Stavely	131	\$	4,311.00
Cash Customers		63,000.00		72876.00	Fort Macleod	1409	\$	46,126.00
Other		70,000.00		48070.00	MDWC	254	\$	8,522.00
<b>Total User Fees</b>	<b>\$</b>	<b>266,050.00</b>	<b>\$</b>	<b>263362.00</b>	Cash Customers		\$	66,251.00
<b>Total Revenues</b>	<b>\$</b>	<b>362,219.00</b>	<b>\$</b>	<b>359,531.00</b>	Other		\$	43,700.00
Expenses					Total User Fees		\$	239,144.00
Insurance	\$	6,000.00	\$	6,000.00				
Personnel	\$	120,000.00	\$	125,000.00				
Benefits	\$	9,000.00	\$	7,000.00				
Alberta Health	\$	2,072.00	\$	0.00				
Equipment Loan	\$	42,000.00	\$	42,000.00				
Fuel	\$	20,000.00	\$	20,000.00				
Goods & Service Com.Gen.]	\$	1,000.00	\$	1,000.00				
Contracted Service Commission	\$	10,000.00	\$	10,000.00				
Goods & Service L/Fill	\$	25,000.00	\$	30,000.00				
Utilities Com. General	\$	2,200.00	\$	2,500.00				
Utilities L/Fill	\$	3,000.00	\$	2,500.00				
Interac Charges	\$	1,600.00	\$	1,850.00				
Other Expenses Com. Gen.	\$	1,000.00	\$	1,831.00				
Other Expenses Landfill	\$	1,000.00	\$	500.00				
<b>Total Expenses</b>	<b>\$</b>	<b>243,872.00</b>	<b>\$</b>	<b>250,181.00</b>				
<b>Profit / Loss</b>	<b>\$</b>	<b>118,347.00</b>	<b>\$</b>	<b>109,350.00</b>				
<b>ACCRUALS</b>								
Depreciation Land	\$	10,000.00	\$	10,000.00				
Depreciation Building	\$	6,875.00	\$	6,875.00				
Contingency Allowance	\$	15,000.00	\$	15,000.00				
Landfill Monitoring after Closure	\$	10,000.00	\$	10,000.00				
Construction Wet Waste Cell	\$	35,000.00	\$	35,000.00				
Construction Dry Waste Cell	\$	35,000.00	\$	35,000.00				
Engineering on Cells	\$	5,000.00	\$	5,000.00				
<b>Total Accruals</b>	<b>\$</b>	<b>116,875.00</b>	<b>\$</b>	<b>116,875.00</b>				
<b>Net Profit/Loss</b>	<b>\$</b>	<b>1,472.00</b>	<b>\$</b>	<b>(7,525.00)</b>				

2009 10% increase

**Minutes of the FCSS Board Meeting November 19th, 2008 - Town Office 7 PM**

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

Regrets: Danielle Slettede

At approximately 7 PM Shirley welcomed our guests, Robin Alexander from the RCMP and School trustee Don Thompson, whom we invited to discuss ways we can address bullying in our schools and community. A great opportunity to talk about ways the community, including schools, can provide a variety of activities and support to youth in the community. Issues are complex and not "owned" by just one organization - a community response is best. Debbie will approach schools to see how FCSS and RCMP can support getting some programming or information out to students and parents. Town may be able to commit a bit of funds for speakers or provide other support to the community. Debbie will report back on school meetings. Overall everyone felt this was a very positive discussion on a difficult topic. Everyone present felt that small changes would start to happen with everyone being on board.

1. Shirley called the regular board meeting to order at approximately 8:40 PM. Earl moved approval of the agenda; **Motion 1101:08**, carried.
2. Allison moved approval of minutes from meeting of October 20th, 2008; **Motion 1102:08**, carried.
3. Financial statements from the Town were reviewed for the period, Jan. 1 - October 31/08. Debbie noted that we have started putting these numbers into a spread sheet monthly hoping that will allow for easier reading and comparison. Connie moved to accept the financial report as presented for Jan 1 - Oct. 31<sup>st</sup>/08; **Motion 1103:08**, carried.

Approved \_\_\_\_\_  
Chair

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Director

4. Debbie reviewed correspondence from folder noting all items were just for information this month.
  
5. Staff reports were reviewed and discussed. Brenda has been granted time off, without pay, from Christmas to the end of January in order to visit India with her daughter. Debbie will cover emergencies and the office will manage while Brenda is away. Office hours and coverage over the holidays in December were discussed and board members felt the staff suggestion of closing the office early Dec. 24 & 31, as well as Jan. 2/09 was reasonable. The office will be open Dec. 29 & 30<sup>th</sup>. Requested expenditures are listed in new business. Connie moved to accept staff reports; **Motion 1104:08**, carried.
  
6. There was one sub-committee report from the finance committee; a revised 2009 budget draft has been completed. Policy and procedure review still needs to be done and group will meet after the New Year. Sub -committee membership:  
 Policy & Procedure - Connie, Danielle  
 Finance - Shirley, Tara  
 Personnel - Earl, Shirley, Allison

Continues...Page 2

Approved \_\_\_\_\_  
 Chair

\_\_\_\_\_  
 Director

...Continued

7. Old Business:

7.1 The revised draft budget for 2009 was reviewed; there were only a few changes made from the last draft. Earl moved to accept the 2009 Draft budget as presented; **Motion 1105.08**, carried.

7.2 Funding Applications received to date from programs in the community were reviewed and discussed. The 2009 budget had been revised to include all the applications and the budget balanced. Allison moved to approve funding in 2009 from the FCSS budget for the following:

Foothills Fetal Alcohol Society	\$2000.00
Foothills SNAPS	4200.00
Ranchlands Victim Services	3000.00
Claresholm MOPS Group	1500.00
Chaplaincy Program	1400.00
Indoor Walking Group	500.00

**Motion 1106.08**, carried.

7.3 Policy & Procedure Committee - it's time to review and update the manual as discussed in sub committee reports. Group will meet in January.

7.4 Motions for the FCSSAA Annual General Meeting were discussed earlier in the meeting during review of correspondence. We are not comfortable with the City of Calgary resolution, however group felt this discomfort was shared by most programs and would be addressed at the meeting.

8. New Business:

8.1 New business arising from staff reports, Director's report, resulted in the following:

8.1.1 Tara moved the Director be approved to purchase the following this year:

Approved \_\_\_\_\_ 3 \_\_\_\_\_  
Chair Director

One new computer with software	\$1400.00
One additional fold up table	600.00
Donation to the Library - use of the Bill Simpson room	1000.00

Painting of office - Debbie will get quotes; it would be nice to be able to have offices painted over the December break.

**Motion 1107:08, carried.**

9. There was no other business.
10. After brief discussion it was decided to hold a board meeting Dec. 17/08.
11. Connie moved to adjourn the meeting at approximately 9:30 PM.

Approved \_\_\_\_\_  
Chair

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\_\_\_\_\_  
Director

# Communities in Bloom

## Minutes of Meeting held January 13<sup>th</sup>,2009

Meeting called to order at 4:30 PM, home of Chairperson Rosemary.

Present were: Rosemary Wishart, Arnold McAulay, Claire Lacelle, Kerry Hart, Kris Holbeck, Norm Elford, Daryl Sutter and Vivian Norgaard.

Financial situation: after receipt of \$967.00 C.I.P. grant and payment of \$498.75 for signs, account balance is \$1,070.56

Open discussion was held covering: 2008 in review, several considerations as to direction, operation and aspirations for 2009.

It was **MOVED** by Daryl that: "Wherein as, our community and all it's residents were inspired and enthusiastic about our entry into **Communities in Bloom** in 2008, it would be a letdown or a mixed message not to participate fully in 2009; it is therefore moved that the committee remain intact and enroll Town of Claresholm in Provincial competition for the year 2009." **SECONDED** by Kris - **CARRIED** unanimously.

This decided it was suggested that we move full speed toward making application, beginning with written request to Town of Claresholm to cover at least same costs as last year, issue a press release to keep the public informed and work on a financial plan.

It was noted that while finances are important, acquisition of more willing people is more important, and every effort should be made to recruit these.

**MOVED** by Claire the meeting adjourn.



## **Communities in Bloom plan for 2009**

**Following the great success and interest generated by Town of Claresholm's participation in this initiative in 2008, committee is planning for and looking forward to even bigger accomplishments for 2009. Our community will be registered in full Provincial competition, and will be judged again.**

**“ Last year was remarkable in terms of participation by almost everyone in Claresholm; Town, businesses, organizations and private citizens” states chairperson, Rosemary Wishart. “ We will try to do the same in 2009, only bigger and better, but, to achieve this, we need more willing and enthusiastic people.” she added.**

**The committee will be planning what projects would be most beneficial to the programme and to the community in general. Suggestions from the public would be welcome. To contact the committee, call Rosemary at 403-625-5226, or contact Town or Local Press offices.**