



**TOWN OF CLARESHOLM  
PROVINCE OF ALBERTA  
REGULAR COUNCIL MEETING  
APRIL 12, 2010  
AGENDA**

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

**CALL TO ORDER**

**AGENDA: ADOPTION OF AGENDA**

**MINUTES: REGULAR MEETING MINUTES MARCH 22, 2010**

**DELEGATIONS: 1. Barbara Lechelt**

**2. Claresholm & District FCSS – Debbie Goeseels, Director**

**ACTION ITEMS:**

- 1. BYLAW #1539 – Local Improvement Tax  
RE: 1<sup>st</sup> Reading**
- 2. BYLAW #1540 – Assessment Review Boards  
RE: 1<sup>st</sup> Reading**
- 3. BYLAW #1541 – Economic Development Commission  
RE: All Readings**
- 4. CORRES: Hon. Hector Goudreau, Minister of Municipal Affairs  
RE: 2009 Municipal Sponsorship Program**
- 5. CORRES: Alberta Municipal Affairs  
RE: Information Bulletin**
- 6. CORRES: Wild Pink Yonder  
RE: Trail Ride 2010  
RE: "Pinkest Little Town in the West" Fundraiser 2010**
- 7. CORRES: Livingstone Range School Division  
RE: Agreement Regarding Child Care Modularity**
- 8. Small Towns, Big Risks Workshop – Fort Macleod**
- 9. CORRES: Porcupine Hills Classic Cruisers  
RE: 18<sup>th</sup> Annual Show 'n' Shine, Sunday, August 15<sup>th</sup>, 2010**
- 10. CORRES: Claresholm Chamber of Commerce  
RE: Mexican Fiesta Celebration June 25, 2010**
- 11. CORRES: Communities in Bloom  
RE: Welcome to Claresholm Signs**
- 12. CORRES: Communities in Bloom  
RE: Pitch-in Canada Week & Clean-Sweep Blitz Day**
- 13. CORRES: Claresholm Fair Board  
RE: Advertising Funding**
- 14. CORRES: Claresholm Community Centre  
RE: Request for Funding**
- 15. CORRES: Municipal District of Willow Creek  
RE: Fire Truck Agreement**
- 16. CORRES: Claresholm Child Care Society  
RE: After School Care Program**
- 17. CORRES: Claresholm Child Care Society  
RE: Fencing at the Town Office**
- 18. CORRES: Peter Morton & Judy Lucas  
RE: Economic Development Committee**
- 19. CORRES: Claresholm Animal Rescue Society (CAREs)  
RE: Proposal for Animal Services Building**
- 20. POLICY #60 – Recreational Facility & Miscellaneous User Charges**
- 21. COUNCIL REMUNERATION**

**22. ADOPTION OF INFORMATION ITEMS**

**23. IN CAMERA – LEGAL**

**INFORMATION ITEMS:**

1. Cheque Listing for Accounts Payable – March 2010
2. Livingstone Range School Division Board Highlights – March 9, 2010
3. West Meadow Elementary School Principal's Update – March 22, 2010
4. Willow Creek Regional Waste Management – February 18, 2010
5. SouthGrow Management Board – March 10, 2010
6. Claresholm Baseball Users Meeting Minutes – March 18, 2010
7. Claresholm Baseball Users Meeting Minutes – March 24, 2010
8. Claresholm Chamber of Commerce Minutes – March 16, 2010
9. Elected Officials Education Program – April 2010 Courses
10. West Meadow Elementary News – April 2010
11. Claresholm Garden Club Meeting Minutes – March 16, 2010
12. Thank you – Claresholm Rodeo Club & Foothills High School Rodeo

**ADJOURNMENT:**



**TOWN OF CLARESHOLM  
PROVINCE OF ALBERTA  
REGULAR COUNCIL MEETING MINUTES  
MARCH 22, 2010**

**CALL TO ORDER:** The meeting was called to order at 7:00pm by Mayor Rob Steel.

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

**ABSENT:** Councillor Shirley Isaacson

**AGENDA:** Moved by Councillor Leonard that the Agenda be accepted as presented.  
**CARRIED**

**MINUTES:** **REGULAR MEETING – MARCH 8, 2010**

Moved by Councillor Sutter that the Regular Meeting Minutes of March 8, 2010 be accepted as presented.

**CARRIED**

**FINANCES:** **FEBRUARY 2010 BANK STATEMENT**

Moved by Councillor Moore to accept the February 2010 bank statement as presented.

**CARRIED**

**ACTION ITEMS:**

1. **DELEGATION RESPONSE: MPE Engineering**  
**RE: Wastewater Study**

Referred to Utilities Planning Committee.

2. **DELEGATION RESPONSE: Communities in Bloom**  
**RE: Welcome to Claresholm Signs**

Moved by Councillor MacPherson to allocate up to \$3,000 for the Welcome to Claresholm signs with the money to come from the 2010 economic development budget.

**CARRIED**

3. **CORRES: Alberta Transportation**  
**RE: Streets Improvement & Alberta Municipal Water/Wastewater**

Received for information.

4. **CORRES: Service Canada**  
**RE: New Horizons for Seniors Program**

Received for information.

5. **CORRES: Claresholm Local Press**  
**RE: Direct Energy – Volunteer Citizen of the Year Award**

Received for information.

6. **CORRES: Wayne Pedersen**  
**RE: Sanitary Sewer Hook-ups at Airport**

Referred to administration.

7. **CORRES: Claresholm Fire Department**  
**RE: 2010 Joint Budget**

Referred to budget.

8. **Claresholm Public Library – 2010 Budget**

Referred to budget.

9. **Claresholm & District Museum – 2009 Financial Statement & 2010 Budget**

Referred to budget.

**10. Claresholm & District FCSS – 2010 Budget**

Referred to administration.

**11. CORRES: Peter Morton & Judy Lucas  
**RE: Economic Development Committee****

Moved by Councillor MacPherson to postpone the appointment of an EDC member.

**CARRIED**

**12. MSI OPERATING GRANT**

Moved by Councillor Quayle to approve the allocation of 2010 MSI Operational funding as presented:

Municipal Development Plan update - \$10,000

Physician Recruitment - \$30,000

Kidsport - \$1,000

Seniors Walking Group - \$500

Claresholm & District Transportation Society - \$7,500

Claresholm Public Library - \$5,000

**CARRIED**

**13. ADOPTION OF INFORMATION ITEMS**

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

**CARRIED**

**14. IN CAMERA – PERSONNEL**

Moved by Councillor Sutter to go into In Camera.

**CARRIED**

Moved by Councillor Moore to come out of In Camera.

**CARRIED**

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

**CARRIED**

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Mayor – Rob Steel

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Chief Administrative Officer – Kris Holbeck, CA

# **DELEGATIONS**

Box 2235  
Claresholm, Alberta

March 6, 2010

Councilors of the Town of Claresholm Alberta

As a legal tax paying resident of the Town of Claresholm, Alberta and having no convictions or penalties assessed to myself by a legal court of law in the province of Alberta, I have (3) questions that I wish to have the town council address and provide some clarification as to the edict and authority that the town by-law-Officer used when he:

A) Presented me on Feb. 3<sup>rd</sup>, 2010 with a no trespassing order in regards to the public building known as the Heritage Senior Center : and later by a second order on Feb. 18<sup>th</sup> 2010 stating “ under no circumstances am I to enter into or onto the property of the Senior Drop- In- Center” verbally warning me of a fine of up to Two Thousand Dollars (\$2000.00) if I did not obey this order.

B) For the council edification, I have not had any notification of an order that states (no trespassing) from any legal court of law in the province of Alberta.

At this time I would like to know by what or whose authority this order was delivered to the By-Law-Enforcement Officer, and is it binding and legal.

C) Definition of Character:

I have a petition containing 67 names of members of the Senior Drop In Center attesting to my character which is more than 1/3 the membership of the center.

Barbara Lechelt



**FCSS** is a partnership between the province and municipalities. FCSS was created to support and provide locally driven, preventive social initiatives to enhance the well being of individuals, families and communities.

#### **FCSS Believes That:**

- ◆ A community's most valuable resources are its people.
- ◆ Each municipality is unique and is best able to determine what its own needs are.
- ◆ Citizen participation, partnerships, volunteer service, and self-help should be encouraged and supported.
- ◆ Voluntarism is valuable in that it allows citizens to contribute directly to our community. Do you need **volunteers** or want to **volunteer**? We will match volunteers to needs.

#### **Office Hours**

Monday - Friday  
9:00 a.m. - 4:00 p.m.

## **Programs & Services**

- **After School Care Program**  
Provides licensed, quality care for school-aged children.
- **Community Volunteer Income Tax**  
This service is for low-income individuals who need help filing simple income tax forms.
- **Clareholm Community Liaison**  
We host monthly community liaison meetings to foster inter-agency networking and build strong community relationships.
- **Outreach Program Coordinator**  
Works with community to minimize gaps in services.
- **Resource Center**  
Connects residents with community services. Provides brochures, loans books & videos. Assistance with government forms.
- **Resource & Registration Fair**  
An opportunity for groups to take registration and showcase their particular agency, service, club, sport or cultural program to the community.

## **Community Events & Partnerships**

- Seniors Drop-In Center
- Family Day Skate
- Ranchlands Victim Services Society
- Backpack Program
- Meals on Wheels
- WCCHS - SADD
- Indoor Walking Group
- MOPS
- Chaplaincy
- Community Calendar
- Foothills Fetal Alcohol Society
- Elementary School - Healthy Eating Program
- Summer Fun
- Other valued community services and programs.

FCSS provides grants for programs and services that fit within the FCSS mandate. We have expertise, resources and can partner with other agencies to provide services.

**Debbie Goeseels, Director**

Phone: (403) 625-4417

Fax: (403) 625-4851

e-mail: [clareholmfcss@shaw.ca](mailto:clareholmfcss@shaw.ca)

- Is preventive in nature
- Helps people develop an awareness of social needs
- Helps people improve interpersonal and group skills which enhance constructive relationships
- Inspires efficient and effective use of resources
- Provides support which helps sustain people as active participants in the community
- Assists in the development of coping skills, independence and crisis preparation
- Enables citizens and communities to assume responsibility for decisions and actions affecting them
- Encourages and facilitates cooperation and coordination with allied service agencies operating within the municipality
- Promotes public participation in planning, delivery and governing of the program and services provided
- Promotes and facilitates the development of stronger communities
- Promotes the involvement of volunteers

**Claresholm & District FCSS**  
**107 - 50 Ave. West**  
**P.O. Box 1297**  
**Claresholm, Alberta**  
**TOL OTO**





**List of documents for FCSS presentation to Council  
April 12, 2010**

1. **Alberta Children and Youth Services – What is FCSS? (4 pages)**
2. **Page 8 of the provincial FCSS Annual Overview 2008**
3. **Funding Agreement for 2010 between Town and Province (2 pages)**
4. **2010 agreement with Province to match the funding allocation with 20% funding or request less than available. (2 pages)**
5. **2009 Annual FCSS Program report draft (3 pages legal paper)**
6. **Claresholm & District FCSS Vision, Mission, and organizational overview chart. (3 pages)**
7. **Brief summary/overview of activities (3 pages)**
8. **2010 Budget Worksheet with comparison to 2009 (3pages)**
9. **Claresholm & District FCSS Brochure sample**

**What Is FCSS?**

Family and Community Support Services (FCSS) is a unique 80/20 funding partnership between the Government of Alberta and participating municipalities or Métis Settlements. Provincially, the FCSS Program receives its mandate from the *Family and Community Support Services Act* and Regulation.

The Regulation sets out the service requirements that a municipality or Métis Settlement must meet to be eligible for funding. Section 2.1(1)(a) of the FCSS Regulation states: “Services under a program must be of a preventive nature that enhances the social well-being of individuals and families through promotion or intervention strategies provided at the earliest opportunity.” Section 2.1(2)(b) states: “Services under a program must do one or more of the following:

- (i) help people to develop independence, strengthen coping skills and become more resistant to crisis;
- (ii) help people to develop an awareness of social needs;
- (iii) help people to develop interpersonal and group skills which enhance constructive relationships among people;
- (iv) help people and communities to assume responsibility for decisions and actions which affect them;
- (v) provide supports that help sustain people as active participants in the community.”

At the local level, a municipality or Métis Settlement Council chooses whether to establish a Program and enters into an agreement with the Government of Alberta to jointly fund projects and/or services. Under the *FCSS Act* and Regulation, communities design and deliver preventive social programs that promote and enhance well-being among individuals, families and communities. These programs depend on community resources, often involving volunteers in management and delivery.

The FCSS philosophy is based on a belief that self-help contributes to a sense of integrity, self-worth and independence. Programs developed are intended to help individuals in their community to adopt healthy lifestyles, thereby improving the quality of life and building the capacity to prevent and/or deal with crisis situations should they arise.

One of the key principles of the FCSS Program is local responsibility for priority setting and resource allocation. Within the parameters of the *FCSS Act* and Regulation, each municipality or Métis Settlement determines how the FCSS funding they receive should be allocated to best meet the needs of their community. Local FCSS Programs are part of the larger provincial Program that collectively helps to ensure that Albertans have access to a strong network of prevention supports.

A number of FCSS resources and publications such as the *FCSS Program Handbook* and the *FCSS Program Advice Inventory Listing* are available on the Alberta Children and Youth Services website at [www.child.alberta.ca/home/821.cfm](http://www.child.alberta.ca/home/821.cfm).

### **Who Participates?**

FCSS funding is available to municipalities and Métis Settlements within Alberta that choose to develop and deliver social programs that are preventive in nature. Over ninety-nine per cent (99%) of Albertans reside in communities served by FCSS Programs.

### **Funding and Reporting**

Provincial FCSS grant allocations to municipalities and Métis Settlements in 2009-10 totals \$74.8 million and represents an increase of \$3 million or 4.1% from the previous year. Each participating municipality or Métis Settlement matches its provincial grant with a 20% contribution and is required to submit an annual report to the Ministry detailing local expenditures for funded projects and services that are eligible under FCSS legislation.

### **Eligible Services**

FCSS uses a “people helping people to help themselves” approach and offers a wide range of programs and services at the community level. Please refer to the *FCSS Program Advice Inventory Listing*, included on pages 5-6 to 5-21 of the *FCSS Program Handbook* for additional information. An eligibility assessment tool is shown on page 5-10. The Handbook is available on the Alberta Children and Youth Services website at [www.child.alberta.ca/home/821.cfm](http://www.child.alberta.ca/home/821.cfm). The FCSS Program Directory lists programs and services provided by FCSS Programs across the province. The Directory is available on the FCSS Association of Alberta website at [www.fcssaa.ab.ca](http://www.fcssaa.ab.ca).

Following are examples of programs or services offered at the community level through FCSS:

1. Services to assist communities to identify their social needs and develop responses to meet those needs, including:
  - raising public awareness around community issues,
  - developing strategies for community advocacy,
  - developing comprehensive social community plans and initiatives,
  - environmental scans, service reviews, strategic planning, program planning, or
  - in-kind support to community-based groups (until they are able to sustain themselves) such as provision of office space, printing, photocopying, help with preparing proposals, etc.;
2. Services to promote, encourage and support volunteer work in the community, including:
  - recruitment, training and placement services,
  - resources to support volunteers,
  - volunteer recognition, or
  - coordination of volunteer services;
3. Services to inform the public of available services, including:
  - information and referral services,
  - community information directories,
  - newcomer services, or
  - interagency coordination;
4. Services that promote the social development of children and their families, including:
  - parent-child development activities,
  - early childhood development services for children aged 0-6 (excluding child care), or
  - support services for young children aged 6-12;

5. Services that enrich and strengthen family life by developing skills so people can function more effectively within their own environment, including:
  - mentoring programs,
  - parenting and family life education and development programs,
  - programs for single adults and single parents,
  - courses designed to enhance self-awareness and personal growth,
  - individual, family and group counselling services that are educational and not treatment oriented, or
  - youth development and leadership services;
  
6. Services that enhance the quality of life of the retired and semi-retired, including:
  - home support services,
  - education and information services,
  - coordination of seniors services and programs, or
  - self-help socialization activities.

### **Ineligible Services**

Services provided under a program must not provide primarily for the recreational needs or leisure time pursuits of individuals, offer direct assistance (including money, food, clothing or shelter) to sustain an individual or family, be primarily rehabilitative in nature, or duplicate services that are ordinarily provided by a government or government agency.

### **FCSS Association of Alberta**

The FCSS Association of Alberta (FCSSAA) is a key partner of the Ministry. Its mission is “to unite and strengthen the FCSS community by representation and advocacy on behalf of member boards.” A 17-member Board of Directors oversees operations. The role of the FCSSAA Board is to identify common concerns and issues related to FCSS; communicate those issues, together with proposed solutions, to other members and to the provincial government; and support communities by developing tools to meet local needs and mandates. The FCSSAA Resource Bank is a resource centre, reference library and communication network for information sharing among FCSS Programs. Funding and support to the Resource Bank is undertaken as a partnership between the FCSSAA and the Ministry. For further information about the FCSSAA, visit its website at [www.fcssaa.ab.ca](http://www.fcssaa.ab.ca) or call (780) 422-0133.

### **FCSS Program Advisory Team**

FCSS has a unique joint management partnership between the FCSSAA and Alberta Children and Youth Services. The FCSS Program Advisory Team is composed of representatives from each organization and provides advice on program delivery issues, undertakes joint projects to support and develop the Program, and proposes policy amendments to both the Association and the Ministry.

### **Measuring Outcomes**

In 2001, the FCSS Association of Alberta piloted a “program logic model” with seven FCSS Programs and contracted the Canadian Outcomes Research Institute (CORI) to design a database to collect the logic model data or outcomes. The overall intent was to provide FCSS Programs with the opportunity to learn the practice of, and appreciation for, the ability to identify outcomes occurring as a result of the services they provide and to improve service delivery based on the outcome information. A further intention was to teach the skill of using the data collected to guide best practices.

**Measuring Outcomes (continued)**

The purpose of the FCSS Outcome Measures Initiative continues to be to build capacity within local FCSS Programs to implement outcome measures and the practice of continuous quality improvement. Outcome statements included in Program Logic Models are directly linked to specific service requirements identified in the FCSS Regulation. The Initiative is creating a capacity for storage and aggregation of outcome data by all local FCSS Programs in Alberta.

The use of outcome measures by FCSS Programs continues to grow and several provincial annual progress and outcome reports have been produced. A Provincial FCSS Outcome Measures Steering Committee has been established to oversee the Initiative and continue to encourage the use of outcome measurement as an important part of program evaluation by all FCSS Programs.

For more information about the Family and Community Support Services Program, please contact:

**Alberta Children and Youth Services**

Joyce Mellott, Senior Manager  
Community Partnerships Branch  
Community Strategies and Support Division  
10<sup>th</sup> Floor, 9940 – 106 Street  
Edmonton, AB T5K 2N2  
Phone: (780) 415-6285  
Fax: (780) 644-2671  
E-mail: [Joyce.Mellott@gov.ab.ca](mailto:Joyce.Mellott@gov.ab.ca)

**Family and Community Support  
Services Association of Alberta**

Sharlyn White, Executive Director  
#106, 8944 – 182 Street  
Edmonton, AB T5T 2E3  
Phone: (780) 422-0133  
Fax: (780) 415-4793  
E-mail: [fcssaa@telus.net](mailto:fcssaa@telus.net)

**Table 1. Numbers Served and Percentage Success by FCSS Outcome Statement**

FCSS Outcome Statements	Number of Offices	Number of Outcome Indicators	Survey Sample Size	Number Reporting Indicators Met	% Success
Help to develop independence, strengthen coping skills and become more resistant to crisis	46	79	221,766	199,761	90.1
Help to develop an awareness of social need	40	51	29,147	26,547	91.1
Help to develop interpersonal and group skills which enhance constructive relationships among people	43	78	100,641	91,522	90.9
Help to assume responsibility for decisions and actions which affect them	25	48	25,245	21,737	86.1
Help to sustain people as active participants in the community	41	107	78,016	66,856	85.7

To obtain additional information on the FCSS Outcome Measures Initiative, contact any of the following steering committee members:

- Diane Randell - Lethbridge ([drandell@lethbridge.ca](mailto:drandell@lethbridge.ca))
- Lynn Pye-Matheson - Grasslands Regional ([grasslands.fcss@telus.net](mailto:grasslands.fcss@telus.net))
- Shelley Jackson - Kneehill Regional ([shelley@krfcss.com](mailto:shelley@krfcss.com))
- Katie Black - Calgary ([katie.black@calgary.ca](mailto:katie.black@calgary.ca))
- Donelda Laing - Grande Prairie ([dlaing@cityofgp.com](mailto:dlaing@cityofgp.com))
- Penny Fox - Smoky River ([srfcss@telus.net](mailto:srfcss@telus.net))
- Clay Aragon - Airdrie ([clay.aragon@airdrie.ca](mailto:clay.aragon@airdrie.ca))
- Scott Cameron - Red Deer ([scott.cameron@reddeer.ca](mailto:scott.cameron@reddeer.ca))
- Carole Bouchard - Regional Municipality of Wood Buffalo ([carole.bouchard@woodbuffalo.ab.ca](mailto:carole.bouchard@woodbuffalo.ab.ca))
- Joyce Mellott - Alberta Children and Youth Services ([joyce.mellott@gov.ab.ca](mailto:joyce.mellott@gov.ab.ca))
- Tim Moorhouse - Alberta Children and Youth Services ([tim.moorhouse@gov.ab.ca](mailto:tim.moorhouse@gov.ab.ca))

### **FCSS Program Advice Inventory Listing**

The FCSS Program Advice Inventory Listing, developed by the Ministry and FCSSAA, is intended to assist local FCSS Programs in clarifying the eligibility of several projects, services and expenditures. The Listing is another “for FCSS by FCSS” resource designed to support program delivery in the community. The Listing is included in the *FCSS Program Handbook* (reference pages 5-6 to 5-23) and is also posted on the Ministry’s website at [www.child.alberta.ca](http://www.child.alberta.ca). To obtain copies, contact Ministry staff at 780-415-8150 or the FCSSAA at 780-415-4791.

Debbie  
JVI

**JANUARY 1 - DECEMBER 31, 2010**  
**FAMILY AND COMMUNITY SUPPORT SERVICES FUNDING AGREEMENT**

**BETWEEN:**

**HER MAJESTY THE QUEEN in RIGHT OF ALBERTA**  
as represented by the Minister of Children and Youth Services  
("the Minister")

AND

TOWN OF CLARESHOLM, whose address is  
Box 1000  
Claresholm, Alberta T0L 0T0  
("the Municipality")

The Minister and Municipality agree as follows:

1. Subject to appropriation by the Legislature of Alberta, the Minister shall pay the Municipality the committed provincial contribution of \$87,695 to establish, administer, and operate the program referred to in paragraph 2 of the Agreement.
2. The Municipality shall:
  - (a) provide for the establishment, administration, and operation of a Family and Community Support Services Program ("the Program") in accordance with the Family and Community Support Services Act and Regulation;
  - (b) use the total amount of \$109,619 including a required municipal contribution of at least \$21,924 to deliver the Program;
  - (c) repay any provincial funds unused when this Agreement ends;
  - (d) prepare and submit Program and financial information required under the Act, within 120 days of the end of the Municipality's fiscal year, or if the agreement with the Minister is terminated, within a period of time determined by the Minister;
  - (e) ensure that required program and financial information is collected, maintained, used, and disclosed in accordance with the provisions of the Freedom of Information and Protection of Privacy Act; and records identified as necessary under the Act must be kept for a period of five years, in accordance with the retention schedule under which the Ministry operates.
3. The Minister shall pay the Municipality an advance of one-fourth of the total payable under this Agreement in January, April, July, and October, 2010.
4. If a disagreement arises between the parties regarding the expenditure of funding under the Act, the decision of the Minister to resolve the disagreement shall be final and conclusive.

5. (a) If in the opinion of the Minister, a Municipality's program fails to meet the requirements of the Family and Community Support Services Regulation
 

or

 (b) if the financial report of the Municipality
  - (i) has not been submitted to the Minister within 120 days of the end of the Municipality's fiscal year,
  - (ii) does not meet the requirements of the Family and Community Support Services Regulation, or
  - (iii) shows that the Municipality has wrongfully used funds provided to it under the Act,

the Minister may withhold amounts of funding under any new agreement or require the Municipality to repay the amounts of funding that in the opinion of the Minister are equivalent to the value of the program components not met or the funds wrongfully used.
6. Where 2 or more municipalities have entered into an agreement to provide joint family and community support services programs, the Municipality represents that pursuant to the agreement with the other municipalities, it has the authority to agree to the terms of this Agreement on their behalf.
7. This Agreement commences on January 1, 2010 and ends on December 31, 2010.
8. This Agreement may be terminated:
  - (a) at any time by mutual agreement of the parties;
  - (b) by either party for any reason by providing 6 months written notice to the other party.
9. If this Agreement is terminated for any reason, the Municipality's obligations under clauses 2(c), (d), and (e) and clauses 5(a) and (b) continue.

The Municipality has signed this Agreement on the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_.

The Minister has signed this Agreement on the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_.

Signatures (Affix municipal corporate seal if applicable):

\_\_\_\_\_  
 \_\_\_\_\_  
 Municipality's duly authorized signing officer(s)  
 (Mayor, Reeve as the case may be)

\_\_\_\_\_  
 Minister of Children and Youth Services





CHILDREN AND YOUTH SERVICES

Community Strategies and Support Division  
Community Partnerships Branch  
10th Floor, Sterling Place, 9940 - 106 Street  
Edmonton, Alberta T5K 2N2  
Phone: (780) 415-8150 Fax: (780) 644-2671

Debbie FYI  
(for 2010 budget)

August 25, 2009

Ms. Kris Holbeck  
Chief Administrative Officer  
Town of Claresholm  
Box 1000  
Claresholm, AB T0L 0T0

Dear Ms. Holbeck:

**SUBJECT: 2010 Grant Funding for FCSS**

Alberta Children and Youth Services is now in the process of informing municipalities of the estimated grant amounts they will be eligible to receive in the year 2010 for Family and Community Support Services (FCSS). This is one of the steps in our department's planning process for the distribution of FCSS funding. We expect to forward the 2010 FCSS Funding Agreement to all participating municipalities in October 2009.

Although the 2010/2011 provincial budget will not be finalized until spring 2010, at this planning stage, we are basing our calculations on the 2009/2010 provincial budget for FCSS.

The attached page shows the estimated current FCSS funding available to your municipality. It shows the provincial 80% contribution, as well as the 20% municipal minimum matching-share. If your municipality does not wish to access the full amount of provincial FCSS allocation, please identify the amount of municipal request on the attached page and return it by September 14, 2009 to:

Tim Moorhouse  
Director  
Community Partnerships Branch  
Community Strategies and Support Division  
Alberta Children and Youth Services  
10th Floor, Sterling Place  
9940 - 106 Street  
Edmonton, AB T5K 2N2

(over)

**Family and Community Support Services  
2010 Funding Request**

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**TOWN OF CLARESHOLM**

PROVINCIAL GRANT (80%) AVAILABLE	<b>\$87,695</b>
MUNICIPAL MINIMUM MATCHING SHARE (20%)	<b>\$21,924</b>
TOTAL FCSS FUNDING	<b>\$109,619</b>

**MUNICIPAL REQUEST**

Complete this section and return form **ONLY** if you wish to receive a provincial grant amount that is less than the available amount shown above .

PROVINCIAL GRANT (80%)	\$ _____
MUNICIPAL MATCHING SHARE (20%)	\$ _____
TOTAL FCSS FUNDING	\$ _____

\_\_\_\_\_  
Signature of CAO or Designate



2009 ANNUAL FCSS PROGRAM REPORT - DRAFT

CHILDREN AND YOUTH SERVICES

Family and Community Support Services (FCSS)

DATE yyyy / mm / dd
<b>2010 / 4 / 7</b>

The summary information you are providing on this form is collected under the authority of the Family and Community Support Services Act and Regulation. This information will be used to determine your municipality's FCSS grant surplus/deficit amount, to identify projects/services receiving FCSS funding, and for other provincial program reporting purposes. If you have any questions about the collection of this information, you may contact the Community Partnerships Director.

**Name of FCSS Program: (Enter the name of your FCSS Program below)**

**Claresholm & District**

**SECTION 1 - Statement of Revenues and Expenditures**

**Revenues**

Funding provided under the Act (FCSS Funding Agreement - No. 1)	\$ 87,265.00 (A)
Deferred provincial dollars from 2008 (Reconciliation Report)	\$ 2,663.00 (A1)
Funding provided under the Act received from other municipalities <i>(amounts received from other FCSS Program as reported on (B) of Grant Transfers Form - provide details)</i>	\$ 31,261.53 (B)
<b>Total Funding provided under the Act (A + A1 + B = C)</b>	<b>\$ 121,189.53 (C)</b>
Municipal contribution (Minimum ¼ of the amount on Line (C), Section 1) <i>(including the 20% municipal share from other FCSS Programs reported on D1 of Grant Transfers Form)</i>	\$ 54,229.50 (D)
Additional Funding received from other municipalities * <i>(amounts received from other FCSS Program in excess of their 20% funding reported on D2 of Grant Transfers Form)</i>	(D2)
Other revenues (Include 2008 deferred supplemental funding if any)	\$ 113,578.04 (E)
<b>Total Revenues (C + D + D2 + E = F)</b>	<b>\$ 288,997.07 (F)</b>

**Expenditures**

Internal, directly funded services provided by the municipality under the program including administration	\$ 284,658.80 (G)
Funds provided to service providers who are external to the municipality	\$ 16,600.00 (H)
Less surpluses retained/returned by service providers who are external to the municipality	(I)
<b>Net Total Funding to service providers who are external to the municipality (H - I = J)</b>	<b>\$ 16,600.00 (J)</b>
<b>Total Expenditures (G + J = K)</b>	<b>\$ 301,258.80 (K)</b>

<b>Surplus (Deficit)</b>	<b>Surplus (Deficit) (F - K = L)</b>	<b>\$ (12,261.73) (L)</b>
	<i>(Deficit if negative dollar value)</i>	

**GRANT TRANSFERS FORM**

**FCSS Grant Received from Other FCSS Programs**

Identify the name of the FCSS Program forwarding the FCSS grant and the amount of funding provided.

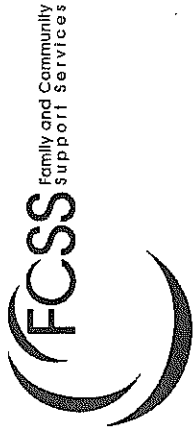
Name of FCSS Program	Total Transfer (100%)	80% Provincial Funding (Prov. Funds under the Act)	20% Municipal Share	Additional Funding*
MD of Willow Creek	\$ 39,077.03	\$ 31,261.53	\$ 7,815.50	
		\$ -	\$ -	
		\$ -	\$ -	
		\$ -	\$ -	
<b>Total</b>	<b>\$ 39,077.03</b>	<b>\$ 31,261.53 (B)</b>	<b>\$ 7,815.50 (D1)</b>	<b>\$ - (D2)</b>

\* Additional funding is funding received from other FCSS Program in excess of that Program's 20% required contribution.

Continued





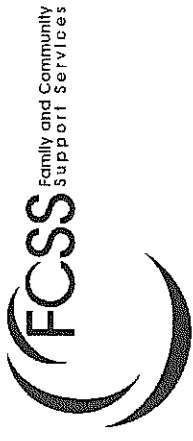


## CLARESHOLM & DISTRICT FAMILY COMMUNITY & SUPPORT SERVICES (FCSS)

### MISSION

The mission of the Clareholm and District FCSS is to strengthen the community by building relationships and community capacity so that residents of Clareholm and the surrounding district have an equal opportunity for a better quality of life.

FCSS provides resources and funds and operates community programs and services.

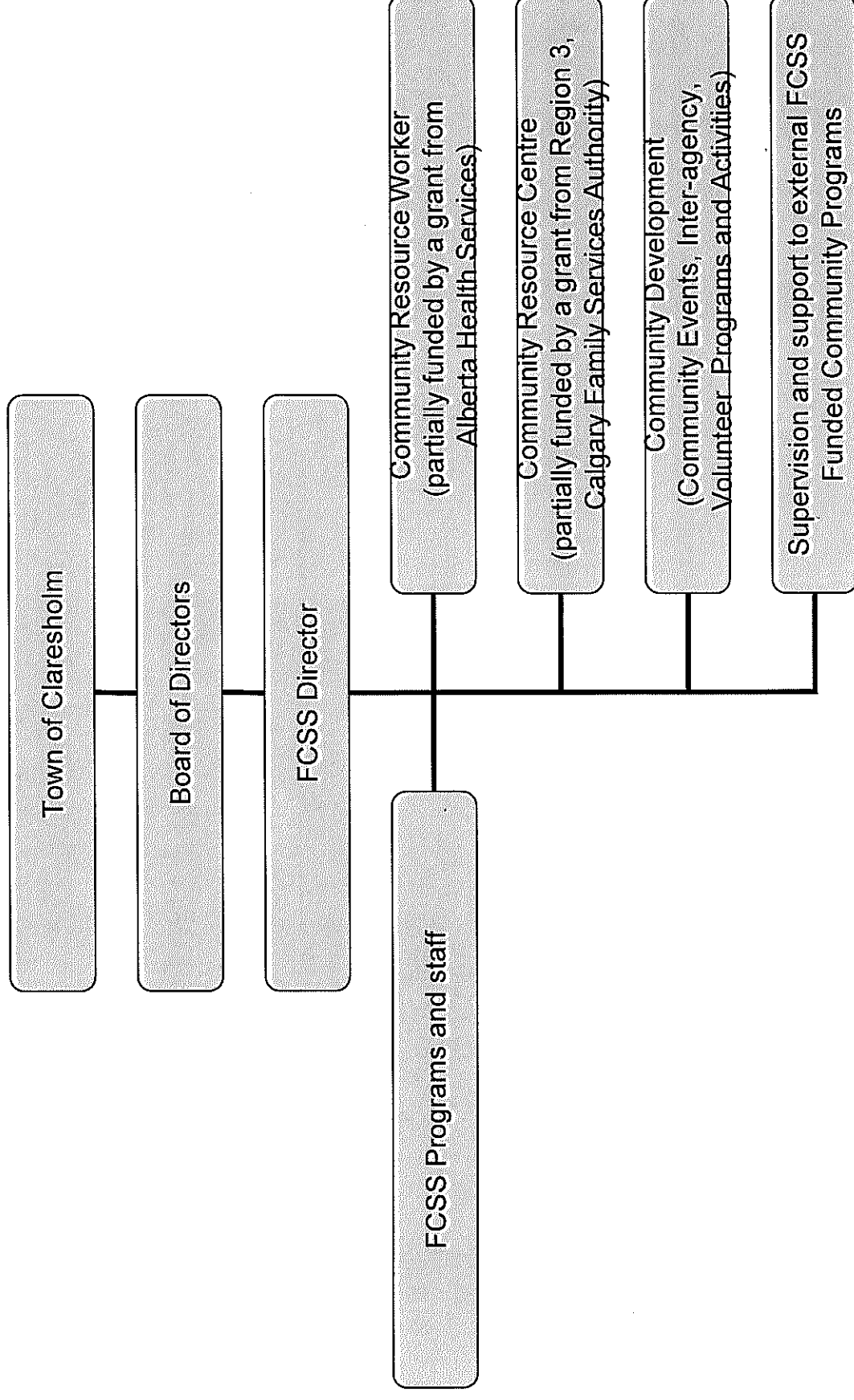


## CLARESHOLM & DISTRICT FAMILY COMMUNITY & SUPPORT SERVICES (FCSS)

### VISION

The Clareholm and District FCSS envisions a strong, healthy, positive and caring community which maintains a high quality of life through mutual respect and interaction

# Claresholm & District FCSS





# April 12, 2010 Presentation to Claresholm Town Council

## Brief Summary of Activities

Claresholm & District FCSS is an extremely valuable and very well utilized program in the community. Funds provided to FCSS are used to provide grass-roots community based social programs and services unique to the specific needs of the residents in our area. Local autonomy is a true strength embedded in the legislation and regulation governing Family Community Support Services. Local autonomy means that FCSS programs may look quite different from one community to another.

We invite you to come by and visit our storefront office. You will notice that we are highly visible from the highway and our location also provides a confidential space for people to walk in and ask for help. Our primary objective is to connect people with available services and sometimes it's as simple as letting people know of the address, telephone number and intake process for financial benefits. However, in many cases people need support to navigate the larger systems in order to access services. When needs are complex and multiple we are able to prevent further crisis by offering support and linkages to services.

Our office deals with many requests per day; everything from personal crisis, to seniors needing help filling out forms for financial benefits, providing help with income taxes to low income residents; to families looking for programs or services to help them deal with a current life situation. We also partner with the schools and other agencies to create and enhance community awareness on current social issues and support education around social issues such as Youth being Home Alone Safely.

While most of our funding comes from the MD of Willow Creek and the Town (funding agreement with the Province for the 80/20 Provincial/Municipal dollars), we add value to the services we provide with funding contracts from Region 3, Child & Family Services Authority, (for our Community Resource Centre). We also receive a Community Capacity Grant from Alberta Health Services to support residents with mental health concerns in partnership with our community mental health services.

Our total budget in 2008, (\$236,683.00), and in 2009, (\$288,997.07), provided preventive social services to Claresholm and the surrounding area as follows:

	2008	2009
Children and Youth	40%	50%
Families	13%	13%
Adults	11%	11%
Seniors	17%	12%
Community Development	14%	9%
Administration	5%	5%

In 2009 we were able to fund 10 community programs with a total of \$16,600.00. The recipients are listed in the Draft Annual Program report we submit to the Province.

Our Community Resource Centre assisted 3359 people last year. These were individuals and families living in our area that either walked into our office or telephoned with questions. We helped them with a variety of services including: crisis referral and connection to support, help with forms, assistance in accessing senior's benefits, income tax preparation for low income residents through our Community Volunteer Income Tax Program, referral to services/programs, information for new residents on community programs/services; and more. Our office has information on nearly every available service so we can assist with connecting people to everything from available child care to help with housing and where to get income support.

Residents with more complex needs were assisted by our Outreach worker who provided 191 sessions to 34 clients so they could gain skills in parenting, communication skills, life skills, and get more intensive support to access services in the community. This position was also responsible to work with partners in the community to strengthen programs and increase awareness of social issues. Recent community programs included the well publicized Yellow Ribbon Suicide Prevention program. In reviewing programs and outcomes we wanted to achieve in 2010 our board decided to focus more resources on the preventive aspects of our service delivery and is restructuring our staff positions to expand our professional support through the Resource Centre rather than offer Outreach and counselling.

Volunteers in our program contributed approximately 334 hours last year adding even more value to the services provided from our FCSS program.

Among other community events, our office hosts an annual Community Resource & Registration Fair event that services a dual purpose of providing information on available services while having registration for recreation and service groups all under one roof. The added benefit is the community coming together to network as the school year begins and harvest is underway.

Our outcome surveys indicate the services offered by our staff were very helpful in assisting the recipients to function better and communicate to meet their needs in a more positive way. Most said they learned new ways of coping and managing difficult life situations. We also partnered with the High School and the Middle School to provide a Speaker Series for parents and co-present strategies for being at home alone safely.

The Drop Zone Program offered quality licensed Out of School care for working families. Last year we also ran a popular and well attended Summer Fun program. Being a licensed program meant that many families could access a child care subsidy from the province.

As you know, our program was one of the successful bids for the new modular units that were available through Creating Spaces funding. We see great potential for using the modular's for the Parent Link Program, (satellite from High River), as well as other programming we hope to provide for youth and families. We were very excited to be chosen to receive the modular units and know they really enhance the Town and the surrounding area of Claresholm.

We have worked hard to keep the after school care program open for many years; there have been challenges in keeping the program housed and staffed every year for at least the past 5 years. Just when we seemed to have established great partnerships with the school and school division and had adequate, stable staffing, as well as the promise of brand new modular units to provide long term space, other issues cropped up.

With our number of registered children dwindling down to about 5 attending on most days our board made a very difficult decision and we closed the program at the end of March. There was no way to justify the continued drain on our budget for paying rent and staffing. We did not feel it was appropriate to ask for more funding with no guarantee the situation would improve. In fact, the Town had already given extra dollars to help support Summer Fun.

After speaking with CFSA and the School Division we were advised that if another licensed child care program would take over the school age care our community could still have the modular units. We worked hard with the licensed programs in town to see if there was capacity. Luckily, the Child Care Society is willing to take this program on and would like to operate in the new modular units. In our minds this is the best possible scenario for our community. As a registered not for profit society the Day Care is able to raise funds independently and to focus solely on quality child care. They can flex staff so if enrollment is low in one program staff can be pulled into another area. At this time the Day Care has been granted a temporary variance to their license and is able to take up to 8 school age children in their existing space.

We expect the modular units will be licensed for 30 – 40 children. The LRSD has said they hope to have the units in place within the next month if a lease agreement can be settled, hopefully with the Town.

FCSS has not abandoned the Out of School program. We have worked with the community to keep both the program and the two new modular units. FCSS will continue to support the Child Care Society with the program as well as facilitate use of the new modular units for other community groups as appropriate.

In closing I would like to offer thanks to the Town for your continued participation and support of an FCSS program for our residents. I can tell you that the individuals who receive help from our office are grateful that our Town offers them support through FCSS. We are lucky to have a program with a regulation that allows us to tailor support to the needs in our community. Thank you for the opportunity to speak with you today. We hope that you have gained more insight into the value of FCSS.

Debbie Goeseels, Director

2010 BUDGET WORKSHEET

GL NUMBER	DESCRIPTION	2009 BUDGET	2009 ACTUAL	2010 BUDGET
<b>REVENUE FCSS</b>				
1-51-00-100-00	FCSS - PROVINCIAL FUNDING	\$ 85,975.00	\$ 87,265.00	\$ 87,695.00
1-51-00-100-01	SUBSIDY ASC	\$ 17,000.00	\$ 24,804.60	\$ 3,000.00
1-51-00-100-05	GRANTS - ASC	\$ 7,807.13	\$ 8,307.13	
1-51-00-101-00	FCSS - TOWN OF CLARESHOLM	\$ 22,814.00	\$ 37,814.00	\$ 21,924.00
1-51-00-102-00	FCSS - MD OF WILLOW CREEK	\$ 39,700.00	\$ 39,077.03	\$ 39,269.48
1-51-00-103-00	FCSS - DEFERED REVENUE	\$ -	\$ -	
1-51-00-104-00	FCSS - OTHER INCOME	\$ 2,000.00	\$ -	
1-51-00-104-02	COMMUNITY CHOOSEWELL	\$ -	\$ -	
1-51-00-105-00	FCSS - INTEREST EARNED	\$ 600.00	\$ 146.63	\$ 75.00
1-51-00-106-00	FCSS - DONATIONS & FUNDRAISING	\$ -	\$ 100.00	
1-51-00-101-01	ALBERTA HEALTH SERVICES OP	\$ 24,136.00	\$ 24,135.68	\$ 24,136.00
1-51-00-102-01	OTHER FUNDING & FEES OP	\$ 500.00	\$ 1,275.00	\$ 750.00
1-51-00-104-01	FUNDING - DRUG COALITION OP	\$ -	\$ -	\$ 5,000.00
1-51-00-100-02	FEES & REIMBURSEMENTS ASC	\$ 29,700.00	\$ 10,572.00	\$ 2,600.00
1-51-00-100-03	FEES & REIMBURSEMENTS SF	\$ 19,400.00	\$ 15,079.00	
1-51-00-100-04	FEES & REIMBURSEMENTS OTHER	\$ 1,500.00	\$ 750.00	\$ 800.00
1-51-00-100-06	CFSA FUNDING RC	\$ 29,774.00	\$ 31,071.00	\$ 31,071.00
1-51-00-101-06	OTHER FUNDING & FEES RC	\$ 100.00	\$ -	
<b>TOTAL REVENUE FCSS</b>		<b>\$ 281,006.13</b>	<b>\$ 280,397.07</b>	<b>\$ 216,320.48</b>
<b>EXPENSE FCSS GENERAL</b>				
2-51-00-100-00	WAGES & SALARIES DIRECTOR	\$ 53,230.00	\$ 50,350.10	\$ 50,500.00
2-51-00-102-00	EI EXPENSE	\$ -	\$ 1,024.50	\$ 1,100.00
2-51-00-103-00	CPP EXPENSE	\$ -	\$ 2,118.60	\$ 2,150.00
2-51-00-104-00	WCB EXPENSE	\$ -	\$ -	
2-51-00-105-00	BENEFITS EXPENSE	\$ 10,150.00	\$ 4,980.83	\$ 5,000.00
2-51-00-106-00	LAPP CONTRIBUTIONS	\$ -	\$ 4,389.26	\$ 4,500.00
2-51-00-107-00	PROFESSIONAL DEVELOPMENT	\$ 1,000.00	\$ 1,291.23	\$ 1,000.00
2-51-00-108-00	ADVERTISING & PROMOTION	\$ 600.00	\$ 530.23	\$ 500.00
2-51-00-109-00	ACCOUNTING & LEGAL	\$ -	\$ 4,250.00	\$ 4,250.00
2-51-00-111-00	MEMBERSHIPS	\$ 600.00	\$ 1,072.00	\$ 1,100.00
2-51-00-112-00	OFFICE EXPENSES	\$ 2,500.00	\$ 3,302.10	\$ 3,200.00
2-51-00-113-00	RENT EXPENSE	\$ 10,900.00	\$ 10,074.13	\$ 10,200.00
2-51-00-114-00	GENERAL & ADMIN EXPENSES	\$ 1,800.00	\$ 3,662.78	\$ 2,000.00
2-51-00-115-00	JANITORIAL EXPENSES	\$ 3,400.00	\$ 4,626.35	\$ 3,800.00
2-51-00-116-00	TELEPHONE & UTILITIES	\$ 6,000.00	\$ 5,848.92	\$ 6,000.00
2-51-00-117-00	TRAVEL & MEALS	\$ 3,000.00	\$ 1,221.18	\$ 1,200.00
2-51-00-118-00	INSURANCE EXPENSE	\$ 450.00	\$ 450.00	\$ 450.00
2-51-00-120-00	MISCELLANEOUS EXPENSE	\$ -	\$ 123.70	
2-51-00-999-00	ADMIN ALLOCATION - GENERAL	\$ -	\$ -	
<b>TOTAL FCSS GENERAL</b>		<b>\$ 93,630.00</b>	<b>\$ 99,315.91</b>	<b>\$ 96,950.00</b>

2010 BUDGET WORKSHEET

GL NUMBER	DESCRIPTION	2009 BUDGET	2009 ACTUAL	2010 BUDGET
<b>FCSS OUTREACH PROGRAM</b>				
2-51-00-100-01	WAGES OP	\$ 40,040.00	\$ 39,016.74	\$ 42,000.00
2-51-00-100-11	EI EXPENSE - OP	\$ -	\$ 945.23	\$ 1,000.00
2-51-00-100-21	CPP EXPENSE - OP	\$ -	\$ 1,776.76	\$ 2,000.00
2-51-00-105-01	BENEFITS OP	\$ 4,805.00	\$ 5,088.26	\$ 2,800.00
2-51-00-107-01	PROFESSIONAL DEVELOPMENT OP	\$ 500.00	\$ 606.50	\$ 250.00
2-51-00-108-01	ADVERTISING OP	\$ 800.00	\$ 578.01	\$ 500.00
2-51-00-116-01	CELL PHONE OP	\$ 360.00	\$ 313.28	\$ 320.00
2-51-00-117-01	TRAVEL & MEALS OP	\$ 1,500.00	\$ 2,363.71	\$ 500.00
2-51-00-120-01	SUPPLIES OP	\$ 2,000.00	\$ 1,912.33	\$ 1,036.48
2-51-00-123-01	DRUG COALITION EXPENSE	\$ -	\$ -	\$ 5,000.00
2-51-00-123-02	COMMUNITY CHOOSEWELL	\$ -	\$ -	
	<b>TOTAL FCSS OUTREACH PROGRAM</b>	<b>\$ 50,005.00</b>	<b>\$ 52,600.82</b>	<b>\$ 55,406.48</b>
<b>OUT-OF-SCHOOL EXPENSES</b>				
2-51-00-100-02	WAGES ASC	\$ 36,848.00	\$ 45,514.33	\$ 17,200.00
2-51-00-100-12	EI EXPENSE - ASC		\$ 961.38	
2-51-00-100-22	CPP EXPENSE - ASC		\$ 1,412.50	
2-51-00-105-02	BENEFITS ASC	\$ 2,500.00	\$ 3,677.54	
2-51-00-107-02	PROFESSIONAL DEVELOPMENT ASC	\$ 300.00	\$ 114.29	
2-51-00-108-02	ADVERTISING ASC	\$ 300.00	\$ 192.50	
2-51-00-116-02	CELL PHONE ASC	\$ 360.00	\$ 260.99	
2-51-00-117-02	TRAVEL & MEALS ASC	\$ -	\$ 166.67	\$ 1,150.00
2-51-00-120-02	SUPPLIES ASC	\$ 1,200.00	\$ 3,430.97	
2-51-00-120-10	GRANTS EXPENSE ASC	\$ 7,807.13	\$ 7,783.26	
2-51-00-122-02	ADMIN ALLOCATION ASC	\$ -	\$ 160.95	
2-51-00-124-02	LUTHERAN CHURCH ASC	\$ 3,600.00	\$ 4,500.00	\$ 1,800.00
2-51-00-125-02	NUTRITION/SNACKS ASC	\$ 1,000.00	\$ 2,446.00	\$ 600.00
	<b>TOTAL OUT-OF-SCHOOL CARE EXPENSES</b>	<b>\$ 53,915.13</b>	<b>\$ 70,621.38</b>	<b>\$ 20,750.00</b>
<b>SUMMER FUN EXPENSES</b>				
2-51-00-100-03	WAGES SF	\$ 27,720.00	\$ 19,094.72	
2-51-00-105-03	BENEFITS SF	\$ -	\$ 2,342.59	
2-51-00-108-03	ADVERTISING SF	\$ 300.00	\$ 472.50	
2-51-00-116-03	CELL PHONE SF	\$ -	\$ 126.95	
2-51-00-120-03	SUPPLIES SF	\$ 4,316.00	\$ 8,081.57	
2-51-00-122-03	ADMIN ALLOCATION SF	\$ -	\$ -	
2-51-00-124-03	NUTRITION/SNACKS SF	\$ -	\$ -	
	<b>TOTAL SUMMER FUN EXPENSES</b>	<b>\$ 32,336.00</b>	<b>\$ 30,118.33</b>	<b>\$ -</b>

2010 BUDGET WORKSHEET

GL NUMBER	DESCRIPTION	2009 BUDGET	2009 ACTUAL	2010 BUDGET
<b>OTHER PROGRAM EXPENSES</b>				
2-51-00-100-04	WAGES - OTHER	\$ -	\$ 3,400.00	\$ 1,500.00
2-51-00-105-04	BENEFITS - OTHER	\$ -	\$ -	
2-51-00-108-04	ADVERTISING - OTHER	\$ 1,000.00	\$ 492.11	\$ 250.00
2-51-00-120-04	SUPPLIES - OTHER	\$ 600.00	\$ 207.47	\$ 250.00
2-51-00-122-04	ADMIN ALLOCATION - OTHER	\$ -	\$ -	
<b>TOTAL PROGRAM EXPENSES</b>		<b>\$ 1,600.00</b>	<b>\$ 4,099.58</b>	<b>\$ 2,000.00</b>
<b>PROGRAM GRANTS EXPENSE</b>				
2-51-00-125-05	COMMUNITY GRANTS EXPENSE	\$ 19,920.00	\$ 13,200.00	\$ 8,000.00
<b>TOTAL PROGRAM GRANTS EXPENSE</b>		<b>\$ 19,920.00</b>	<b>\$ 13,200.00</b>	<b>\$ 8,000.00</b>
<b>RESOURCE CENTER EXPENSES</b>				
2-51-00-100-06	WAGES RC	\$ 25,000.00	\$ 27,408.63	\$ 29,200.00
2-51-00-100-16	EI EXPENSE - RC	\$ -	\$ 690.48	\$ 701.00
2-51-00-100-26	CPP EXPENSES - RC	\$ -	\$ 416.94	\$ 450.00
2-51-00-105-06	BENEFITS RC	\$ 3,000.00	\$ 1,096.32	\$ 1,113.00
2-51-00-107-06	PROFESSIONAL DEVELOPMENT RC	\$ 500.00	\$ 200.00	\$ 300.00
2-51-00-108-06	ADVERTISING RC	\$ 500.00	\$ 471.71	\$ 500.00
2-51-00-117-06	TRAVEL & MEALS RC	\$ -	\$ 31.85	
2-51-00-120-06	SUPPLIES RC	\$ 600.00	\$ 986.85	\$ 950.00
2-51-00-122-06	ADMIN ALLOCATIONS RC	\$ -	\$ -	
<b>TOTAL RESOURCE CENTER EXPENSE</b>		<b>\$ 29,600.00</b>	<b>\$ 31,302.78</b>	<b>\$ 33,214.00</b>
<b>TOTAL EXPENSES:</b>		<b>\$ 281,006.13</b>	<b>\$ 301,258.80</b>	<b>\$ 216,320.48</b>
<b>NET COSTS FCSS</b>		<b>\$ -</b>	<b>\$ (20,861.73)</b>	<b>\$ -</b>

# **ACTION ITEMS**



**TOWN OF CLARESHOLM  
PROVINCE OF ALBERTA  
BYLAW #1539**

**This bylaw authorizes the Council of the Town of Claresholm to impose a local improvement tax in respect of all lands that directly benefit from the 8th Avenue local improvement project.**

**WHEREAS:**

The Council of the Town of Claresholm has decided to issue a bylaw pursuant to Section 397 of the *Municipal Government Act*, RSA 2000, Chapter M-26 to authorize a local improvement tax levy to pay for the 8<sup>th</sup> Street local improvement project.

A local improvement plan has been prepared and the required notice of the project given to the benefiting owners in accordance with the attached Schedule A and Schedule B and no sufficient objection to the 8th Avenue local improvement project has been filed with the Town's Chief Administrative Officer.

The Council has decided to set a uniform tax rate based on the number of acres assessed against the benefiting owners.

Plans and specifications have been prepared. The total cost of the project is estimated to be \$124,950 and the local improvement plan estimates that the following contributions will be applied to the project:

Municipality at Large	\$55,931
Benefiting Owners	<u>69,019</u>
Total Cost	\$124,950

The local improvement tax will be collected for TEN (10) years and the total amount levied annually against the benefiting owners is \$70,400.

All required approvals for the project have been obtained and the project is in compliance with all *Acts* and *Regulations* of the Province of Alberta.

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

1. That for the purpose of completing the 8<sup>th</sup> Avenue local improvement project the sum of ONE HUNDRED AND TWENTY FOUR THOUSAND NINE HUNDRED AND FIFTY DOLLARS (\$124,950) be collected by way of an annual, uniform local improvement tax rate assessed against the benefiting owners as provided in Schedule A and Schedule B attached.
2. The net amount levied under the bylaw shall be applied only to the local improvement project specified by this bylaw.
3. This bylaw comes into force on the date it is passed.

Read a first time in Council this      day of      2010 A.D.

Read a second time in Council this      day of      2010 A.D.

Read a third time in Council and finally passed in Council this      day of 2010 A.D.

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**Rob Steel, Mayor**

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**Kris Holbeck, CAO**



## Schedule “A” to Bylaw #1539

### Annual Levy For The 8<sup>th</sup> Avenue Local Improvement Project

1. Properties to be assessed:

- Lot 1 Block 7 Plan 7911185
- Lot 2 Block 7 Plan 7911185
- Lot 14 Block 7 Plan 9910869
- Lot 13 Block 7 Plan 9910869
- Lot 12 Block 7 Plan 9910869
- Lot 11 Block 7 Plan 9910869
- Lot 10 Block 7 Plan 9910869
- Lot 9 Block 7 Plan 9910869
- Lot 8 Block 7 Plan 9910869
- Lot 9 Block 10 Plan 0010555
- Lot 10 Block 10 Plan 0010555
- Lot 3 Block 10 Plan 9910869
- Lot 4 Block 10 Plan 9910869
- Lot 5 Block 10 Plan 9910869
- Lot 6 Block 10 Plan 9910869
- Lot 7 Block 10 Plan 9910869
- Lot 8 Block 10 Plan 9910869
- Lot 34 Block 2 Plan 9910869
- Lot 35 Block 2 Plan 9910869
- Lot 36 Block 2 Plan 9910869

2. Total Area	5.05 Acres
3. Total Levy	\$ 69,019.00
4. Total Levy per Acre	\$ 13,667.13
5. Annual Unit Rate per Acre Payable for a Period of Ten (10) years at 2%	\$ 1,394.04
6. Total Yearly Assessment against all properties to be assessed	\$ 7,039.90
7. Unusual Parcels pursuant to Section 404 of the Municipal Government Act	

- None

## Schedule “B” to Bylaw #1539

### Annual Levy For The 8<sup>th</sup> Avenue Local Improvement Project

1. Properties to be assessed:

No. of Parcels	Annual Rate of Assessment Per Acre	Amount of Annual Assessment
20	\$13,940.47	\$70,399.00

2. Total number of parcels 20
3. Total annual assessments \$ 7,039.90
4. Term of annual assessments 10 years
5. Total assessment against all parcels \$ 70,399.00



**TOWN OF CLARESHOLM  
PROVINCE OF ALBERTA  
BYLAW #1540**

A Bylaw of the Town of Claresholm to provide for the establishment of **Local Assessment Review Boards and Combined Assessment Review Boards**.

**WHEREAS** the provisions of Section 454(1) of the *Municipal Government Act* provides for the establishment, by bylaw, of one or more local assessment review boards and one or more composite assessment review boards;

**AND WHEREAS** the provisions of Sections 454.1(1) and 454.2(1) of the *Municipal Government Act* provides for the composition of the established local assessment review boards and the composite assessment review boards respectively;

**NOW THEREFORE**, under the authority and subject to the provisions of the *Municipal Government Act* the Council of the Town of Claresholm enacts as follows:

**1. Definitions:**

In this bylaw:

- a) **“Board”** means the Assessment Review Board of three or more members;
- b) **“CAO”** means the Chief Administrative Officer of the Town of Claresholm;
- c) **“Chair”** means a person chosen as chair of an Assessment Review Board under Section 4 of this bylaw;
- d) **“Complaint”** means a complaint under Part 11 of the *Municipal Government Act*;
- e) **“Council”** means the Town of Claresholm Council;
- f) **“Mayor”** means the Chief Elected Official (CEO) of the Town of Claresholm;
- g) **“Member”** means a member of a Board and includes a Chair and a Presiding Officer;
- h) **“Minister”** means the Minister of Municipal Affairs;
- i) **“Municipal Government Act”** means the *Municipal Government Act*, S.A. 2000, c.M-26.1;
- j) **“Presiding Officer”** means a member chosen by the members to be the Presiding Officer at one or more hearings under Part 11 of the *Municipal Government Act*;
- k) **“Regulation”** means Alberta Regulation 310/2009 titles “Matters Relating to Assessment Complaints Regulation”
- l) **“Vacancy”** means an absence from a hearing due to:
  - direct or indirect interest in a matter before the Assessment Review Board, or
  - an inability or refusal by a member to continue to fulfill his/her obligation as a member of the Board.

**2. Purpose:**

The purpose of this bylaw is to authorize the establishment and composition of required local assessment review boards and/or composite assessment review boards to hear assessment and/or specific tax related complaints within the Town of Claresholm. This bylaw is to be cited as the Town of Claresholm's **“Assessment Review Boards Bylaw.”**

**3. General Provisions:**

- a) Council shall, by resolution, appoint three (3) persons to serve as members of the Local Assessment Review Boards and as members of the Composite Assessment Review Boards. Appointed members may be required to sit on either Board.
- b) The term of office for each member so appointed shall be three (3) years.
- c) Vacancies in any of the appointments under Section 3(a) above shall cause a notice to be placed in the local newspaper on two separate occasions advising persons interested in filling the vacancy to submit an application to the CAO. Properly completed applications shall be considered by Council at the first available regular scheduled meeting following the notice period. The person selected by Council to fill the vacancy shall be appointed by resolution of Council.

- d) Council shall prescribe remuneration and/or expenses, if any, payable to each appointed member.
- e) The Town shall provide, at no cost to members appointed under the provisions of Section 3(a) above, required training as defined in Part 5 of the Regulation.
- f) The Minister must appoint one provincial member to serve as the presiding officer of all Composite Assessment Review Boards.
- g) The Town of Claresholm may enter into a regional agreement with neighboring municipalities for the provision of Local Assessment Review Board and/or Composite Assessment Review Board services. In the event that this occurs, approved members of the regional agreement partner municipalities are, in addition to any members appointed under Section 3(a) above, hereby appointed by Council to serve as members of the Local Assessment Review Boards and/or as members of the Composite Assessment Review Boards.
- h) Pursuant to Section 454.1(1) of the *Municipal Government Act*, Council hereby establishes a three-member Local Assessment Review Board. Any members appointed by Council under Section 3(a) or 3(g) above are authorized to perform the function of a one-member Local Assessment Review Board, as required under the provisions of the Regulation.
- i) Pursuant to Section 30 of the Regulation, Council hereby establishes a one-member Local Assessment Review Board. Any members appointed by Council under Section 3(a) or 3(g) above are authorized to perform the function of a one-member Local Assessment Review Board, as required under the provisions of the Regulation.
- j) Pursuant to Section 454.2(1) of the *Municipal Government Act*, Council hereby establishes a three-member Composite Assessment Review Board. Any members appointed by Council under Section 3(a) or 3(g) above are authorized to perform the function of a three-member Composite Assessment Review Board, as required under the provisions of the *Municipal Government Act*.
- k) Pursuant to Section 36 of the Regulation, Council hereby establishes a one-member Composite Assessment Review Board. Only a provincial member appointed by the Minister may perform the function of a one-member Composite Assessment Review Board, as required under the provisions of the Regulation.
- l) The function and jurisdiction of all Local Assessment Review Boards and/or Composite Assessment Review Boards is as defined in Part 11 of the *Municipal Government Act*.

**4. Chair:**

- a) Before its first hearing after Council appoints its Members, the Members of the Board will choose a Chair from among themselves.
- b) The Chair shall be the Presiding Officer at all hearings of the Board, unless a majority of the Members present at a hearing choose another Member to be the Presiding Officer for that hearing.

**5. Duties of Presiding Officer:**

- a) The Presiding Officer will:
  - i. ensure that hearings are conducted fairly;
  - ii. prepare and sign written reasons, if required by the *Municipal Government Act*, for any hearings over which the Presiding Officer presides; and
  - iii. review and where appropriate, approve any other documents the CAO may prescribe from time to time for any hearings over which the Presiding Officer presides.

**6. Refund of filing fee:**

- a) Council may by resolution set fees that must be paid to the Town when a Compliant is filed.
- b) The CAO may refund a fee paid under section 10:
  - iv. to a complainant who withdraws a Complaint as a direct result of the Town issuing an amended assessment notice or amended tax notice; or
  - v. to a complainant who withdraws a Complaint before the CAO has scheduled a hearing of the Complaint.

**7. Fee for copies:**

- a) A person who wishes to obtain copies of a document or an audio tape relating to Complaints must pay fees in accordance with general policies established by the CAO or Council from time to time.

**8. Solicitor:**

a) An independent solicitor may be appointed by the CAO to advise the Board and the CAO about assessment review and related matters.

**9. Number and Gender References:**

a) All references in this Bylaw will be read with such changes in number and gender as may be appropriate according to whether the reference is to a male or female person, or a corporation or partnership.

**10. Repeal and Passage:**

a) Under passage of this bylaw, Town of Claresholm Bylaw #1516 is hereby repealed.

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

Read a first time in Council this      day of      2010 A.D.

Read a second time in Council this      day of      2010 A.D.

Read a third time in Council and finally passed in Council this      day of      2010 A.D.

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**Rob Steel, Mayor**

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**Kris Holbeck, CAO**



**TOWN OF CLARESHOLM  
PROVINCE OF ALBERTA  
BYLAW #1541**

A Bylaw of the Town of Claresholm to establish an **Economic Development Commission** to promote residential, commercial and industrial development in the Town of Claresholm.

**WHEREAS** it is deemed proper that a bylaw be drawn to establish an Economic Development Commission and to set up terms of reference for this commission;

**NOW THEREFORE**, under the authority and subject to the provisions of the *Municipal Government Act* the Council of the Town of Claresholm enacts as follows:

**1. Definitions:**

In this bylaw:

- a) “**CAO**” means the Chief Administrative Officer of the Town of Claresholm;
- b) “**Commission**” means the Claresholm Economic Development Commission;
- c) “**Council**” means the Town of Claresholm Council.

**2. Economic Development Commission**

There is hereby established a commission to be known as the Claresholm Economic Development Commission. This bylaw is to be cited as the Town of Claresholm's “**Economic Development Commission Bylaw.**”

**3. Purpose:**

The Commission shall provide advice on both economic and community development matters identified by the Commission or as assigned to the Commission by Council. Specific powers, duties and responsibilities of the Commission include:

- a) serve as a liaison between town government and the community;
- b) in conjunction with Council and Town staff, facilitate economic growth and redevelopment activities for the Town of Claresholm;
- c) work with citizens, staff, business owners, property owners, prospective developers, the Chamber of Commerce, and other economic development stakeholders on a variety of economic and community development and redevelopment activities;
- d) provide review and comment on economic and community development and redevelopment policies to Council;
- e) make recommendations to Council regarding economic and community development issues, strategy development and implementation and other initiatives that can be undertaken by the Town to expand and strengthen its economy, inclusive but not limited to business retention and expansion, targeted business attraction / recruitment, new business / entrepreneurial development and redevelopment; and
- f) to assist Council in finding funding sources for economic and community development and redevelopment initiatives.

**4. General Provisions:**

- a) The Commission shall consist of nine (9) voting members appointed by Council whose term shall run with the term of Council.
- b) Not more than four (4) members of Council may be members of the Commission. The Commission shall consist of the Mayor, three (3) members of Council, CAO, two (2) members at large and two (2) members of the Chamber of Commerce, one of which shall be the acting President.
- c) Members must be a resident of Claresholm and area.
- d) The appointment of Council representative(s) shall be reviewed annually at the Organizational Meeting of Council.
- e) The appointments of members at large of the Commission shall be made on the date fixed by Council following the general Municipal Election.

- f) By mutual consent, the Council and the Commission may with reason, request the resignation of any of the members, prior to the expiry date of the member's appointment.
- g) Any member may resign at any time upon sending a written notice to the CAO.
- h) A person is disqualified from remaining a member of the Commission if her/she fails to attend, without being authorized by a resolution of the Commission to do so, the meetings of the Commission for three (3) consecutive regular meetings.
- i) If a member of the Commission is disqualified from remaining a member under subsection (h), he/she is deemed to have resigned his/her seat on the Commission.

**5. Chair:**

- a) The Mayor shall act in the capacity of Chair of the Commission.

**6. Meetings:**

- a) The Commission shall meet bimonthly (January, March, May, September, November) on the second (2<sup>nd</sup>) Thursday of the month and at any other times it considers necessary.

**7. Record of Meetings:**

- a) All minutes, resolutions and policies of the Commission shall be entered in books to be kept by it for that purpose and the books shall be signed by the Chair or Acting Chair.
- b) A copy of all minutes, resolutions and policies shall be given to the CAO to be filed with the Town records.

**8. Board Functions:**

- a) The Commission, subject to any enactment that limits its authority, has full management and control over residential, commercial and industrial promotion in the Town. This authority shall be limited by the budget provided by Council.

**9. Budget:**

- a) Annually, the Commission may submit to the Council a budget of estimated expenditures and revenues for the next year with respect to all matters over which or under the terms of this bylaw, it has jurisdiction.
- b) Without budget approval of Council, neither the Commission nor any member thereof shall have the power to pledge the credit of the Town in connection with any matter whatsoever; nor shall the said Commission nor any member thereof have the power to authorize any expenditure to be charged against the Town.
- c) In the event that there is any deviation of the ratified budget desired by the Commission, application for change from the ratified budget must be made to Council before the change is affected.

**10. Repeal and Passage:**

- a) Under passage of this bylaw, Town of Claresholm Bylaw #1352 is hereby repealed.
- b) This Bylaw shall come into effect on the date of the third reading.

Read a first time in Council this      day of      2010 A.D.

Read a second time in Council this      day of      2010 A.D.

Read a third time in Council and finally passed in Council this      day of      2010 A.D.

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**Rob Steel, Mayor**

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**Kris Holbeck, CAO**

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TOWN OF CLARESHOLM  
PROVINCE OF ALBERTA  
BYLAW # 1352

A Bylaw of the Town of Claresholm to establish an Economic Development Commission to promote residential, commercial and industrial development in the Town of Claresholm.

WHEREAS it is deemed proper that a Bylaw be drawn to establish an Economic Development Commission and to set up terms of reference for the commission;

NOW THEREFORE, under the authority and subject to the provisions of Section 217 of The Municipal Government Act, the municipal Council of the Town of Claresholm duly assembled does hereby enact;

DEFINITIONS:

In this Bylaw,

- a) "Council" means the Town of Claresholm Council.
- b) "Commission" means the Claresholm Economic Development Commission.

1. ECONOMIC DEVELOPMENT COMMISSION

There is hereby established a commission to be known as the Claresholm Economic Development Commission.

2. ECONOMIC DEVELOPMENT COMMISSION

- a) The Commission shall consist of 9 voting members appointed by Council whose term shall run with the term of Council.
- b) Not more than 4 members of Council may be members of the Commission. The Commission shall consist of the Mayor, 3 members of Council, the Town Co-ordinator, 2 members at large and 2 members of the Chamber of Commerce one of which shall be the acting President.
- c) Members must be a resident of Claresholm.

3. DATE OF APPOINTMENTS

- a) The appointment of the Town Council representative(s) shall be reviewed annually at the Organizational Meeting of Council.
- b) The appointments of the members at large of the Commission shall be made on the date fixed by Council following the general Municipal Election.

4. RESIGNATIONS

- a) By mutual consent, the Council and the Commission may with reason, request the resignation of any of the members, prior to the expiry date of the member's appointment.
- b) Any member may resign at any time upon sending a written notice to the Secretary-Treasurer of the Town of Claresholm.

5. COMMISSION MEMBER DISQUALIFICATIONS

- a) A person is disqualified from remaining a member of the Commission if he/she fails to attend, without being authorized by a resolution of the Commission to do so, the meetings of the Commission for 3 consecutive regular meetings.



- b) If a member of the Commission is disqualified from remaining a member under sub section (a) he/she is deemed to have resigned his/her seat on the commission.

6. CHAIRPERSON OF THE COMMISSION

The Mayor shall act in the capacity of chairperson of the commission.

7. MEETINGS

The Commission shall meet monthly on the 1st Wednesday of the month and at any other times it considers necessary.

8. RECORD OF MEETINGS

- a) All minutes, resolutions and policies of the Commission shall be entered in books to be kept by it for that purpose and the books shall be signed by the chairperson or acting chairperson.

- b) A copy of all minutes, resolutions and policies shall be given to the Secretary-Treasurer of the Town of Claresholm to be filed with the Town records.

9. BOARD FUNCTIONS

- a) The Commission, subject to any enactment that limits its authority, has full management and control over residential, commercial and industrial promotion in the Town. This authority shall be limited by the budget provided by Town Council.

10. BUDGET

- a) Annually, the Commission may submit to the Council a budget of estimated expenditures and revenues for the next year with respect to all matters over which or under the terms of this bylaw, it has jurisdiction.

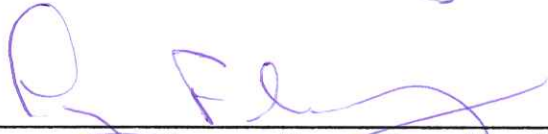
- b) Without budget approval of Council neither the Commission nor any member thereof shall have the power to pledge the credit of the Town in connection with any matter whatsoever; nor shall the said Commission nor any member thereof have the power to authorize any expenditure to be charged against the Town of Claresholm.

- c) In the event that there is any deviation of the ratified budget desired by the Commission, application for change from the ratified budget must be made to Council before the change is affected.

Read a first time in Council this 12 day of December 1994 A.D.

Read a second time in Council this 12 day of December 1994 A.D.

Read a third time in Council and finally passed in Council this 9 day of JANUARY 1994<sup>5</sup> A.D.

  
Larry Flexhaug, Town Coordinator

  
E. R. Patterson, Mayor



ALBERTA  
MUNICIPAL AFFAIRS

Office of the Minister  
MLA, Dunvegan - Central Peace

Agenda  
April 12

AR45595

March 17, 2010

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

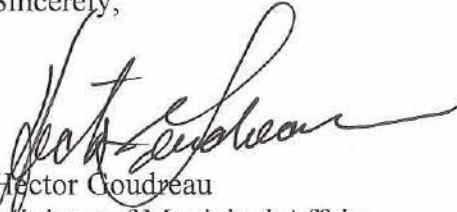
Dear  Mayor Steel:

Thank you for your recent application for a grant under the 2009 Municipal Sponsorship Program.

I am pleased to inform you that the Town of Claresholm has been approved for a grant of \$41,715, which includes the priority bonus, to help support your municipal project: Recycling Initiative. 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,

  
Hector Goudreau  
Minister of Municipal Affairs  
MLA, Dunvegan-Central Peace

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



**KEY MUNICIPAL DATES  
APRIL 1 – JUNE 30, 2010**

This information bulletin highlights important dates and deadlines that may affect your municipal operation.

- April 1 A municipal authority that wishes to conduct an official census must do so in the period starting April 1 and ending on June 30 of the same year. See Alberta Regulation AR 63/2001, as amended by AR 71/2006.
- April 30 Last day for municipalities to pass a supplementary assessment bylaw or an amendment to it. See section 313 of the *MGA*.
- April 30 Last day for municipalities to pass a business tax bylaw or an amendment to it. See section 371 of the *MGA*.
- April 30 Last day for municipalities to pass a business revitalization zone tax bylaw or an amendment to it. See AR 377/94.
- May 1 Each municipality must make its financial statements, or a summary of them, and the auditor's report on the financial statements available to the public in the manner the council considers appropriate. See section 276 of the *MGA*. **This timeline has been extended to June 25, 2010, for the 2009 reporting year only. See Ministerial Order No. L:235/09.**
- May 1 Last day for municipalities to submit the audited financial statement, audited financial information return, and the auditor's report to the Minister. See section 278 of the *MGA*. **This timeline has been extended to June 25, 2010, for the 2009 reporting year only. See Ministerial Order No. L:235/09.**
- May 1 Last day for a Regional Services Commission to submit the audited financial information return and audited financial statements to the Minister and each member of the commission. See section 602.34 of the *MGA*.

*Alberta* ■

# Come ride the pink trail



Join us for a day ...  
a weekend ...  
a week ...  
or the whole glorious 22 days!



We're an old-fashioned trail ride raising money toward a cure for breast cancer.

On August 14<sup>th</sup>  
we leave beautiful  
Waterton Lakes National Park  
and reach Sherwood Park on September 4<sup>th</sup>.

Come ride during the day, camp & be entertained every night.  
Breath-taking scenery.  
Tremendous memories.  
And the power to create a future without breast cancer!



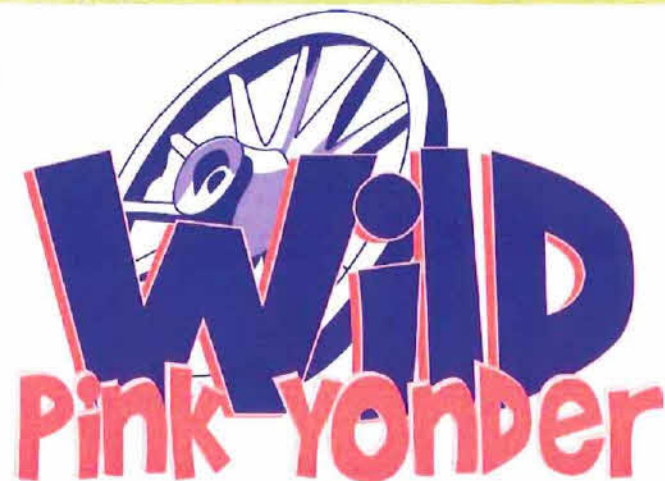
This event is for horseback riders and horse drawn vehicles.

Ride for your mother, grandmother, daughter, niece or friend. Or ride so you'll always be there for your husband and kids. Just ride!



## WildPinkYonder.com

Register now to ensure  
you get the riding dates you want!



On the trail to a cure.

## The summer of 2009 was a crazy time.

It was the inaugural run of the *Wild Pink Yonder* wagon train and trail ride. Our objective was (and is) to raise enough money to find a cure for breast cancer. Riders signed up. Town administrations, ag societies and service clubs enthusiastically offered to host us when we passed through their towns.



And then, disaster struck.

Within weeks of our start date, our founder (who is also our trail boss) had a freak accident while conditioning the Norwegian Fjord horses designated to pull the pink covered wagon. She broke nine bones – five in her spine, three in her right hip and her left femur. Not to mention a whopper of a concussion.



The majority of people thought the ride was finished, but we are nothing if not tenacious, so we gutted the ride in order to save it.

From our trail boss' hospital bed in the Trauma Unit at the U of A Hospital, we figured out what we had to do.

- We lopped the first two and a half weeks off the trail. That meant making our apologies to every town between Fort Macleod and Okotoks along Highway 2. We did, and they graciously accepted.

We couldn't find anyone to drive our team, but Parkland Farm Equipment in Stony Plain came to the rescue with a beautiful tractor to pull the pink covered wagon. (That wasn't quite as romantic as a team of horses, but it was a whole lot better than nothing!) And then we found the wonderful Sam Macdonald (formerly of Old Macdonald's Farm near Red Deer) who was willing to drive the tractor 400 miles -- at 3½ mph!



So on July 4<sup>th</sup>, the ride commenced -- on Plan B: Cochrane to Sherwood Park, or bust!

The outcome was anything but a bust!

Everyone -- the towns, the riders, our volunteers and organizers (with the exception of our trail boss) -- had a blast, and we raised **\$55,650** for breast cancer research, treatment and education.

**So now ... it's time for Wild Pink Yonder to ride again.**

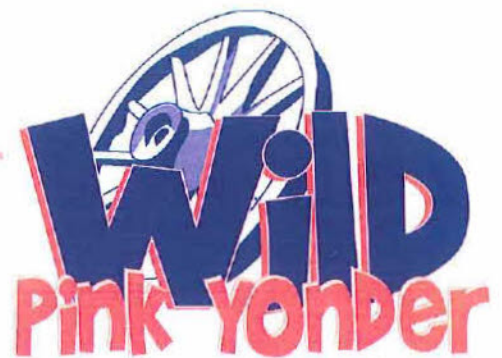
**Yours was one of the towns we sadly (and reluctantly) missed last year. We're riding into your town this year though! That's a promise!**

**We hope you'll get involved.**



*Claresholm*

*Aug 18 '10*



On the trail to a cure.



The "Hole in the Head Gang" will ride into 23 communities throughout Alberta.



On the trail to a cure  
August 14 – September 4, 2010

## Wild Pink Yonder and Pinkest Little Town in the West

One out of every nine women will face breast cancer in her lifetime. With your help, we'd like to change that.

Last year was our inaugural year. We took an outrageously pink covered wagon and an entourage of outriders called *The Hole in the Head Gang* to 22 towns throughout central Alberta. Our purpose was (and still is) to raise money that will be used to fight breast cancer.

Riders came from far and wide to *Ride Off Into the Wild Pink Yonder*.

Towns along our route rose to the occasion, offering us a place to stay for the night and, in most cases, feeding our group.

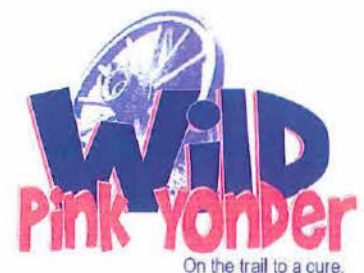
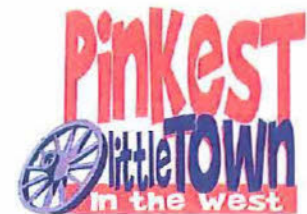
We sweetened the pot for towns by incorporating a contest we call *Pinkest Little Town in the West*. It offers towns an opportunity to go wild (and pink) -- and potentially win a free country music concert. The winning town can throw open the doors for everyone in town or charge admission and use the money to, say, build a new playground. The concert is theirs to do with as they wish. (In 2009 our winner was Rimbey.) Our winner also wins bragging rights in the form of town entrance signs that proclaim them to be *The Pinkest Little Town in the West*.

In many towns the breakfasts and suppers weren't just for our riders. They were for locals too, and became part of the town's fundraising strategy to win *Pinkest Little Town in the West*. This was particularly beneficial because it raised significant funds for our cause while still making our visit fun for everyone -- and it helped us keep our costs down so that we could write a larger cheque for breast cancer research, treatment and education.

In year one, we raised \$55,650. We couldn't be prouder.

On second thought, we could be prouder!  
We will be prouder ...  
when we surpass that amount in the summer of 2010!

To that end, we are soliciting your help. We're traveling from Waterton Lakes National Park to Sherwood Park, and your town is on our planned itinerary.



## Nuts 'n' Bolts

When we come to your town, first and foremost, we are asking for a place to keep our horses and pitch our tents. Our entourage involves about a dozen volunteers and up to 30 riders/drivers (We will not know the numbers until much closer to the date.). Beyond that, we would be delighted if your town wanted to get involved by offering to make dinner for us the evening we arrive, breakfast the next morning and/or a bagged lunch for on the road the next day. Hay for our horses would be much appreciated too. Every dollar we save on food is another dollar toward breast cancer research. If you plan to be involved with *Pinkest Little Town in the West*, we will send our videographer to shoot footage of your town and send it to our partnering television network, if we land one, or every television station in the province, if we don't. (Without being tied to one network, we have had great coverage, so far.)

Wild Pink Yonder is designed to be fun -- but we are serious about our fun.

- o We're very proud that in year one we had an unblemished safety record. Zero injuries, either human or equine.
- o We travel on by-ways, not major highways.
- o We don't allow riders under the age of 12.
- o Riders between 12 and 18 years must have a legal guardian with them.
- o We get permits for every road we travel.
- o We have a peace officer who has volunteered to travel with us.



## Safety first

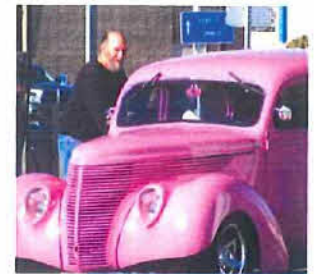
To ensure the safety of our riders and drivers, we will travel with an extensive first aid kit and at least two certified Standard First Aid responders with CPR Level B at all times.

To ensure the safety of our equine friends, we will travel with a qualified equine veterinarian at all times.

Farrier services will be available as necessary.

We carry all the necessary highway signs to indicate that we are on the road.

There will be a truck in front of the group and a truck behind the group with big signs asking drivers to beware, slow down and not honk at the riders.



## Liability insurance second

Every person participating in the ride must provide proof of active membership to Alberta Equestrian Federation. This gives them \$5,000,000 in liability insurance.

*Wild Pink Yonder Charitable Society* will carry liability insurance separate from, and beyond, that carried by the riders.



## How Does One "Pinkify" a Town?



If you're Innisfail, you paint the entire outside of the Co-op store pink (and raise \$5,000 for our cause in the process)!

And, believe it or not, some folks painted their backyard fences pink too!



If you're Carstairs, you have pink balloons everywhere ... and pink cupcakes by the hundreds.

If you're Rimbey (our 2009 winner), you fill every shop window with pink items, paint 20' pink breast cancer ribbons on the roads, paint your yellow curbs pink and provide pink portable toilets for our riders where they spend the night! You raffle off a pink guitar, sell pink dessert in the park and pink pancakes at a community breakfast. You wrap telephone poles and stop sign posts in pink tape. You hang pots of pink flowers everywhere. People even decorated their homes ... and the list goes on.



Maybe you want to plant nothing but pink petunias all the way down Main Street! Perhaps you want everybody in town to wear a pink cowboy hat or a pink bandana the day we arrive. How about painting your town planters pink? Or host a soft ball tournament with pink balls! Paint pink sidewalks on everybody's tires? The sky is the limit, so let your creative juices flow!

To be declared our *Pinkest Little Town in the West 2010*, your town will have to be creative. You'll need to be a combination of being the most outrageously/cutest/funniest pink little town physically and raising the most money (per capita) for our cause.

One town sent out a pink wagon full of breast cancer survivors to travel with us as we paraded into town.



In many towns we paraded down main street. That was a hit.

What we have found is that the most successful towns were those that put together a committee interested in making things happen.

What we also found was, It wasn't just a ton o' pink - it was a ton o' fun too!



Wild Pink Yonder. ☺  
Thank you for making a stop in Penhold! We hope you enjoyed your stay. We wish you safe travels, and good luck with the remainder of your journey.

Towns enjoyed having us as much as we enjoyed being there.

## Pinkest Little Town in the West Fundraising Ideas

*community bar-be-cue*

*dinner & dance*

*auto show & shine*

*talent show*

*dinner & silent auction*

*old fashioned "box social"*



*bingo*

*poker tournament*

*carnival*

*strawberry social*

*flea market*

*pancake breakfast*

What would appeal to your citizenry? Would you consider more than one event? (It doesn't have to be while we are in town.) What would be fun to organize and attend? What can we do to help make you successful?

## Help

If you need help pulling off a fundraiser or your "pink presence" – any kind of help – just phone or e-mail. One of us will try our best to help in any way we can.

### Wild Pink Yonder Contacts:

**Rusty Hurl** (780) 761-2404 ... Cell (780) 993-8404  
[Rusty@WildPinkYonder.com](mailto:Rusty@WildPinkYonder.com)

**Jane Hurl** (780) 363-0003 ... Cell (780) 975-4429  
[Jane@WildPinkYonder.com](mailto:Jane@WildPinkYonder.com)



March 2010

Dear Town Admin, Ag Society, Chamber of Commerce, Service Clubs and Caring Citizens,

In 2006, I was diagnosed with breast cancer. It was not one of the finer years in my life ... and it has most certainly been a life-altering experience.

I don't want to be a cancer survivor. It sounds like I escaped from Auschwitz! There has to be a better word than "survivor". Cancer "victor"?

Thanks to the grace of God and some phenomenal medical personnel, I am still here. I'm not cured though because (so far) there is no cure, so I guess I can't be a victor.

I feel like that old time cartoon character, Joe Btfsplk, in the Li'l Abner comic series – the little guy with the perpetual black cloud over his head.

When my shoulder hurt for a while, I ran to the doctor to be sure the cancer wasn't back. A pain in my hip? Off I went again. And, of course, there are the regularly scheduled check-ups ... year after year after year. "Am I still clear?"

That is the cloud every "survivor" lives with – because breast cancer can be so sly.

I loathe this little black cloud.

If they must face breast cancer, I want my daughters-in-law and my grand daughters to be able to fight it, beat it and never know the cloud.

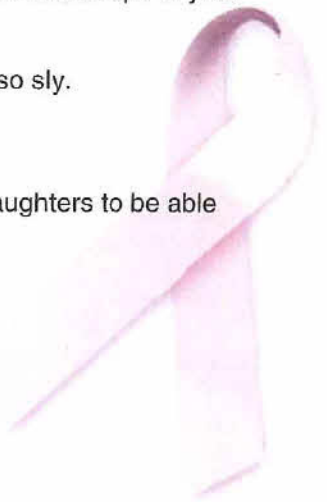
I want that for all women ... all their families ... everywhere.

That is why this ride has to happen. I hope you'll help me.

Best regards,



Jane Hurl  
Trail Boss



5202 - 5 Street East  
P.O. Box 69  
Claresholm, AB  
T0L 0T0

T: 403.625.3356  
F: 403.625.2424  
www.lrsd.ab.ca  
1.800.310.6579



**Livingstone Range**  
SCHOOL DIVISION NO. 68

March 31, 2010

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

Attention: Ms. Kris Holbeck

Dear Ms. Holbeck:

**Re: Agreement Regarding Child Care Modulars**

A meeting was held today with representatives of Child and Family Services, Claresholm and District F.C.S.S. and Livingstone Range School Division to discuss the status of the Claresholm modulars designated to be placed adjacent to West Meadow Elementary School. These modulars are funded under the Child and Family Services program designed to provide child care spaces throughout the Province.

Through these discussions today, it was determined that a partnership approach would best fit the needs of the community with regards to the intent of this program. This would entail an initial agreement between Livingstone Range School Division No. 68 and the Town of Claresholm and subsequent agreements between the Town of Claresholm and potential users of the modular facilities. The initial lease would be a lease agreement authorizing the Town of Claresholm to then sublet the facility to those community groups who might then utilize the facility within the criteria established by the Child and Family Services program.

Shirley Isaacson and Debbie Goeseels represented Claresholm and District F.C.S.S. at today's meeting and are prepared to speak to this matter with the Town of Claresholm. Should the Town of Claresholm be interested in participating in such a partnership approach to enhance community needs within the Claresholm area, we would then meet with Town representatives to establish such an agreement.

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

Yours truly,

Don Olsen  
Associate Superintendent  
Business Services

cc: Shirley Isaacson, Town of Claresholm  
Debbie Goeseels, Claresholm FCSS Director  
Ellie Elliott, Superintendent  
Mike Mahaffy, Coordinator of Facility Services

committed to learning ...

dedicated to students ...

enriching communities ...

**Board of Trustees**

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

**Superintendent  
of Schools**  
Ellie Elliott

# Small Towns...Big Risks Workshop



**Tuesday, April 27 9:00 - noon**

**The Empress Theatre 245 Main Street Fort Macleod**

Since 2004 the *Public Risk Management Association* has been working to assist public entities of all sizes in reducing costs while dealing with the multitude of liability and injury concerns facing communities. Canada's Doug Wyseman developed the *Small Towns...Big Risks* program for PRIMA that has been extremely popular across North America. Doug is very pleased to be able to bring the workshop to Southern Alberta on April 27. All participants at the sessions will be provided a unique training experience and receive a copy of a ***Small Towns...Big Risks*** manual.

Seating is limited, so to avoid disappointment we suggest registrations are e-mailed to [dwyseman@rogers.com](mailto:dwyseman@rogers.com) or **Faxed back** to 519-537-8553.

## Who Should Attend?

This workshop provides excellent information for:

- **City/Town Managers**
- **Elected Officials**
- **Department Managers and Supervisors**

### About the Presenter

Doug Wyseman has worked in the field of risk management since 1973. As well as having experience as risk manager for a large Canadian municipality, he has acted as an instructor for the *Ontario Fire College*, the *Ontario Good Roads School*, the *American Public Works Association* and NRPA. Doug has served as chairman of the Canadian Urban **Transit** Risk Management Committee and has also served on the Board of Directors of the *Canadian Parks and Recreation Association* and presents *Risk and Recreation* training workshops nationally with PRIMA.

He has written seven other risk management manuals for the public sector including:

- ***Risk and Roads***
- ***Managing Fire Liability Risks***
- ***Risk and Recreation***
- ***Risk Management and Skateboard Parks***
- ***Risk and Trails***
- ***Risk and Rinks***
- ***Signs Handbook for Parks and Recreation***

For more specific information on the *Small Towns ...Big Risks* program contact [\*\*dwyseman@rogers.com\*\*](mailto:dwyseman@rogers.com)

## Fort MacLeod Registration



Name: \_\_\_\_\_

Organization: \_\_\_\_\_

Address: \_\_\_\_\_

E-mail: \_\_\_\_\_

Registration:

1 participant @ \$139 = \$ \_\_\_\_\_

2 @ \$119 = \$ \_\_\_\_\_

3 or more @ \$89 = \$ \_\_\_\_\_

Total \_\_\_\_\_

If paying by PO please place PO# below:

**PO Number:** \_\_\_\_\_

If paying on site, please check here \_\_\_\_\_

Signature: \_\_\_\_\_

Please make cheque payable to:

***Municipal Risk Services Limited, 621 Durham  
Crescent, Woodstock, ON. Canada N4S 5X5***

**FAX: (519) 537-8553**



## *Porcupine Hills Classic*

*Cruisers*

*Box 2586,*

*Clareholm, AB*

*TOL 0T0*

*403 625 2949*

*porcupinehillscruisers.com*

*March 23, 2010*

Honorable Mayor & Councilor Members:

The members of the Porcupine Hills Classic Cruisers car club will be hosting their 18<sup>th</sup> Annual Car Show 'n' Shine on Sunday, August 15, 2010.

With your permission and approval, we would like to host our event during the "Fair Days" weekend at the Centennial Ball Diamonds. We trust our club has left everything in order from past shows and we appreciate the opportunity to host our event there. The area is ideal because of the enclosed fencing which provides control of the number of cars for our show.

Thank you for considering our request, and we look forward to your reply. Our club appreciates the town employees that have supported and assisted us in our past show 'n' shine events.

Dave Wasylshen  
President



Claresholm Chamber of Commerce

Box 1072  
Claresholm, AB.  
T0L0T0

March 22, 2010

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

**Re: Mexican Fiesta Celebration June 25, 2010**

Dear Mayor and Council,

We are requesting a letter of approval to go with our application to the Alberta Gaming and Liquor Commission. The Claresholm Chamber of Commerce would like to run a function on the downtown parking lot, similar to the one we hosted last June. This year we will hold the "Mexican Fiesta" on Friday, June 25, 2010 from 5:00 pm to 10:00 pm.

If the weather is unfavorable, we also request permission to move this event into the Arena.

The parking lot will be fenced with one entrance/exit. Security is at the gate and on site at all times. ID must be presented for verification of age for liquor consumption and each person will be identified by a stamp on their hand.

Food will be offered for sale throughout the event. Food handling regulations will be compiled with.

Please forward your approval and/or comments as soon as a possible, so we can submit our application. Your response can be faxed to 403-625-2939.

Thank you for your consideration.

Yours truly,



Don Leonard  
Mexican Fiesta Committee



# Communities in Bloom

Claresholm Committee



March 26<sup>th</sup>, 2010

*April 12*

Mayor and Council  
Town of Claresholm  
P.O.Box 1000  
Claresholm, AB. T0L0T0

Dear Council:

We ask your permission to have our Communities in Bloom identification sign flashes installed again on the "Welcome" signs at the north and south edges of Claresholm, during periods when no other timely messages need to be presented.

Roger Smedstad of Starline Signs is amending them to bring them up to date, and to make them timeline universal; this work should be done in near future.

We thank you in advance for the opportunity to present our existence to the few million people who pass through Claresholm every year.

Yours truly,

Rosemary Wishart  
Chairperson, Communities in Bloom – Claresholm Committee  
P.O.Box 2547  
Claresholm, AB T0L0T0



# Communities in Bloom

Claresholm Committee



April 7<sup>th</sup>, 2010

Mayor and Council  
Town of Claresholm  
Claresholm, AB

Dear Council

As you are aware, "Tidiness" is one of the eight criteria that **Communities in Bloom** strive to see at high level by all sectors of a community.

**"PITCH-IN CANADA"** is a program developed by volunteers a few years ago and has since spread Nationwide. It now involves more than 3 million Canadians and has become the largest environmental action program in Canada, if not the single largest event of its kind in the world.

**Communities in Bloom** have registered Claresholm with this group, and would aspire to use their plans and resources to run a one week campaign and a one day "blitz" to gather up litter in every corner of Claresholm. All citizens, groups, businesses and government will be invited to participate.

We ask that Mayor Steel proclaim the week of May 1<sup>st</sup> to 8<sup>th</sup>, 2010 as **"PITCH-IN CANADA"** week, and Saturday May 1<sup>st</sup>, 2010 as **"CLEAN-SWEEP BLITZ"** day. He is, and all of you, are invited to join us on **"CLEAN-SWEEP BLITZ"** day, to start in the central parking lot, 50<sup>th</sup> street west at about 1:00 PM on May 1<sup>st</sup>.

Further assistance of this initiative on your part could be providing a temporary trash container in the parking lot to gather all of the many bags of trash we plan to glean, and promotion in newspapers and other media.

Thank you for your consideration.

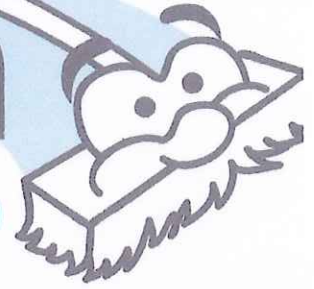
Yours truly,

Rosemary Wishart, Chairperson

**Communities in Bloom Claresholm Committee**



# Operation Clean Sweep



[www.pitch-in.ca](http://www.pitch-in.ca)

WHEREAS hundreds of thousands of Canadians show their concern for the environment and their communities each year by participating in PITCH-IN CANADA projects to: refuse, reuse, recycle and properly dispose of waste; clean up and rejuvenate local neighbourhoods, green spaces, public parks, waterways and shorelines; restore habitats and to establish composting and recycling projects;

AND WHEREAS PITCH-IN CANADA , a National, community-based, organization comprised of eco-action and community volunteers, believes that maintaining a quality environment and encouraging civic pride is everyone's responsibility;

AND WHEREAS PITCH-IN CANADA encourages voluntary action to: keep communities clean and beautiful and maintain a healthy environment;

NOW THEREFORE, I, Rob Steel, Mayor of the Town of Claresholm declare the week of MAY 1 - 8, 2010 as "PITCH-IN CANADA" week, and SATURDAY MAY 1st , 2010 as "CLEAN-SWEEP BLITZ" day in Claresholm and invite all citizens in our community to join me and actively participate in the campaigns and initiatives that will be sponsored by civic minded groups.

---

( Signature)

April 09, 2010

K. Holbeck, CA  
Chief Administrative Officer  
Town of Claresholm  
PO Box 1000  
Claresholm, AB T0L 0T0  
[Kris.Holbeck@TownofClaresholm.com](mailto:Kris.Holbeck@TownofClaresholm.com)

Dear Kris:

This is the letter you asked me to send to Town Council, formally requesting monetary assistance to cover the Fair Board's advertising costs.

I am sure that the Council saw many of our ads, promoting not only the Fair and Bench Show but the Town of Claresholm as well. We tried to cover just about every advertising venue in Southern Alberta, some places offer free advertising, and we have certainly taken advantage of these. Most venues however have set rates for their advertising.

Last year the Town of Claresholm was very generous in funding this project and we are hoping that they will match this amount (\$500.00) or even up their generous contribution this year (\$750.00 would be very nice).

Thank you for your time and consideration.

Yours Truly,

Irene Gladstone,  
Fair Board PR  
PO Box 1363  
Claresholm, AB T0L 0T0  
[happiroc@telus.net](mailto:happiroc@telus.net)

April 7, 2010

Good Afternoon Kris:

During our last Director's meeting for the Claresholm Community Centre we examined our Income & Expense Statement for 2009. The final amount for utilities was \$19,500.00. It was suggested that we ask the Town of Claresholm to consider raising the amount contributed to the Community Centre. While we appreciate the \$15,000.00 we have received for the past several years, we wanted to make you aware that this amount is now falling short of covering our costs. As we're all aware, our utilities costs are always increasing, and in the last year it seems as though this increase is extreme. We're hoping the Town of Claresholm will be able to allot a budget of \$20,000.00 to be allocated to utilities for the Community Centre.

Your considerations on this matter are greatly appreciated.

Yours truly,

Pat O'Dell  
Treasurer  
Claresholm Community Centre

# The Municipal District of Willow Creek No. 26



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

www.mdwillowcreek.com

Office (403) 625-3351

Fax (403) 625-3886

Shop (403) 625-3030

March 19, 2010-03-19

Town of Claresholm  
Box 1000  
Claresholm, Alberta  
T0L 0T0

Attn: Kris Holbeck, CAO

Dear Ms. Holbeck:

**Re: Fire Truck Agreement**

Enclosed is a five year Fire Truck Agreement between the Town of Claresholm and The Municipal District of Willow Creek No. 26 for Council's consideration at their April 13<sup>th</sup> meeting.

Yours truly,

Cynthia Vizzutti, CLGM  
Municipal Administrator

CV/am

Encs.

**TOWN OF CLARESHOLM/MD OF WILLOW CREEK NO. 26 FIRE TRUCK AGREEMENT**

This Agreement made this \_\_\_\_ day of \_\_\_\_\_, 2010.

Between:

**The Town of Claresholm**  
(hereinafter called "the Town")  
Of the First Part

- and -

**The Municipal District of Willow Creek No.26**  
(hereinafter called "the MD")  
Of the Second Part

WHEREAS, "the Town" provides storage facilities in the Town Fire Hall, for the MD Fire Equipment belonging to "the MD".

THEREFORE, each of the parties agrees as follows:

1. "The MD" Fire Equipment as listed on Schedule "A"
2. "The Town" will keep sufficient space in the Town Fire Hall for the parking and storing of "the MD" Fire Equipment at no cost to "the MD".
3. "The MD" hereby grants "the Town" the right to use "the MD" Fire Equipment in the Town of Claresholm, provided, that, if at any time "the MD" requires the equipment "the Town" agrees to immediately deliver said equipment to "the MD".
4. "The MD" is responsible for all normal maintenance and repairs and all insurance for "the MD" Fire Equipment.
5. In consideration for the terms of this agreement "the MD" shall have the storage rights in the town fire hall for a period of five (5) years.
6. The term of this agreement shall remain in effect for five (5) years from the date of this agreement.



7. Any amendments to Schedule "A" of this agreement shall not materially affect the foregoing of this agreement.

IN WITNESS WHEREOF the dually authorized officers of each of the parties has signed this agreement and affixed their corporate seals.

**The Municipal District of Willow Creek No. 26**

\_\_\_\_\_  
Reeve

\_\_\_\_\_  
Chief Administrative Officer

**Town of Claresholm**

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Chief Administrative Officer

## SCHEDULE "A"

ATV- 3	Miscellaneous	2006 Polaris R06RD6AB A.T.V.	4XARD68A364808332
ATV-3A	Attachment	2006 United Cargo Trailer	48BTE14236A084968
FT-3	Fire, Pumper	1984 Ford F700	1FDPF70K2EVA33241
FT-3B	Fire, Bush Buggy	1999 Ford F350	1FTSX31FOXEB51460
T13	Fire, Tanker	2010 Freightliner M2 4door 4X4	1FVDCYBS2ADAM9143



## Claresholm Child Care Society

Box 271 ~ 221 - 45 Ave. W.

Claresholm, AB

TOL 0T0

April 7, 2010

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

Dear Mayor and Council:

**RE: AFTER SCHOOL CARE PROGRAM FUNDING**

As Town Council has recently been made aware, the Claresholm Child Care Society took over the After School Care program, previously operated by Claresholm & District FCSS, as of April 5, 2010. Our Society felt that this program was simply too important in our community to let go, and therefore are committed to continuing this program well into the future.

The two main concerns of the Society about this program were staffing and space when we were asked previously to take it over. Although we feel that this program has been forced on us, it appears our concerns have been addressed by the way of the modulars and the willingness of the Drop Zone staff to continue with the program under the Society. At this point, the program is being housed within one section of the current day care until such time as the modulars are ready to be used. We are hoping the modulars will be in place in time for the Summer Fun program. The Claresholm Child Care Society is willing to do whatever the Town requests in order to ensure the modulars indeed are placed in our community and operated in a respectful manner.

The Claresholm Child Care Society is requesting that the Town of Claresholm support the Society's operation of this program for the next three months until the commencement of the Summer Fun program. We have hired on the Program Coordinator and her assistant at their same pay levels and hours in the hopes of retaining this staff until Summer Fun, when they will most definitely be needed. We feel that it was imperative to keep this trained and superior staff until such time as the program is settled in the modulars. We are requesting that Town Council budget \$10,000 to cover costs for the next three months, and any money that is not needed, will be returned. Young Parkyn McNab does our accounting, and we will be keeping track of revenue and expenses for the After School Program completely separate from our regular day care activities. We thank you very much for your understanding and continued support of our program.

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

Sincerely,

Crystal Cooper  
Chairperson

(403) 625-2975



**Claresholm Child Care Society**

Box 271 ~ 221 - 45 Ave. W.

Claresholm, AB

TOL 0T0

April 7, 2010

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

Dear Mayor and Council:

**RE: FENCING AT THE DAY CARE**

The Claresholm Child Care Society has once again secured casino funding to be spent on improvements at the day care site located on the south side of the Town Office. As part of being an accredited licensed day care provider, our licensing officer would like to see at least three different surfaces in the exterior play area for the children. In the spirit of fulfilling this request, the day care board is requesting that Claresholm Town Council support our project to fence in the grassy area on the west side of the Town Office building. We have received a quote from Phoenix Fencing in Calgary that includes a gate large enough for the mowers to still get into this area.

At the same time, the fence along the south side of the building will be replaced with a six foot high fence and a new gate, as well as a new fenced in area for toddlers within this existing fence. We are enclosing the quotes received for this project for your information, however we are not asking for any funding of this project as it will be completely covered by our casino funding. We are hoping to have this project done the first week of July when the day care is closed for holidays. We look forward to your response, and thank your for your continued support of our program.

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

Sincerely,

A handwritten signature in purple ink that reads "Crystal Cooper".

Crystal Cooper  
Chairperson  
(403) 625-2975



# PHOENIX FENCE

6204 - 2nd STREET S.E., Calgary AB T2H 1J4  
Phone: (403) 259-5155 Fax: (403) 259-2262  
Toll Free: 1-888-220-2525  
Email: calgary@phoenixfence.ab.ca www.phoenixfence.ab.ca

## Quotatio

n

**Customer:**

**CLARESHOLM CHILD CARE SOCIETY**  
BOX 271  
221 - 45th AVE. W.  
CLARESHOLM, ALBERTA TOL OTO

**Quotation Number:** CAL 66667  
**Quotation Date:** 03-30-2010  
**Phone Number:** 625-4543  
**Fax Number:** cccs2@telusplanet.ne

**Attn: KIM GUGALA**

**Re: 6' (H) FENCE & GATES – REMOVE EXISTING**  
**4' (H) & REINSTALL NEW 6' (H)**

We are pleased to offer our quotation for fencing based on the following:

**Materials:**

Terminal Post:	6	2 7/8 IN. X 9.0 FT. .125 WALL H.D.GALV. PIPE
Corner Post:	4	2 7/8 IN. X 9.0 FT. .125 WALL H.D.GALV. PIPE
Line Post:	25	1 7/8 IN. X 8.0 FT. .083 WALL H.D.GALV. PIPE
Top Rail:	300'	1 3/8 IN. X 21 FT. .083 WALL H.D. GALV. PIPE
Chain Link Mesh:	300'	2 IN. X 9 GA. X 72 IN. STD. GALV. FABRIC
Gate:	1	3 FT.(W) X 6 FT.(H) SINGLE SWING
Gate:	1	4 FT.(W) X 6 FT.(H) SINGLE SWING

**Site Information:**

Overall Height	6 Ft.	Top Rail	included
Fence Length	300.0 Ft.	Bottom Wire	included
Gate Length	7.0 Ft.		
Overall Length	307.0 Ft.		
Post Spacing	10 Ft.		

\* This section of fencing would be done in conjunction with the other two fenced areas.

\* The installed amount below is for the supply & installation of new 6' high fencing and gates. For the removal & haul away of existing 4' high fencing, please add \$ 980.00 to the installed amount below (posts will be cut off at grade).

\* Phoenix Fence will not be responsible for the 2" x 6" gravel retaining sections along the fence. They may have to be re-installed by others, after the new fence is installed. Dirt from the piles will be piled neatly on site (to be hauled away by others).

<b>Expected Delivery:</b> 1-2 weeks	<b>Terms:</b> Net on completion	<b>Installed Amount</b> <b>G.S.T.</b>	<b>\$4,250.00</b> <b>212.50</b>
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# PHOENIX FENCE

6204 - 2nd STREET S.E., Calgary AB T2H 1J4  
Phone: (403) 259-5155 Fax: (403) 259-2262  
Toll Free: 1-888-220-2525  
Email: calgary@phoenixfence.ab.ca www.phoenixfence.ab.ca

## Quotatio

n

Customer:

**CLARESHOLM CHILD CARE SOCIETY**  
BOX 271  
221 - 45th AVE. W.  
CLARESHOLM, ALBERTA TOL OTO  
Attn: KIM GUGALA  
Re: GRASS AREA - 6' (H) FENCE & GATES

**Quotation Number:** CAL 66661  
**Quotation Date:** 03-30-2010  
**Phone Number:** 625-4543  
**Fax Number:** cccs2@telusplanet.net

We are pleased to offer our quotation for fencing based on the following:

### Materials:

Terminal Post: 5 2 7/8 IN. X 9.0 FT. .125 WALL H.D.GALV. PIPE  
Corner Post: 3 2 7/8 IN. X 9.0 FT. .125 WALL H.D.GALV. PIPE  
Line Post: 17 1 7/8 IN. X 8.0 FT. .083 WALL H.D.GALV. PIPE  
Top Rail: 203' 1 3/8 IN. X 21 FT. .083 WALL H.D. GALV. PIPE  
Chain Link Mesh: 203' 2 IN. X 9 GA. X 72 IN. STD. GALV. FABRIC  
Gate: 1 8 FT.(W) X 6 FT.(H) DOUBLE SWING  
Gate: 1 3 FT.(W) X 6 FT.(H) SINGLE SWING

### Site Information:

Overall Height	6 Ft.	Top Rail	included
Fence Length	203.0 Ft.	Bottom Wire	included
Gate Length	11.0 Ft.		
Overall Length	214.0 Ft.		
Post Spacing	10 Ft.		
Material Weight	1,660.2 Lbs.		

\* This section of fencing would be done in conjunction with the other two fenced areas.

<b>Expected Delivery:</b> 1-2 weeks	<b>Terms:</b> Net on completion	<b>Installed Amount</b>	<b>\$2,965.00</b>
		<b>G.S.T.</b>	<b>148.25</b>
<b>Phoenix Sales Agent</b>	<b>Accepted by:</b>	<b>Installed Total</b>	<b>\$3,113.25</b>
<b>Dave Dickson</b>			



# PHOENIX FENCE

6204 - 2nd STREET S.E., Calgary AB T2H 1J4  
Phone: (403) 259-5155 Fax: (403) 259-2262  
Toll Free: 1-888-220-2525  
Email: calgary@phoenixfence.ab.ca www.phoenixfence.ab.ca

Quotatio

n

Customer:

**CLARESHOLM CHILD CARE SOCIETY**  
**BOX 271**  
**221 - 45th AVE. W.**  
**CLARESHOLM, ALBERTA TOL OTO**  
**Attn: KIM GUGALA**  
**Re: 4' (H) FENCE & GATE - TOT LOT DIVIDER**

**Quotation Number: CAL 66663**  
**Quotation Date: 03-30-2010**  
**Phone Number: 625-4543**  
**Fax Number: cccs2@telusplanet.ne**

We are pleased to offer our quotation for fencing based on the following:

**Materials:**

Terminal Post: 4 2 7/8 IN. X 7.0 FT. .125 WALL H.D.GALV. PIPE  
Line Post: 2 1 7/8 IN. X 6.0 FT. .083 WALL H.D.GALV. PIPE  
Top Rail: 39' 1 3/8 IN. X 21 FT. .083 WALL H.D. GALV. PIPE  
Chain Link Mesh: 39' 2 IN. X 9 GA. X 48 IN. STD. GALV. FABRIC  
Gate: 1 4 FT.(W) X 4 FT.(H) SINGLE SWING

**Site Information:**

Overall Height	4 Ft.	Top Rail	included
Fence Length	39.0 Ft.	Bottom Wire	included
Gate Length	4.0 Ft.		
Overall Length	43.0 Ft.		
Post Spacing	10 Ft.		
Material Weight	316.3 Lbs.		

\* This section of fencing would be done in conjunction with the other two fenced areas.

<b>Expected Delivery:</b> 1-2 weeks	<b>Terms:</b> Net on completion	<b>Installed Amount</b>	<b>\$1,000.00</b>
		<b>G.S.T.</b>	<b>50.00</b>
<b>Phoenix Sales Agent</b>	<b>Accepted by:</b>	<b>Installed Total</b>	<b>\$1,050.00</b>
<b>Dave Dickson</b>			

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

Kris Holbeck  
Town of Claresholm  
Box 1000  
Claresholm  
T0L 0T0

7<sup>th</sup> March 2010

Dear Kris

I wish to apply for the seat on the Economic Development Committee, member at large, as advertised in the Claresholm Press.

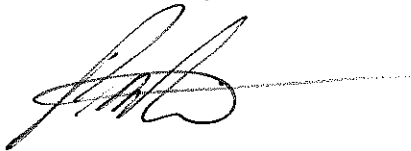
Before I moved to Claresholm, I sat as councillor for my local Parish Council for 2 years, with a particular post on the Planning Applications committee, and as the project coordinator of my local Parish. The Parish administrated an area of 30 sq miles, with a residential holding of 17 thousand including farms and private dwellings.

I have had 29 years experience in the building related industry in England and around the world. Although new to Canada, I could bring my previous experience on councils and committees to the table along with fresh ideas and approach, I also have no preconceived ideas or influences.

I would deem it an honour to be selected to serve on this committee and to help towards improving the economic well-being of our community, and would find it an interesting and exciting opportunity. I would welcome a chance to discuss this further with you if required.

Thank you for your time, and I look forward to hearing from you.

Yours sincerely

A handwritten signature in black ink, appearing to be 'Peter Morton', with a long horizontal line extending to the right.

Peter Morton  
Tel: 625-1783  
Email: juppmorton@yahoo.ca



*Judy Lucas*

*Box 1206*

*Claresholm, AB*

*ToL oTo*

*403-625-2295*

Claresholm Town Office

Claresholm, March 10<sup>th</sup>, 2010

To whom it may concern.

I would be interested in putting my name in for a member at large on the Economic Development Board.

We have operated a thriving Ranch Vacation Business for the last 15 years and I have been a member of the Chamber of Commerce for the last 6 or 7 years.

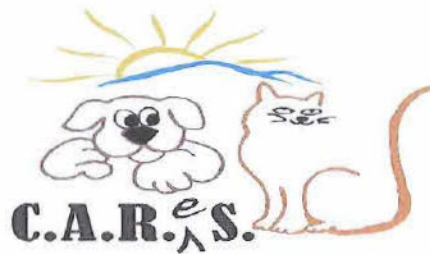
I also have been involved with the Alberta SW in the Pass and our ranch was nominated for the Crown of the Continent Brochure.

In the last few months I have attended meetings in the Pass, Pincher Creek and a great meeting in Cardston: "Supporting Agriculture through Economic Development".

I am interested in how the Town and the Community can grow and hope to be able to help with this evolution.

Regards

Judy Lucas



**CLARESHOLM ANIMAL RESCUE SOCIETY  
PROPOSAL TO TOWN COUNCIL REGARDING ANIMAL SHELTER FACILITY**

CAReS is requesting the Town allow an animal shelter building be constructed on the Town Shop property (see attached conceptual plan).

This building would need to be constructed during the summer/fall of 2010 in order to complete the building and have it ready for the animals to move in prior to the cold weather becoming a health risk. This concept plan has been approved by both the development and public works departments of the Town of Claresholm.

CAReS concept is for the Town to build and own an approximately 2,400 square foot building for animal services. CAReS has estimates that a building with this type of use would have a cost per square footage of \$100/ft<sup>2</sup> which is a \$240,000 cost.

CAReS envisions that the Town could use reserves to fund the project and would apply for the Community Facilities Enhancement Program which could pay up to a maximum of \$125,000 (or 50%) towards an approved project. This grant (if successful) would decrease the amount needed by the Town to be borrowed from reserves. CAReS would also actively seek out volunteers to contribute labor to the project and to find corporate partners who would donate materials and services to keep the building's costs as low as possible for the Town.

The worst case scenario would be no grants and no donations of time or materials towards the project which means the full \$240,000 would be needed from the Town. The Society would repay whatever money is needed back to the Town to refund reserves by paying a rental amount to the Town for leasing this municipal building. The Society could pay rent in the amount of \$1,100 per month for the next twenty years to repay the \$240,000 (no interest calculated). Rental increases would also reduce the amount owed to the Town sooner than the 20 year payback envisioned, however, per our attached financial statements and approved budget, the Society is currently only able to repay the loan in monthly installments of \$1,100 at this time. The Society continues to fundraise to offset operating costs, apply for grants (both Community Spirit and Community Initiatives have been applied for in 2009) and the Society can apply to be a part of casinos in September of 2010 and looks forward to that opportunity to become more stable financially as time progresses.

Attached also are pictures showing our current space which the Town graciously renovated in 2008 at a cost of \$24,000 and a plan of our proposed design for the new building. If circumstances were different we would attempt to continue on in the current location, however, based on past events the lease will not be renewed in December 2010 when it comes due.

Our current space is approximately 1,100 square feet and you will understand the problems we have with space limitations and having no room solely to be used for sick or new animals. And imagine how crowded it becomes when you add a few volunteers into the mix. We also need additional storage space and a space for an office and reception area apart from the activities of the shelter. We also need to be able to keep the dogs and cats in separate areas of the shelter for both health and safety reasons.

We are asking that Council approve this project at a maximum of \$240,000 which will be repaid by the Claresholm Animal Rescue Society over the next 20 years at a monthly payment of not less than \$1,100 per month until the full principal amount is repaid into reserves. If the grant application is successful, this amount will be repaid much earlier.

We believe this is a win-win solution for all parties involved as the Town owns the facility and in the case where a group or Society is not able to run the shelter, the Town can take over the operations as it deems appropriate. The building is rented by the Society and the rental funds repaid to the Town ensure that taxpayers are only funding this capital project's sinking fund until the amount is repaid fully into Town reserves.


The shelter and its services for holding animals is a service provided to the Town of Claresholm and its residents. As a Society we feel fortunate to live in a community and have elected officials who believe that stray, abandoned and surrendered animals deserve a chance at a better life. We are grateful to be able to fill the need for this service through our volunteer activities and our love of animals.

We ask that Council approve this project for funding to a maximum of \$240,000 out of reserves and to be repaid at minimum monthly payments of \$1,100 once the building is occupied by CARES as the leasee. Parties can then proceed in applying for a CFEP grant, finding volunteers and corporate sponsors to help keep the costs down by donating services, materials and time to this worthwhile project for the Town and its residents.

We thank Council for the opportunity to put forward our concept plan for the future of animal services in our community.

Yours truly,



 Kim Alexander, Chairperson  
On behalf of

Claresholm Animal Rescue Society Executive and Members

Building 2400 ft<sup>2</sup>  
Yard 1200 ft<sup>2</sup>

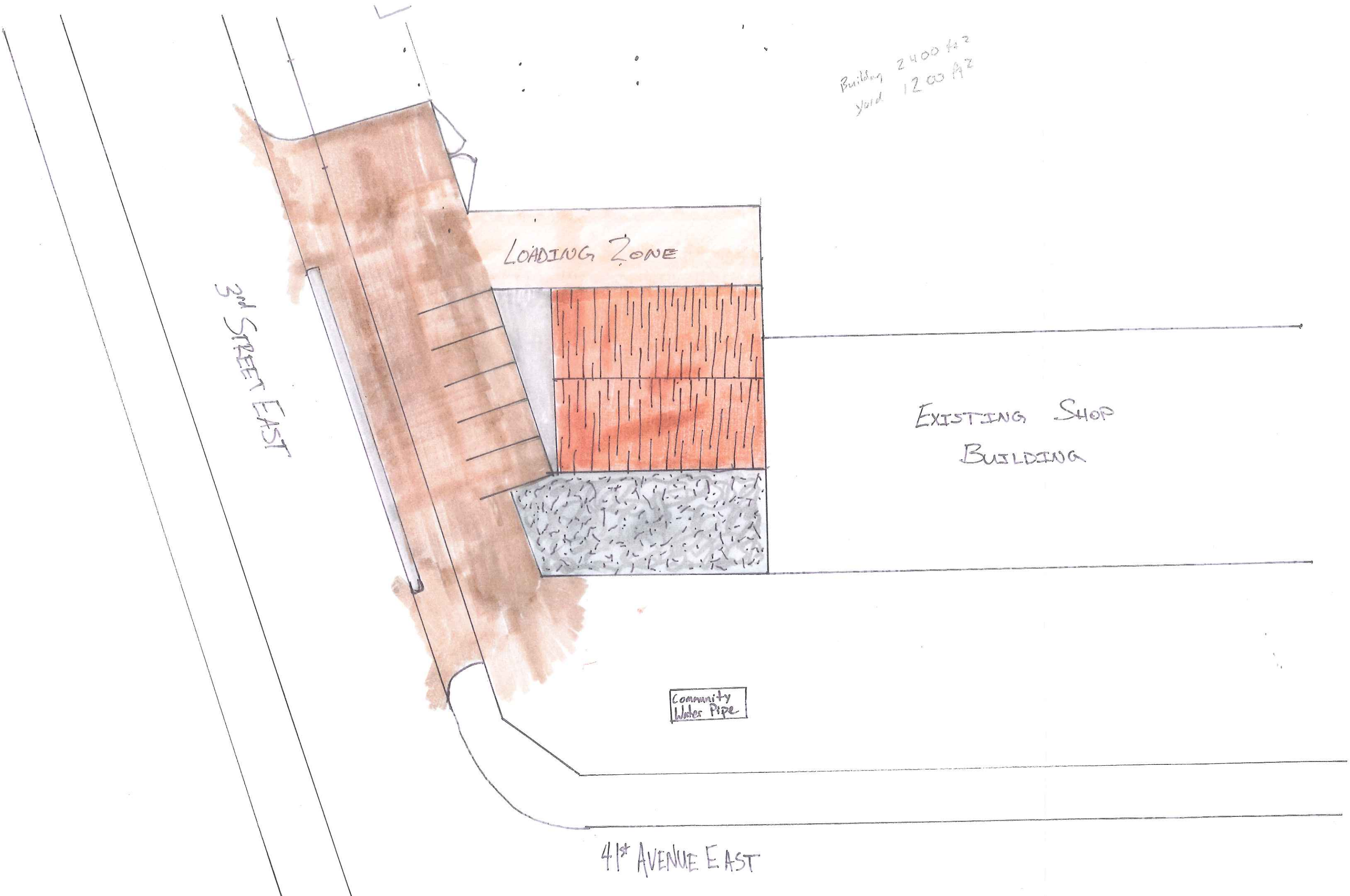
3rd STREET EAST

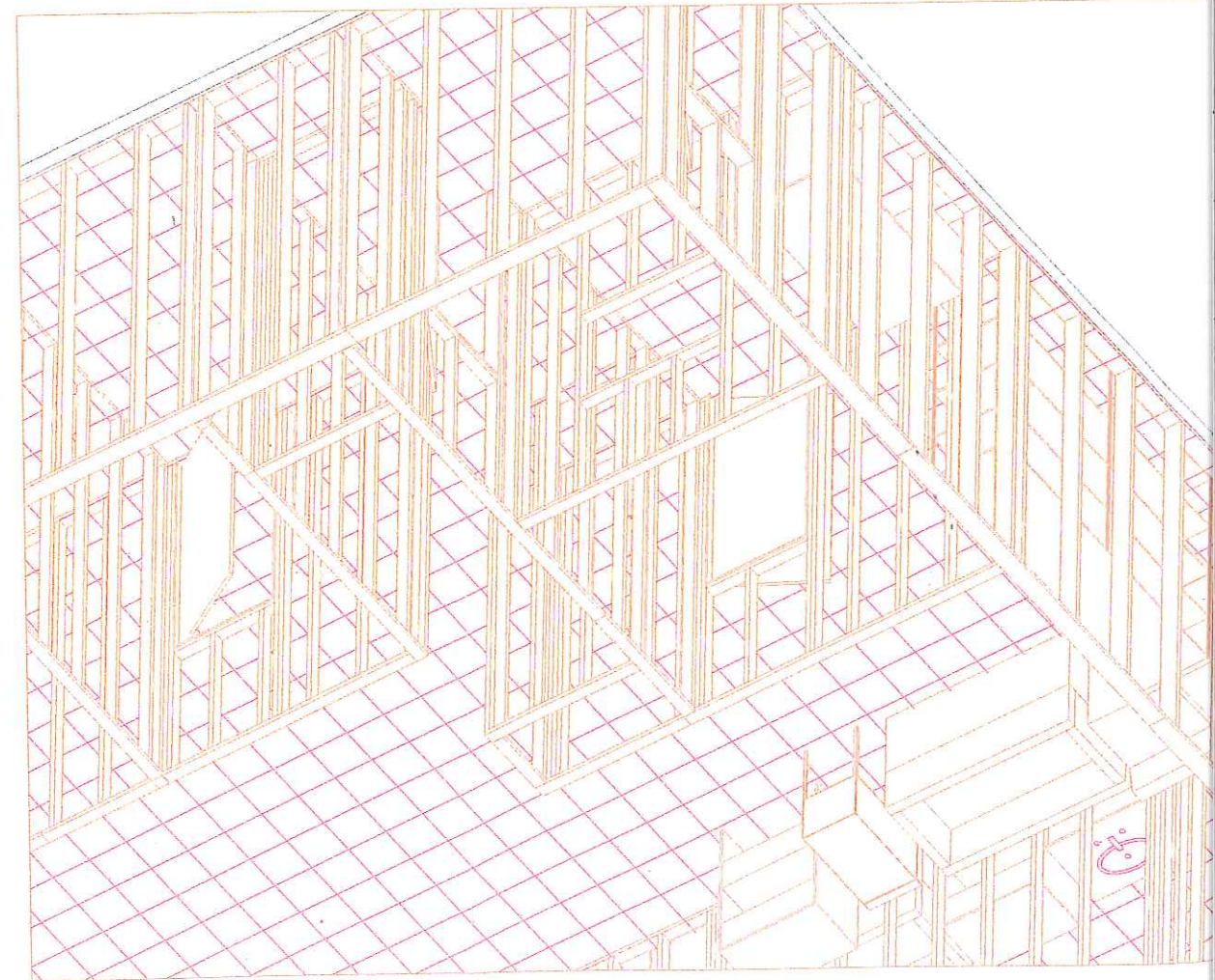
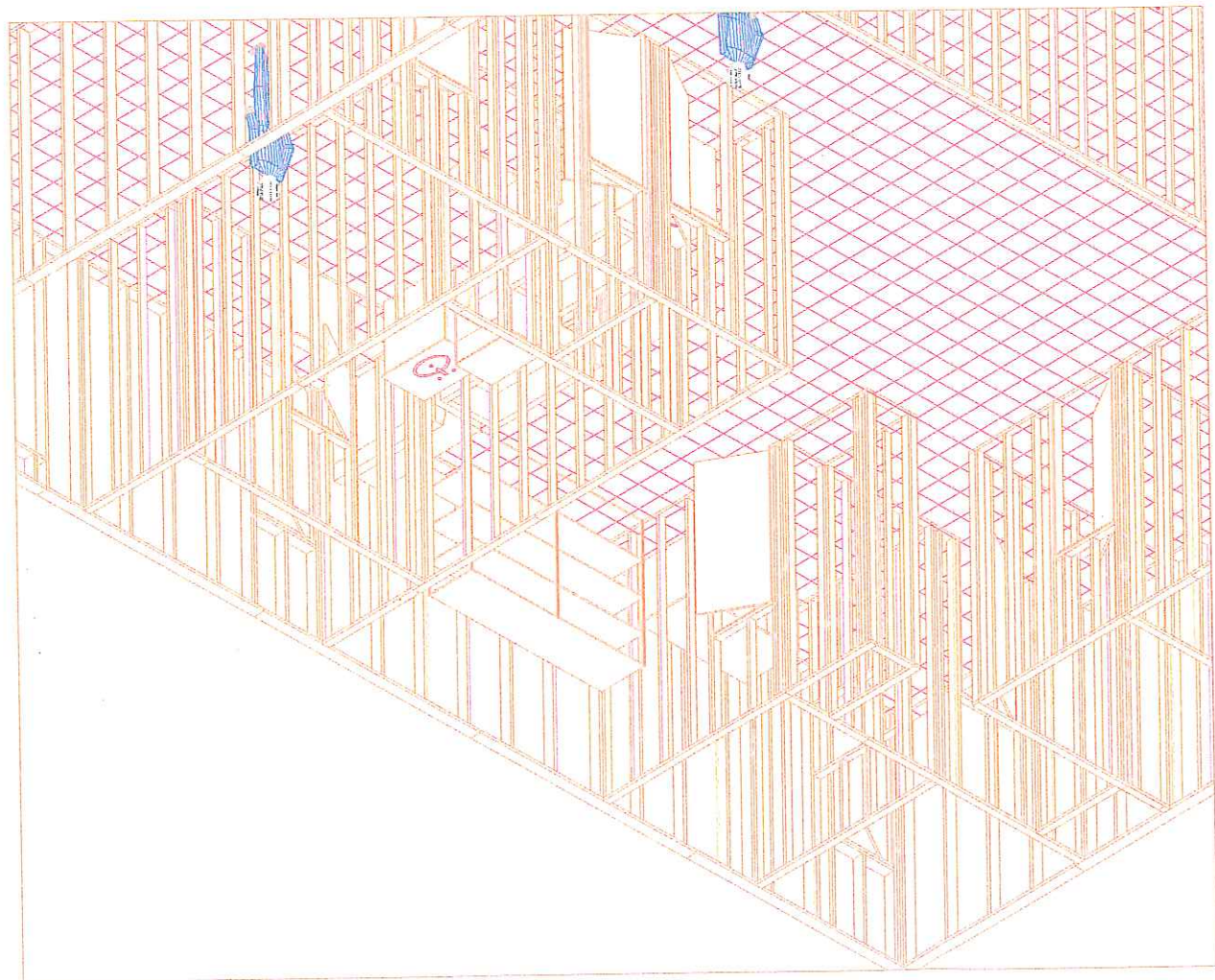
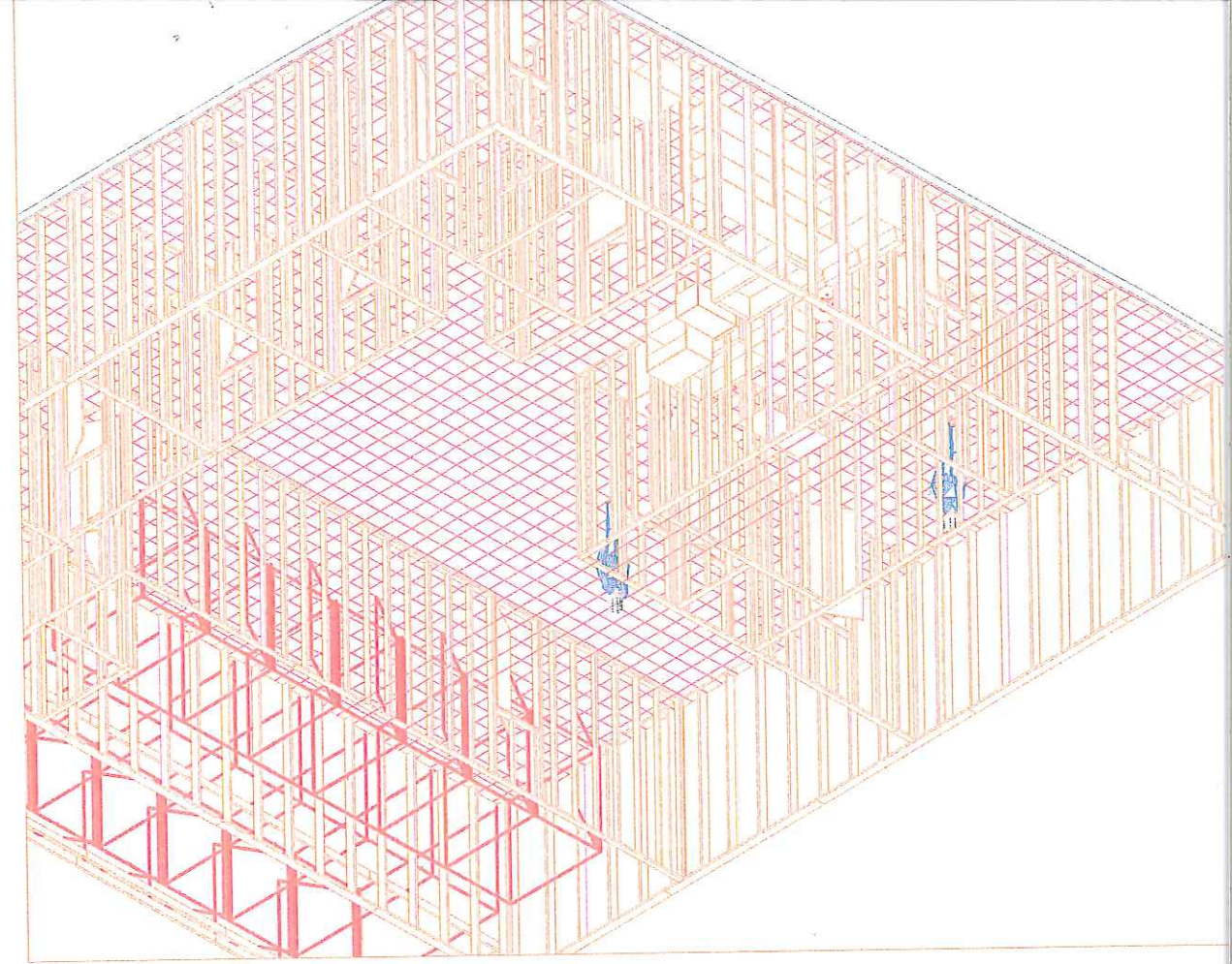
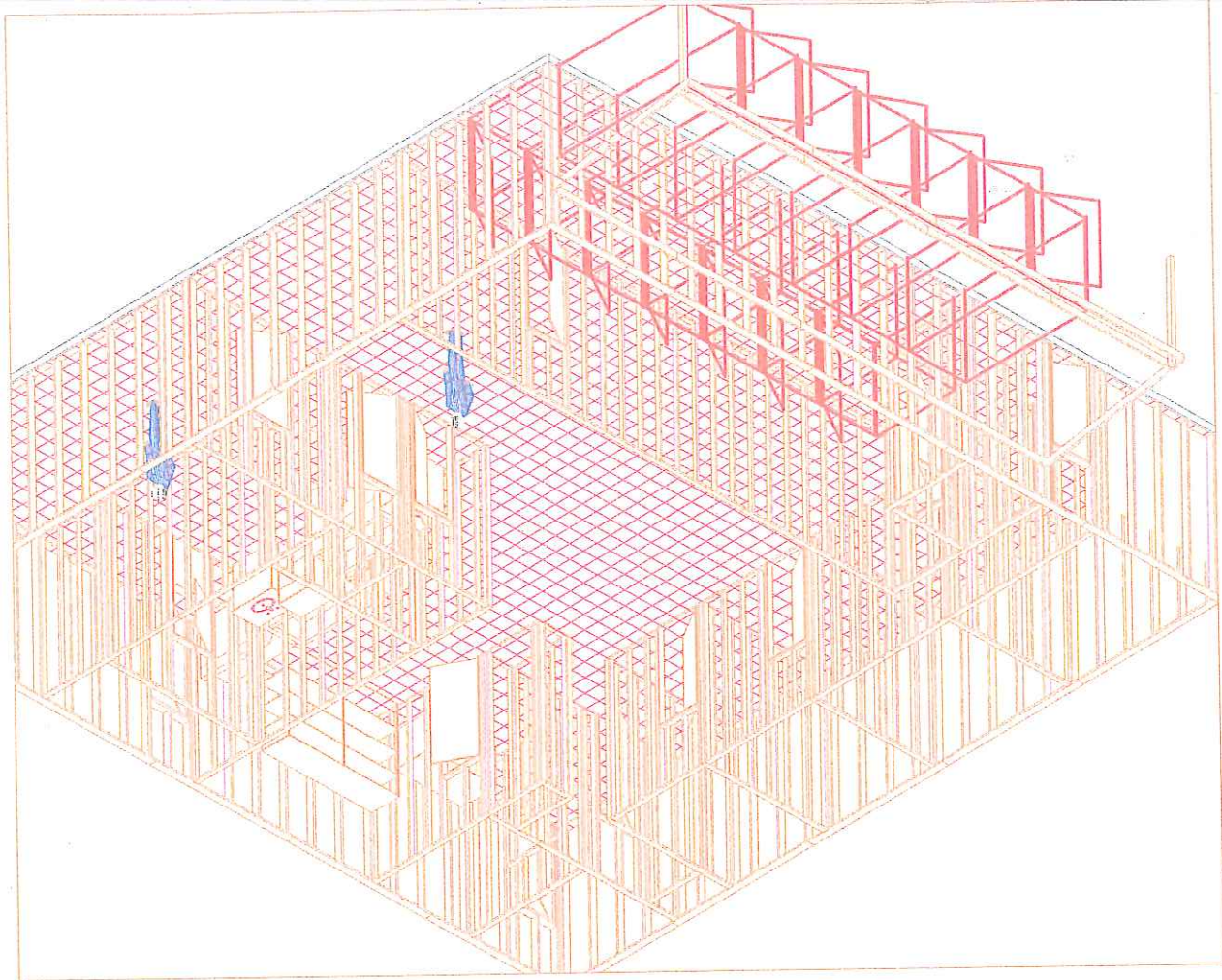
LOADING ZONE

EXISTING SHOP  
BUILDING

Community  
Water Pipe

41st AVENUE EAST





**CLARESHOLM ANIMAL RESCUE SOCIETY  
 PROJECTED INCOME STATEMENT FOR 2010  
 (FOR INFORMATION PURPOSES)**

**INCOME**

MUNICIPAL GRANTS	31,000.00
ADOPTION FEES	10,000.00
SURRENDER FEES	1,000.00
GRANTS	0.00
DONATIONS – INDIVIDUALS	9,000.00
DONATIONS – CORP/SERVICE	1,200.00
FUNDRAISING ACTIVITIES	10,000.00
OTHER	<u>575.00</u>

**TOTAL INCOME** 62,775.00

**EXPENDITURES**

RENT (INCLUDES UTILITIES)	13,200.00
PET FOOD	5,000.00
CAT LITTER	3,400.00
SUPPLIES (TOYS/BEDS ETC)	1,000.00
CLEANING SUPPLIES	1,000.00
OFFICE SUPPLIES/POSTAGE	500.00
ADVERTISING/PROMOTIONAL	500.00
VET BILLS – S/N – FERAL	1,500.00
FERAL SHELTER SUPPLIES	500.00
VET BILLS – CATS	20,000.00
VET BILLS – DOGS	10,000.00
INSURANCE	1,300.00
ANIMAL CARE LEADER WAGES	3,600.00
WAGE BENEFIT COSTS (EI/CPP)	275.00
TELEPHONE	500.00
BUILDING MAINTENANCE	0.00
VOLUNTEER TRAINING	0.00
MILEAGE	<u>500.00</u>

62,775.00

**NET SURPLUS (DEFICIT)** 0.00

Budget approved @ AGM held  
 March 25, 2010.

K. Falbeck TREASURER  
 K. Falbeck Chairperson


The attached financial statements are certified to be a true copy of the financial statements presented and approved at the 2010 Annual General Meeting of the Claresholm Animal Rescue Society held in Claresholm, Alberta on March 25<sup>th</sup>, 2010.



\_\_\_\_\_  
President – Kim Alexander

Apr. 1 / 2010

\_\_\_\_\_  
Date



\_\_\_\_\_  
Treasurer – Kris Holbeck

April 1 / 2010.

\_\_\_\_\_  
Date

GEORGINA M VOS  
BOX 56  
GRANUM, ALBERTA  
T0L 1A0

March 3, 2010

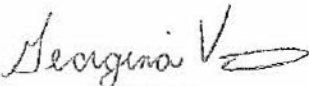
Claresholm Animal Rescue Society Board  
Box 1003  
Claresholm, Alberta  
T0L 0T0

Dear Board Members

At your request, I examined the books of the Claresholm Animal Rescue Society for the period covering August 1, 2008 to December 31, 2008. I reviewed revenue deposited and followed the deposits to the entries in the computer program. In addition, I examined the cheques issued and compared them to the supporting invoices, as well as the entries in the computer program.

The Statements of Cash Flow and Net Worth for the period covering August 1, 2008 to December 31, 2008 record the results of the transactions through the bank account of the Society.

Yours truly,

  
Georgina M Vos



# Claresholm Animal Rescue Society - Net Worth Statement - As of 12/31/2008

As of 12/31/2008 (in Canadian Dollars)

3/4/2010

Page 1

Account	12/31/2008 Balance
<b>ASSETS</b>	
<b>Cash and Bank Accounts</b>	
Chequing	1,355.73
<b>TOTAL Cash and Bank Accounts</b>	<b>1,355.73</b>
<b>TOTAL ASSETS</b>	<b>1,355.73</b>
<b>LIABILITIES</b>	
<b>Other Liabilities</b>	
Claresholm Vet Clinic	7,034.02
<b>TOTAL Other Liabilities</b>	<b>7,034.02</b>
<b>TOTAL LIABILITIES</b>	<b>7,034.02</b>
<b>OVERALL TOTAL</b>	<b>-5,678.29</b>

**Claresholm Animal Rescue Society - Cash Flow Statement:2**

8/1/2008 through 12/31/2008 (in Canadian Dollars)

3/4/2010

Page 1

Category Description	8/1/2008- 12/31/2008
<b>INFLOWS</b>	
Donation Income	
Corporate Donations	1,575.00
Individual Donations	5,750.70
<b>TOTAL Donation Income</b>	<b>7,325.70</b>
Fundraising Income	315.00
Shelter Fees	
Adoption Fees - Cats	2,722.05
<b>TOTAL Shelter Fees</b>	<b>2,722.05</b>
<b>TOTAL INFLOWS</b>	<b>10,362.75</b>
<b>OUTFLOWS</b>	
Advertising	51.00
Bank Charges	12.93
Cat Supplies	
Cat Food	61.85
Miscellaneous Cat	30.42
<b>TOTAL Cat Supplies</b>	<b>92.27</b>
Financing Charges	110.69
Office	328.29
Veterinary	
Veterinarian Costs - Cats	
Alteration Costs - Cats	4,606.25
Euthanasia - Cats	72.19
Examination - Vaccination - Cats	7,791.59
Feral Cat TNR Costs	994.95
Medication - Cats	657.98
Ongoing Treatment - Cats	258.50
<b>TOTAL Veterinarian Costs - Cats</b>	<b>14,381.46</b>
Veterinarian Costs - Dogs	
Alteration Costs - Dogs	355.60
Euthanasia - Dogs	89.25
Examination - Vaccinations - Dogs	580.35
Medication - Dogs	39.20
<b>TOTAL Veterinarian Costs - Dogs</b>	<b>1,064.40</b>
<b>TOTAL Veterinary</b>	<b>15,445.86</b>
<b>TOTAL OUTFLOWS</b>	<b>16,041.04</b>
<b>OVERALL TOTAL</b>	<b>-5,678.29</b>

GEORGINA M VOS  
BOX 56  
GRANUM, ALBERTA  
T0L 1A0

March 3, 2010

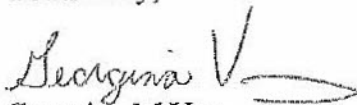
Claresholm Animal Rescue Society Board  
Box 1003  
Claresholm, Alberta  
T0L 0T0

Dear Board Members

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The Statements of Cash Flow and Net Worth for the year ending December 31, 2009 record the results of the transactions through the bank account of the Society.

Yours truly,

  
Georgina M Vos

**Claresholm Animal Rescue Society - Net Worth Statement - As of 12/31/2009**  
As of 12/31/2009 (in Canadian Dollars)

3/4/2010

Page 1

Account	12/31/2009 Balance
<b>ASSETS</b>	
<b>Cash and Bank Accounts</b>	
Chequing	1,030.44
<b>TOTAL Cash and Bank Accounts</b>	<b>1,030.44</b>
<b>Other Assets</b>	
Accounts Receivable	1,600.00
Equipment	4,960.83
<b>TOTAL Other Assets</b>	<b>6,560.83</b>
<b>TOTAL ASSETS</b>	<b>7,591.27</b>
<b>LIABILITIES</b>	
<b>Other Liabilities</b>	
Accounts Payable	7,819.01
Claresholm Vet Clinic	4,046.39
<b>TOTAL Other Liabilities</b>	<b>11,865.40</b>
<b>TOTAL LIABILITIES</b>	<b>11,865.40</b>
<b>OVERALL TOTAL</b>	<b>-4,274.13</b>

①

① MADE UP OF :

2008 NET DEFICIT  
2009 NET SURPLUS

< \$ 5,678.29 >
1404.16
<hr/>
\$ < 4,274.13 >
<hr/> <hr/>

Claresholm Animal Rescue Society - Cash Flow Statement - Last year  
1/1/2009 through 12/31/2009 (in Canadian Dollars)

3/4/2010

Page 2

Category Description	1/1/2009- 12/31/2009
Veterinarian Costs - Dogs	
Alteration Costs - Dogs	4,472.61
Euthanasia - Dogs	173.82
Examination - Vaccinations - Dogs	2,984.66
Medication - Dogs	962.39
Ongoing Treatment - Dogs	544.74
<b>TOTAL Veterinarian Costs - Dogs</b>	<b>9,138.22</b>
<b>TOTAL Veterinary</b>	<b>31,783.73</b>
Website Costs	52.50
<b>TOTAL OUTFLOWS</b>	<b>68,111.62</b>
<b>OVERALL TOTAL</b>	<b>1,404.16</b>

**Claresholm Animal Rescue Society - Cash Flow Statement - Last year**  
 1/1/2009 through 12/31/2009 (in Canadian Dollars)

3/4/2010

Page 1

Category Description	1/1/2009- 12/31/2009
<b>INFLOWS</b>	
Donation Income	
Corporate Donations	450.00
Individual Donations	9,033.15
Municipal Donations	31,000.00
Service Group Donations	1,700.00
TOTAL Donation Income	42,183.15
Fundraising Income	12,236.75
Grant Funding	1,600.00
Interest Income	10.88
Miscellaneous Service Fees	813.50
Shelter Fees	
Adoption Fees - Cats	8,161.50
Adoption Fees - Dogs	3,570.00
Surrender Fees - Cats	520.00
Surrender Fees - Dogs	420.00
TOTAL Shelter Fees	12,671.50
<b>TOTAL INFLOWS</b>	<b>69,515.78</b>
<b>OUTFLOWS</b>	
Advertising	314.64 ✓
Bank Charges	34.90 ✓
Building Renovations	431.36
Cat Supplies	
Cat Food	3,663.91
Cat Litter	3,250.60
Miscellaneous Cat	434.85
TOTAL Cat Supplies	7,349.36
Cleaning Supplies	915.50
Dog Supplies	
Dog Food	984.92
Dog Miscellaneous	425.39
Other Dog Supplies	9.38
TOTAL Dog Supplies	1,419.69
Financing Charges	356.32 ✓
Fundraising Costs	4,343.13
Insurance, Bus	1,301.00
Legal-Prof Fees	6,117.65 ✓
Maintenance	24.56
Office	404.28 ✓
Rent	13,263.00 ✓
Veterinary	
Veterinarian Costs - Cats	
Alteration Costs - Cats	8,026.66
Euthanasia - Cats	619.55
Examination - Vaccination - Cats	7,037.70
Feral Cat TNR Costs	1,937.50
Medication - Cats	3,226.80
Ongoing Treatment - Cats	1,797.30
TOTAL Veterinarian Costs - Cats	22,645.51











## Recreational Facility & Miscellaneous User Charges Policy #60

**PURPOSE:** To establish a document showing user fees for recreational facilities under the control of the Town of Claresholm and other miscellaneous user charges that are not clearly defined in the Town of Claresholm bylaws or other policies.

**POLICY:**  
Recreational facility user fees and miscellaneous user fees shall be charged based on the attached schedule of costs to users of these facilities or services.

**PARAMETERS:**  
The attached schedule shows the user fees charged at the arena, aquatic center, campground, airport et cetera which are not part of a bylaw or another policy.

This policy is to be reviewed annually to ensure the user fees being charged are adequate to Council's policy on cost recovery for that item or facility.

**NOTE:**  
Fees on this policy may be changed by Council resolution and updated to the policy at the next formal review of the fees and charges.

**EFFECTIVE DATE:**

**TOWN OF CLARESHOLM  
RECREATIONAL FACILITY & MISCELLANEOUS USER FEE/CHARGES**

<b>DESCRIPTION</b>	<b>FEE</b>
<b><u>CLARESHOLM ARENA</u></b>	
• PRIME TIME ICE RENTAL (youth only)	\$57.20 / HOUR
• NON PRIME TIME ICE RENTAL (youth)	37.30 / HOUR
• AA AND ADULT RENTAL	82.50 / HOUR
• OUT OF TOWN	99.65 / HOUR
• CONCESSION RENTAL	1,000 / YEAR
• SKATE SHARPENING BUSINESS	300 / YEAR
• STORAGE – MEZZANINE	300 / YEAR
• STORAGE – ICE LEVEL (SM)	300 / YEAR
• STORAGE – ICE LEVEL (LG)	600 / YEAR
• ARENA ADVERTISING (RINK)	400 / YEAR – 1 <sup>ST</sup> YEAR
• ARENA ADVERTISING (RINK)	275 EACH YEAR THEREAFTER
• ARENA ADVERTISING (LOBBY)	CMHA AND CSC BE ALLOWED ½ EACH SIGNS FOR FUNDRAISING
• ARENA MEZZANINE/LOBBY(non profit)	55 / DAY
• ARENA FLOOR (non profit)	55 / DAY
• ARENA MEZZANINE/LOBBY(for profit)	100 / DAY
• ARENA MEZZANINE/LOBBY(non profit)	30 / EVENING
• ARENA MEZZANINE/LOBBY(for profit)	50 / EVENING
• DAMAGE DEPOSIT	400 / GROUP
• PUBLIC SKATING	500 / SEASON FOR CORPORATE SPONSORS
• SCHOOL USE	NO CHARGE PER JOINT USE AGREEMENT
<b>SUMMER RATES (RINK FLOOR)</b>	
• RECREATIONAL USE	\$37.30 / HOUR, 250 / DAY
• COMMUNITY NON-PROFIT	150 / DAY
• COMMERCIAL USE	650 / DAY
<b><u>CLARESHOLM AQUATIC CENTRE</u></b>	
• ADULT – DROP IN \$4, 10 PUNCH \$35, ¼ PASS \$80, MONTHLY ALL INCLUSIVE \$39	
• CHILD – DROP IN \$2, 10 PUNCH \$17, ¼ PASS \$35, MONTHLY ALL INCLUSIVE N/A	
• PRESCHOOL – DROP IN \$1, 10 PUNCH \$8, ¼ PASS \$25, MONTHLY ALL INCLUSIVE N/A	
• STUDENT/SENIOR – DROP IN \$3, 10 PUNCH \$27, ¼ PASS \$52, MONTHLY ALL INCLUSIVE \$34	
• FAMILY – DROP IN \$11, 10 PUNCH \$90, ¼ PASS \$175, MONTHLY ALL INCLUSIVE \$100	
• PRIVATE RENTAL - \$75 / HOUR	
• SCHOOLS - \$40 / HOUR	
• SWIM CLUB - \$40 / HOUR	
• LESSONS - \$30 EACH	
<b><u>WATER/SEWER/GARBAGE</u></b>	
• PER BYLAW	
• DUMPSTER RENTAL	\$40 / MONTH

**TOWN OF CLARESHOLM  
RECREATIONAL FACILITY & MISCELLANEOUS USER FEE/CHARGES  
PAGE 2**

**DESCRIPTION FEE**

**CENTENNIAL CAMPGROUND FEES**

- FULLY SERVICED LOT \$25 / DAY
- WATER & POWER (NO SEWER) LOT 23 / DAY
- UNSERVICED SITE 15 / DAY
- TENT SITE 12 / DAY

**MISCELLANEOUS FACILITY/USER FEES**

- AIRPORT TERMINAL BLDG ONLY \$125 / DAY
- AIRPORT RUNWAY RENTAL 500 / DAY (includes terminal bldg usage)
- MAPS COST + 50%
- DOG LICENSE (SPAY/NEUTER) 15 / YEAR
- DOG LICENSE (INTACT) 40 / YEAR
- DAYCARE RENT 100 / MONTH
- PLAYSCHOOL RENT 150 / SCHOOL YEAR
- FOOD BANK RENT NO CHARGE
- ASSESSMENT APPEAL FEE 50 PER PARCEL  
REFUNDED IF SUCCESSFUL

**BALL DIAMONDS**

- RECREATIONAL USE – FREE FOR LOCAL USERS/GROUPS (1 DIAMOND)
- MILLENIUM COMPLEX (ALL DIAMONDS) – \$250 / DAY + 250 DAMAGE DEPOSIT  
(TO BE IMPLEMENTED IN 2011)

**TOWN OF CLARESHOLM  
RECREATIONAL FACILITY & MISCELLANEOUS USER FEE/CHARGES**

<b>DESCRIPTION</b>	<b>FEE</b>
<b>CLARESHOLM ARENA</b>	
• PRIME TIME ICE RENTAL (youth only)	57.20/HOUR
• NON PRIME TIME ICE RENTAL (youth)	37.30/HOUR
• AA AND ADULT RENTAL	82.50/HOUR
• OUT OF TOWN	99.65/HOUR
• CONCESSION RENTAL	1,000/YEAR
• SKATE SHARPENING BUSINESS	300/YEAR
• STORAGE – MEZZANINE	300/YEAR
• STORAGE – ICE LEVEL (SM)	300/YEAR
• STORAGE – ICE LEVEL (LG)	600/YEAR
• ARENA ADVERTISING (RINK)	400/YR – 1 <sup>ST</sup> YR
• ARENA ADVERTISING (RINK)	275 EACH YR THEREAFTER
• ARENA ADVERTISING (LOBBY)	CMHA AND CSC BE ALLOWED ½ EACH SIGNS FOR FUNDRAISING
• ARENA MEZZANINE/LOBBY(non profit)	55/DAY
• ARENA FLOOR (non profit)	55/Day
• ARENA MEZZANINE/LOBBY(for profit)	100/DAY
• ARENA MEZZANINE/LOBBY(non profit)	30/EVENING
• ARENA MEZZANINE/LOBBY(for profit)	50/EVENING
• DAMAGE DEPOSIT	400/GROUP
• PUBLIC SKATING	500/SEASON FOR CORPORATE SPONSORS
• SCHOOL USE	NO CHARGE PER JOINT USE AGREEMENT
<b>SUMMER RATES (RINK FLOOR)</b>	
• <b>RECREATIONAL USE</b>	<b>30/HR, 200/DAY ***CHANGED***</b>
• COMMUNITY NON-PROFIT	150/DAY
• COMMERCIAL USE	650/DAY
<b>CLARESHOLM AQUATIC CENTRE</b>	
• ADULT – DROP IN 4.00, 10 PUNCH 35, ¼ PASS 80, MONTHLY ALL INCLUSIVE 39	
• CHILD – DROP IN 2.00, 10 PUNCH 17, ¼ PASS 35, MONTHLY ALL INCLUSIVE N/A	
• PRESCHOOL – DROP IN 1.00, 10 PUNCH 8, ¼ PASS 25, MONTHLY ALL INCLUSIVE N/A	
• STUDENT/SENIOR – DROP IN 3.00, 10 PUNCH 27, ¼ PASS 52, MONTHLY ALL INCLUSIVE 34	
• FAMILY – DROP IN 11.00, 10 PUNCH 90, ¼ PASS 175, MONTHLY ALL INCLUSIVE 100	
• PRIVATE RENTAL - 75/HOUR	
• SCHOOLS - 40/HOUR	
• <b>SWIM CLUB – 30/HOUR ***CHANGED***</b>	
• LESSONS - 30	
<b>WATER/SEWER/GARBAGE</b>	
• PER BYLAW	
• DUMPSTER RENTAL	40/MONTH

**TOWN OF CLARESHOLM  
RECREATIONAL FACILITY & MISCELLANEOUS USER FEE/CHARGES  
PAGE 2**

<b>DESCRIPTION</b>	<b>FEE</b>
<b>CAMPGROUND FEES</b>	
• 30 AMP SERVICED LOT	25/DAY ***CHANGED***
• 15 AMP SERVICED LOT	20/DAY ***CHANGED***
• UNSERVICED SITE	15/DAY
• TENT SITE	12/DAY
<b>MISCELLANEOUS FACILITY/USER FEES</b>	
• AIRPORT HANGAR RENTAL	100/MONTH ***REMOVED***
• AIRPORT TERMINAL BLDG	125/DAY
• AIRPORT RUNWAY RENTAL	125/DAY ***CHANGED***
• MAPS	COST + 50%
• DOG LICENSE (SPAY/NEUT)	15/YR
• DOG LICENSE (INTACT)	40/YR
• DAYCARE RENT	100/MONTH
• PLAYSCHOOL RENT	150/SCHOOL YEAR
• FOOD BANK RENT	NO CHARGE
• ASSESSMENT APPEAL FEE	50 PER PARCEL REFUNDED IF SUCCESSFUL
<b>BALL DIAMONDS</b>	
• RECREATIONAL USE – FREE FOR LOCAL USERS/GROUPS (1 DIAMOND)	
• MILLENIUM COMPLEX (ALL DIAMONDS) – 250/DAY + 250 DAMAGE DEPOSIT	

**TOWN OF CLARESHOLM  
PROVINCE OF ALBERTA  
BYLAW #1500**

A Bylaw of the Town of Claresholm to provide for fees and expenses to the Mayor and each Councillor for attending meetings and performing duties on behalf of the Town of Claresholm.

**WHEREAS** the Municipal Government Act, Chapter M-26-1 provides that the Council may provide for the payment of remuneration to the Mayor and members of Council for attending meetings of the Council and the committees thereof or for assuming or performing any additional duties.

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

1. That the Mayor be paid a monthly salary of \$176.00 per month.
2. That the Mayor and each Councillor attending the Council Meeting shall be paid \$88.00 for each Council meeting attended.
3. That each Councillor be paid \$104.50 per month as an unvouchered expense account.
4. That the Mayor be paid \$225.50 per month as an unvouchered expense account.
5. That when any member of Council spends one full day on Town business, they shall be paid \$137.50 or \$99.00 for half a day plus vouchered expenses.
  - a. ½ day defined as greater than four (4) hours and up to six (6) hours
  - b. full day is greater than six (6) hours
6. That mileage shall be paid to a member of Council attending meetings outside Claresholm at a rate based on Canada Revenue Agency's (CRA) suggested vehicle rates per the CRA's website (ie. 2006 rate in Alberta is \$.475 per kilometer and this will be paid for mileage in 2008). This rate will be updated on January 1<sup>st</sup> of each year based on the CRA's changes.
7. That the Mayor or a member of Council shall be allowed \$16.50 per hour for attending to Council business. Each hour to be documented.
8. That the Mayor and each Councillor shall have group life insurance coverage.
9. That the fees and expenses paid to Council members shall be reviewed annually.
10. Bylaw #1455 is hereby rescinded.
11. This Bylaw will take effect on January 1, 2008.

Read a first time in Council this 24<sup>th</sup> day of **September** 2007 A.D.

Read a second time in Council this 24<sup>th</sup> day of **September** 2007 A.D.

Read a third time in Council and finally passed in Council this 9<sup>th</sup> day of **October** 2007 A.D.



Rob Steel, Mayor



Kris Holbeck, CAO



## TOWN OF HIGH RIVER PROCEDURE

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**Procedure Number:** PRO-18-102-00  
**Procedure Title:** Council Remuneration & Reimbursement for Travel

**Related Policy Number:** POL-18-102-03  
**Related Policy Name:** Council Remuneration & Reimbursement for Travel

**Approval Date:** September 14, 2009  
**Revision Date:**  
**Procedure Category:** Human Resources  
**Responsible Department:** Human Resources

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Policy POL-18-102-03 adopted by Council Resolution #272/2009 states;

### **Policy Statement:**

This policy will outline an established method of determining fair and equitable rates for Council Remuneration and Reimbursement for Travel.

### **Procedure Statement**

This procedure will outline the steps to determining fair and equitable rates for Council Remuneration and Reimbursement for Travel.

### **Reason for Procedure**

This procedure is intended to ensure that salaries and any expenses incurred by members of Council as part of their official duties will be determined in a fair and equitable manner prior to each Council Term.

### **Related Information**

#### **Base Salary**

Base salaries are an all inclusive amount provided to Council Members for their time and service with respect to attending to Municipal matters, including all meetings, regardless of duration. For Per Diem remuneration, see below. Human Resources will be responsible for conducting a comprehensive market analysis of Council salaries, honorariums and expenses every election year. A report with recommendations will be presented to Council no later than August 31<sup>st</sup>, prior to the election date. A Committee



entitled the Council Compensation Committee (CCC) will be created in the September prior elections. The committee will be comprised of three (3) non-elected officials with previous Town Council experience as well as two (2) Human Resources members. The CCC will then decide base salaries, per diem and other reimbursement rates for the following Council term. Human Resources will adjust the Remuneration package by the same Cost of Living Adjustment approved by Council and awarded to the Town of High River employee's wage and salary grid each year.

*Current Salaries – please see attached Appendix A*

### **Expense Allowances**

Travel expense is provided to Council Members as an allowance to offset costs (fuel, insurance, vehicle repairs and maintenance and other expenses) incurred to travel to and from meetings (other than regularly scheduled Council and Board Meetings which are considered by Canada Customs and Revenue Agency to be the same as an employee's travel to their place of employment, which is not reimbursable) as elected representatives of the Town of High River. This Allowance covers travel expenses incurred to meet with individual residents and with representatives of community organizations. It also includes travel costs incurred while representing the Town of High River at "Town Hall Meetings" and other community events. In addition, it covers travel costs incurred by Council Members to attend to municipal business matters in their capacities as elected officials of the Town of High River. There is no need to make application to apply for these funds.

General expense is provided to Council Members as an allowance for various costs including those for telephone lines, fax equipment and supplies, copying, computer equipment and supplies, open house expenses and other expenses. In summary, this Allowance is provided to offset costs incurred by Councilors which are not reimbursed through the Town's Payroll Expense Claim process.

### **Per Diem Remuneration**

Per Diem Remuneration can be claimed by any Council Member when they attend to Town related business other than Regular and Special Council Meetings and other meetings of Council (Operations Committee, Internal Operations Committee, Budget Meetings and Strategic Planning Sessions being just some examples). The amount to be claimed by all Council Members in total cannot exceed 100 days per year. This claim is to be made on the Payroll Expense Claim forms provided by the Town. Reimbursement for Per Diem Remuneration will not be made until a written report about the business attended to is received by the Town Manager for placement on the agenda for the next regular scheduled meeting of Council.

### **Reimbursement for Travel**

Reimbursement for Travel is to be paid to Council Members and Council appointed Board and Committee Members for actual costs associated with traveling to Conferences, Conventions and training sessions as well as to meet with representatives of governments at locations beyond the Town of High River boundaries (including transportation, meals, hotels, communication and other costs). These expenses are to be claimed on the Payroll Expense Claim forms provided by the Town, with receipts to

be attached to the claim form. The Town Manager is to review and sign all Payroll Expense Claim forms submitted by Council Members.

**Kilometre Rate**

The Kilometre Rate is the rate to be utilized for calculating the reimbursement to be paid to Council Members and Council appointed Board and Committee Members for use of a personal vehicle for claimable travel on municipal business, within the approved budget. The rate to be utilized is to be the same rate that is utilized for reimbursement to staff and volunteers for use of their personal vehicles while on municipal business and is set yearly by the Canadian Revenue Agency.

**High Speed Internet Connection**

Internet connections cost is to be reimbursed to each Council Member, to be paid once per year at the beginning of each year. This is considered to be a cost of the Town’s operations and will serve to keep each Council Member connected to the Town for communication purposes.

**Procedure Criteria**

<b>Action Steps</b>	
<b>1.</b>	Each spring prior to the end of a Council term Human Resources will attempt to obtain market data from the following surrounding communities:  1) M.D. of Foothills No. 31 2) The Town of Okotoks 3) The Town of Canmore 4) The Town of Cochrane 5) The Town of Banff 6) The Town of Strathmore 7) The Town of Brooks
<b>2.</b>	Creation of C.C.C. to review and decide on Remuneration and Reimbursement costs for the following council term.
<b>3.</b>	The combined acquired information will be reviewed by Human Resources after which they will make recommendations for Council.
<b>4.</b>	The C.C.C. will proceed by reviewing the recommendations presented and then voting on remuneration and reimbursement costs for travel for the following Council term.

**Responsibilities**

The principles included in this Procedure apply to Council. It is the responsibility of Council to ensure that the provisions of this Procedure are followed.

**Town of High River Human Resources will:**

- Obtain market data as stated in Action Step 1
- Review all Market Data and make recommendations to Council prior to August 31<sup>st</sup> of each election year

**Town of High River C.C.C Members will:**

- Review all recommendations made by Human Resources
- Vote on remuneration and reimbursement costs for travel for the following Council term

**Approval**

This procedure shall come into force and effect upon the date listed below, and with the signature of the Town Manager.

\_\_\_\_\_  
DATE

\_\_\_\_\_  
TOWN MANAGER

**Appendix A**  
PRO-18-102-00  
Council Remuneration and Reimbursement for Travel Procedure

**Base Salary**

	<b>Base Salary</b>	<b>Expense Allowance</b>	<b>Total Package</b>
<b>Mayor</b>	\$29,702.67	\$14,851.33	\$44,554.00
<b>Councilors</b>	\$15,031.34	\$7,425.66	\$22,277.00

**Per Diem Remuneration**

For this remuneration, the Council Member can claim up to \$62.50 per ½ day to a maximum of ten days per individual Council Member plus further days from a pool of 30 days shared by all of Council (on a first come/first serve basis until the 30 days are depleted). ½ Day is defined as a minimum of two (2) hours and a maximum of four (4) hours, and Full Day is defined as in excess of four (4) hours.

**Reimbursement for Travel**

This amount is set yearly by the Canadian Revenue Agency and is currently at a rate of \$0.52/kilometre for the first 5,000 KMs and \$0.46/kilometre thereafter.

**High Speed Internet Connection**

Current yearly rates for reimbursement of High Speed Internet Connection for Council Member's is \$600 per year.

**Meal Expenses**

Meals are claimable using the following guidelines:

Breakfast           \$12.00  
Lunch                \$15.00  
Supper               \$25.00

All Claims must be accompanied by receipts



## TOWN OF HIGH RIVER POLICY

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<b>Policy Number:</b>	<b>POL-18-102-03</b>
<b>Policy Title:</b>	Council Remuneration & Reimbursement for Travel
<b>Related Procedure Number:</b>	PRO-18-102-00
<b>Related Procedure Name:</b>	Council Remuneration & Reimbursement for Travel
<b>Approval Date:</b>	January 23, 2006
<b>Revision Date:</b>	September 14, 2009
<b>Policy Category:</b>	Human Resources
<b>Responsible Department:</b>	Human Resources

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### **Policy Statement:**

This policy will outline an established method of determining fair and equitable rates for Council Remuneration and Reimbursement for Travel.

### **Reason for Policy:**

Members of Council provide a significant contribution to the Town of High River in tending to municipal matters including all meetings and taking on decision-making responsibilities. Therefore it is fitting that members of council should receive compensation for this contribution in the form of remuneration reflecting their commitment to these duties. This policy is intended to clarify which expenses incurred by members of Council as part of their official duties will be assumed by the Town of High River.

### **Definitions:**

**Council Remuneration:** Is the rate that each member of Council is paid. The method of payment that the Town utilizes is to pay this remuneration on a bi-weekly basis.

**Reimbursement for Travel:** Is the reimbursement that is paid to Council Members and Council appointed Board and Committee Members when traveling out of High River to Town related functions. This travel must be to a function that has been included in the Annual Budget approval.

## **Policy Criteria:**

### **Base Salary**

Base salaries are an all inclusive amount provided to Council Members for their time and service with respect to attending to Municipal matters, including all meetings, regardless of duration. For Per Diem remuneration, see below. Human Resources will be responsible for conducting a comprehensive market analysis of Council salaries, honorariums and expenses every election year. A report with recommendations will be presented to Council no later than August 31<sup>st</sup>, prior to the election date. The outgoing Council will then decide base salaries, per diem and other reimbursement rates for the following Council term. Human Resources will adjust the Remuneration package by the same Cost of Living Adjustment approved by Council and awarded to the Town of High River employee's wage and salary grid each year.

### **Expense Allowances**

Travel expense is provided to Council Members as an allowance to offset costs (fuel, insurance, vehicle repairs and maintenance and other expenses) incurred to travel to and from meetings (other than regularly scheduled Council and Board Meetings which are considered by Canada Customs and Revenue Agency to be the same as an employee's travel to their place of employment, which is not reimbursable) as elected representatives of the Town of High River. This Allowance covers travel expenses incurred to meet with individual residents and with representatives of community organizations. It also includes travel costs incurred while representing the Town of High River at "Town Hall Meetings" and other community events. In addition, it covers travel costs incurred by Council Members to attend to municipal business matters in their capacities as elected officials of the Town of High River. There is no need to make application to apply for these funds.

General expense is provided to Council Members as an allowance for various costs including those for telephone lines, fax equipment and supplies, copying, computer equipment and supplies, open house expenses and other expenses. In summary, this Allowance is provided to offset costs incurred by Councilors which are not reimbursed through the Town's Payroll Expense Claim process.

This is comprised of: Per Diem Remuneration  
Reimbursement for Travel  
Kilometer Rate  
High Speed Internet Connection

### **Responsibilities:**

The principles included in this Policy apply to Council. It is the responsibility of Council to ensure that the provisions of this Policy are followed.

**Approval:**

This policy shall come into force and effect upon adoption by Council at a Regular or Special Meeting.

Adopted by Council as Resolution #037/2006 at the Regular Meeting of Council held on January 23, 2006.

Revised by Council as Resolution #037/2007 at the Regular Meeting of Council held on January 22, 2007.

Revised by Council as Resolution #370/2007 at the Regular Meeting of Council held on September 10, 2007.

Revised by Council as Resolution #272/2009 at the Regular Meeting of Council held on September 14, 2009.

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MAYOR/DEPUTY MAYOR

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TOWN MANAGER/  
DIRECTOR OF HUMAN RESOURCES

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DATE

# **INFORMATION ITEMS**





# TOWN OF CLARESHOLM

## CHEQUE LISTING FOR ACCOUNTS PAYABLE

Cheque #	Cheque Date	CEO	CAO	Vendor # Name	Amount
					<b>Batch # 13574</b>
41911	2010-03-03			786499 ADT SECURITY SERVICES CANADA INC.	101.43
41912	2010-03-03			600 ALBERTA ASSOCIATION OF M.D.'S	5,795.57
41913	2010-03-03			786517 AMSC INSURANCE SERVICES LTD.	3,702.12
41914	2010-03-03			786813 ATCOM	226.80
41915	2010-03-03			786168 BLACK PRESS GROUP LTD.	154.43
41916	2010-03-03			6441 BOB HONG JANITORIAL LTD.	220.00
41917	2010-03-03			6443 BOB VADNAIS CONSTRUCTION	643.13
41918	2010-03-03			786427 BOUNDARY EQUIPMENT (CALGARY) LTD.	365.93
41919	2010-03-03			11130 CANADA POST CORPORATION	59.85
41920	2010-03-03			11250 CANADIAN LINEN SUPPLY	307.71
41922	2010-03-03			12325 CHINOOK ARCH REGIONAL LIBRARY	10,360.00
41923	2010-03-03			13150 CLARESHOLM CASTING	23.63
41924	2010-03-03			13250 CLARESHOLM CHILD CARE SOCIETY	2,183.50
41925	2010-03-03			13400 CLARESHOLM GLASS '88' LTD	322.35
41926	2010-03-03			13660 CLARESHOLM LOCAL PRESS	1,250.81
41927	2010-03-03			786893 CLARESHOLM LOCK & KEY	4.20
41928	2010-03-03			14085 CLARESHOLM NAPA AUTO	2,617.25
41929	2010-03-03			786141 CLARESHOLM TAXI	1,984.50
41930	2010-03-03			14150 CLARESHOLM WELDING &	163.17
41931	2010-03-03			786502 CLV HOME SPRING WATER LTD.	45.00
41932	2010-03-03			14246 COMMUNITY EMPLOYMENT SERVICES	52.50
41933	2010-03-03			786058 Corporate Express	36.50
41934	2010-03-03			786540 DIRECT ENERGY REGULATED SERVICES	59.70
41935	2010-03-03			786743 DRC COMMUNICATIONS INC.	1,575.00
41936	2010-03-03			786397 EPCOR	85.07
41937	2010-03-03			76356 Excel Telecommunications (Canada) Inc.	30.04
41938	2010-03-03			786202 EXOVA	2,077.68
41939	2010-03-03			26201 FERG'S SEPTIC SERVICE	199.50
41940	2010-03-03			26455 FLOORS FIRST BY FURNITURE VILLA	5,076.65
41941	2010-03-03			26480 FORAN EQUIPMENT LTD.	183,210.69
41942	2010-03-03			786204 GIESE, BRENDA	293.01
41943	2010-03-03			786908 GOESEELS, DEBRA L	329.07
41944	2010-03-03			31955 GREYHOUND COURIER EXPRESS	84.00
41945	2010-03-03			786199 HINKLE ELECTRIC	628.89
41946	2010-03-03			786648 HOLBECK, KRISTINE H	47.16
41947	2010-03-03			36800 HOME HARDWARE	22.43
41948	2010-03-03			786180 Ikon Office Solutions, Inc.	183.46
41949	2010-03-03			786136 JOE JOHNSON EQUIPMENT INC.	3,905.30
41950	2010-03-03			786841 KEE-LOK SECURITY SUPPLIES LTD.	86.29
41951	2010-03-03			785940 KOST FIRE EQUIPMENT LTD.	377.58
41952	2010-03-03			56019 L.W. DENNIS CONTRACTING LTD.	219,405.21
41953	2010-03-03			786448 LETHBRIDGE COLLEGE	1,131.39
41954	2010-03-03			786460 LEVY'S FURNACE & DUCT CLEANING	1,050.00
41955	2010-03-03			56200 LOCAL AUTHORITIES PENSION PLAN	8,304.50
41956	2010-03-03			61100 MACKIN WELDING LTD	455.43
41957	2010-03-03			61450 MCNALLY CONTRACTORS LTD.	1,619.30
41958	2010-03-03			786610 MINISTER OF FINANCE 1	231.92
41959	2010-03-03			65040 MUNICIPAL INFORMATION SYSTEMS	867.34
41960	2010-03-03			66100 NATIONAL SECRETARY-TREASURER	1,143.57



**TOWN OF CLARESHOLM**  
**CHEQUE LISTING FOR ACCOUNTS PAYABLE**

<b>Cheque #</b>	<b>Cheque Date</b>	<b>CEO</b>	<b>CAO</b>	<b>Vendor #</b>	<b>Name</b>	<b>Amount</b>
41961	2010-03-03			786428	NEXEN MARKETING	69,297.70
41962	2010-03-03			786197	PARCON CONSTRUCTION LTD.	284,974.97
41963	2010-03-03			786635	PCO SERVICES CORPORATION	89.25
41964	2010-03-03			786899	PEACE LUTHERAN CHURCH	450.00
41965	2010-03-03			76300	PEDERSEN TRANSPORT LTD.	24.73
41966	2010-03-03			786454	PRAXAIR DISTRIBUTION	28.63
41967	2010-03-03			786156	Q.E.D. ENTERPRISES LTD.	881.49
41968	2010-03-03			786536	R P WATERWORKS INC.	95.13
41969	2010-03-03			86300	RECEIVER GENERAL FOR CANADA	17,048.04
41970	2010-03-03			786468	SHAW CABLE	55.60
41971	2010-03-03			786646	SKYLINE COFFEE BREAK SERVICES	228.00
41972	2010-03-03			13525	SOBEYS CLARESHOLM	30.18
41973	2010-03-03			786494	SOUTH GROW REGIONAL INITIATIVE	100.00
41974	2010-03-03			91377	SOUTHERN AB RECREATION ASSOC.	100.00
41975	2010-03-03			786085	SUPERIOR PROPANE INC.	1,249.98
41976	2010-03-03			900	TELUS	4,561.61
41977	2010-03-03			786391	THE CYPRESS GROUP	417.90
41978	2010-03-03			97000	TOWN OF CLARESHOLM	38.27
41979	2010-03-03			126060	ZEP SALES & SERVICE OF CANADA	353.59
41981	2010-03-03			900000	CLARESHOLM CHAPLAINCY	1,400.00
41982	2010-03-03			900000	DAN DUGUAY	750.00
41983	2010-03-03			900000	DARLENE ROBLIN	1,750.36
41984	2010-03-03			900000	DOROTHY HERRINGTON	65.00
41985	2010-03-03			900000	ESC AUTOMATION	228.90
41986	2010-03-03			900000	FOOTHILLS SNAPS	3,500.00
41988	2010-03-03			900000	JUDY WALDE	800.00
41989	2010-03-03			900000	Junior Achievement of Southern Alberta	1,000.00
41990	2010-03-03			900000	MOPS	1,000.00
41991	2010-03-03			900000	MULTI-FORMES	574.35
41992	2010-03-03			900000	SADD	1,000.00
41993	2010-03-03			900000	ST. JOHN AMBULANCE	50.00
41994	2010-03-03			900000	UNIVERSITY OF CALGARY	50.00
41995	2010-03-03			900000	VINCENT KING	70.00
						855,364.24



# TOWN OF CLARESHOLM

## CHEQUE LISTING FOR ACCOUNTS PAYABLE

Cheque #	Cheque Date	CEO	CAO	Vendor # Name	Amount
					<b>Batch # 13616</b>
41996	2010-03-16			13125 AHS - CCMHA	76.32
41997	2010-03-16			600 ALBERTA ASSOCIATION OF M.D.'S	4,416.27
41998	2010-03-16			650 ALBERTA BLUE CROSS	4,661.10
41999	2010-03-16			1025 ALBERTA ONE CALL LOCATION CORP	52.50
42000	2010-03-16			786195 Benchmark Assessment Consultants Inc.	3,465.87
42001	2010-03-16			6390 BISHOFF AUTO & AG CENTRE	514.66
42002	2010-03-16			786723 BLUEBIRD MOTEL	74.12
42003	2010-03-16			11250 CANADIAN LINEN SUPPLY	308.49
42004	2010-03-16			786718 CICON ENGINEERING	32,944.59
42005	2010-03-16			56100 CIMCO REFRIGERATION	1,076.25
42006	2010-03-16			786465 CLARESHOLM GOLF CLUB	1,500.00
42007	2010-03-16			13660 CLARESHOLM LOCAL PRESS	166.80
42008	2010-03-16			14085 CLARESHOLM NAPA AUTO	377.96
42009	2010-03-16			786502 CLV HOME SPRING WATER LTD.	37.50
42010	2010-03-16			786450 COPE, KRIS	356.69
42011	2010-03-16			87032 FITZGERALD, BRUCE	100.00
42012	2010-03-16			786908 GOESEELS, DEBRA L	74.00
42013	2010-03-16			786136 JOE JOHNSON EQUIPMENT INC.	1,995.90
42014	2010-03-16			56200 LOCAL AUTHORITIES PENSION PLAN	8,296.03
42015	2010-03-16			786704 MINISTER OF FINANCE (LT)	15.00
42016	2010-03-16			786872 MPE ENGINEERING LTD.	21,312.38
42017	2010-03-16			71400 Oldman River Regional Services Commission	5,263.75
42018	2010-03-16			76300 PEDERSEN TRANSPORT LTD.	21.38
42019	2010-03-16			97050 PHARMASAVE	11.54
42020	2010-03-16			786454 PRAXAIR DISTRIBUTION	28.83
42021	2010-03-16			786536 R P WATERWORKS INC.	933.72
42022	2010-03-16			86300 RECEIVER GENERAL FOR CANADA	17,005.49
42023	2010-03-16			86305 RECEIVER GENERAL FOR CANADA	933.00
42024	2010-03-16			13525 SOBEYS CLARESHOLM	219.25
42025	2010-03-16			900 TELUS	159.07
42026	2010-03-16			786437 THE WRITE SOURCE	15.95
42027	2010-03-16			786849 TJ'S TREE TRIMMING	525.00
42028	2010-03-16			785990 TOWN OF COCHRANE	200.00
42029	2010-03-16			106840 VEGTER, ARNOLD	250.00
42030	2010-03-16			4090 WARNACO SWIMWEAR GROUP	334.24
42031	2010-03-16			111705 WC CLASS II REGIONAL LANDFILL	5,006.60
42032	2010-03-16			111445 WILLOW CREEK AGRICULTURAL	4,207.00
42033	2010-03-16			900000 ANDERSON, GERALD	295.00
42034	2010-03-16			900000 CASA ROMA	74.45
42035	2010-03-16			900000 PALL CANADA LIMITED	950,018.01
42036	2010-03-16			900000 YELLOW RIBBON PROGRAM	2,038.00
					1,069,362.71
					<b>Batch # 13626</b>
42037	2010-03-22			900000 TACTICAL SAFETY & TRAINING	400.00
					400.00



# TOWN OF CLARESHOLM

## CHEQUE LISTING FOR ACCOUNTS PAYABLE

Cheque #	Cheque Date	CEO	CAO	Vendor # Name	Amount
					<b>Batch # 13627</b>
42038	2010-03-22			655 ABSA	207.30
42039	2010-03-22			850 AG-LINE	420.15
42040	2010-03-22			786517 AMSC INSURANCE SERVICES LTD.	2,936.12
42041	2010-03-22			786754 CEDAR PUBLISHING CORPORATION	207.38
42042	2010-03-22			786578 CENTRAL SHARPENING LTD.	73.50
42043	2010-03-22			13660 CLARESHOLM LOCAL PRESS	110.00
42044	2010-03-22			786141 CLARESHOLM TAXI	742.50
42045	2010-03-22			14150 CLARESHOLM WELDING &	404.69
42046	2010-03-22			14205 CLEAN BRITE CHEMICAL SERVICES LTD.	596.49
42047	2010-03-22			785973 CLEARTECH INDUSTRIES INC.	354.06
42048	2010-03-22			786502 CLV HOME SPRING WATER LTD.	50.50
42049	2010-03-22			14246 COMMUNITY EMPLOYMENT SERVICES	22.50
42050	2010-03-22			786543 COMPUTER TECH	75.60
42051	2010-03-22			786058 Corporate Express	48.17
42052	2010-03-22			58000 DHL EXPRESS (CANADA) LTD.	43.25
42053	2010-03-22			786540 DIRECT ENERGY REGULATED SERVICES	57.78
42054	2010-03-22			786161 EBA ENGINEERING CONSULTANTS LTD.	1,575.82
42055	2010-03-22			76356 Excel Telecommunications (Canada) Inc.	26.54
42056	2010-03-22			26201 FERG'S SEPTIC SERVICE	99.75
42057	2010-03-22			786204 GIESE, BRENDA	116.80
42058	2010-03-22			786908 GOESEELS, DEBRA L	308.70
42059	2010-03-22			36800 HOME HARDWARE	2,780.25
42060	2010-03-22			42321 IOS FINANCIAL SERVICES	405.72
42061	2010-03-22			44000 ISAACSON, SHIRLEY	35.69
42062	2010-03-22			65040 MUNICIPAL INFORMATION SYSTEMS	867.34
42063	2010-03-22			786484 NANESCO SALES LTD.	220.50
42064	2010-03-22			786428 NEXEN MARKETING	34,999.26
42065	2010-03-22			786905 ONECONNECT SERVICES INC. T46194	91.67
42066	2010-03-22			786635 PCO SERVICES CORPORATION	89.25
42067	2010-03-22			76300 PEDERSEN TRANSPORT LTD.	678.13
42068	2010-03-22			786722 PLANET CLEAN (CALGARY) LTD.	233.72
42069	2010-03-22			786536 R P WATERWORKS INC.	2,509.50
42070	2010-03-22			786514 SCHULTZ SIGNS INC.	273.00
42071	2010-03-22			91265 SCHUWEILER, MIKE	639.03
42072	2010-03-22			786609 TASTE OF HEAVEN CAFE	33.60
42073	2010-03-22			900 TELUS	801.79
42074	2010-03-22			786437 THE WRITE SOURCE	35.72
42075	2010-03-22			96810 THOR'S ROOFING	551.25
42076	2010-03-22			101400 UNITED FARMERS OF ALBERTA	591.16
42077	2010-03-22			23500 W.R. MEADOWS OF WESTERN CANADA	2,226.55
42078	2010-03-22			111800 WORKERS' COMPENSATION BOARD	2,762.94
42079	2010-03-22			126050 ZEE MEDICAL CANADA, INC.	44.95
42080	2010-03-22			900000 AASCF	155.00
					<hr/> 59,503.62
					<b>Batch # 13629</b>
42081	2010-03-22			900200 RIDEOUT, DAVID & GAIL	88.50
					<hr/> 88.50



**TOWN OF CLARESHOLM**  
**CHEQUE LISTING FOR ACCOUNTS PAYABLE**

Page 6 of 6  
April 01, 2010  
8:59:14 AM

<b>Cheque #</b>	<b>Cheque Date</b>	<b>CEO</b>	<b>CAO</b>	<b>Vendor # Name</b>	<b>Amount</b>
				<b>Batch # 13655</b>	
42082	2010-03-31			786168 BLACK PRESS GROUP LTD.	1,069.15
42083	2010-03-31			786427 BOUNDARY EQUIPMENT (CALGARY) LTD.	1,286.78
42084	2010-03-31			786718 CICON ENGINEERING	15,030.75
42085	2010-03-31			13250 CLARESHOLM CHILD CARE SOCIETY	2,183.50
42086	2010-03-31			13400 CLARESHOLM GLASS '88' LTD	21.00
42087	2010-03-31			14150 CLARESHOLM WELDING &	147.00
42088	2010-03-31			786502 CLV HOME SPRING WATER LTD.	15.00
42089	2010-03-31			14575 Crop Production Services (Canada) Inc.	978.56
42090	2010-03-31			26000 Federation of Canadian Municipalities	562.50
42091	2010-03-31			26480 FORAN EQUIPMENT LTD.	601,989.49
42092	2010-03-31			31955 GREYHOUND COURIER EXPRESS	16.50
42093	2010-03-31			786180 Ikon Office Solutions, Inc.	106.72
42094	2010-03-31			786746 Institute of Chartered Accountants of Alberta	1,186.50
42095	2010-03-31			56019 L.W. DENNIS CONTRACTING LTD.	59,398.40
42096	2010-03-31			56155 LIFESAVING SOCIETY	60.00
42097	2010-03-31			56200 LOCAL AUTHORITIES PENSION PLAN	8,332.45
42098	2010-03-31			61450 MCNALLY CONTRACTORS LTD.	2,554.69
42099	2010-03-31			786590 MINISTER OF FINANCE	41.95
42100	2010-03-31			66100 NATIONAL SECRETARY-TREASURER	1,133.94
42101	2010-03-31			786197 PARCON CONSTRUCTION LTD.	233,508.18
42102	2010-03-31			86300 RECEIVER GENERAL FOR CANADA	16,858.53
42103	2010-03-31			786468 SHAW CABLE	55.60
42104	2010-03-31			900 TELUS	4,507.18
42105	2010-03-31			97000 TOWN OF CLARESHOLM	12.92
42106	2010-03-31			97250 TRIMBLE, RAE	142.80
42107	2010-03-31			786187 Western Canada Welding Products Ltd.	172.20
42108	2010-03-31			126060 ZEP SALES & SERVICE OF CANADA	416.52
42109	2010-03-31			900000 988690 ALBERTA INC.	156.12
42110	2010-03-31			900000 DORCHESTER, GWEN	500.00
42111	2010-03-31			900000 HIPWELL, MARCY	150.20
42112	2010-03-31			900000 JON DUDLEY	6,300.00
42113	2010-03-31			900000 SINAMPAGA, ANITA	57.00
42114	2010-03-31			900000 UPS CANADA	9.24
					<b>958,961.37</b>
<b>Total</b>					<b>2,943,780.44</b>

# Board Highlights

March 9, 2010



## ***Instructional Materials Fees***

The Board of Trustees approved that the Instructional Materials Fees for the 2010-2011 school year remain at the current 2009-2010 rates, as follows:

- ⇒ \$40.00 per student for students enrolled in Grades 1 through 6;
- ⇒ \$50.00 per student for students enrolled in Grades 7 through 9;
- ⇒ \$70.00 per student for students enrolled in Grades 10 through 12;
- ⇒ a \$10.00 per student Divisional Technology Fee for students enrolled in Grades 1 through 12;
- ⇒ and that the school principal will be allowed the option of charging a refundable deposit per student per year.

## ***Instructional Allocation Formula***

The Board of Trustees approved a motion to postpone, until a later date to be established by the Board, the review of the Instructional Funding Allocation Formula to provide time for overall guiding principles to be established or reaffirmed by the board. This process is well underway, but the Instructional Funding Allocation Formula for the 2010-2011 school year will remain the same as in the current 2009-2010 school year.

## ***Projected Enrolment - September, 2010***

Schools have completed their enrolment counts for September, 2010. While these numbers tend to be conservative, they reflect a possible decline of 6.3% or 239.5 FTE students. If history holds true, the actual decline will not be as dramatic, but the budgeted decline impacts initial allocations to schools.

## ***Board Priority Update***

The Board of Trustees reviewed the actions that have occurred in each of the four priority areas:

- 1) improve student access to a broader range of high school programs,
- 2) improve junior high achievement in Science and Math,
- 3) improve success and performance of First Nation students,
- 4) increased involvement of students, parents and community.

One exciting, new initiative related to improving student access to a broader range of high school programs is the *CTS Bridge to Certification Program*. Livingstone Range has received funding to support two candidates with journeyman certification to attend the University of Alberta to complete their Bachelor of Education degree and subsequently, teach in their area of expertise in LRSD schools. There has been much interest in this opportunity and the selection process will be completed before the end of March. The successful candidates will begin their B.Ed. course work in June, 2010 and will attend university for a full year. They will receive an interim teaching certificate and will be ready to begin teaching in our schools in September, 2011. On-going course work will be completed in subsequent summers. This initiative will allow more CTS programming in Livingstone Range School Division.

***If you require further information on any of the Board Highlights listed above, please contact the Chairman of the Board, Dick Peterson at (403) 563-3212 or (403) 625-7071 (cell).***



**Principal**

Mr. K.  
Hewson

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

### K-4 Week at a Glance

Monday, March 22	
Tuesday, March 23	Hot Dog Day 3-way conferences 4-7 pm
Wednesday, March 24	3-way conferences 4-7 pm
Thursday, March 25	Pizza Day
Friday, March 26	Staff Planning Day (K-4 site)

Phone: (403) 625-3371  
Fax: (403) 625-4920

### 5-7 Week at a Glance

Monday, March 22	
Tuesday, March 23	Pizza Day
Wednesday, March 24	Parent Teacher Interviews 4-7 pm
Thursday, March 25	Sub Day Parent Teacher Interviews 4-7 pm
Friday, March 26	

Phone: (403) 625-4464  
Fax: (403) 625-4283

# Principal's Update

## West Meadow Elementary School

Monday, March 22



### Report Cards and Conferences

On Monday, report cards for K-7 students will be sent home to families. Please call the school to book times for 3-way conferences and parent/teacher interviews.

**Kindergarten, Grades 1, 2, 3, 4, and 6**  
Tuesday, March 23 and Wednesday, March 24

**Grades 5 and 7**  
Wednesday, March 24 and Thursday, March 25

*Families will have the opportunity to complete an LRSD Satisfaction Survey on laptops set up outside of each classroom on these evenings.*

### 2010-2011 Grade 8 Exchange

Information regarding a student exchange for students in grade 8 next year. The letter from WCCHS has been posted on the website, emailed to families and sent home. If interested, please return the interest form or contact Mr. Bohnet or Mrs. Middleton if you have further questions.



**Be sure to check out the Book Fair at the 5-7 site, open during every Parent Teacher Interview evening this week.**

Please continue to check the website for updates and additions to the K-6 Planning Overview. This document will be reviewed monthly with staff and School Council, detailing plans and answering questions regarding K-6 programming for 2010-2011.

### Looking Ahead...



Mar. 30	Fundraising Society Meeting 6:30 pm
Apr. 2	Good Friday Easter Break April 2-11
Apr. 20	School Council Meeting 6:30 pm—5-7 Site
Apr. 22	Golden Eagle Gala

### Fundraising Society

#### Criteria for Fundraising and Supporting School

*At the last Fundraising Society meeting, a draft criteria for Fundraising and Support Schools in the future were developed and will be reviewed at the next Fundraising Society meeting. If you have any comments or suggested revisions, please submit responses to Mr. Hewson.*



#### Criteria for Fundraising Efforts

- We will ensure fundraising efforts will not negatively impact the education of students and should be healthy for students and the school
- We will ensure fundraising is most effective and least intrusive on the school day
- We will ensure fundraising efforts focus on maximum profit while minimizing volunteer and staff time and energy
- We will ensure fundraising efforts will not result in individual student or staff gain
- We will ensure participation in all fundraising is voluntary and pressure-free (non-competitive)

#### Criteria for Supporting School

Primary consideration for funding will be given to applications that:

- demonstrate a direct correlation to student learning
- benefit the greatest number of students possible
- broaden student's learning and school experience
- engage parents in the children's education



Visit us online at [www.lrsd.ab.ca/school/westmeadow](http://www.lrsd.ab.ca/school/westmeadow)

WILLOW CREEK REGIONAL WASTE MANAGEMENT SERVICES  
COMMISSION  
P.O. BOX 2820 CLARESHOLM AB T0L 0T0  
PHONE: 403-687-2603 FAX: 403-687-2606

The regular Monthly meeting of the Landfill Commission was held at the Landfill Facility Feb.18, 2010 at 3.30 P.M. The following members were in attendance: Don Leonard, Chairman, Walter Gripping, Ed Neufeld and Fred Goodfellow.

Meeting called to order at 3:40 PM.  
Additions:

1. Approval of Minutes of Meeting of Jan 21, 2010.  
10.06 Motion made by Walter Gripping to accept the Minutes of Jan.21, 2010 as presented. CARRIED
  
2. Approval of Accounts Payable for Jan. 2010.  
10.07 Motion made by Walter Gripping to accept Jan. 2010 Accounts Payable as presented. CARRIED
  
3. Rate Increase. Propose dry waste increase from 44.00 MT to 48.00 MT
  - a- All Landfills charge one rate for dry or wet.
  - b- Willow Creek is lower than all Landfills.
  - c- Well testing cost has increased 100%.
  - d- Employees still have no Insurance or Benefits (Pension)
  - e- Landfill Expenses are difficult to meet when rates are kept low.

After discussion the attending Members agreed that no decision could be made on increasing rates without the Members of Fort McLeod & Stavely present. Fred to contact both Towns to arrange their members to attend these important meetings .

4. 2010 Preliminary Budget.  
10.08 Motion made by Ed Neufeld that we accept the 2009 budget as an interim budget for 2010. CARRIED
  
5. 2010 Requisitions ( increase ?)  
See notes on Item 3.



6. Loans for equipment paid off Jan.26 (32,167.59)  
Information for Members.
7. Sawma meeting Feb.26 – 1 pm at Country Kitchen 1715 Mayor McGrath Drive.  
Information for Members. Ed Neufeld to attend.

10.09 Motion to adjourn at 4.30 by Ed Neufeld.

CARRIED



Don Leonard-Chairman

Fred Goodfellow-Sec/Treasurer

10-Feb

Willow Creek Regional Waste Management Services Commission  
Accounts Payable For Commission Approval

	Amount	GST	Total
Commission Expenses			
Receiver General	2553.41		2553.41
Wages	7984.54		7984.54
Telus - 687-2603 & 687-2606	10537.95		10537.95
Total Commission General Expenses			
Landfill Expenses			
Epcor	118.02	5.62	112.40
Southern Air			
Jubilee Ins			
Claresholm Rental			
Alberta Treasury Equipt. Loan			
Little Bow Gas Co.	254.28	12.11	242.17
Chinook Septic			
Write Source			
Canadian Linen	121.80		121.80
UFA			
Workmans Compensation	819.92		819.92
Kal Tire	19.95	0.95	19.00
CEM Equipt.			
NAPA	144.62	6.89	137.73
Total Landfill Expenses	1478.59	25.57	1453.02
Total Income	\$15,625.00		
Total Expenses	\$12,016.54		

Willow Creek Regional Waste Management Services Commission  
2010 BUDGET (Work Sheet)

	Population	Actual 2009	2010
<b>Revenues</b>			
Requisition	3624	25,658.00	25,658.00
Claresholm	391	2,769.00	2,769.00
Granum	455	3,223.00	3,223.00
Stavely	2992	21,181.00	21,181.00
Fort Macleod	5414	38,338.00	38,338.00
MD of Willow Creek	12876	91,169.00	91,169.00
Total Requisitions		5,000.00	5,000.00
Rent		96,169.00	96,169.00
Total		7.08 per capita	7.08 per capita
<b>User Fees</b>			
Claresholm	1889mt	67,276.00	75560.00
Granum	157	4,958.00	5440.00
Stavely	131	4,570.00	5080.00
Fort Macleod	1409	47,749.00	53080.00
MD of Willow Creek	254	9,035.00	10040.00
Cash Customers		77,908.00	75000.00
Other		43,103.00	43000.00
Total User Fees		254,599.00	267200.00
Total Revenues		359,531.00	363,369.00
<b>Expenses</b>			
Insurance		8,728.00	8000.00
Personnel		132,407.00	125000.00
Benefits		7,000.00	7000.00
Equipment Loan		42,000.00	42000.00
Fuel		0.00	20000.00
Goods & Service Com.Gen.l		13,000.00	13000.00
Contracted Service Commission		12,460.00	7000.00
Goods & Service L/Fill		37,757.00	30000.00
Utilities Com. General		1,823.00	2500.00
Utilities L/Fill		2,887.00	2500.00
Interac Charges		2,217.00	1850.00
Other Expenses Com.Gen.		848.00	1831.00
Other Expenses Landfill		0.00	500.00
Total Expenses		254,147.00	261,181.00
Profit / Loss		96,621.00	102,188.00
<b>ACCRUALS</b>			
Depreciation Land		10,000.00	10000.00
Depreciation Building		6,875.00	6875.00
Contingency Allowance		15,000.00	15000.00
Landfill Monitoring after Closure		10,000.00	10000.00
Construction Wet Waste Cell		35,000.00	35000.00
Construction Dry Waste Cell		35,000.00	35000.00
Engineering on Cells		5,000.00	5000.00
Total Accruals		116,875.00	116,875.00
Net Profit/Loss		-20,254.00	-14,687.00



*Finley*

*20*

**Minutes** of the Meeting of **SouthGrow Regional Initiative Management Board** held Wednesday, March 10, 2010 at 4:45 p.m., in the Alberta Finance and Enterprise Boardroom.

Present:

Sandra Nelson, Chair  
Kym Nichols  
Jon Stevens  
Ron Lagemaat  
Daryl Sutter  
Roger Houghton  
Shilpa Stocker, Project Manager  
Linda Erickson, Director, Alberta Finance and Enterprise

**“Draft”**

Excused: Harlan Cahoon, Bob Tarleck, Ron Thunder Chief, Paul Goldade, Don Wentz

**1. Call to Order**

Chair, Sandra Nelson called the meeting to order at 5:00 p.m. and welcomed Roger Houghton, Councilor for Cardston County and thanked him for sitting in for Harlan Cahoon.

**2. In-Camera Session**

**Motion #1-03/10:** Jon Stevens moved to go in camera.  
Linda Erickson and Shilpa Stocker left the room.

**CARRIED**

Linda Erickson and Shilpa Stocker were asked to join the meeting.

**Motion #2-03/10:** Daryl moved to revert to open meeting.

**CARRIED**

**Motion #3-03/10:** Jon Stevens moved to ratify Shilpa Stockers contract as Project Manager for SouthGrow.

**CARRIED**

**3. Approval of Minutes**

**Motion: #3/03/10:** Ron Lagemaat moved to approve the Minutes of December 2, 2009.

**CARRIED**

**4. Approval of Agenda**

**Motion: # 4/03/10:** Jon Stevens moved to approve.

**CARRIED**

**5. Financial Report:**

**Motion: #5/03/10:** Kym Nichols moved to approve.

**CARRIED**

**6. Committee Reports** – (4 pages) *Distributed via email to Management Board prior to the meeting and also included in agenda packages.*

Shilpa Stocker reviewed typed report and provided verbal update.

- SouthGrowN Sustainability – 125 people paid registered for this event. Evaluations of the event have been positive and a summary report with this information and a final budget will be prepared by March 31, 2010 for distribution to the Management Board.

**Motion: #6/03/10:** Daryl Sutter moved to continue moving forward with the Innovation and Commercialization Project and continue to consult with the University and College.

**CARRIED**

**Motion: # 7/03/10:** Ron Lagemaat moved to accept the Committee Reports as presented.

**CARRIED**

## 7. New Business

- SouthGrow and SAAEP: In preparation of the proposed joint board meeting on March 30, 2010, Linda Erickson presented an overview of SAAEP's past accomplishments and the highlights of the proposed project moving forward. An open discussion on the structure of SAAEP followed. Additional concerns about member engagement and members understanding of the process and objectives were also voiced. Further discussion was tabled until after the meeting on March 30<sup>th</sup>.

## 8. Other Business

- **2010 – 2011 Operation Plan**

**Motion: #8/03/10:** Daryl Sutter moved to approve.

**CARRIED**

- **Regions in Transitions “Community Trust”**

**Motion: #9/03/10:** Ron Lagemaat moved to approve funding application.

**CARRIED**

- **Productivity Improvement Project**

**Motion: #10/03/10:** Daryl Sutter moved to approve funding application.

**CARRIED**

- **Albertafirst.com:** Linda Erickson reported that this website data base will shut down on March 31, 2010 and as a result, SouthGrow's website will no longer contain a business listing component.

- **Alberta Entrepreneurship Camp**

**Motion: #11/03/10:** Jon Stevens moved to approve \$1,500 sponsorship fee, with the understanding that SouthGrow will receive a 2010 Camp report and information about the future viability of this initiative.

**CARRIED**

- **Community Support Declarations** – Committee reviewed list of members that had returned their declarations.

**Motion: #12/03/10:** Jon Stevens moved that the members who did not return their declarations were to be invoiced at the same time as the ones who signed.

**CARRIED**

**Motion: #13/03/10:** Jon Stevens moved that SouthGrow discontinue sending out the declarations.

**CARRIED**

- **Municipal Elections and SouthGrow** – Committee discussed strategy and subject was tabled.

**Action:** Elected, designated members will be provided a “list of bullets” or “fast facts” for the members monthly committee reports to their respective Council meetings. Committee Reports will continue to be provided same audience.

- **Annual General Meeting:** The AGM will be held in the evening of June 17, 2010 at the Lethbridge Lodge.
- **Policy and By-Law Review:** This meeting will be held on April 7, 2010 at 4:45. In preparation, the Management Board will be provided copies of the policies and bylaws prior to the meeting.

**Motion: #14/03/10:** Kym Nichols moved to contract John Carstairs for a maximum of \$2,500 to facilitate process and prepare/revise as requested by Board.

**CARRIED**

- **Meeting of the Chairs:**

**Motion: #15/03/10:** Jon Stevens moved to request be sent to Diane Simsovice that the next meeting be conducted via video conference .

**CARRIED**

## **9. Next Meeting**

The next Management Board Meeting will be held on **April 7, 2010 at 4:45 p.m.** in the Alberta Finance and Enterprise Boardroom.

## **12. Adjournment**

**Motion: # 16/03/10:** Ron Lagemaat **moved** to adjourn the meeting at 8:37 p.m.

**CARRIED**

CLARESHOLM BASEBALL  
 USER'S MEETING  
 MINUTES  
 Thursday March 18, 2010  
 Town Office, Conference Room

- A. Call to order 7:05 PM
- B. Additions to Agenda
  - a. T-ball diamonds
  - b. User fees
  - c. Master scheduling for diamond usage

Attendance:

NAME	Address	PHONE #	Email
Daryl Sutter (Councilor)	Town of Claresholm	403-625-0183	<a href="mailto:dsutter@telusplanet.net">dsutter@telusplanet.net</a>
Kris Cope (Parks & Recreation)	Town of Claresholm	403-625-3446	<a href="mailto:starfire17@hotmail.com">starfire17@hotmail.com</a>
Barry Barley (Parks & Recreation)	Town of Claresholm	403-625-1586	
Rob Steel (Mayor)	Town of Claresholm	403-625-4017	<a href="mailto:rsteel@telusplanet.net">rsteel@telusplanet.net</a>
Chris Dixon	(Minor Ball President)	403-625-5494 403-625-0296	<a href="mailto:Cjdixon71@shaw.ca">Cjdixon71@shaw.ca</a>
Shaun Boyle	Livingstone Range School Division: WCCHS	403-625-4749	<a href="mailto:boyles@lrsd.ab.ca">boyles@lrsd.ab.ca</a>

- C. Topics of discussion
  - a. Shale versus grass in infield – *general discussion around pros and cons of removing grass from the infields – consensus was that the grass infields would remain – as the town crew has been edging the infield and outfield as well as the pitcher mounds which has removed the “ridges” of infringing grass growth and shale that has been swept into the grass – in doing so, realizing that MORE SHALE is required to bring the paths up to an acceptable standard. Due to wind conditions in this area, it was felt that removing the grass infield would cause more issues with blowing dust, plus there are already three (3) diamonds in shale (Centennial, Moffat and one at Millennium), that can be utilized if that form of infield is preferred. Also realizing that Millennium fields are irrigated, which if turned over to Shale, would require more work/cost to accommodate shale infields, plus new shale infields would take a number of seasons to settle, creating further issues of skipping balls.*
    - i. **Recommendation – leave grass infields in place, BUT bring in loads of shale to bring running paths up to an acceptable level**

- ii. *Edge infields/outfields/picture mounds on a yearly basis and supply more shale as needed*
  - iii. *Continue with watering in the evening/nighttime*
- b. *Aeration – All baseball fields require aeration – golf course will supply tractor pull behind aerator as needed*
  - i. ***Recommendation- aerate the fields in fall of each season***
- c. *Seeding – fields are fertilized by the town at the beginning of the season*
- d. *Weeding- town crew presently does spot weeding, and uses a pull behind bar to remove weeds from shale areas. Weeding was an issue at Moffat Park last year, with some weeds also becoming an issue at Centennial*
  - i. ***Recommendation – that the town continues with the spot treatments and the bar for pulling the weeds – BUT that the spraying of herbicide and fertilizing of ALL the ball diamonds be contracted out to either McKillop Lawn Services or Bakker Spraying Services.***
- e. *Watering – not an issue*
- f. *Mounds in infield - have been taken care of!*
- g. *Kitchen & locks*
  - i. ***Recommendation – that the town change the combination of the keypad lock at each tournament – as other users host tournament, they must supply their own product and it becomes a liability if the lock is not changed***
- h. *Fencing – discussion around the moveable fence on the South East field at Millennium Park focused upon the fact that Slo-pitch requires a certain distance, and minor ball requires a different distance.*
  - i. ***Recommendation – that the fence remains SET for MINOR BALL players and their season at the SHORTER DISTANCE UNTIL the END OF JUNE, then the fence will be moved out BY THE TOWN, for the duration of the summer.***
  - ii. ***That Moffat diamond will be used as a SLO-Pitch diamond, and will be staked out accordingly for bases and pitcher rubber.***
- i. *Town user liability agreement – ALL users of the town facilities, MUST fill out a User Liability Agreement, supplied by the town – ALL town Facilities prohibit the consumption of alcohol on the premises, same applies for the ball diamonds in town, UNLESS a liquor permit for a beer garden has been pulled*
  - i. ***Recommendation – D. Sutter will get copies of agreement to user representatives.***
- j. *Dog waste – more doggie bags to be supplied*
- k. *Recycle bins – good suggestion*



- i. Recommendation – town purchase split bins – half for recycle and the other for regular garbage.*
  - ii. Bins to be placed and secured behind each of the backstops at ALL the ball diamonds*
- l. Tournament scheduling- at present there is NO method of scheduling tournaments or even games, it is a varied hit and miss method, creating potential conflicting game times*
  - i. Recommendations – that a central location/person be established to funnel tournament and game scheduling through (preferably a town employee) would also designate which diamonds teams would be playing on.*
  - ii. That a board be erected at the entrance of Millennium Diamond, indicating what and when each field is available – (Could be also put up onto a website – but would have to be monitored/changed on a daily basis)*
- m. T-ball Diamonds – request from minor ball, that these diamonds receive some upgrading and maintenance. Town already has plans to prep these for this season’s play*
- n. User Fees – town administration has been enquiring about potentially establishing user fees for the use of the ball diamonds, to off set upkeep and maintenance costs. THIS would NOT be implemented this year – but as the town grows, it is entering the realm of potentially requiring an individual to oversee all recreational facilities in the community.*

D. Adjournment: 8:00 PM

CLARESHOLM BASEBALL  
 USER'S MEETING #2  
 MINUTES  
 Wednesday March 24, 2010  
 Town Office, Council Chamber

A. Call to order 7:05 PM

Attendance:

NAME	Address	PHONE #	Email
Daryl Sutter (Councilor)	Town of Claresholm	403-625- 0183	<a href="mailto:dsutter@telusplanet.net">dsutter@telusplanet.net</a>
Kris Cope (Parks & Recreation)	Town of Claresholm	403-625- 3446	<a href="mailto:starfan17@hotmail.com">starfan17@hotmail.com</a>
Shaun Boyle	Livingstone Range School Division: WCCHS	403-625- 4749	<a href="mailto:boyles@lrsd.ab.ca">boyles@lrsd.ab.ca</a>
Kris Holbeck (C.A.O.)	Town of Claresholm	403-625- 3381 (WK)	<a href="mailto:kris.holbeck@townofclaresholm.com">kris.holbeck@townofclaresholm.com</a>
Darren Saunders	Claresholm Slo-pitch	403-625- 4268	
Myles Fisher	Claresholm Slo-pitch	403-625- 2443 403-625- 0340	<a href="mailto:myles.fisher@fortis.com">myles.fisher@fortis.com</a>
Candice Greig	Claresholm Slo-pitch	403-625- 9500	<a href="mailto:candice.greig@viterra.ca">candice.greig@viterra.ca</a>
<b>Regrets</b>	<b>Regrets</b>	<b>Regrets</b>	<b>Regrets</b>
Barry Barley (Parks & Recreation)	Town of Claresholm		
Rob Steel (Mayor)	Town of Claresholm	403-625- 4017	<a href="mailto:rsteel@telusplanet.net">rsteel@telusplanet.net</a>
Chris Dixon	(Minor Ball President)	403-625- 5494 403-625- 0296	<a href="mailto:cjdixon71@shaw.ca">cjdixon71@shaw.ca</a>

B. Topics of discussion

- a. Shale versus grass in infield – *general discussion around pros and cons of removing grass from the infields – consensus was that the grass infields would remain – as the town crew has been edging the infield and outfield as well as the pitcher mounds which has removed the “ridges” of infringing grass growth and shale that has been swept into the grass – in*

doing so, realizing that MORE SHALE is required to bring the paths up to an acceptable standard. Due to wind conditions in this area, it was felt that removing the grass infield would cause more issues with blowing dust, plus there are already three (3) diamonds in shale (Centennial, Moffat and one at Millennium), that can be utilized if that form of infield is preferred. Also realizing that Millennium fields are irrigated, which if turned over to Shale, would require more work/cost to accommodate shale infields, plus new shale infields would take a number of seasons to settle, creating further issues of skipping balls.

- i. **Recommendation – leave grass infields in place, BUT bring in loads of shale to bring running paths up to an acceptable level**
  - ii. **Edge infields/outfields/picture mounds on a yearly basis and supply more shale as needed (Requested about edging the infield and outfields – Lethbridge has a brush/broom to bring shale back into the pathway – suggestion that this be done twice a year – town will investigate type of broom/machine that they are using in Lethbridge)**
  - iii. **Continue with watering in the evening/nighttime (watering is dependent on the weather, but town should look at doing it more)**
- b. Aeration – All baseball fields require aeration – golf course will supply tractor pull behind aerator as needed **(Fields were over seeded in spring of 09 and aerated in the fall – suggested shorter time between aeration)**
  - i. **Recommendation- aerate the fields in fall of each season**
- c. Seeding – fields are fertilized by the town at the beginning of the season
- d. Weeding- town crew presently does spot weeding, and uses a pull behind bar to remove weeds from shale areas. Weeding was an issue at Moffat Park last year, with some weeds also becoming an issue at Centennial
  - i. **Recommendation – that the town continues with the spot treatments and the bar for pulling the weeds – BUT that the spraying of herbicide and fertilizing of ALL the ball diamonds be contracted out to either McKillop Lawn Services or Bakker Spraying Services. (recommend that it be done onto ALL ball diamonds in town)**
- e. Watering – not an issue
- f. Mounds in infield - have been taken care of!
- g. Kitchen & locks/**maintenance room**
  - i. **Recommendation – that the town change the combination of the keypad lock at each tournament – as other users host tournament, they must supply their own product and it becomes a liability if the lock is not changed (deep freeze purchased by slo-pitch to be stored in maintenance room)**

- h. Fencing – *discussion around the moveable fence on the South East field at Millennium Park focused upon the fact that Slo-pitch requires a certain distance, and minor ball requires a different distance.*
  - i. ***Recommendation – that the fence remains SET for MINOR BALL players and their season at the SHORTER DISTANCE UNTIL the END OF JUNE, then the fence will be moved out BY THE TOWN, for the duration of the summer.***
  - ii. ***That Moffat diamond will be used as a SLO-Pitch diamond, and will be staked out accordingly for bases and pitcher rubber.***
  - iii. ***SW field can be used as both high school ball and slo-pitch-no high school hard ball on Wednesdays – Boys high school hard ball on Monday, Tuesday, Thursday and Friday.***
  - iv. ***Moffat park (250 ft) adequate for JV to practice on for 13/14 year olds***
  
- i. Town user liability agreement – *ALL users of the town facilities, MUST fill out a User Liability Agreement, supplied by the town – ALL town Facilities prohibit the consumption of alcohol on the premises, same applies for the ball diamonds in town, UNLESS a liquor permit for a beer garden has been pulled*
  - i. ***Recommendation – D. Sutter will get copies of agreement to user representatives.***
  
- j. Dog waste – *more doggie bags to be supplied*
- k. Recycle bins – *good suggestion*
  - i. ***Recommendation – town purchase split bins – half for recycle and the other for regular garbage.***
  - ii. ***Bins to be placed and secured behind each of the backstops at ALL the ball diamonds***
  - iii. ***That split garbage bins also be place at both entrances to Millennium park***
  
- l. Tournament scheduling- *at present there is NO method of scheduling tournaments or even games, it is a varied hit and miss method, creating potential conflicting game times*
  - i. ***Recommendations – that a central location/person be established to funnel tournament and game scheduling through (preferably a town employee) would also designate which diamonds teams would be playing on.***
  - ii. ***That a board be erected at the entrance of Millennium Diamond, indicating what and when each field is available – (Could be also put up onto a website – but would have to be monitored/changed on a daily basis) – that a weather protected board be placed at the entrances of Millennium (see appendix A)***

- m. T-ball Diamonds – *request from minor ball, that these diamonds receive some upgrading and maintenance. Town already has plans to prep these for this season’s play*
- n. User Fees – *town administration has been enquiring about potentially establishing user fees for the use of the ball diamonds, to off set upkeep and maintenance costs. THIS would NOT be implemented this year – but as the town grows, it is entering the realm of potentially requiring an individual to oversee all recreational facilities in the community. **General Discussion around the pros and cons of this initiative!***

C. Adjournment: 8:00 PM

Appendix A

MILLENIUM BALL PARK

<p>North West Field: #2  <b>SLO-PITCH</b>          Tuesday and Wednesday  <u>5:30 till dusk-----</u>  <b>Girls High School SLO-PITCH</b>          Monday, Thursday, Friday  <b>5:00 till dusk</b></p>	<p>North East Field: #3  <b>SLO-PITCH</b>          Tuesday and Wednesday  <u>5:30 till dusk-----</u>  <b>Girls High School SLO-PITCH</b>          Monday, Thursday, Friday  <b>5:00 till dusk</b></p>
<p>South West Field: #1  <b>SLO-PITCH</b> Wednesday  <u>5:30 till dusk-----</u>  <b>WCCHS – Boy’s hardball</b>          Monday, Tuesday, Thursday, Friday  <b>5:00 till dusk</b></p>	<p>South East Field: #4  <b>Minor Ball – ages 11 &amp; 12, others</b>          Monday, Tuesday, Wednesday,          Thursday, Friday  <b>5:30 till dusk</b></p>

MOFFAT BALL PARK:  
 Alternate for **Girls High School SLO-PITCH**  
 Monday, Tuesday, Wednesday, Thursday, Friday  
**5:00 till dusk**

CENTENNIAL BALL PARK:  
**Minor Ball ages 9 & 10, and others**  
 Monday, Tuesday, Wednesday, Thursday, Friday  
**5:30 till dusk**

**BASEBALL CONTACT NUMBERS**

**CLAREHSOLM ADULT SLO-PITCH LEAGUE:**

- Candice Greig: 403-625-9500

**CLARESHOLM MINOR BASE BALL ASSOCIATION:**

- Chris Dixon: President Minor Ball 403-625-5494
  - 403-625-0296

**WILLOW CREEK COMPOSITE HIGH SCHOOL:**

- Senior Boys Hard Ball
  - Patrick Tannan 403-625-3387
  - Randy Bonnet 403-625-3387
- Senior Girls SLO-PITCH
  - Shaun Boyle 403-625-4749
  - JoAnna Sutter 403-682-7220
    - 403-625-3387

**Claresholm Chamber of Commerce Meeting**  
Minutes – Tuesday, March 16, 2010  
Claresholm Golf Club

Meeting called to order by Chamber President, Russell Sawatzky

Adopted minutes from Feb meeting – motion by Tony Walker and seconded by Linda Petryshen.

Approval of agenda with one addition: New Business: The chamber page in the Local Press

Bernie Feodoroff moved agenda be accepted & Dave Moore seconded. Carried

**Treasurer's report:** by Sue Gour, Treasurer: see printout – with one correction on the 2<sup>nd</sup> pg –67 memberships paid to date, not 70. The Alberta Chamber membership fee was \$150 in 2009. There are 47 businesses who were members last year who have not renewed this year. Sue & Roxanne Thompson will contact these non-renewing members from 2009. A small float error was discovered and will be fixed. Sue does not have any record of a budget for 2010 but there may be more information coming when the 2009 account records are returned by the accountant. Sue should have them for next meeting, so more detail will be available. In summary, there is money in the bank, about \$20,332. Don Leonard moved this report be accepted, 2<sup>nd</sup>ed by Carmelle Steele. Carried

**Trade Fair report:** Don Leonard: No more bills have come in, so a final report will be available at the next meeting.

**Memberships:** Roxanne Thompson: see treasurer's report above for membership renewal follow up.

**Mexican Fiesta:** Report by Roxanne: The 1<sup>st</sup> meeting was held last week with 10 people on the committee. The event is scheduled for Fri June 25<sup>th</sup>, the day before grad. The same format will be used as last year with some added features. \*More volunteers are needed. Music: no band, a sound system will save money. Taco in a bag. The beer garden will be bigger & better. A new liquor license will allow children inside. 2 tents – 1 for beer garden, 1 for food. El Molino to be asked for a donation of chips/salsa again. Children's activities will be organized by the “Pharmasave girls”. Alternate location in case of incimate weather – arena. There will also be salsa lessons, a 50/50 draw, & a jalapeno eating contest. Churros? Sounds great! Russell congratulated this committee for all their work in the past and a great first organization meeting.

**Town report:** Dave Moore– streets are being swept and cleaned. The Town of Claresholm's 2010 capital budget recently passed. South Sanitary extension – moving dirt & laying pipe – funded by Federal, Provincial & Municipal gov'ts-great project for the town. Derochie Dr is to be paved by the town & developer together. 8<sup>th</sup> St sidewalk will be extended from 520 south to Westlyn Spur. Cottonwood area storm drainage improvement will be funded by the town which will also correct the drainage issues in the mobile homes nearby. 8<sup>th</sup> St will be corded & paved. Infrastructure improvements planned for 2010.

**MD Report:** – Glenn absent – no report

**Fundraising:** There is not an aggressive plan for this year, just to support hanging basket program.

**Hanging Basket Program** – baskets have been ordered. \$40/basket. 30 in total - \$1200. Roxanne reports a youth group has stepped forward to do the watering.

**Citizen of the Year:** April 21: presentation of Citizen of the Year & Jr Citizen of the Year awards. The Chamber has already committed to a \$500 contribution. 320 people attended last year. Organization displays can be set up by local businesses. K-Brand catering will be providing the food. There is a web link if further info is needed. There will be an acapella group from Calgary, AB. Songs from 50's to present. Tickets on sale for \$5 each. The Town also made a \$1000 donation.

**New Business:**

**1. Purchase of tables/chairs**– Russell suggests that the Chamber purchase their own tables and chairs as we ran out of tables last year for the Mexican Fiesta. 10 new tables be purchased @ \$45 each. \$25 for chairs. Roxanne reports that the United Church ( Ken Lewis-contact) has 12 wood/metal tables – 5 tables at Mackin Hall for sale as well as about 75 wooden chairs and 150 metal chairs. The Chamber is welcome to use them. Russell suggested that the Fiesta committee could check out the condition of the tables & chairs and a decision could be made at the next meeting: the Chamber could use them or buy some of these items.

**2. E-mail Calendar:** Russell reports that he and Doug Bowman hope to have an e-mail calendar prepared for next meeting

**3. Chamber page in the local press** – A full page ad is currently run by the Local Press 1x per month devoted to the Chamber with businesses subsidizing the cost of this page. Russell suggested the Chamber pay for the ad (\$360), with supporting businesses paying \$20 each. Don Leonard disagrees and feels that the individual businesses should pay for the ad. Roxanne suggests the Chamber paying ½ and businesses pay \$10. Businesses currently committ to 6 months or a reduced 12 month rate. 18 sponsors are needed to “fill the space”. After discussing the alternatives, there will be no change in the way this is being done.

**4. May Conference** – Russell is registered to attend May 13, 14 & 15 in Lethbridge. If anyone else is interested, please contact Russell at 625-4227.

**5. Communities in Bloom:** Arnold McAulay describes this organization as a program that benefits the overall community. The main players are the local gov't, the Town of Claresholm, businesses, groups & citizens. Litter is a problem. An education campaign is needed and communities in bloom and \_\_\_ will be doing some blitzes. Campaign of information was presented for “don't be a litterbug” and following this program is suggested. Also volunteers could support the clean-up efforts. Posters could be made up and delivered to local businesses, especially fast food outlets, and schools, etc. Advertising in chamber section could also support these efforts.

Rosemary Wishart: at the last Chamber mtg there was discussion re: anti-littering campaign. Doug Bowman asked about the “Pitch in Canada” program. Rosemary has registered our town in this program. There are pages of reference material on their internet site. Earth day- April 22<sup>nd</sup> – often a “pitch in week” is held in conjunction with this, but Rosemary suggests maybe May would be better. Another example: a 20 minute makeover – every citizen could get out for 20 minutes in the clean-up week and pick up garbage/clean up. The pitch-in committee keeps track of how much is picked up - # of bags, and reports this at the end of the campaign. Lethbridge has been successful with this program.



This program would be “pitched” to the schools, community, businesses, etc. Fast food locations are a major source of litter problems.

Communities in Bloom also has the following projects planned: refurbishing signs, including paint touch up & landscaping at the bases, change in lighting. They also look after planters downtown in conjunction with garden club. Youth are involved this year. Businesses & private recognition awards will be given at the end of the year to recognize local efforts.

Russell: Motion to support this program: Arnold made motion on behalf of Michelle ay, and 2nded by Sue Gour. Carried

Don: Chamber page is an ideal venue to start our support.

Russell: What would the cost of posters be? Roxanne to provide a price for 100 color posters and 500 or less decals to Communities in Bloom.

Motion: find out the cost and allocate a budget at next mtg

**6. Correspondence:** The Kinettes want to build a park on the east side Patterson Park, and hold a fundraiser and kickoff May 8th. Naomi Thompson and Glenna Povey (CIBC) are contacts . This is their 50<sup>th</sup> anniversary project. Toboggan hill? Kinsmen & Kinettes are both involved

Next month the golf course will be open, so the mtg will be held in the Kinsmen room

Linda Petryshen: – motion to adjourn – 2nded by Don Leonard.



ELECTED OFFICIALS  
Education Program

# APRIL EOEP COURSES

## **Addressing Affordable Housing Issues: April 15, 2010, North Hill Inn, Red Deer**

This course examines the issue of affordable housing and presents a number of **innovative options** to **address** the **challenges** surrounding it. Important discussion will focus on the **roles of government, business, and nonprofit providers** and the **importance of cooperation**. Participants will be provided with **tools and strategies** to **engage** all **stakeholders** and **build sustainable communities**. Affordable Housing is designed to strengthen the core competency of Community Building.

## **Communications and Media Relations: April 16, 2010, North Hill Inn, Red Deer**

This course examines proven **communication techniques** to **best reach** a wide range of **stakeholders**. Participants will come to **understand** the important role **body language, eye contact, gestures** and **tone** has on the **effectiveness** of **sending and receiving information**. Elected officials will **learn** how to **prepare for and give effective media interviews** as well as learn **practical tips, tools, and strategies** for **working with the media** in a **political environment**. Communications/Media Relations is designed to strengthen the core competency of Communications and Interpersonal Skills.

Courses start at 8:00 a.m. with a Continental Breakfast and course material distribution. Lunch will be served at the venue and breaks are taken both in the morning and in the afternoon.

**North Hill Inn (7150 - 50th Avenue)** has set aside a **block of rooms** which **EOEP registrants** can book at a **special rate of \$89.00 plus tax**. The Inn has a pool and hot spa, evening buffet in the dining room, free parking, internet wireless and an all night security guard on duty. If you wish to make a room reservation in "**Block 4526**" please call **403-343-8800**.

Each course costs \$330.75 plus GST. To register on line or to learn more about the EOEP program or these courses please go to [www.eoep.ca](http://www.eoep.ca). If you need more information please contact Registrar Karen Mack at 403-346-1040.

**April  
2010**

# West Meadow Elementary News



## K-4 Facility

5318—2nd St. W.  
Box 728  
Claresholm, AB  
T0L 0T0  
Ph: (403) 625-3371  
Fax: (403) 625-4920



## 5-7 Facility

5613—8th St. W.  
Box 130  
Claresholm, AB  
T0L 0T0  
Ph: (403) 625-4464  
Fax: (403) 625-4283

### Principal

Mr. Kurtis Hewson

### Assistant Principal

Ms. Karen Bingley  
*K-4 Facility*

### Assistant Principal

Mrs. Lynne Penniket  
*5-7 Facility*

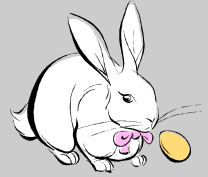


## Staff Appreciation Thank You!

A special thank you to the parent community for the wonderful snacks and lunches last week to recognize staff appreciation week! It truly was greatly appreciated!

*Best Easter wishes to all our students, parents and staff.*

*See you Monday, April 12!*



## Three-Way Conferences and Parent/Teacher Interviews

It was great to see so many families celebrating student learning at our conferences and interviews last week! If you were unable to meet with your child's teacher, please contact the teacher to arrange an alternate time.



## Fundraising Society Meeting

**Tuesday, March 30**  
**6:30 pm—5-7 Site**

Our next Fundraising Society Meeting will be happening on Tuesday, March 30. Items on the agenda include:

- *Review of Olympic funding and expenditures*
- *Review of Criteria for Fundraising and Supporting Learning*
- *Supporting Learning Application Form creation*
- *Creation of Annual Fundraising and Support Plan*

## LRSD Parent Satisfaction Surveys

It is time once again for the annual Satisfaction Surveys. If you have not received a copy of the survey or an online key to access the online version, please contact the office.

The results from these surveys not only celebrate any areas of success for the school but help determine areas in need of improvement.



**The deadline for completion is March 31.**

## Kids and Drugs: A Parent's Guide to Prevention

Pre-register for this five session workshop starting April 13 by calling the FCSS Office at 625-4417.

Visit us online at [www.lrsd.ab.ca/school/westmeadow](http://www.lrsd.ab.ca/school/westmeadow)

# K-4 News



## Upcoming Events

**Friday, April 2**

*Good Friday—no school*

**Mon, Apr.5—Fri. Apr 9**

*Easter Break—no school*

**Tuesday, April 20**

*School Council Meeting—6:30 pm*

**Friday, April 23**

*Surf's Up Day*

**April 26—May 2**

*Education Week*

**Monday, April 26**

*Birdhouse Building*

**Tuesday, April 27**

*Fundraising Meeting—6:30 pm*

## Education Week

### **April 26—May 2**

Each year, schools across Alberta celebrate Education Week. Check out the Principal's Update and the school website following Easter for more information about how WMES will celebrate learning that week!



## ASCA Conference

If any parents are interested in attending the Annual Conference in Edmonton, funding is available! Please contact School Council Chairperson Lori Benedict at [lori@foothillsford.ca](mailto:lori@foothillsford.ca) for more information.

***The Literacy Carnival is coming with a tentative date set for May 28. If interested in being part of the***



***organizing committee or volunteer for the night, please email Mr. Hewson at [hewsonk@lrsd.ab.ca](mailto:hewsonk@lrsd.ab.ca)***

## Surf's Up Day

### **April 23**

*Come dressed ready for the beach!*

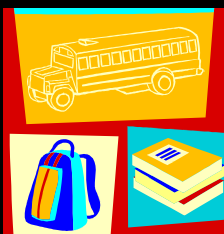


## K-6 Planning Overview

In September 2010, K-6 instruction will begin in the modernized West Meadow Elementary School building. However, there is a great deal of planning to occur between now and that first day of school in the fall. A K-6 Planning Overview has been created to guide the planning and can be found on the school website in the Modernization and Planning section (look under the Highlights tab on the front page). This document will be reviewed regularly with staff

and school council in the coming weeks and will be updated regularly on the website.

**If you have any questions or concerns to be considered in the planning process, please email them to Mr. Hewson ([hewsonk@lrsd.ab.ca](mailto:hewsonk@lrsd.ab.ca)).**





## K-6 Student supplies

Based on feedback received from 119 families in a recent survey of K-4 parents and discussion with School Council and staff, we will be moving to providing supplies to all K-6 students for the 2010-2011 school year. More information regarding the supplies and the supply fee for next year will be shared in the coming months.

### Raise a Reader

Here are some ideas to keep reading interesting!

#### Newspapers

*Many newspapers have articles that children can read. The articles are unusually short and snappy and may be specific to events around town.*

#### Magazines

*There are many different types of magazines out there that may appeal to the interests of your children. Pick one out together the next time you are shopping!*

#### Cookbooks

*Even if your child would much rather eat than cook, cooking is a good opportunity to get kids reading. Let them pick out the recipe and make it together as a great family activity.*



#### Comic Books

*Comic books are becoming more and more popular. The illustrations and offbeat topics keep many children interested in reading.*

#### Brochures

*Are you planning a vacation? Or just dreaming of a place to visit? Get brochures for destination spots, tourist attractions and theme parks.*

#### Song Lyrics

*Most children love music! Show them the liner notes in CDs, encourage them to read along as they listen to songs*



#### Food and Product Labels

*At the breakfast table have your child read the cereal box to you. Or read a bag of chips, lotion bottle or anything else that is lying around. They might begin to think about what they are using!*

#### Catalogues

*From soccer to bedroom furniture to clothes, catalogues have concentrated information on any particular interest your child may have!*



#### Backs of DVDs

*Have your child pick a movie based on the story description of the back of the case!*

# 5-7 News



## Upcoming Events

**Friday, April 2**

*Good Friday—no school*

**Mon, Apr. 5—Fri. Apr 9**

*Easter Break—no school*

**Friday, April 16**

*Friday Assembly Challenge  
(grade 5-6 students)*

**Tuesday, April 20**

*School Council Meeting—6:30 pm*

**Thursday, April 22**

*Golden Eagle Gala—6:30pm*

**April 26—May 2**

*Education Week*

**Tuesday, April 27**

*Fundraising Meeting—6:30 pm*

## Education Week

### April 26—May 2

Each year, schools across Alberta celebrate Education Week. Check out the Principal's Update and the school website following Easter for more information about how WMES will celebrate learning that week!



**Reminder that school fees are due. If there is a problem please contact the school to make payment arrangements. Thank you.**

April 23-25



**School Councils**

Mayfield Inn Edmonton

Connection2010

## ASCA Conference

If any parents are interested in attending the Annual Conference in Edmonton, funding is available! Please contact School Council Chairperson Lori Benedict at [lori@foothillsford.ca](mailto:lori@foothillsford.ca) for more information.

## Book Fair a Success!

Thank you for everyone who helped and supported our book fair.

Student winner of the family draw was Cassie Klaas and the classroom winner was Ms. Pawlick's 5A.



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**If you have any questions or concerns to be considered in the planning process, please email them to Mr. Hewson**



## K-6 Student supplies

Based on feedback received from 119 families in a recent survey of K-4 parents and discussion with School Council and staff, we will be moving to providing supplies to all K-6 students for the 2010-2011 school year. More information regarding the supplies and the supply fee for next year will be shared in the coming months.



## THANK YOU!



The Grade 7 Art / Multimedia / Individual Sports class, along with Mrs. Penniket, would like to thank Karen Hoffman for sharing her time and expertise with a group of mostly beginner curlers. Karen took the class through some basic skill development and then set up a fun mini-bonspiel for the students. It was great watching the students improve their skills within the two hours. And everyone had FUN! Thanks again, it is volunteers like you that enrich our school.



## Golden Eagle Gala

**April 22nd at the 5-7 Site—6:30pm**  
*Invitations for judges will be coming out soon.*



## Golden Eagle Book Award

### Golden Eagle Judges who read all ten

Austin Wever	Colten Allen
Diann Coomes	Dakota DieBold
Kayla Benedict	Cassandra Klass
Kenneth Everett	Roth Drake
Monty Hart	Anita VanRootselaar
Nicole Bohnet	William Gray
Chloe Burrows	Andra Fitzgerald
Joel Vandervalk	Jessie Liang
Kristen Putzi	

### Golden Eagle Judges who read 5 books

Aidan O'Connor	Marshall Park	Gina Pinkerton
Braeden Mitchell	C.J. O'Handley	John Penner
Buddy Baker	Tristen Bishoff	Justin Fisher
Caden Baptie	Delaney Cooper	Jamie Herrington
Carly Hanselmann	Oswaldo Moran	Natalie Thyssen
Desmond Phoenix	Vanessa Power	Tyrel Lelek
Elizabeth Florence	Clay Keeley	Laura Mills
Elizabeth Pedersen	Tyrone Miller	Amanda McLeod
Evan Marsh	Cheyenne Hunt	Brayden Broderson
Gloria Boyle	Clayton Billyard	Ariana Lewis
Jordan Onofrychuk	Tyler Brunet	Carly Thiessen
Joy Willis	Kevin Onofrychuk	Camille Blott
Kee-Ana Kohinsky	Riley Blair	Jamey Tourond
Sarahrose Johnsen	Leilani St. Onge	Reegan McLeod
Nathan Poelman	Dyson Lytwyn	Emily Eberl
Kimberly VanRootselaar		

# K-4 Calendar

# April 2010


Sunday Monday Tuesday Wednesday Thursday Friday Saturday

				1 Pizza Day	2 Good Friday no school	3 Sebastien D
4	5	6	7	8 Ms. McGrattan	9	10
Easter Break—no school all week						
Tyrell D.				Owen B.		.
11	12 Dyce H, Bailey P, Amy U.	13 Hot dog day	14	15 Pizza Day	16	17
18	19 Alex M., Preston T.	20 Hot dog day School Council meeting @ 6:30 pm Kadence J-D, Isaiah R.	21 Ryley W.	22 Jarriid B.	23 Surf's Up Day	24
25	26 Bird Feeder building Jaya P.	27 Hot dog day Fundraising Society meeting @ 6:30 pm Brityn M, Kaitlyn W	28 Gr. 4 swimming Julia M	29 Pizza Day Sarah O	30 Jeremiah R	



# 5-7 Calendar

# April 2010

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
4	5	6	7	8	9	10
	Please call the school if your child (ren) will be absent 403-625-4464.		<b>Easter Holidays</b>	<b>Easter Holidays</b>	Easter Holidays	
11	12	13	14	15	16	17
	School Resumes Hot Dog Day 6A Safety Patrol	Pizza Day	Gr 6 swim 2-3:00	Taco In A Bag		
18	19	20	21	22	23	24
	6AA Safety Patrol	Pizza Day School Council Meeting 6:30pm		Sub Day Golden Eagle Gala 6:30pm	Gr 5 swim 10-11:00	
25	26	27	28	29	30	
	Hot Dog Day 5A Safety Patrol	Pizza Day Fundraising Meeting 6:30pm			Gr 7 swim 9-10:30	

Claresholm Garden Club Meeting, Tuesday, March 16, 2010-04-07

11 members present: Wendy Montpetit, Rosemary Wishart, Arnold McAulay , Laida Morelos, Olive Darch, Sally Miller, Tom Miller, Rita Burton, Daryl Sutter, Eileen Jones and Marcia Johnson

Minutes of previous meeting were read. Rosemary Wishart moved the minutes as read, Daryl Sutter seconded the motion.

**CIB update:** Registered in Friends category this year. Projects include town signs and lighting - presentation went to the Town of Claresholm, and some of the planters CIB did last year. Girl Guides are interested in doing a project. CIB will give awards for most beautiful business and private yards. Registered Claresholm in "Pitch in Canada". CIB have one week to encourage residents to clean up for 20 minutes. Pitch in Canada will send bags and advertising. May 1 – 8 Chamber of Commerce will campaign to heighten awareness and education of littering.

Girl Guides have grant for trees. Porcupine Hills Lodge has been suggested.

**CalHort at Spruce Meadows:** Not entering – deadline has passed

**The Girl Guides:** Discussion on where Girl Guides could possibly put a wild flower garden. This is a Communities in Bloom project and no final location was arrived at.

New Business

**Planters:**

- 1) Two beds on N and S of traffic lights - Deb
- 2) BOM – Tom and Sally
- 3) Credit Union bed and the one W of Bargain Shop – Rosemary and Arnold
- 4) Museum - old beds – Rita, Olive, Wendy and Laida
- 5) N side of post office – Town may not be doing this now
- 6) W side of post office – Jane and Wendy
- 7) Claresholm Agency bed – Laida
- 8) Bed in front of Claresholm Agency – Rosemary
- 9) N of Fields – Barb Hinkle
- 10) East of Fields – Vivian Norgard
- 11) Karma Gas – Rosemary and group effort
- 12) N of Creative Industries – Margaret and Dena although they are no longer members.

**Brochure on the new type of hanging baskets the Town is considering**

Because of the size of the pot, they still need watering everyday  
Chamber of Commerce is looking for a week-end waterer. Maybe the church youth group could do this?

Town is watering Monday, Wednesday and Friday but they still need watering everyday.  
Olds and Creston use plastic pots with reservoir but they cost \$200 each

**Treasurer's Report**

No report this meeting

**Tom's letter**

Daryl commented that this was a service group in that it was formed to beautify the community and that is why the Town of Claresholm is involved.

Some of the discussion was:

We have done seed and plant exchange.

We are losing members and need to do a membership blitz

There have been waves of high and low membership in the past.

Individual members can initiate get togethers at their gardens.

**Laida, Olive and Sally did a workshop on starting seeds.**

**Daryl brought in blue spruce that were centre pieces at the Sustainability conference in Lethbridge for members to take home.**

**Next meeting April 20<sup>th</sup>. Rosemary will do a presentation on lasagne gardening.**

# Goats - Girls Goat Tying

alison Griffin

Keilee  
Wood

Thank  
you  
Tori Schuss

Thank-you  
Rusty Wark

Sincerely,  
**Foothills High School Rodeo Club**

Nicole  
Coy

Natalie  
Benson

Wendy  
Lohmeyer

Sub  
Griffin

Clareholm Rodeo Club

Thankyou for your sponsorship  
in 2009.

Town of Clareholm  
Austlin

James & Elliot  
Penner  
Dillon  
Caitlyn  
Amber  
Molly  
Colten Koehler  
Hagen  
Griffin  
Nolan  
Ebert  
Randy  
John Penner  
Hannah  
Eubank  
Benton  
Rust