



**TOWN OF CLARESHOLM
PROVINCE OF ALBERTA
REGULAR COUNCIL MEETING
DECEMBER 13, 2010
AGENDA**

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

CALL TO ORDER

AGENDA: ADOPTION OF AGENDA
MINUTES: REGULAR MEETING MINUTES NOVEMBER 29, 2010
DELEGATIONS: SGT. TERRY WICKETT, Claresholm RCMP
ACTION ITEMS:

1. **BYLAW #1557 – Borrowing**
RE: All Readings
2. **CORRES: Hon. Jason Kenney, Minister of Citizenship, Immigration & Multiculturalism (Government of Canada)**
RE: Paul Yuzyk Award for Multiculturalism
3. **CORRES: Hon. Cindy Ady, Minister of Tourism, Parks and Recreation**
RE: 2014 Alberta Winter Games
4. **CORRES: Hon. Hector Goudreau, Minister of Municipal Affairs**
RE: Municipal Sustainability Initiative
5. **CORRES: Oldman Watershed Council**
RE: Support
6. **CORRES: SouthGrow Regional Initiative**
RE: Alternative Energy Section Adhoc Committee
7. **CORRES: SouthGrow Regional Initiative**
RE: General Meeting January 12, 2011
8. **CORRES: Claresholm Healthy Community Coalition**
RE: Letter of Support
9. **CORRES: Keith Armstrong**
RE: Claresholm & District FCSS Board
10. **STAFF REPORT – CAO**
RE: Regional Collaboration Program Application
11. **2011 OPERATING INTERIM BUDGET**
12. **ADOPTION OF INFORMATION ITEMS**
13. **IN CAMERA: PERSONNEL / DEVELOPMENT**

INFORMATION ITEMS:

1. Cheque Listing for Accounts Payable – November 2010
2. West Meadow Elementary School Newsletter – December 2010
3. Alberta SouthWest Board Bulletin Board – December 2010
4. Porcupine Hills Lodge Board Meeting Minutes – November 9, 2010
5. Claresholm Animal Rescue Meeting Minutes – November 18, 2010

ADJOURNMENT:



**TOWN OF CLARESHOLM
PROVINCE OF ALBERTA
REGULAR COUNCIL MEETING MINUTES
NOVEMBER 29, 2010**

CALL TO ORDER: The meeting was called to order at 7:00pm by Mayor David Moore

PRESENT: Mayor David Moore; Councillors: Betty Fieguth, David Hubka, Doug MacPherson, Connie Quayle, Daryl Sutter and Judy Van Amerongen; Chief Administrative Officer: Kris Holbeck; Secretary-Treasurer: Karine Wilhauk

ABSENT: None

AGENDA: Moved by Councillor Sutter that the Agenda be accepted as presented.

CARRIED

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

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

CARRIED

FINANCES: **OCTOBER 2010 BANK STATEMENT**

Moved by Councillor MacPherson to accept the October 2010 bank statement as presented.

CARRIED

ACTION ITEMS:

1. **CORRES: Claresholm Kinsmen Club**
RE: Charity Hockey Game

Moved by Councillor Quayle to donate the ice time for the Claresholm Kinsmen Club's charity hockey game on December 18th, 2010.

CARRIED

2. **CORRES: Claresholm Skating Club**
RE: Skate-a-thon, Wednesday, November 24th

Moved by Councillor Sutter to donate \$200 towards the Claresholm Skating Club's annual Skate-a-thon.

CARRIED

3. **CORRES: Oldman River Regional Services Commission**
RE: Municipal Planning Orientation Workshop

Received for information.

4. **CORRES: Municipal District of Willow Creek**
RE: Joint Economic Development Initiative & Industrial Area Commission

Received for information.

5. **CORRES: Claresholm & District Fair Board**
RE: Fair Days 2011 Parade Theme

Moved by Councillor MacPherson to set the Fair Days 2011 parade theme to "Celebrating Cultural Diversity in Claresholm" as recommended by the Claresholm & District Fair Board.

CARRIED

6. **CORRES: Claresholm Public Library**
RE: Representative to Chinook Arch Regional Library System

Moved by Councillor Sutter to appoint Lisa Anderson as the Claresholm Public Library's representative to the Chinook Arch Regional Library System.

CARRIED

7. **CORRES: Claresholm Physician Recruitment & Retention Committee**
RE: Budgeting for 2011

Referred to budget.

8. **CORRES: MuniWare**
RE: Support Agreement & Update of New Software

Moved by Councillor Quayle to accept the Municipal Software Support Agreement with Municipal Information Systems Inc. as presented.

CARRIED

9. MUNICIPAL PLANNING COMMISSION & UTILITIES PLANNING COMMITTEE – Recommendation

RE: Future Development at the North End of Town

Councillor Van Amerongen declared a possible pecuniary interest and left the meeting at 7:17pm.

Moved by Councillor MacPherson that an Area Structure Plan be required prior to the further subdivision and development of Block 7 Plan 7410624 and Lot 5 Block 8 Plan 0715848, as well as the frontage of Alberta Road properties Lots 3&4 Block 8 Plan 0715848, Lot 2 Block 8 Plan 0714860 and Lot 1 Block 8 Plan 0413176.

CARRIED

Councillor Van Amerongen rejoined the meeting at 7:41pm.

10. COMMUNITY STANDARDS COMMITTEE – Recommendation

RE: Roy Handziuk's Request for a One Way Alley

Moved by Councillor Sutter to deny the request by Roy Handziuk for a one way alley as recommended by Community Standards Committee.

CARRIED

11. RESIDENTIAL LOT SALE – 410-56 Avenue West

RE: Reserve Bid

Moved by Councillor Fieguth to sell the mobile home located at 410-56 Avenue West, structure only, with no reserve bid.

CARRIED

12. CAO UPDATE – November 29, 2010

Received for information.

13. CAPITAL BUDGET DISCUSSIONS

Received for information.

14. YEAR TO DATE REVENUE & EXPENDITURE REPORT

Received for information.

15. ADOPTION OF INFORMATION ITEMS

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

CARRIED

16. IN CAMERA: PERSONNEL / DEVELOPMENT

Moved by Councillor Sutter that this meeting go In Camera.

CARRIED

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

CARRIED

ADJOURNMENT: Moved by Councillor Quayle that this meeting adjourn at 9:35pm.

CARRIED

Mayor – David Moore

Chief Administrative Officer – Kris Holbeck, CA

ACTION ITEMS



**TOWN OF CLARESHOLM
PROVINCE OF ALBERTA
BYLAW #1557**

WHEREAS the Council of the Town of Claresholm (hereinafter called the “Corporation”) in the Province of Alberta, considers it necessary to borrow certain sums of money for the purpose of meeting operating expenditures;

NOW THEREFORE pursuant to the provisions of the *Municipal Government Act*, it is hereby enacted by the Council of the Corporation as a Bylaw that:

1. The Corporation borrow from Alberta Treasury Branches (“ATB”) up to the principal sum of \$470,000.00 repayable upon demand at a rate of interest per annum from time to time established by ATB, and such interest will be calculated daily and due and payable monthly on the last day of each and every month.
2. The Chief Elected Officer (“CEO”) and Chief Administrative Officer (“CAO”) are authorized for and on behalf of the Corporation:
 - a. To apply to ATB for the aforesaid loan to the Corporation and to arrange with ATB the amount, terms and conditions of the loan and security or securities to be given to ATB;
 - b. As security for any money borrowed from ATB:
 - i. To execute promissory notes and other negotiable instruments or evidences of debt for such loans and renewals of all such promissory notes and other negotiable instruments or evidences of debts;
 - ii. To give or furnish to ATB all such securities and promises as ATB may require to secure repayment of such loans and interest thereon; and
 - iii. To execute all security agreements, hypothecations, debentures, charges, pledges, conveyances, assignments and transfers to and in favour of ATB of all or any property, real or personal, moveable or immovable, now or hereafter owned by the Corporation or in which the Corporation may have any interest, and any other documents or contracts necessary to give or to furnish to ATB the security or securities required by it.
3. The source or sources of money to be used to repay the principal and interest owing under the borrowing from ATB are:

Taxes, reserves, grants, etc.
4. The amount to be borrowed and the term of the loan will not exceed any restrictions set forth in the *Municipal Government Act*.
5. In the event that the *Municipal Government Act* permits extension of the term of the loan and in the event the Council of the Corporation decides to extend the loan and ATB is prepared to extend the loan, any renewal or extension, bill, debenture, promissory note, or other obligation executed by the officers designated in paragraph 2 hereof and delivered to ATB will be valid and conclusive proof as against the Corporation of the decision of the Council to extend the loan in accordance with the terms of such renewal or extension, bill, debenture, promissory note or other obligation, and ATB will not be bound to inquire into the authority of such officers to execute and deliver any such renewal, extension document or security.
6. This Bylaw comes into force on the final passing thereof.
7. Bylaw #1538 is hereby rescinded.

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.

Rob Steel, Mayor

Kris Holbeck, CAO



PAUL YUZYK AWARD
for **MULTICULTURALISM**

Dear Sir/Madam,

Cultural diversity is one of Canada's most valuable assets and greatest strengths. Multiculturalism has shaped our history and helped make Canada a model of unity in diversity.

In 2009, the Government of Canada established the Paul Yuzyk Award for Multiculturalism to honour people dedicated to promoting integration in Canada.

The award commemorates the pioneering legacy and achievements of the late Senator Yuzyk in the area of multiculturalism. Senator Yuzyk's efforts helped lead to the recognition of multiculturalism as one of the fundamental characteristics of Canadian heritage and identity.

The award acknowledges and honours individuals in communities across Canada who have made exceptional contributions to the integration of newcomers, and is open to all citizens and permanent residents. It includes a \$20,000 grant to be given to an eligible, registered not-for-profit Canadian organization or association of the recipient's choice.

Nominations for the 2011 Paul Yuzyk Award for Multiculturalism are currently being accepted until March 1, 2011.

If you know of a deserving individual who has made a significant contribution to the integration of new Canadians, I encourage you to submit a nomination for this prestigious award. More information about the award, including eligibility requirements, is included in the enclosed brochure. For further details on Senator Paul Yuzyk and the nomination process, please visit www.cic.gc.ca/paulyuzyk.

Please accept my wholehearted thanks for supporting this important initiative.

Sincerely,

The Honourable Jason Kenney, PC, MP
Minister of Citizenship, Immigration and Multiculturalism



ALBERTA
TOURISM, PARKS AND RECREATION

*Office of the Minister
MLA, Calgary-Shaw*

December 2, 2010

AR21289

Mr. David Moore, Mayor
Town of Claresholm
PO Box 1000
Claresholm, Alberta T0L 0T0

Dear Mr. David Moore:

Ministry of Tourism, Parks and Recreation is responsible for sport and recreation in Alberta, and I am pleased to invite you to consider submitting a bid for the right to host the 2014 Alberta Winter Games in your community. Enclosed, for your information, is a brochure with details on how to apply.

The successful host community is given the opportunity to showcase its talents to approximately 2400 participants from all regions of the province, as well as to attract numerous spectators and special guests. Communities with populations of less than 10,000 are encouraged to join together with neighbouring communities to submit a joint bid.

The community awarded the 2014 Alberta Winter Games will receive base financial support to cover operational, cultural and legacy aspects of the Games.

The *Guidelines for Communities Bidding to Host the 2014 Alberta Winter Games* is available from the Alberta Sport, Recreation, Parks and Wildlife Foundation (ASRPWF) upon request or visit www.albertagames.com to assist you in preparing your bid.

In addition, staff of the ASRPWF are available to provide consultative assistance if required. For additional information, please contact Mr. Dennis Allen, ASRPWF, toll-free by dialing 310-0000 followed by (403) 297-2729; or e-mail dennis.allen@gov.ab.ca.

We look forward to receiving your application.

Sincerely,

Cindy Ady
Minister of Tourism, Parks and Recreation
MLA, Calgary-Shaw

Enclosure

cc: Alberta Sport, Recreation, Parks and Wildlife Foundation



ALBERTA
MUNICIPAL AFFAIRS

AR49047

*Office of the Minister
MLA, Dunvegan - Central Peace*

November 15, 2010

His Worship David Moore, Mayor
Town of Claresholm
PO Box 1000
Claresholm, AB T0L 0T0

Dear Mayor Moore:

Our municipalities are strong, vibrant places to live, work and raise a family. In 2007, Premier Stelmach announced the \$11.3 billion Municipal Sustainability Initiative (MSI) to provide predictable, sustainable funding for our province's municipal infrastructure projects.

Our government knows that to be sustainable, municipalities must be able to plan for the future. The funding provided through this made-in-Alberta program allows you – our province's municipal leaders – to identify local priorities on behalf of your residents.

Since 2007, Alberta's municipalities have been allocated \$2.2 billion in MSI funding. This has meant communities across Alberta have been able to build or upgrade their public transit vehicles and facilities, recreation and sport facilities, roadways and bridges, and storm sewer systems, just to name a few key projects.

That is why I'm excited to launch a new website to highlight the local decisions our municipal leaders are making on behalf of their residents.. Visit www.municipalaffairs.alberta.ca/msi.cfm to see the fresh look and feel for the program, some exciting feature projects, and templates for temporary signage and advertising. It is all designed to highlight the provincial-municipal partnership in providing these key municipal infrastructure projects for Alberta's communities. At the same time, we are now providing information for all municipal grant programs offered across government sorted by municipality or constituency. This can be accessed through the above site or www.municipalaffairs.alberta.ca/municipalgrants.cfm.

.../2

His Worship David Moore
Page 2

A comprehensive package outlining the new communications products has been shared with your municipality's chief administrative officer. Your municipality has been asked to identify significant projects receiving MSI funding for temporary signage. In addition, if your municipality is planning an announcement or local event, such as a sod turning or grand opening, please ensure your MLA is contacted a few months in advance so they can work with your municipality's staff to prepare a communications plan that will highlight your project.

If you, or your municipality's staff, have any questions about the MSI communications activities, or have an MSI success story to share, I encourage you to contact my ministry's staff at ma.msicommunications@gov.ab.ca

I wish you and your councils continued success with your MSI projects as we build today for your tomorrow.

Sincerely,



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

cc: Evan Berger, MLA, Livingstone-Macleod

December 1, 2010

Mayor David Moore
Town of Claresholm
Box 1000
Claresholm, AB T0L 0T0

Dear Mayor Moore and Councillors:

Re: Support of the Oldman Watershed Council

The Oldman Watershed Council is striving to improve the Oldman Basin through partnerships with municipalities, irrigation districts, government agencies, non-profit environmental groups, private industries and local landowners. In order to complete our goals, we need your support.

Over the past seven years, some of the work we've completed includes:

- Water quality monitoring on the Oldman River, as well as, upstream and downstream of the communities of Pincher Creek and Cardston, to try and determine urban effects on stream water quality,
- Water quality monitoring in intensive agricultural areas,
- Provided funding to Watershed Stewardship Groups through our Watershed Legacy Program to help them implement beneficial management practices,
- Supported the Birds of Prey Centre by assisting in the planning of a water friendly xeriscape project. We are currently planning similar projects in other communities throughout the watershed,
- Completed the State of the Watershed Report. This report provides Council and the watershed community with a picture of the current condition of our watershed and provides direction for where we need to prioritize our work,
- Provided forums such as the "Holding the Reins" Workshop and the Oldman Watershed Council Science Forum, which have been excellent education and outreach opportunities for the public,
- Completed the first phase of the Integrated Watershed Management Plan, the Community Vision,
- Currently working on our second phase of the Integrated Watershed Management Plan – Risk Assessment and Priority Setting.

Enclosed is the OWC 2010/11 Workplan with information on the projects that the OWC is involved in this year. Please feel free to request a copy of the OWC 2009/10 Annual Report or view it online at www.oldmanbasin.org. Also enclosed is a membership application form, which is renewed on an annual basis. We invite your community to apply or renew its OWC membership by January 31 and to designate the delegate who will vote on your behalf at the Annual General Meeting.

We currently receive financial support from many different sources including:

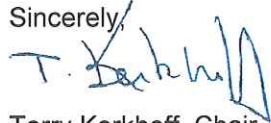
- Grants for specific projects,
- Our partners - who provide substantial in-kind support and services as well as cash donations,
- The provincial government - who in past years has also provided funding through the Water for Life Initiative.

To ensure that the council's funding is stable, it is important that we do not rely on a single funding source. The health of the watershed is everyone's responsibility and we must all work together to make our environment and economy sustainable. We are asking municipalities within the basin to also support the Watershed Council with a suggested donation of \$0.30 per resident. For the Town of Claresholm that would be \$1,110.00, however any donation would be appreciated.

If the Council would like more information about the Oldman Watershed Council, or wish to be more actively involved on any of the teams, a representative would be more than willing to give a brief presentation at an upcoming meeting. If you have any questions, or if you wish to arrange a presentation, please contact our Executive Director, Stephanie Palechek at (403) 382-4239 or by email stephanie@oldmanbasin.org.

We appreciate your consideration of this request.

Sincerely,



Terry Kerkhoff, Chair
Oldman Watershed Council

2010 was the first
year the Town of
Claresholm was a
member. The amount
paid was \$ 1,110.00.

Subject: SouthGrow Alternative Energy Ad Hoc Committee

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

Date: Thu, 2 Dec 2010 10:35:13 -0700

CC: "Shilpa Stocker" <westwindsmanagement@shaw.ca>, "Elvira Smid" <Elvira.Smid@gov.ab.ca>

The following email is sent to you on behalf of Sandra Nelson, Chair, SouthGrow Regional Initiative

Dear SouthGrow members,

You are invited and encouraged to participate on an Ad Hoc Committee of SouthGrow to determine where SouthGrow wants to go in the Alternative Energy Sector.

We believe that the Alternative Energy Sector is poised for growth in southern Alberta, and as an organization we would like to support and facilitate this growth. The Management Board has recommended that a committee be established to make a recommendation to the Management Board for SouthGrow's work in alternative energy.

The major tasks are as follows:

1. Review the issues and opportunities as identified by the participants of the SAAEP Community Feedback Session, May 20, 2010
2. Compare the current Southern Alberta Alternative Energy Partnership – Memorandum of Understanding with the issues and opportunities identified by SouthGrow membership. Identify how the MOU can be improved to meet the needs of the membership and recommend action to the Management Board.
3. Review the strategic plan and budget of SouthGrow, and considering the recommendation in #2 recommend a future direction for work in Alternative Energy by SouthGrow Regional Initiative.

Please refer to the attached Terms of Reference for additional details on what you can expect if you should volunteer for this committee. After the committee makes its recommendations, the committee's work is complete and it will be disbanded leaving a legacy of providing SouthGrow with a clear vision of its work in alternative energy.

Please reply to indicate your interest in participating on this committee. Send replies to Mary.swanek@gov.ab.ca on or before **12:00 Noon, Tuesday, December 7, 2010.** The first meeting is scheduled for December 14th from 10:00 a.m. to 12:00 noon.

Sincerely

Sandra Nelson

<<SG 2010-12-01-Alt Energy Committee - ToRII.doc>>

Mary J. Swanek

Client Service Representative

Alberta Finance and Enterprise

Administrator, SouthGrow Regional Initiative

Lethbridge, Alberta



Terms of Reference

Ad Hoc Committee re: SouthGrow and Alternative Energy

The Management Board of SouthGrow Regional Initiative has recommended that an Ad Hoc committee be established based on the following discussion at the Management Board Meeting – Nov 10, 2010. Motion #4-11/10/2010

SouthGrow needs to determine where it wants to go in the alternative energy sector and that SouthGrow's participation in the Southern Alberta Alternative Energy Partnership (SAAEP) is part of this discussion. Ron Lagemaat advised that in May 2010, a survey was circulated to the membership followed by a planning/discussion session at the Lethbridge Lodge for the purpose of ensuring that a new SAAEP agreement would result in value to member communities. He recommended that a committee be established to make a recommendation to the management board for SouthGrow's work in alternative energy.

Composition of Committee:

The Management Board appointed Ron Lagemaat as Chair of the Ad Hoc Committee on Alternative Energy and accepted Kym Nichols as a committee member from the Management Board.

Six to eight additional committee members are recommended, for a total committee of eight to ten. A cross section of representation from counties, towns, villages and First Nation is ideal.

Representation on this committee is open to any person appointed as a representative by interested member communities. The representative can be an elected official a member at large or a municipal employee. No more than one representative per community will be appointed to the Ad Hoc Committee.

Major Business:

1. Review the issues and opportunities as identified by the participants of the SAAEP Community Feedback Session, May 20, 2010
2. Compare the current Southern Alberta Alternative Energy Partnership – Memorandum of Understanding with the issues and opportunities identified by SouthGrow membership.

Identify how the MOU can be improved to meet the needs of the membership and recommend action to the Management Board.

3. Review the strategic plan and budget of SouthGrow, and considering the recommendation in #2 recommend a future direction for work in Alternative Energy by SouthGrow Regional Initiative.

Time Commitment

Total of 5-6 meetings of 2 hours each between December 1, 2010 and March 31, 2011.

The following is a suggested time frame for discussion:

Review of May discussion—1 meeting of 2 hours.

Comparison of MOU with issues and opportunities and prepare recommendation on SAAEP MOU 1-2 meetings of 2 hours each

Recommendation of future direction - 2 review and discovery meetings, followed by 1 meeting to summarize results.

Two meetings to be complete by January 12, 2011 and a report on the work plan of the Ad Hoc Committee are presented to the membership.

Where and How will Meetings be held

Meetings will be held in person where possible in the AFE Board Room at #105, 200 - 5 Ave. South in Lethbridge. Participating via telephone is encouraged where in person is not possible.

Travel Expenses

SouthGrow Regional Initiative will cover the expenses, travel and food, for any community representative appointed to the Ad Hoc Committee on Alternative Energy.

Subject: NOTICE of SouthGrow General Meeting

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

Date: Tue, 7 Dec 2010 09:08:02 -0700

CC: "Shilpa Stocker " <westwindsmanagement@shaw.ca>, "Elvira Smid" <Elvira.Smid@gov.ab.ca>

Attention: SouthGrow Mayors, Reeves, CAOs, EDOs and Designated Members

The SouthGrow Management Board would like to invite you to a general meeting of the membership on Wednesday, January 12, 2011 at the Lethbridge Lodge Hotel & Convention Centre, (upstairs ballroom). The general meeting will start at 4:00 p.m. The two main agenda items will include:

1. Presentation of SouthGrow Articles of Association rewritten in plain language.

Motion: *'Approve Articles of Association and recommend adoption as amended'*

Attached, is a copy of the rewritten Articles of Association together with a Summary of Changes.

2. By-election – fill vacancy of one Village and one County/MD. Mayor Kym Nichols, Village of Carmangay and Vice-Chair of SouthGrow, has agreed to be the Elections Chair.

Following the general meeting, SouthGrow will be hosting its Fourth Annual Recognition Event, recognizing individuals, organizations, communities and agencies from throughout the region. All council members, CAOs and EDOs will receive complimentary tickets to this event. Invitations will be forthcoming.

Please mark January 12, 2011 on your calendar and plan to attend.

<<Summary of Article Changes Notice.doc>>

<<SOUTHGROW ARTICLES OF ASSOCIATION.doc>>

Mary J. Swanek

Client Service Representative

Alberta Finance and Enterprise

Administrator, SouthGrow Regional Initiative

Lethbridge, Alberta

Ph: (403) 381-5414

Visit Us At: www.southgrow.com

Subject: Request for Letter of Support

Date: Fri, 10 Dec 2010 11:50:36 -0700

From: Sara Tryon <Sara.Tryon@albertahealthservices.ca>

To: kris.holbeck@townofclaresholm.com
<kris.holbeck@townofclaresholm.com>

Hi Kris,

Thanks for taking the time to chat with me this morning. If you could add this to the agenda for Town Council on Monday the Coalition would appreciate it.

The Claresholm Healthy Community Coalition is requesting a letter of support from the Town of Claresholm in the grant they are applying. The Coalition is applying to the Alberta Sport, Recreation, Parks and Wildlife Foundation for a grant to support increasing physical activity in the children and youth of Claresholm. If the Coalition is awarded the grant they will perform a Community Assessment on the physical activity levels and habits of those in Claresholm. The Coalition feels that a Community Assessment will provide beneficial data for future projects, as well as in sight in to how already established services can improve their resources. With the grant money and the baseline data established from the Community Assessment the Coalition is intending to implement an after school program focused on physical activity and play. The Coalition would appreciate the Towns support and hopes to include a letter of support in the application package which is due December 17th.

Thank-you for your time and support.

If I have missed any information that the Town requires please do not hesitate to contact myself.

On behalf of the Claresholm Healthy Community Coalition,

Sara Tryon, MPH
Community Development Coordinator
Claresholm Health Unit
Box 1391, 5221-2 St. W.
Claresholm, AB
T0L 0T0
403-625-8658
sara.tryon@albertahealthservices.ca

*Please Note: I work part-time and will respond as quickly as possible to your email.

December 3rd, 2010

Attn: Ms. Kris Holbeck
Chief Administration Officer
Town of Claresholm
221 - 45 Avenue WEST
Claresholm, Alberta T0L 0T0
Tel: (403) 625-3381

LETTER OF INTEREST
Member for Family & Community Support Services

Dear Ms. Holbeck

I am interested in helping out in the community by volunteering for the position detailed in the newspaper of: member with the Family & Community Support Services.

Several years ago I had the opportunity to purchase a modest home and rent it to someone that I knew on AISH who had just seen his rent escalate beyond his ability to pay and his family was in a dire situation. Four years later I have seen their life dramatically improve and I have, with some struggle, been able to maintain a cap of 30% of his income for rent. I have learned much from this experience and I have bought a bare land lot and intend to commence construction on another home this coming year to do the same thing for another family struggling.

While employed as Director of Environmental Services for the Federal Government, I was awarded the prestigious Associate Deputy Ministers award for my work with the Aboriginal Communities in the North and the High Arctic. I have made many presentations to the Chief's and Grand Chief in the area which were well received - not easy when an air of mistrust exists with the Aboriginal community. This did teach me how to balance prioritized needs with available resources in a sometimes emotional environment .

Although not similar in mandate, I have been a past member of the Alberta Regional Committee on Environmental Assessment, B.C. Regional Committee on Environmental Assessment, British Columbia Ministry of Environment committee – Ozone Depleting Substance Regulations.

I am a retired and decorated Naval Officer. In the military, I received a degree in Engineering from the Royal Military College at Kingston.

Today, I am semi-retired. I am a professional engineer licensed to practice in Alberta, and I am a licensed real estate associate selling commercial and investment properties predominately in Calgary. In April, 2011, I will be flying to Washington, DC to write the exams to complete my CCIM designation.

I am working on a project at my church to raise funds to buy a bare land lot and then build or buy a home to help those less fortunate in our community. The plan is that on completion, the community will be invited to help identify a family in need.

My only concern would be if the monthly meeting falls on the 2nd Tuesday of the month as I have a commitment to another organization on that day.

I am very keen on helping out and if I can be of any further assistance, please don't hesitate to contact me at (403) 549-2021.

Yours truly,

Keith Armstrong, P.Eng, CD
Box 2853
Claresholm, AB T0L 0T0

Staff Report

To: Council
From: CAO
Date: December 9, 2010
Re: Regional Collaboration Program application

BACKGROUND

Further to the intermunicipal meeting and dinner with the Towns and the MD, the CAOs have met to discuss the application for a regional collaboration project.

The CAOs have determined that the five urbans and the rural should apply under the Regional Collaboration Program (Alberta Municipal Affairs) to do a study to determine the opportunities our community has to provide services and do projects on an intermunicipal basis. The maximum amount of the grant is \$250,000 and there is no funding required of the municipalities for this report phase.

The potential opportunities the CAOs discussed were: recycling, disaster services, Community Peace Officers/Bylaw enforcement, emergency services/fire, LARB and CARB hearings, support for the police college, intermunicipal development plans, economic development, recreation projects and funding, FCSS, weed control and shared QMP for fire/building/plumbing/gas and electrical permits.

If Council is in favour of this application moving forward, the following resolution is needed:

“Motion by Councillor _____ that Council authorizes the Town of Claresholm to participate in an application for the Regional Shared Services project submitted by the Town of Nanton, as the designated manager, under the regional collaboration component of the Regional Collaboration Program, and

Further that the Town of Claresholm, if the applicant, agrees to enter into, or as participant, agrees to abide by the terms of a conditional grant agreement governing the purpose and use of the grant funds.”

Kris Holbeck, CA CAO

Town of Claresholm

INFORMATION ITEMS



TOWN OF CLARESHOLM

CHEQUE LISTING FOR ACCOUNTS PAYABLE

Cheque #	Cheque Date	CEO	CAO	Vendor # Name	Amount
					Batch # 14334
43147	2010-11-05			786545 ACKLANDS- GRAINGER INC.	145.87
43148	2010-11-05			786195 Benchmark Assessment Consultants Inc.	3,515.40
43149	2010-11-05			785928 BIG HILL SERVICES LTD.	71.40
43150	2010-11-05			786427 BOUNDARY EQUIPMENT (CALGARY) LTD.	4,620.00
43151	2010-11-05			6805 BROWNLEE LLP	4,113.89
43152	2010-11-05			11879 CARMICHAEL ENGINEERING LTD.	1,148.75
43153	2010-11-05			56100 CIMCO REFRIGERATION	1,338.77
43154	2010-11-05			786122 CL MARKETING INC.	40.16
43155	2010-11-05			13660 CLARESHOLM LOCAL PRESS	1,355.60
43156	2010-11-05			13900 CLARESHOLM PHARMACY LTD	105.00
43157	2010-11-05			786141 CLARESHOLM TAXI	463.50
43158	2010-11-05			785973 CLEARTECH INDUSTRIES INC.	476.18
43159	2010-11-05			786502 CLV HOME SPRING WATER LTD.	13.50
43160	2010-11-05			786161 EBA ENGINEERING CONSULTANTS LTD.	1,061.42
43161	2010-11-05			26201 FERG'S SEPTIC SERVICE	672.00
43162	2010-11-05			786908 GOESEELS, DEBRA L	131.75
43163	2010-11-05			786607 GPI OUTDOOR DESIGNS INC	47,829.08
43164	2010-11-05			31955 GREYHOUND COURIER EXPRESS	19.32
43165	2010-11-05			786584 HACH SALES & SERVICE CANADA LTD.	717.57
43166	2010-11-05			786618 HTS LTD CLARESHOLM	47.24
43167	2010-11-05			786620 LEONARD, DON	14.56
43168	2010-11-05			56155 LIFESAVING SOCIETY	520.00
43169	2010-11-05			56200 LOCAL AUTHORITIES PENSION PLAN	8,249.32
43170	2010-11-05			786812 MCGREGOR FILTERING EQUIPMENT (1974) LTD.	17.85
43171	2010-11-05			61467 MIDFIELD SUPPLY ULC B3999	21.47
43172	2010-11-05			786664 MIFFLIN, TOVE	213.76
43173	2010-11-05			65040 MUNICIPAL INFORMATION SYSTEMS	1,573.65
43174	2010-11-05			786905 ONECONNECT SERVICES INC. T46194	69.21
43175	2010-11-05			786635 PCO SERVICES CORPORATION	178.50
43176	2010-11-05			76300 PEDERSEN TRANSPORT LTD.	214.55
43177	2010-11-05			786453 PRAXAIR CANADA INC.	787.50
43178	2010-11-05			786534 PROFESSIONAL POWER WASH	1,134.00
43179	2010-11-05			786156 Q.E.D. ENTERPRISES LTD.	881.49
43180	2010-11-05			786536 R P WATERWORKS INC.	2,785.22
43181	2010-11-05			86300 RECEIVER GENERAL FOR CANADA	12,921.14
43182	2010-11-05			786468 SHAW CABLE	57.70
43183	2010-11-05			786759 SIMPLEX GRINNELL	2,619.39
43184	2010-11-05			13525 SOBEYS CLARESHOLM	80.64
43185	2010-11-05			900 TELUS	4,782.56
43186	2010-11-05			786437 THE WRITE SOURCE	9.80
43187	2010-11-05			785150 Torque's Heavy Truck & Trailer Repair Ltd.	1,221.29
43188	2010-11-05			97000 TOWN OF CLARESHOLM	48.57
43189	2010-11-05			111705 WC CLASS II REGIONAL LANDFILL	6,982.10
43190	2010-11-05			900000 ARCHER PHOTOWORKS	997.41
43191	2010-11-05			900000 GUSTMAN, MONICA	20.00
43192	2010-11-05			900000 HAUL-ALL EQUIPMENT LTD.	3,026.10
43193	2010-11-05			900000 HIPWELL, MARCY	96.45
43194	2010-11-05			900000 LACELLE, BOB	84.72
43195	2010-11-05			900000 LEITCH, IAN	126.00



TOWN OF CLARESHOLM
CHEQUE LISTING FOR ACCOUNTS PAYABLE

<u>Cheque #</u>	<u>Cheque Date</u>	<u>CEO</u>	<u>CAO</u>	<u>Vendor # Name</u>	<u>Amount</u>
					117,621.35
					Batch # 14335
43196	2010-11-05			900200 CAPLETTE, JAMES	88.67
					88.67
					Batch # 14337
43197	2010-11-05			900100 SINURCA INC	1,385.29
					1,385.29
					Batch # 14344
43198	2010-11-08			1025 ALBERTA ONE CALL LOCATION CORP	44.10
43199	2010-11-08			13175 CLARESHOLM COMMUNITY CENTRE HALL BOARD	1,000.00
43200	2010-11-08			786908 GOESEELS, DEBRA L	179.13
43201	2010-11-08			97050 PHARMASAVE	13.55
43202	2010-11-08			786180 RICOH CANADA INC.	171.58
43203	2010-11-08			13525 SOBEYS CLARESHOLM	32.51
43204	2010-11-08			97250 TRIMBLE, RAE	1,891.50
43205	2010-11-08			900000 CANADIAN TRAINING RESOURCES	1,193.85
43206	2010-11-08			900000 CUTLER, CHUCK	25.00
43207	2010-11-08			900000 LACELLE, BOB	84.72
43208	2010-11-08			900000 LEEDS, DOUG	544.90
43209	2010-11-08			900000 McLEAN, STEVEN	500.00
					5,680.84



TOWN OF CLARESHOLM

CHEQUE LISTING FOR ACCOUNTS PAYABLE

Cheque #	Cheque Date	CEO	CAO	Vendor # Name	Amount
					Batch # 14366
43210	2010-11-16			850 AG-LINE	1,147.68
43211	2010-11-16			600 ALBERTA ASSOCIATION OF M.D.'S	7,994.60
43212	2010-11-16			650 ALBERTA BLUE CROSS	4,412.36
43213	2010-11-16			6390 BISHOFF AUTO & AG CENTRE	1,201.12
43214	2010-11-16			786578 CENTRAL SHARPENING LTD.	98.70
43215	2010-11-16			786568 CLARESHOLM CURLING CLUB	1,500.00
43216	2010-11-16			13400 CLARESHOLM GLASS '88' LTD	7.90
43217	2010-11-16			13125 Claresholm Mental Health & Addictions	46.64
43218	2010-11-16			786141 CLARESHOLM TAXI	513.00
43219	2010-11-16			14205 CLEAN BRITE CHEMICAL SERVICES LTD.	532.04
43220	2010-11-16			14246 COMMUNITY EMPLOYMENT SERVICES	45.00
43221	2010-11-16			786058 Corporate Express	68.04
43222	2010-11-16			26201 FERG'S SEPTIC SERVICE	315.00
43223	2010-11-16			31955 GREYHOUND COURIER EXPRESS	59.54
43224	2010-11-16			49980 HARRY'S TIRE SALES (1984) LTD.	3,886.64
43225	2010-11-16			786672 HOCKLEY, CLAIR	35.00
43226	2010-11-16			36800 HOME HARDWARE	913.16
43227	2010-11-16			26900 IRON ROCK ENTERPRISES LTD	347.55
43228	2010-11-16			786186 K & R HOME & LAWN SERVICES	84.00
43229	2010-11-16			56200 LOCAL AUTHORITIES PENSION PLAN	8,029.49
43230	2010-11-16			786704 MINISTER OF FINANCE (LT)	13.00
43231	2010-11-16			786872 MPE ENGINEERING LTD.	3,273.80
43232	2010-11-16			65000 MUNICIPAL DISTRICT OF WILLOW	5,960.92
43233	2010-11-16			65040 MUNICIPAL INFORMATION SYSTEMS	867.34
43234	2010-11-16			65050 NANTON RENTALS LTD.	262.50
43235	2010-11-16			66100 NATIONAL SECRETARY-TREASURER	1,093.78
43236	2010-11-16			786428 NEXEN MARKETING	41,378.14
43237	2010-11-16			786192 NOBLE CONCRETE (1987) LTD	1,477.88
43238	2010-11-16			786205 PIPELINE WATER CO-OP LTD.	50.00
43239	2010-11-16			786167 PITNEY BOWES GLOBAL CREDIT SERVICES	1,037.32
43240	2010-11-16			76400 PITNEYWORKS	4,242.00
43241	2010-11-16			786722 PLANET CLEAN (CALGARY) LTD.	90.72
43242	2010-11-16			786536 R P WATERWORKS INC.	1,534.53
43243	2010-11-16			86300 RECEIVER GENERAL FOR CANADA	13,813.77
43244	2010-11-16			91710 STINTECH ELECTRONICS	3,519.03
43245	2010-11-16			101400 UNITED FARMERS OF ALBERTA	664.09
43246	2010-11-16			786187 Western Canada Welding Products Ltd.	162.17
43247	2010-11-16			111800 WORKERS' COMPENSATION BOARD	3,433.50
43248	2010-11-16			126050 ZEE MEDICAL CANADA, INC.	164.30
43249	2010-11-16			900000 CALGARY PAVING LTD.	3,832.50
43250	2010-11-16			900000 CenturyVallen - Lethbridge	197.04
43251	2010-11-16			900000 CORBETT, KRISTEN	65.03
43252	2010-11-16			900000 DOHERTY, SARAH	70.00
43253	2010-11-16			900000 Municipality of Crowsnest Pass	1,260.00
					119,700.82



TOWN OF CLARESHOLM
CHEQUE LISTING FOR ACCOUNTS PAYABLE

Page 4 of 4
December 09, 2010
4:14:56 PM

Cheque #	Cheque Date	CEO	CAO	Vendor # Name	Amount
				Batch # 14401	
43254	2010-11-29			786499 ADT SECURITY SERVICES CANADA INC.	104.06
43255	2010-11-29			786707 Alberta SouthWest Regional Alliance Ltd.	1,280.00
43256	2010-11-29			786517 AMSC INSURANCE SERVICES LTD.	2,506.02
43257	2010-11-29			786168 BLACK PRESS GROUP LTD.	470.93
43258	2010-11-29			6441 BOB HONG JANITORIAL LTD.	231.00
43259	2010-11-29			11250 CANADIAN LINEN SUPPLY	331.70
43260	2010-11-29			11880 CARR MCLEAN	156.66
43261	2010-11-29			786718 CICON ENGINEERING	28,542.05
43262	2010-11-29			13250 CLARESHOLM CHILD CARE SOCIETY	2,183.50
43263	2010-11-29			13400 CLARESHOLM GLASS '88' LTD	856.80
43264	2010-11-29			14085 CLARESHOLM NAPA AUTO	828.72
43265	2010-11-29			785953 CLARESHOLM RENTALS & OILFIELD	21.00
43266	2010-11-29			786141 CLARESHOLM TAXI	517.50
43267	2010-11-29			785973 CLEARTECH INDUSTRIES INC.	4,108.70
43268	2010-11-29			786502 CLV HOME SPRING WATER LTD.	13.50
43269	2010-11-29			786785 CUMMINS WESTERN CANADA LP	29.91
43270	2010-11-29			786540 DIRECT ENERGY REGULATED SERVICES	40.52
43271	2010-11-29			76356 Excel Telecommunications (Canada) Inc.	20.19
43272	2010-11-29			26201 FERG'S SEPTIC SERVICE	199.50
43273	2010-11-29			786146 GODLEY'S JEWELLERY	185.79
43274	2010-11-29			31955 GREYHOUND COURIER EXPRESS	69.52
43275	2010-11-29			786136 JOE JOHNSON EQUIPMENT INC.	225.41
43276	2010-11-29			56019 L.W. DENNIS CONTRACTING LTD.	12,116.05
43277	2010-11-29			786619 LATTE-DA ESPRESSO & PASTRY BAR	135.18
43278	2010-11-29			786078 LING, JULIE	1,029.55
43279	2010-11-29			71400 Oldman River Regional Services Commission	14,871.84
43280	2010-11-29			76300 PEDERSEN TRANSPORT LTD.	839.12
43281	2010-11-29			786722 PLANET CLEAN (CALGARY) LTD.	379.83
43282	2010-11-29			91265 SCHUWEILER, MIKE	108.66
43283	2010-11-29			786468 SHAW CABLE	57.70
43284	2010-11-29			91366 SMILEY, LINDA	770.00
43285	2010-11-29			900 TELUS	4,059.05
43286	2010-11-29			97000 TOWN OF CLARESHOLM	45.06
43287	2010-11-29			97001 TOWN OF CLARESHOLM	36.75
43288	2010-11-29			23500 W.R. MEADOWS OF WESTERN CANADA	2,291.81
43289	2010-11-29			4090 WARNACO SWIMWEAR GROUP	427.01
43290	2010-11-29			786605 Western Canada Water & Wastewater Assoc	100.00
43291	2010-11-29			900000 CUTLER, DENELLE	31.49
43292	2010-11-29			900000 FAITH COMMUNITY BAPTIST CHURCH	50.00
43293	2010-11-29			900000 HILLS AUTO GLASS LTD.	315.00
43294	2010-11-29			900000 ORGE, BRAD	2,387.56
43295	2010-11-29			900000 TRIMBLE, ROSS	262.96
					83,237.60

Total

327,714.57

5613 – 8th St. W.
Box 130
Claresholm, AB
T0L 0T0

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

Principal
Mr. Kurtis Hewson

Assistant Principal
Mrs. Kathy Charchun

The Claresholm school community works to develop literate, life-long learners who are:

- ◆ Creative and critical thinkers
- ◆ Responsible and self-directed
- ◆ Ethical and involved citizens
- ◆ Able to adapt to change
- ◆ Team-oriented
- ◆ Effective communicators

While achieving the provincially defined outcomes.



West Meadow
Elementary School

Claresholm Schools
CREATE Success!



Visit us online at

www.lrsd.ab.ca/school/westmeadow



Join our Facebook Group

for discussions, event updates, video entries and photos



“Storybooks of Christmas”

A Christmas Concert

Starring: The Cast of the West Meadow
Elementary School

Where: Claresholm Community Center

When: December 16 at 10:00 a.m. and 1:00 p.m.

Admission: Donation to Food Bank

Don't miss this 'once in a lifetime' production.



Parents with last name of A-L please attend in the morning and M-Z please attend in the afternoon if possible.

At the Christmas Concert you will have an opportunity to donate to the Peddle Family. - Isaac Peddle continues to receive treatment for cancer – any support provided is appreciated.

Reminder - Please check in at the office upon entering the school; unless you are dropping off or picking up your child(ren). Lunches and other items can be left in the office for pick up.

If you are volunteering in the school you will need to wear an ID tag.

Medical Notes:

If your child requires or may require an Epi-pen, puffer or other necessary medication, please ensure that the school has one on file in the Office. If you are unsure please call and ask.

Kindergarten to
Grade 4 Parents

–
Please sign and return your child(ren)'s report card(s) and return them to their teacher by December 3, 2010. - Thanks

Volunteer needed – on Tuesdays only - to do the milk program – training provided – Takes about half an hour (hand out milk).

Please click on the link below to e-mail Janet O'Brien at janpato@shaw.ca or call 403-468-0042 (local call).

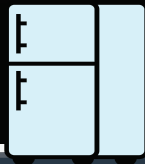
Thanks for getting involved.

Free Swim--Swim for Free!!!
Every Saturday from 2 – 4 - Maximum Occupancy is 125 people and it does fill up. Come early so you don't have to wait for someone to leave.

To celebrate the Spirit of Christmas, Student Council asks that you to wear a Christmas Hat any and/every day the last week of school. Hats must be appropriate, and not interfere with school /learning activities.



Hey Kids – when returning the milk bins, if there is milk leftover, please put it in the fridge. Thanks.



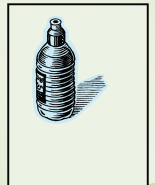
Grades 4, 5 and 6 are taking part in the Rocky Mountain Book Award. By reading at least five of the twenty titles, students can vote for their favourite book.

The 20 books are all by Canadian authors and include both fiction and nonfiction. Students have until April 15 to finish reading. Voting takes place online from March 15 to April 19.

At the last Parent Council meeting it was decided that a group of parents were needed to decide on and assist with staff appreciation week. If you are interested in helping please contact Carmelle Steel at dofsteel@telus.net



A school merchandise order form will be available next week. The order will be placed in time for Christmas arrival. Some t-shirts and water bottles will be available for purchase at the Christmas Concert.



The final day for the After School Program will be December 9. At that time we will be re-evaluating the Program. If any parents are interested in assisting with this program please contact the school office. There will be no after school program on December 8.

November 30 – Deadline for ordering

English Bay Cookie Dough!! – This is a frozen product which can be kept in your freezer for up to a year, or in your refrigerator for 90 days. If it thaws, it can be re-frozen without loss of quality. It is a quick and easy way to make as many or as few cookies as you need. – *Do your Christmas Baking easily!!!*



Gourmet Flavors include: Chocolate Chip, Oatmeal Raisin, Peanut Butter, Double Chocolate, Candy and Ginger Molasses. **Deluxe Flavors include:** White Chocolate Macadamia, Chunky Chocolate, Chocolate Chip Macadamia and Chocolate Chip Pecan. Cost \$12.00 per 3lb pail.

Operation Christmas Child

WEST MEADOW ELEMENTARY SCHOOL ACCEPTED DONATIONS FOR OPERATION CHRISTMAS CHILD. THE GR.6 CLASSES MADE THE BOXES WHILE THE GR. 3'S PUT THE DONATIONS IN THEM. THE BOXES ARE GOING TO KIDS AROUND THE WORLD WHO NEED HELP. THIS HAPPENED ON NOVEMBER 19, IN THE COMMON AREA. WE DID THIS SO KIDS IN DANGER CAN HAVE A CHANCE TO HAVE FUN.

WE INTERVIEWED MADI MCAULAY AND GRADY SMELTZER FROM GRADE 3. WE ASKED THEM HOW THIS HELPS THE PEOPLE IN NEED. THEY BOTH SAID THAT IT'S FOR KIDS TO HAVE FUN. WE ALSO ASKED THEM HOW THEY ORGANIZED THE BOXES. MADI SAID SHE PUT THE LIGHTEST STUFF AT THE BOTTOM. GRADY SAID HE PUT THE SMALLEST STUFF AT THE BOTTOM. THIS IS WHAT HAPPENS WITH OPERATION CHRISTMAS CHILD. (55 BOXES WERE CREATED)

BY: TESS SWAIN, BRENNAN TOURAND AND JORDAN ONOFRYCHUK – GR. 6



We often see children arrive without proper winter attire. Please ensure that your child has a warm winter coat, hat, mittens, boots and other necessary gear. Hoodies are not warm winter gear, unless they are under a winter coat. With the temperatures dropping, some children still enjoy playing outside. Often a child will choose to accompany their friends outside. Please help keep your child safe by sending winter gear with them and if possible pack an extra set of mitts and hat in their back packs.

If you cannot afford warm winter gear for your child please contact the office.



Tentative date for Parent Conference has been set for February 12, 2011 - Please reserve that date and watch for more information.

Last day of school before Christmas Holidays is December 17. First day back for student is January 3.

Have a wonderful Christmas and a safe and Happy Holiday Season.



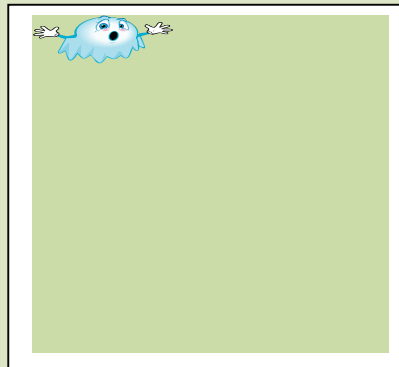
Halloween Activities a Smash!

- By Tess Swain and Cassie Klaas (unedited)

We interview students who participated in the Halloween activities provided by the grade six leadership team. This is what we found out.

Interview 1:

Who: Daniel Linderman
What: felt inside some gross stuff
When: October 29, 2010
Where: common area and gym.



Interview 2:

Who: Shaya Bevier
What: played games
When: October 29, 2010
Where: common area and gym

What and why was your favorite station? The pumpkin toss because I like to throw things.

How: "We wanted something fun for all ages, to have fun" says Kristen Putzi a grade six student. "We decided on it at a student council meeting," says Jordan Keough another grade six student. "Everyone thought of an idea and we voted on it," said Jordan and Kristen.

Interview 3:

"My favorite was the sensory station. I liked feeling the brain and eyeballs. It felt disgusting." Cole, a grade four student stated.



December



Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
	 Milk Program runs all month.		1 Student Assembly - 2:20 K-M/W-Hotdogs	2 	3	4
5	6	7 	8 K-M/W-Hotdogs	9  Bed Head & PJ Day.	10	11
12 Christmas Spirit Hat Week.	13	14 Grade 2 Swimming 	15 K-M/W-Hotdogs	16 Christmas Concert 	17 Grade 3 Swimming	18 
19	20	21	22 	23 	24	25 Merry Christmas 
26 Boxing Day	27 	28 	29 	30 	31 	January 1, 2011 Happy New Year! 

Notes: --



Board Bulletin Board – December 2010



Monthly Summary: Board update.

→ Organizational Meeting of the AlbertaSW Board was held in Fort Macleod on December 1, 2010.

Board Representatives and Executive

Dr. Bruce Decoux	Crowsnest Pass	Mayor	
Dr. Bjorn Berg	MD of Pincher Creek #9	Councillor	
Ms. Linda Findlater	Village of Cowley	Councillor	
Mr. Ernie Olsen	Town of Pincher Creek	Mayor	
Mr. Ron Davis	MD of Ranchland #66	Councillor	
Mr. Phil Wakelin	MD of Willow Creek #26	Councillor	Secretary Treasurer
Mr. David Moore	Town of Claresholm	Mayor	
Mr. Shawn Patience	Town of Fort Macleod	Mayor	Chair
Mr. Walter Gripping	Town of Granum	Councillor	
Mr. Dennis Gillespie	Town of Stavely	Councillor	
Mr. Shane Hansen	Cardston County	Councillor	
Mr. Dave Smith	Town of Cardston	Councillor	
Mr. Jordan Koch	Village of Glenwood	Mayor	
Mr. Robert Campbell	Village of Hill Spring	Councillor	
Dr. Barney Reeves	ID of Waterton Lakes #4	Chairman	Vice-Chair

→ The three executive positions, plus Walter Gripping were approved to have REDA signing authority.

→ Mayor Shawn Patience and Mayor Bruce Decoux will serve as the Steering Committee for the upcoming multi-media marketing campaign and website launch project.

→ A revised Southern Alberta Alternative Energy Partnership (SAAEP) Memorandum of Understanding (MOU) has been approved by this Board.

→ Bev is invited to speak at the first “Sustainable Tourism Conference” on December 9, organized and sponsored by the Tourism Development Branch of Alberta Tourism Parks and Recreation. Request is to outline the development of the Crown of the Continent Geo-tourism initiative; Bev is the Chair of the Geotourism Council Steering Committee, which consists of representatives from AB, BC and MT.

→ AlbertaSW Board approved paying fees for ALL AlbertaSW communities to be members of Chinook Country Tourist Association (CCTA) for 2011 by accepting one of two options outlined in a “Community Partnership Proposal”. As CCTA members, all our communities can now choose to advertise in the CCTA travel planner at reduced rates. Municipal offices have received this information and are invited to deal directly with June Robinson at CCTA.

Please call Bev or Maureen at 403-627-1165 if you need any other information.

→ The first Wednesday of each month will remain as a regular Board meeting date.

→ Next Board meeting:

Wednesday, January 5, 2011; Pincher Creek Provincial Building Conference Room, 6:30pm.



Porcupine Hills Lodge
BOARD MEETING
Minutes of Meeting

November 9, 2010

PRESENT: Michelle Day, Earl Hemmaway, Karen Florence, Anna Mae Mifflin, Audrey Hoffman, Shirley Isaacson, Pam Crone, Judy Van Amerongen,

ABSENT: Linda Todd

Organization meeting:

1. **Michelle Day called the meeting to order.**
2. Michelle asked for Nominations for Chairman. Anna Mae Mifflin nominated Earl Hemmaway for chair. Earl accepted nomination.

Nominations for Vice-President. Shirley Isaacson nominated Judy VanAmerongen. Declared Judy VanAmerongen Vice-Chairman.

Appointment for Claresholm and District Transportation Society. Audrey Hoffman moved to have Anna Mae Mifflin be appointment to the board. All in favor, carried.

Appointment for Liason – Shirley Isaacson moved that Audrey Hoffman be appointed the Staff Liason. All in favor, carried.

Fan out list for emergency – Earl Hemmaway, Shirley Isaacson, Judy VanAmerongen.

3. **Additions to agenda: Meeting with Housing Advisor/ Facilitator request; outside laundry service request**
4. **Acceptance of Agenda – *Shirley Isaacson made a motion to accept the agenda as amended. All in favor, carried.***
5. **Minutes of Last meeting – *Audrey Hoffman made a motion to accept the minutes of the Sept 28, 2010 meeting. All in favor, carried.***
6. **Financial Report**
 - 6.1 **Review of 2011 Budget Approved**

Anna Mae Mifflin made a motion to pay the bills. All in favor, carried.

6.2 Appointments for signing authority/Casino

A motion was made by Shirley Isaacson to have Judy VanAmerongen obtain signing authority for the banking accounts at the Alberta Treasury Branch and Credit Union. Judy VanAmerongen, Shirley Isaacson, Michelle Day, Earl Hemmaway and Audrey Hoffman to all have signing authority on these accounts. All in favor, carried.

A motion was made by Judy VanAmerongen to have Shirley Isaacson & Earl Hemmaway to have signing authority for the casino account. All in favor, carried.

Manager's Report

Michelle reviewed her report.

6.2.1 Outstanding Items:

Lodge/Supportive Waiting List – 20/13

Casino Update – Community Enhancement Program decision will take 3 months to see if we get funds.

Southern Zone election and update (ASCHA) – Michelle and Shirley attended meeting in Lethbridge. Oct 13. Next meeting in May 2011.

ASCHA Convention – March 14 in Edmonton.

Brochures for Lodge Update – Shirley Isaacson and Karen Florence left for pecuniary interests.

A motion made by Audrey Hoffman to go with the quote from Designs of Steel and print 1000 copies of a brochure for the Lodge. All in favor, carried.

Meeting with Housing Advisor – We have been asked to take over the Claresholm Housing Authority by Brenda Pollard. The past board decided to leave it in the hands of the new Board.

Earl suggested to have Brenda Pollard come and talk to the new Board about the proposal and discuss our options. **Table until Brenda Pollard comes to talk to the Board. All in favor, carried.**

6.2.2 New Items

Facilitator - Michelle proposed a two day retreat to help with the direction of our 3 year business plan that is due at the end of December. Discussion was held on the cost and purpose of the facilitator and the board

decided that the direction of the business plan would be decided in January, 2011. The facilitator will be discussed again in December.

Management Body Policy 5.7.2 Develop Purchasing Guide Outline
Purchase Guide & tendering process attached as submitted by Michelle.

Shirley Isaacson made a motion to accept the purchase guide and tendering process. All in favor, carried.

Staff Christmas Party (FCSS, Claresholm Transportation Society) (Committee) - Board Staff Xmas Party - Dec 10 Legion has been booked with a meal for approximately 13.50 a plate. Karen, Shirley, and Anna Mae to help.

Resident Family Christmas Party (Committee) – December 18

Outside Laundry – approached by a massage company to do laundry.

Anna Mae Mifflin made a motion that we do not take on extra laundry. All in favor, carried.

Judy Van Amerongen made a motion to accept the Manager's report as presented. All in favor, carried.

6.2 Supportive Units

Concerns & Updates - none

6.3 Recreation Report –

- 6.3.1 Professional Development Day for LACAA
- 6.3.2 Go-getters Survey Results and update
- 6.3.3 Go-getters mike system cost share
- 6.3.4 Go-getters by-law

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

6.4 Maintenance Report –

6.4.1 Annual Boiler Inspection results – replace main valve and realignment of other valves.

6.4.2 Crawl Space Update (Alberta Infrastructure) – Michelle trying to get funding from government. We need \$40,000.00 to do this project. A letter to be sent to our MLA to approach the Ministry of Alberta Infrastructure.

Shirley Isaacson made a motion to send a letter to MLA Evan Berger regarding financial support from Alberta Infrastructure for our crawl spaces. All in favor, carried.

6.4.3 Paint/Carpet/Tractor/Trailer update – tractor/trailer delivered. Carpet picked out for the hallways. Painting will be done in January for common area.

Pam Crone made a motion to accept the maintenance report as presented. All in favor, carried.

6.5 Committee Reports –

6.5.1 3 Year Business Plan –

7. Correspondence - letter from Alberta Gaming and Liquor.

8. In-Camera Issues –

Shirley Isaacson made a motion to go in camera. All in favor, carried.

Anna Mae Mifflin made a motion to come out of camera. All in favor, carried.

Judy Van Amerongen made a motion to adjourn the meeting.

Next meeting – Tuesday, Dec 7, 2010



Print

Subject: RE: Crawl Space

From: Andy Hau <andy.hau@gov.ab.ca>

Sent: October 21, 2010 8:40:48 AM

To: porlodge@telusplanet.net

CC: Ralph.Hubele@gov.ab.ca, Barb.Panich@gov.ab.ca, Brenda.Pollard@gov.ab.ca, colin.wildgrube@gov.ab.ca, andrew.brooks@gov.ab.ca, david.staines@gov.ab.ca

Hi Michele,

I have received a remedial proposal for Level 1 mold remediation and low risk clean-up work from Colin Wildgrube on October 20, 2010.

Colin's mold remedial proposal addresses Andrew Brooks report dated August 12, 2010 which included recommendations #3 to #8 to remove the mold spores found on the plywood subfloor and to remove the blackened cardboard on the sonotubes in the crawlspace of Porcupine Hills Lodge. Colin has estimated the removal and cleanup work would cost \$12,000 and no monitoring consultant is required.

I will address item #2 in Andrew's report which recommends mechanical ventilation to be provided in the crawlspace. Currently, the crawlspaces are ventilated by natural means i.e. exterior wall vents in the crawlspaces, which complied with the requirements of the 1990 Alberta Building Code when the building was regenerated in 1993. These wall vents should not be closed off. The current 2006 Alberta Building Code requires mechanical ventilation via exhaust fans for crawlspaces that are below grade level to ensure crawlspaces are maintained at a negative pressure relative to the conditioned area on the main floor of the building.

Re my site visit on October 18, 2010, I have noted that five (5) fans venting to the outdoors are required because the crawlspaces are divided into 5 compartments. Also, the crawlspaces are provided with supply air from the air handling unit on a 24/7 basis. The cost for mechanical ventilation is estimated at \$25,000, and this figure would cover the engineering fee if required.

I would recommend a project budget of \$40,000 to carry out both the mold remediation work and mechanical ventilation retrofit work. I will produce the bid documents for the mold remediation work and mechanical ventilation retrofit work when you have the funding in place to start these projects.

It should be noted that Colin and Andrew have reported the mold spotting is minor, which contradicts Basement Systems report dated April 19, 2010 which stated the mold growth is severe and wood decay are present throughout the crawlspaces. Basement Solutions proposal would cost \$172,940.25.

If you have any questions, please let me know, thanks.

Andy

From: Barb Panich [mailto:Barb.Panich@gov.ab.ca]

Sent: Wednesday, October, 20, 2010 11:21 AM

To: Brenda Pollard

Cc: Andy Hau; Ralph Hubele

Subject: RE: Crawl Space



4 copied

Subject: Funding info

From: Barb Panich <Barb.Panich@gov.ab.ca>

Sent: November 5, 2010 12:56:18 PM

To: porlodge@telusplanet.net

Hi Michelle, I can't find the memo from the MLA to the Minister of Infrastructure. I thought they had sent it to me, but all I can find is the memo approving the project. I have asked that MLA's office for a copy of the letter, but not sure when they might get back to me.

I would suggest you speak to your MLA with the following information:

- o The Porcupine Hills Lodge was built in 1966 under the Senior Citizen Lodge Program. The 48 unit lodge receives about \$190,000 in Lodge Assistance Program funding and approximately \$150,000 in municipal requisitions.
- o Staff from Housing and Urban Affairs and Alberta Infrastructure have finalized a report regarding concerns with Crawl Spaces at the Porcupine Hills Lodge
- o Due to mold test being positive and resulting in a health hazard, we need to fix the situation.
- o The cost to repair and provide preventative measures to our crawl spaces is estimated to be \$40,000.
- o Housing and Urban Affairs and Seniors and Community Supports have advised that those ministries do not have any funding to assist this repair.
- o Alberta Infrastructure has a small budget for emergent projects such as this, but the MLA needs to put in the request.

Barb Panich

Senior Policy Advisor

Supportive Living & Long Term Care Accommodations Branch

Alberta Seniors and Community Supports

Ph 780 427-4030 / Fax 780 644-5499

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**Claresholm Animal Rescue Society
Bi-weekly Board Meeting Minutes
November 18th, 2010**

Present: Rita Hahn, Sylvia Giroux, Gerald DeBruyn, , Anne Papan, Kris Holbeck, Judy Van Amerongen, Barb Hinkle

Regrets: Karen Thompson, Denise Peters, Carol Tierney, Kimberley Alexander,

1. Call to Order

The meeting was called to order at 7:13 p.m.

2.

Pass November 18, 2010 Agenda by:

MOTION Amend: Kris Holbeck AND All in favour

3.

Pass Adopt the Minutes of November 04, 2010

MOTION Amend: Judy Van Amerongen AND All in favour

4. Review of Shelter Update the past two weeks

- Volunteers Hours 270.25
- Volunteers 17
- Dryer quit – Rita took Laundry home, Have another dryer but too much snow for Rita to get it.
 - Adoptions → Cats – frosty, Oreo, Posy, Quincy, Smudge, Chyna, Lacey, Rusty, Norm
- Fosters → Belle, Bitsy, Zack
- New Cats → Mecca had 3 kittens – 2 decreased, 2 Black kittens 1-8 weeks 1-12 weeks
- New Dogs → one new dog (Chihuahua), Holly is back

5. Adoptions Update

- Kim – dog report → With regards to dog adoptions, please share the following on my behalf:

-Alice, Belle and Zack's adoptions will all be finalized on Sat. Nov. 20th. (all our doing very well)

-Taffy's should be finalized on the weekend of Nov. 26th (she is doing very well)

-I have attempted to reconnect with the people (Bea Williams and her son) who were interested in Happy but they have not returned my calls yet. I have also been trying to reach Tracey (wife of our website guy) who was also interested in Happy but, so far, both e-mail addresses have failed. I will try by phone today.

-Holly has been doing well in her foster care but I plan on checking with the lady today to make sure all is still well. I will let you know if there is any new news after this e-mail.

6. TNR Update

- Tabled
7. **Fundraising**
 - Recipe Booklet is ready for Saturday Craft Sale
 8. **Treasure's Report** – as per attached by Kris Holbeck

 9. **New Shelter**
 - Some discussion with Helen
 - Her willing to except 10:00pm dog lock up time
 - New building will be talked about Nov 29th, 2010, Town meeting

 10. **Other Items-** Calendars sell at Craft Sale
 - New building will be talked about Nov 29th, 2010, Town meeting
 - Need more volunteers Rita is getting tired.
 - Need out side plug-in installed for Rita's truck
 - Sell Calendar at Sobeys and other businesses
 - Free calendars to special people

 11. **Meeting Adjourned** – 8:03p.m Next Meeting December 2, 2010