



**TOWN OF CLARESHOLM
PROVINCE OF ALBERTA
REGULAR COUNCIL MEETING
JUNE 28, 2010
AGENDA**

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

CALL TO ORDER

AGENDA: ADOPTION OF AGENDA

MINUTES: REGULAR MEETING MINUTES JUNE 14, 2010

FINANCES: MAY 2010 BANK STATEMENT

**DELEGATIONS: 1. MD OF WILLOW CREEK – Earl Hemmaway & Ed Neufeld
 RE: “Waste to Energy”**

2. MODEL AIRPLANE CLUB – Neil Brint & David Hunt

ACTION ITEMS:

**1. BYLAW #1511 – Fire Protection & Emergency Services
 RE: 1st Reading**

2. POLICY #94 – Emergency Services Levels and Standards

3. DELEGATION RESPONSE: EMERCOR

**4. CORRES: Community Futures Alberta Southwest
 RE: Alberta Youth Entrepreneurship Camp**

**5. CORRES: Alberta Southwest
 RE: Invitation to July 7th Board Meeting**

6. Stavelly Muncipal Complex Grand Opening

**7. CORRES: Livingstone Range School Division
 RE: Joint Election Agreement**

**8. CORRES: Bobbie-Jo Wutke
 RE: Beer Garden**

**9. CORRES: Claresholm Child Care Society
 RE: Summer Fun Program**

**10. CORRES: Val Florence
 RE: Pasture Rental**

**11. CORRES: Cicon Engineering
 RE: 8th Street West – Storm Sewer, Sidewalk and Paving**

**12. Intermunicipal Development Plan (IMDP) – Claresholm Industrial Airport
 Full report is available at:
 http://www.myclaresholm.com/council/IMDP_Airport/**

13. Chief Returning Officer 2010 Municipal Election

**14. Advance Election Poll Resolution
 RE: Setting of Date to October 4, 2010**

15. Year to Date Revenue & Expenditure Report

16. Harvest Square Subdivision Security

17. 2010 Tax Recovery Sales

18. ADOPTION OF INFORMATION ITEMS

19. IN CAMERA – PERSONNEL

INFORMATION ITEMS:

1. Arena Users Meeting Minutes – May 26, 2010
2. Claresholm & District Chamber of Commerce Meeting Minutes – June 15, 2010
3. Claresholm Garden Club Meeting Minutes – May 18, 2010
4. West Meadow Elementary School Principal's Update – June 14, 2010
5. West Meadow Elementary School Principal's Update – June 21, 2010
6. Claresholm Museum Collections Assistant Report – June 21, 2010
7. Claresholm & District Museum Board Minutes – May 26, 2010
8. Willow Creek Waste Management Services Commission Meeting Minutes – May 20, 2010
9. SouthGrow Regional Initiative Financial Statements March 31, 2010
10. Alberta Blue Cross Group Policy Renewal – August 1, 2010

ADJOURNMENT:

REMINDER: Visit at the New Museum, Monday, June 28, 2010 at 6:00pm!!!



**TOWN OF CLARESHOLM
PROVINCE OF ALBERTA
REGULAR COUNCIL MEETING MINUTES
JUNE 14, 2010**

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

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

ABSENT: None

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

CARRIED

MINUTES: **REGULAR MEETING – MAY 25, 2010**

Moved by Councillor Quayle that the Regular Meeting Minutes of May 25, 2010 be accepted as presented.

CARRIED

DELEGATIONS: 1. **EMERCOR – Dave Rogne**

Mr. Ken Lambert, CEO, Mr. Dave Rogne, President, and Mr. Dave Malarkin Plant Manager from EMERCOR were present to speak to Council regarding their offers to purchase town land that have expired. They are still interested in acquiring the land that was available initially minus some land that was removed for various reasons. The company is bidding on some exciting projects, and requires more land to be able to do these projects. Housing has become a real issue in regards to employee retention, and they would like to proceed with land in Town in order to build housing for the future.

2. **YOUNG PARKYN McNAB LLP – Darren Adamson, CA**
RE: 2009 Financial Statements

Mr. Darren Adamson, CA from Young Parkyn McNab LLP presented the Town of Claresholm's 2009 Financial Statements.

ACTION ITEMS:

1. **BYLAW #1536 – Prairie Shores Area Structure Plan**
RE: 2nd & 3rd Readings

Moved by Councillor Leonard to give Bylaw #1536, regarding the Prairie Shores Area Structure Plan, 2nd Reading.

CARRIED

Moved by Councillor Sutter to give Bylaw #1536, regarding the Prairie Shores Area Structure Plan, 3rd and Final Reading.

CARRIED

2. **BYLAW #1544 – Council Remuneration**
RE: 1st Reading

Moved by Councillor MacPherson to give Bylaw #1544 regarding Council Remuneration, 2nd Reading.

CARRIED

Moved by Councillor Isaacson to give Bylaw #1544 regarding Council Remuneration, 3rd and Final Reading.

CARRIED

3. **BYLAW #1511 – Fire Protection & Emergency Services**
RE: 1st Reading

Referred to administration.

4. **POLICY #94 – Emergency Services Levels and Standards**

Referred to administration.

5. **FINANCIAL STATEMENTS for the Year Ended December 31, 2009**

Moved by Councillor Quayle to accept the Financial Statements for the year ended December 31, 2009 as presented.

CARRIED

6. **CORRES: Alberta Transportation**
RE: 2010 Streets Improvement Program

Received for information.

7. CORRES: Alberta Agriculture & Rural Development

RE: Rat Control Program

Moved by Councillor MacPherson to appoint Randy Keller and Jeremy Hampton as the *Agricultural Pests Act* Inspectors for the Town of Claresholm.

CARRIED

8. CORRES: Alberta Culture and Community Spirit

RE: Stars of Alberta Volunteer Awards

Received for information.

9. CORRES: Alberta Tourism, Parks and Recreation

RE: 2013 Alberta 55 Plus Summer Games

Received for information.

10. CORRES: EMERCOR

Moved by Councillor Isaacson to get a property appraisal completed on the land owned by the Town of Claresholm located at Block 4 Plan 7610058.

CARRIED

11. CORRES: Judy-Florence Moser, West Meadow School

Received for information.

12. CORRES: Ed Toews

RE: Pasture Rental

Moved by Councillor Leonard to enter into an agreement with Ed Toews to lease the land at the airport as requested for \$1 per year.

CARRIED

13. CORRES: Beverly Petersen

RE: Cemetery

Received for information.

14. Proposed KIN Park

Received for information.

15. CORRES: Claresholm & District Museum Board

Received for information.

16. WATER PLANT – Grand Opening and Celebration

Received for information.

17. CAO UPDATE – Capital Projects

Received for information.

18. JULY & AUGUST 2010 Meeting Dates

Moved by Councillor Sutter to set July 20 and August 18, 2010 as regular Council meeting dates.

CARRIED

19. ADOPTION OF INFORMATION ITEMS

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

CARRIED

ADJOURNMENT: Moved by Councillor Moore that this meeting adjourn.

CARRIED

Mayor – Rob Steel

Chief Administrative Officer – Kris Holbeck, CA

**TOWN OF CLARESHOLM
MAY 2010 BANK STATEMENT**

RECONCILED BALANCE APRIL 30, 2010		\$15,624.85
DEPOSITS TO BANK	DEBITS	CREDITS
RECEIPTS FOR MONTH	\$500,777.05	
REVOLVING LOAN RECEIVED	130,000.00	
CURRENT ACCOUNT INTEREST	6.01	
GIC REDEEMED	0.00	
US EXCHANGE	1.08	
TRANSFERS FROM T-BILLS	579,088.94	
SUBTOTAL	\$1,209,873.08	
CHARGES TO ACCOUNT		
ACCOUNTS PAYABLE		\$991,128.90
PAYROLL CHARGES		80,248.62
INTEREST ON REVOLVING LOAN		40.94
REVOLVING LOAN PAID		130,000.00
LOAN PAYMENTS		0.00
MASTERCARD PAYMENT		1,645.17
TRANSFERS TO T-BILLS / GIC PURCHASE		0.00
NSF CHEQUES		554.41
SERVICE CHARGES		144.38
SCHOOL FOUNDATION PAYMENT		0.00
SUBTOTAL		\$1,203,762.42
NET BALANCE AT END OF MONTH		\$21,735.51
BANK RECONCILIATION		
BALANCE PER BANK	45,642.31	
PLUS OUTSTANDING DEPOSITS	26,418.35	
LESS OUTSTANDING CHEQUES		-50,325.15
RECONCILED BALANCE MAY 31, 2010		\$21,735.51
OTHER BALANCES:		
EXTERNALLY RES GIC'S & T-BILLS	\$2,193,637.00	
NON-RESTRICTED GIC'S & T-BILLS	\$1,091,245.25	
PARKING RESERVE	\$3,557.51	
WALKING PATHS RESERVE	\$1,928.81	
OFFSITE LEVY RESERVE	\$58,179.04	
SUBDIVISION RESERVE	\$35,534.00	
REVOLVING LOAN BALANCE		\$0.00

SUBMITTED TO TOWN COUNCIL THIS 28th DAY OF JUNE 2010

MAYOR

SECRETARY-TREASURER

DELEGATIONS

Neil Brint
P.O. Box 3174
1 Tamarack Road
Claresholm, AB
T0L 0T0

David Hunt
P.O. Box 1134
5320 3St W
Claresholm, AB
T0L 0T0

21st June 2010

Members of Claresholm Town Council

Subsequent to the article that appeared in the "Local Press" (attached) we are endeavoring to create a registered Remote Control (R/C) flying club. We unfortunately did not garner as much response to this article as we had hoped. Undaunted we are proceeding with our quest. In order to accomplish this we need a suitable site to be able to fly from. We have investigated a number of sites and have determined that the most practical site would be the southeast corner of the north/south and southeast/northwest relief runways (See diagram attached)

As part of our search we have had discussions with the Municipality of Willow Creek and Murray Frame of Frame Aviation who have given their verbal approval to our intentions. We have indicated to Mr. Frame that all vehicles will have revolving amber beacon lights whilst on the property and all members of the group will be instructed in the proper procedure when entering the property. Yielding to full-size aircraft is mandated by the "Model Aeronautics Association of Canada" (MAAC) and all members will be made aware of this mandate.

Included in the group that has already been assembled there are qualified pilots and an instructor.

Use of the facility would be dependant on suitable weather conditions.

We are aware that Council would normally only issue a ruling at a subsequent meeting. However given that summer is extremely short we respectfully request that council make an exception and verbally grant us permission in the interim.

Yours truly



Neil Brint



David Hunt

Local men look to get model airplane club off the ground

By Alicia Fox
Local Press Writer

Three Claresholm model airplane enthusiasts are seeking others who share their passion for the sport.

David Hunt, Jake Gerbrandt, and Neil Brint all have years of experience flying and putting together model airplanes and would now like to start a club in Claresholm.

"There are several people who are interested in model airplanes," Hunt said. "Neil has done quite a lot of it and he's an instructor. Jake has done a tremendous amount."

He said there could be many others in the area who are also interested either in learning the sport or picking it up again.

Their plan is to register with the Model Airplane Association of Canada, which is a recognized group that can provide them with club status and allow them to be insured against accident.

"That's an issue as far as liability is concerned," Hunt said. "When we form a group we'll make

Right now, the three are seeking a piece of land that could be used occasionally for flying their planes.

The land would ideally be a flat, open field with short grass free from power lines or trees.

"These critters have a habit of heading for the first tall thing they can find," Brint said.

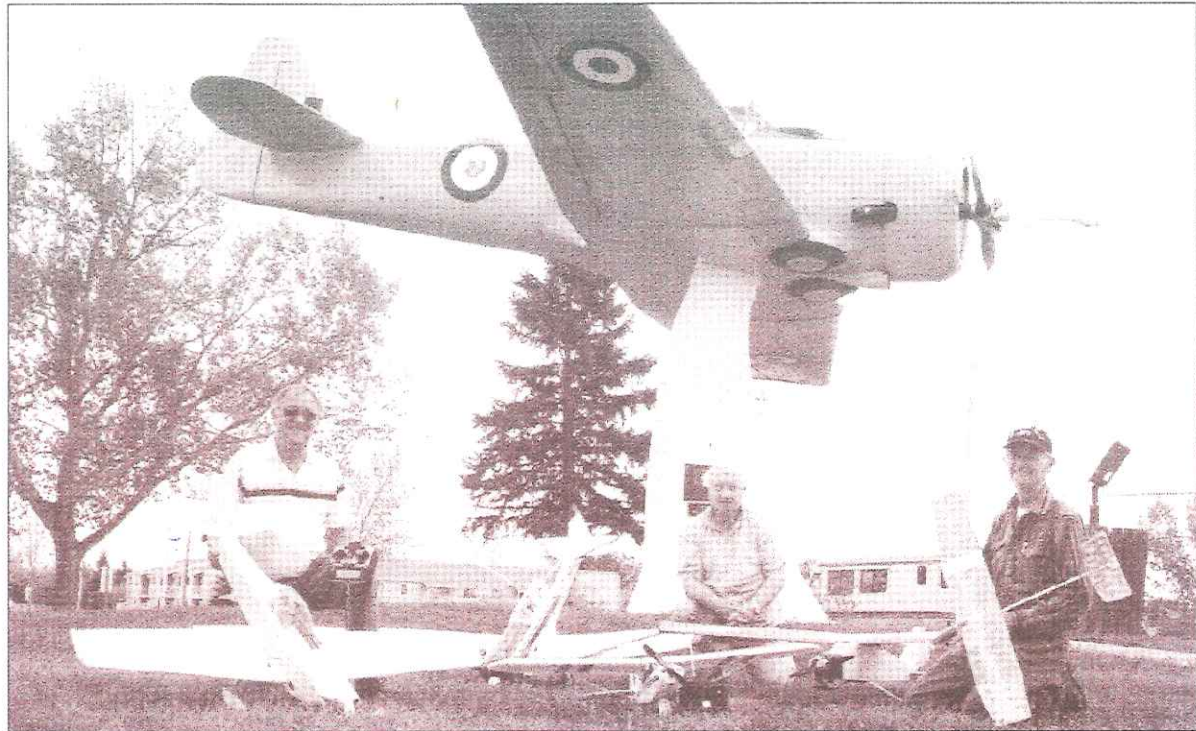
The options for planes are exceptionally varied in terms of technology, type of engine – whether gas or electric, or, in the higher end, jet-fuelled – and price.

A starter plane can cost less than \$400, complete with everything the new owner needs to get started.

Some can be simple to assemble, or almost ready to fly right out of the box, or can be more challenging to put together depending on what the person is seeking.

"It's a fascinating hobby," Hunt said. "It's wide open in terms of what folks want to do."

Their aim is to have something going by September, but would like to hear from others



FINDING AIRSPACE - Neil Brint, David Hunt, and Jake Gerbrandt are looking to start up a model airplane flying club, and are seeking others who would be interested in joining them. Photo by Alicia Fox

joining them in the area as soon as possible so they know what to expect in terms of numbers.

They would also like to find a place to fly as quickly as they can since they enjoy it and would like to get everything off the ground as soon as they can.

in the area, such as Okotoks, Lethbridge, Fort Macleod, and High River, but nothing right in Claresholm.

"They (the other clubs) are just too far away to keep running to so we wanted to start our own," Gerbrandt said.

Hunt added it's not an old boy's game at all,

that use the joystick often provide good practice for flying the planes. Because of that, younger people sometimes have an easier time learning how to control a plane.

"In a lot of ways it's very similar to the real thing," he said. "You control it in the same way you control a big

controller."

Anyone who is interested in picking up their own planes or learning how to fly one can contact Neil Brint at 403-625-3181 or Jake Gerbrandt at 403-625-2735. Those who do not have a plane but would be interested in trying it out are also welcome to



Proposed
Area of
Use.

ACTION ITEMS



**TOWN OF CLARESHOLM
PROVINCE OF ALBERTA
BYLAW #1511**

A Bylaw of the Town of Claresholm, in the Province of Alberta, to provide for the establishment and operation of a volunteer fire department and to provide for the protection and preservation of life and property within the municipality.

WHEREAS the *Municipal Government Act* R.S.A. 2000 Chapter M-26, as amended, provides that a Council of a Municipality may pass bylaws for the safety, health and welfare of people and the protection of people and property, and for services provided by or on behalf of the municipality;

AND WHEREAS the Council for the Town of Claresholm wishes to regulate the use and setting of fires within the Town;

AND WHEREAS the Council for the Town of Claresholm wishes to establish and provide for the efficient operation of Fire Protection and Emergency Services;

NOW THEREFORE the Council of the Town of Claresholm in the Province of Alberta duly assembled enacts as follows:

SECTION 1 NAME OF BYLAW

- 1.1 This Bylaw may be cited as the "**Fire Protection and Emergency Services Bylaw.**"

SECTION 2 DEFINITIONS

2.1 In this bylaw:

- a) **"Apparatus"** means any vehicle suitable for land, air, or water use which is provided with machinery, devices, equipment, materials or personnel for fire fighting, rescue, or other emergency response, as well as vehicles used to transport fire fighters or supplies.
- b) **"Chief Administrative Officer (CAO)"** means that person appointed to the position and title by Council and includes any person appointed by the CAO to act as his/her appointee.
- c) **"Council"** shall mean the Municipal Council of the Town of Claresholm.
- d) **"Dangerous Goods"** shall mean a substance, (gas, liquid or solid), in transit capable of creating harm to people, property and the environment as defined by the United Nations Hazard Class Number System.
- e) **"Department"** shall mean the Claresholm Fire Department established under this Bylaw.
- f) **"Department Property"** means all property owned or controlled by, and designated for use by, the Department, regardless of the source of the property.
- g) **"Director of Emergency Management"** shall mean that person appointed by Council to act as the Town of Claresholm's Director of Emergency Management or designated delegate.
- h) **"Disaster"** shall mean an event that results in serious harm to the safety, health or welfare of people or in widespread damage to property.
- i) **"Emergency"** shall mean a present or imminent event that requires prompt coordination of action or special regulation of persons or property to protect the health, safety or welfare of people or to limit damage to property.
- j) **"Enforcement Officer"** shall mean a Community Peace Officer, Bylaw Enforcement Officer, RCMP Officer or an inspector appointed by and employed by the Town with respect to the enforcement of bylaws of the Town of Claresholm.
- k) **"Equipment"** shall mean any tools, contrivances, devices or materials used by the Fire Department to combat an incident or other emergency.
- l) **"False Alarm"** means any notification to the Department of any Member thereof respecting the existence of a condition, circumstance or event containing an imminent serious danger to persons or property, wherein such a condition, circumstance or event is in fact not in existence.
- m) **"Fire"** means the burning of any flammable or combustible material or any combustible material in a state of combustion.
- n) **"Fire Chief"** shall mean the person appointed by Council under the provisions of this Bylaw, or designated delegate.
- o) **"Fire Department Property"** means all property owned or controlled by, and designated for use by, the Fire Department, regardless of the source of the property.

- p) **“Fire Hazard”** means any condition, circumstance, or event that increases the possibility and/or probability of Fire occurrence.
- q) **“Fire Permit”** means a document issued by the Fire Chief pursuant to this Bylaw, on the form adopted by the Town from time to time.
- r) **“Fire Protection”** shall mean all aspects of fire safety including, but not limited to, fire prevention, fire fighting or suppression, pre-fire planning, fire investigation, public education and information, rescue, training or other staff development and advising.
- s) **“First Responder (Awareness)”** shall mean those persons who in the course of their normal duties may be the first on the scene of a Dangerous Goods or Hazardous Materials incident and are trained to recognize that a hazard exists, call for trained personnel and secure the area.
- t) **“First Responder (Emergency Services)”** shall mean those persons, who in the course of their normal duties, may be the first on the scene of a medical emergency, and are trained to a basic first aid and CPR training level.
- u) **“Hazardous Material”** shall mean a substance (gas, liquid or solid) not in transit capable of creating harm to people, property and the environment as defined by the United Nations Hazard Class Number System.
- v) **“Illegal Fire”** shall mean any fire that is set in contravention of this Bylaw.
- w) **“Incident”** shall mean a fire, a situation where a fire or explosion is imminent or any other situation presenting a danger or possible danger to life or property and to which the Department has responded.
- x) **“Inspection Officer”** shall mean the Fire Chief, or any Member directed to undertake inspections.
- y) **“Member”** shall mean any person appointed as a Member of the Department under this Bylaw and shall include the Fire Chief.
- z) **“Municipal Government Act”** shall mean the Municipal Government Act, RSA 2000, Chapter M-26, and any amendments thereto;
- aa) **“Mutual Aid Agreement”** shall mean an agreement between the Town and other municipalities or persons for the joint use, control and management of fire extinguishing apparatus and equipment.
- bb) **“Officer”** shall mean an Officer of the Department.
- cc) **“Qualified Personnel”** shall mean a person in possession of a Fireworks Supervisor Card issued pursuant to the Explosives Act (Canada) and the Alberta Fire Code A.R. 52/98 and their regulations.
- dd) **“Quality Management Plan (QMP)”** shall mean the uniform QMP that includes Sections 1 – 11 that was accepted by the Administrator Service of Accreditation and signed on January 10, 1996.
- ee) **“Recreational Fire”** shall mean a fire contained with a fire pit, an outdoor fireplace or a stationary barbeque.
- ff) **“Running Fire”** shall mean a fire burning without being under the proper control of any person.
- gg) **“Safety Codes Officer”** shall mean an individual designated as a Safety Codes Officer in accordance with the Safety Codes Act S.A. 1991 c. S-0.5, s. 7.
- hh) **“Standard Operating Procedures”** shall mean the Claresholm Fire Department's Procedure Manual.
- ii) **“Town”** shall mean the Town of Claresholm.

SECTION 3

ESTABLISHMENT OF DEPARTMENT

- 3.1 Council hereby establishes the Claresholm Fire Department for the purpose of:
- a) Providing Fire Protection services;
 - b) Preventing, combating and extinguishing Fires and Incidents;
 - c) Investigating the cause and origin of Fires and Incidents;
 - d) Preserving life and property and protecting persons and property from injury or destruction by Fire or Incident;
 - e) Operating Apparatus and Equipment for the purpose of extinguishing Fires or Incidents and preserving life and property;
 - f) Fulfilling obligations under approved Fire Protection agreements;
 - g) Providing public education about fire safety;
 - h) Carrying out Fire inspections and prevention patrols;
 - i) Pre-fire and emergency planning and practice;
 - j) Providing initial first response to medical incidents; and
 - k) Providing rescue services;

And each shall be performed by the Claresholm Fire Department to the level of service adopted by Council in the Quality Management Plan and Schedule 'C' Policy #94, “Emergency Services Levels and Standards”, which shall not be inconsistent with the legislation and regulation of the Province of Alberta.

- 3.2 The Department shall respond within the scope that the department's manpower, equipment and training permits, for the purpose of:
- a) Preventing and extinguishing fires in structures and wild land areas;
 - b) Preserving life and property and protecting persons and property from injury or destruction by fire;
 - c) Providing assistance to emergency medical services (EMS) as required;
 - d) Acting as First Responders (Awareness) preserving life and property and protecting persons from injury or destruction by Dangerous Goods, or Hazardous Materials or Industrial incidents;
 - e) Acting as First Responders (Emergency Services) preserving life and persons from injury;
 - f) Providing rescue extrication services from vehicles;
 - g) Investigating the cause of fire in accordance with the Quality Management Plan approved by the Safety Codes Council;
 - h) Carrying out prevention patrols, pre-fire planning and fire inspections in accordance with the Quality Management Plan approved by the Safety Codes Council;
 - i) Assisting in disaster planning and "mock exercises";
 - j) Enforcing the provisions of the Safety Codes Act and its regulations;
 - k) Providing public education about fire safety.
- 3.3 Council may establish by policy such organizational structure for the Department as may be appropriate and may establish officer positions, prescribe the duties, expectations and qualifications of such Officers and establish the method of their selection and appointment. Officers will be selected on recommendation of members and approved by Council.
- 3.4 Members shall carry out duties and responsibilities assigned to them under the Bylaw or Policies adopted by the Council.

SECTION 4 JURISDICTION

- 4.1 The limits of the jurisdiction of the Department shall extend to the area and boundaries of the Town and no apparatus shall be used beyond the limits of the Town without the express authorization of a Mutual Aid Agreement and/or authorization of the Member in Charge.

SECTION 5 HEALTH AND SAFETY

- 5.1 All members will endeavor to perform Fire Protection and Rescue services in a safe manner, in accordance with:
- a) Good judgment;
 - b) This bylaw;
 - c) Other related bylaws;
 - d) Established policies and guidelines;
 - e) The Quality Management Plan (QMP);
 - f) The training provided;
 - g) The Highway Traffic Act;
 - h) The Safety Codes Act;
 - i) A Code of Practice for Firefighters – Application of Alberta's Occupational Health and Safety Code 2006 to Emergency Operations of the Fire Service in Alberta;
 - j) Best safe working practices;
 - k) The department's Standard Operational Procedures.
- 5.2 All members will report unsafe conditions to the Fire Chief or his/her designate and endeavor to reduce the incidence of unsafe conditions.
- 5.3 No member will attend at an incident when under impairment from alcohol or any performance altering and/or illegal drug.
- 5.4 No member will consume any alcohol or performance altering and/or illegal drugs while attending at an incident.
- 5.5 If the fire department organizes a social function or a large number of members are expecting to attend a social function, the Fire Chief will establish a list of members who will respond to any incidents during the time of that social function and for eight (8) hours following the social function. These members will ensure that they are capable of responding to any incidents during the time frame for which they are assigned.

SECTION 6 FIRE CHIEF

- 6.1 There shall be established the position of Fire Chief which shall, subject to the direction of the Chief Administrative Officer, be responsible for the operation and administration of the Department in accordance with the provisions of this Bylaw and the policies established by the Council.

- 6.2 The Fire Chief shall be appointed by Council on recommendation of the Claresholm Fire Department members.
- 6.3 The Fire Chief has complete responsibility and authority over the Department, subject to the direction and control, subject to the direction of the Chief Administrative Officer. In particular, the Fire Chief may direct the Department and its Members to carry out all Fire Protection and Emergency Services activities and such other activities as the Chief Administrative Officer may direct, including but not limited to:
- a) Pre-fire planning;
 - b) Prevention patrols;
 - c) Fire suppression activities;
 - d) Emergency medical services, excepting ambulance services;
 - e) Rescue operations;
 - f) Disaster relief;
 - g) Practice and member training.
- 6.4 The Fire Chief shall prepare and recommend for adoption by the Council as the case may be such rules, regulations, policies, standard operating procedures and protocols as may be required for the proper operation and administration of the Department, including, but not limited to administrative and technical work in planning, organizing and directing the fire fighting and fire prevention activities, pre-fire planning, preventive patrols and disaster planning assistance.
- 6.5 The Fire Chief shall prepare annually for submission to the Chief Administrative Officer, a Fire Services Plan which shall establish the fire protection service levels to be provided to the Town, the detailed operating and capital budget for the next fiscal year, the estimated expenditures and revenues for the upcoming three (3) years and estimated capital requirements and capital equipment plan for the next five (5) years.
- 6.6 The Fire Chief shall make such reports to the Council as may be required.
- 6.7 The Fire Chief shall:
- a) Be responsible for the appointment of Members to the Department as required;
 - b) Have the authority to dismiss any Member for cause which might include but are not limited to neglect of duties or insubordination. Dismissal of any Member by the Fire Chief will be carried out only after consultation with the Assistant Fire Chief and three (3) Crew Captains.
- 6.8 The Fire Chief shall be responsible for the use, care and protection of Department property.
- 6.9 The Fire Chief shall, upon approval of the Chief Administrative Officer, purchase or otherwise direct the acquisition of such apparatus or supplies that may be required for the proper operation and administration of the Department.
- 6.10 The Fire Chief shall keep or cause to be kept, in proper form, records of all business transactions of the Department, including the purchase or acquisition of apparatus or supplies.
- 6.11 The Fire Chief shall report all fires and incidents immediately after completing response to said fires and incidents to the Chief Administrative Officer or their designate, with sufficient details to enable the invoicing process to properly occur and to meet the requirements of the **Safety Codes Act, RSA 2000, Chapter S-1**, as amended.
- 6.12 The Fire Chief may obtain assistance from other officials of the municipality as the Fire Chief may deem necessary in order to discharge the Fire Chief's duties and responsibilities under this Bylaw.
- 6.13 The Fire Chief shall be trained as a Fire Safety Codes Officer.

SECTION 7 MEMBERSHIP

- 7.1 Membership in the Fire Department directly operated by the Town of Claresholm will be covered by Sections 7.1 to 7.7
- 7.2 An individual interested in becoming a member may become a Member if the individual:
- a) Has completed, or commits to completing a training program prescribed by the Fire Chief, or has already completed a separate training program or has sufficient experience, which in the opinion of the Fire Chief is equivalent to the prescribed training program; and,
 - b) Is recommended by the Fire Chief or another Officer and has received the approval of the majority of the Fire Departments Members; and,
 - c) Is in reasonable physical condition to perform the duties requested of the Member. The Fire Chief may, at his/her sole discretion request that the member or prospective

- member provide written documentation from a physician that there is no medical reason for them not to perform the duties requested; and
- d) Meets the standards established in the Department's Standard Operational Procedures or Operational Guidelines, together with any Provincial Occupational Health and Safety Program or training.
- 7.3 Individuals wishing to become Members will supply the Fire Chief with the following documentation, if requested:
- a) His/her criminal record check report as provided by the RCMP;
 - b) A signed form acknowledging his/her agreement to comply with this bylaw;
 - c) A photocopy of his/her driver's license;
 - d) A valid Social Insurance Number;
 - e) A Driver's Abstract generated within the past 30 days;
 - f) Any other information as deemed necessary by the Fire Chief to establish compliance with requirements established by the Municipality.
- 7.4 Current members may be required to provide the Fire Chief with the documentation noted in 7.3 upon the Municipality's request.
- 7.5 Fire Department Members must possess the following attributes:
- a) Be between the age of eighteen (18) and sixty-five (65) years inclusive. Persons over 65 may continue to serve in specific capacities as approved by the Fire Chief;
 - b) Possess at minimum a valid Class Five (5) driver's license. A Q Endorsement is required if a member is driving any apparatus equipped with air brakes. If a Member's Driver's License is suspended for administrative or criminal reason's the Member will immediately inform the Fire Chief;
 - c) Must possess Basic First Aid and CPR Training;
 - d) Be legally entitled to work in Canada. The Fire Chief may request proof of such entitlement;
 - e) Be physically capable of performing assigned duties as a Member;
 - f) Be able to communicate in English clearly and precisely, including under stressful circumstances;
 - g) Be able to understand and follow oral and written communication in English;
 - h) Participate in programs respecting Fire Protection and Emergency Services;
 - i) Be willing to undergo a periodic review by an Officer respecting the Member's fire protection skills and compliance with personal requirements;
 - j) Endeavour to develop knowledge and skills for fire protection, including the proper operation of Apparatus and Equipment;
 - k) Endeavour to develop knowledge of rules and regulations of the Fire Department and Municipality;
 - l) Be able to receive and respond appropriately to Fire Alarm and other emergency calls;
 - m) Endeavour to skillfully and safely operate and maintain Apparatus and Equipment including:
 - i) Laying and connecting hose;
 - ii) Holding nozzles and directing water streams;
 - iii) Raising and climbing ladders;
 - iv) Using Self Contained Breathing Apparatus;
 - v) Conducting firefighting, suppression and rescue activities;
 - vi) Operating fire pumps;
 - vii) Operating ventilation equipment;
 - viii) Operating extrication equipment;
 - ix) Operating safety and warning devices detectors and other equipment; and
 - x) Driving Fire Department Vehicles.
- 7.6 An Officer shall:
- a) Be elected by a majority of Members and in addition to the Fire Chief, include the Deputy Chief and three (3) Crew Captains;
 - b) Must have all the attributes required of other members and referred to in 7.5 above;
 - c) Be able to assist the Fire Chief in developing and facilitating any training and education programs provided for Members;
 - d) Assist to complete all Fire, Incident and Accident reports required by law, the Quality Management Plan, Municipal Policy and for the Fire Departments own records;
 - e) Assist the Fire Chief in performing maintenance of all Apparatus and Equipment, including routine checks for such maintenance;
 - f) Assist the Fire Chief in establishing rules, regulations and guidelines for the efficient operation of the Fire Department;
 - g) Organize and assume command of Fire Protection resources and equipment, as required;
 - h) Provide leadership and develop and implement long-range plans and programs;

- i) Participate in the preparation of all necessary reports, records and correspondence;
- j) Establish and maintain effective working relationships with other Members, members of other Fire Departments, Emergency Services, Police Authorities and the public;
- k) Maintain discipline and morale, exercise sound judgment, cooperate with others, and serve as a mentor to junior Members;
- l) Develop knowledge of:
 - i) Firefighting and Rescue practices and procedures;
 - ii) Dangerous Goods identification and isolation procedures;
 - iii) Water supply practices and hydraulics for Fire Protection; and
 - iv) Incident Command.
- m) Inform the Fire Chief immediately if a Member's driver's license is suspended or invalid for any reason.

SECTION 8 TRAINING

- 8.1 Training will be in accordance with the Department's Standard Operational Procedures and Operational Guidelines. The Fire Chief will schedule at least twenty-four (24) practice annually. These practices will take place at the discretion of the Fire Chief or his/her designate.
- 8.2 Each Member is expected to attend a minimum of Sixteen (16) practices annually. Members that miss three (3) consecutive practices shall have their membership reviewed by the department's officers.
- 8.3 Practices will commence at the discretion of the Fire Chief or his/her designate.
- 8.4 The Fire Chief will ensure the implementation of a training program for Members of the Fire Department.
- 8.5 The training program should include, but is not limited to:
 - a) Fire Suppression and Operations;
 - b) Vehicle Extrication;
 - c) Dangerous Goods Awareness;
 - d) Firefighter Safety;
 - e) Fire Apparatus Operations.
- 8.6 The Fire Chief will ensure that accurate training records are maintained for each member of the department.

SECTION 9 INCIDENT COMMANDER

- 9.1 In Sections 9, 10 and 11, "Incident Commander" shall mean the Fire Chief or in the absence of the Fire Chief, the highest ranking Member present at an incident.
- 9.2 Where an Incident Commander is the highest ranking Member present at an incident, the Incident Commander shall continue to act as Incident Commander until relieved by the Fire Chief or by an officer authorized to do so.

SECTION 10 EMERGENCY MANAGEMENT

- 10.1 In the event an Emergency or Disaster is declared, the Fire Chief, or in their absence the Member in Charge shall be responsible to the Director of Emergency Management for the conduct of emergency operations.

SECTION 11 POWERS OF MEMBERS

- 11.1 All Members are designated officers within the meaning of the *Municipal Government Act* R.S.A. 2000 Chapter M-26, as amended, for the purposes of providing Fire Protection Services to the Town.
- 11.2 Each Member shall have the authority and power to:
 - a) Require any able-bodied adult person to assist in extinguishing fires and to assist in the prevention or spread thereof;
 - b) Commandeer and authorize payment for the possession or use of any equipment for the purposes of fighting a fire;
 - c) Obtain from every person found on public land or leaving or entering public land that person's name, address and an account of his or her activities and the route of the activities he or she proposes to carry out and the route he or she intends to follow on the public land;
 - d) Without a warrant enter on or into any property except a private dwelling house, for the purpose of discharging his or her duties under this Bylaw;
 - e) Without a warrant, enter any private dwelling house which is on fire and proceed to extinguish the fire or to prevent the spread thereof;

- f) Direct the operations of extinguishing or controlling the fire or the operations to preserve life and property;
- g) Perform work relating to the extinguishing or controlling the fire or the operations to preserve life and property and enter onto any property for the purpose of extinguishing or controlling the fire; and
- h) Prevent the interference with the efforts or persons engaged in the extinguishing of fires or preventing the spread thereof by regulating the conduct of the public at or in the vicinity of the fire.

SECTION 12 POWERS OF MEMBERS IN CHARGE AT INCIDENTS

- 12.1 The Incident Commander shall have control, direction and management of any Department apparatus, equipment or manpower assigned to an Incident and he or she shall continue to act until relieved by an Officer authorized to do so.
- 12.2 The Incident Commander may at his or her discretion establish boundaries or limits and keep persons from entering the area within the prescribed boundaries or limits unless authorized to enter by him or her.
- 12.3 The Incident Commander may request Enforcement Officers to enforce restrictions on persons entering within the boundaries or limits outlined in Section 12.2.
- 12.4 The Incident Commander is empowered to enter to take all steps he or she deems necessary in order to directly or indirectly combat, control or deal with an Incident including:
 - a) Passing through or over buildings or property adjacent to an Incident and to causing Members of the Fire Department and the apparatus and equipment of the Fire Department to enter or pass through or over the building or property;
 - b) Ordering the evacuation of any building or area which is directly or indirectly involved in an Incident;
 - c) Causing a building, structure or thing to be pulled down, demolished or otherwise removed, and;
 - d) Upon extinguishment of a fire or resolution of an Incident, access, enter, pass through, or over buildings or property adjacent to a fire or Incident, and cause a building, structure or thing to be pulled down, demolished or otherwise removed in accordance with the *Safety Codes Act*, R.S.A. 2000, Chapter S-1, as amended, and any regulations thereto.

SECTION 13 FIRE BANS

- 13.1 The Fire Chief or CAO may, from time to time, prohibit all Fires within the Town including Recreational Fires when, in the discretion of the Fire Chief or CAO, the prevailing environmental conditions give rise to an increased risk of a Fire becoming a Running Fire.
- 13.2 A Fire ban imposed by the Fire Chief or CAO under Section 13.1 shall be in force either until the date established by the Fire Chief or CAO in the notice provided to the public pursuant to Section 13.3, or until such time as the Fire Chief or CAO gives notice to the public that the ban has been lifted.
- 13.3 The Fire Chief or CAO shall give notice of the Fire ban in effect causing signs to be posted at the entrance roads to the Town, facing both incoming and outgoing traffic. Such a sign shall indicate that the Fire ban is in place, the date if any that the ban shall be lifted, and the penalty for failing to comply with the Fire ban.
- 13.4 When a Fire Ban is in effect, **NO PERSON** shall ignite a Recreational Fire, or cause or allow a Recreational Fire to be ignited on his or her Property or Property under his or her control.

SECTION 14 PROPERTY IDENTIFICATION

- 14.1 The civic address of any Property, including buildings and structures, shall be prominently displayed on the front of the Property, including buildings and structures, so as to be clearly visible from both the street and rear laneway.

SECTION 15 FIRE HYDRANTS

- 15.1 No person shall, other than Members or employees of the Town, without prior approval from the Fire Chief, affix any tool, hose or other device to any fire hydrant or fire hydrant valve.
- 15.2 No person shall, without prior approval from the Fire Chief paint any fire hydrant, or any portion thereof.

SECTION 16 CONTROL OF FIRE HAZARDS

- 16.1 If Council finds within the Town's boundaries, on privately owned land or occupied public land, conditions that, in its opinion, constitute a fire hazard, it may order the owner or person in control of the land on which the fire hazard exists to reduce or remove the fire hazard within a fixed time and in a manner prescribed by the Town.
- 16.2 If Council finds that the order it made pursuant to Section 17.1 has not been carried out, a Designated Officer may enter onto the land with any equipment and any person he/she considers necessary and may perform the work required to eliminate or reduce the fire hazard.
- 16.3 The owner or occupant of the land on which work was performed pursuant to Section 17.2 shall, upon demand, pay to the Town a Fire Protection Charge and in default of payment of the Fire Protection Charge, the Town may add the Fire Protection Charge to the tax roll of the said land, which forms a special lien against the land in favour of the Town, from the date it was added to the tax roll.

SECTION 17 REQUIREMENT TO REPORT

- 17.1 The owner or authorized agent of any property damaged by fire, shall immediately report to the Department particulars about the fire which are satisfactory to the Fire Chief.
- 17.2 The owner or authorized agent of any property containing dangerous goods shall immediately report to the Department the particulars regarding any accidental or unauthorized release of such dangerous goods.

SECTION 18 OPEN FIRES

- 18.1 "Open Fire" means a fire which is not contained within an incinerator or outdoor fireplace or barbeque in accordance with Section 20.
- 18.2 Except where provided following in 19.3, no person shall cause an open fire to be ignited or allow an open fire to continue burning.
- 18.3 An open fire is only permitted as required by town employees in performance of their assigned duties.

SECTION 19 FIRE PITS, OUTDOOR FIREPLACES, STATIONARY & PORTABLE BARBECUES

- 19.1 No person shall set, or cause to be set, any fire within the boundaries of the Town except as otherwise provided for under this Bylaw.
- 19.2 No person shall burn, or cause to be burned, any refuse, waste, junk, garbage, structures, debris or other noxious substance within the boundaries of the Town.
- 19.3 Subject to Section 21, no person shall use fireworks or permit the use of fireworks on his or her property or property under his or her control, within the boundaries of the Town. For the enjoyment of dwelling residents use of fire pits, outdoor fireplaces and stationary barbeques may be permitted.
- 19.4 Subject to Section 20, a person may, on property owned or controlled by him or her, set a Recreational Fire, so long as that Recreational Fire is set within a fire pit, outdoor fireplace, or other structure designed for the purpose of containing the recreational fire within a small, controlled area.
Fire pits, outdoor fireplaces, and stationary barbecues that burn combustible material shall:
 - a) Be located in a rear yard with a minimum of 3.4 meters (10 feet) clearance from buildings, property lines and combustible materials, or as approved by the Fire Chief;
 - b) Be constructed of bricks or concrete blocks, or heavy gauge metal, or other suitable non-combustible components;
 - c) Have a spark arrestor mesh screen of 1.30 centimeters (.50 inches) expanded metal (or equivalent) to contain sparks over the fire at all times;
 - d) Be the sole responsibility of the owner or tenant of the property;
 - e) Be supervised at all times by a responsible adult person over the age of eighteen (18) until such time as the fire has been completely extinguished. For the purpose of this clause, a fire shall be deemed to include any hot ashes and smoldering embers resulting from the fire;
 - f) Only burn clean wood, charcoal briquettes, propane or natural gas;
 - g) Have flames no higher than ninety (90) cm (3.28 feet) above the fire pit or the barbeque fire box.

- 19.5 When a fire is set in contravention of this Bylaw or during a fire ban pursuant to Section 13, the owner or occupier of the land, or the person having control of the land upon which the fire is lit shall:
- a) Extinguish the fire immediately; or
 - b) If unable to extinguish the fire immediately, report the fire to the Department as soon as possible.

SECTION 20 FIREWORKS

- 20.1 Permits for Fireworks will only be issued for the discharge of professional Fireworks and discharged by professional pyrotechnicians as accredited by Natural Resources Canada in accordance and pursuant to the *Alberta Fire Code 2006*.
- 20.2 Subject to the exceptions set out following, no person shall discharge any fireworks within the corporate limits of the Town.
- 20.3 The Fire Chief may, upon written application, permit qualified personnel to ignite fireworks and conduct fireworks displays. The Fire Chief may impose at the sole discretion of the Fire Chief such conditions and restrictions on their use and display as may be appropriate. Such conditions and restrictions might address:
- a) Hours of the day days of the week
 - b) Length of display
 - c) Height of display and type of fireworks used
 - d) Geographic location requirements for notification of affected residents safety
 - e) Having Members in attendance at event and having applicant pay for Members and equipment to be on hand.
- 20.4 All fireworks shall be stored, used and ignited in accordance with provisions of the Explosives Act (Canada) and Alberta Fire Code A.R. 52/98 and their regulations and in accordance with those conditions determined solely by the Town.
- 20.5 No person shall be permitted to sell fireworks within the Town.

SECTION 21 ILLEGAL FIRES

- 21.1 Any Member, Enforcement Officer or Employee of the Town may extinguish an illegal fire using whatever apparatus or procedure that the individual may deem appropriate or necessary to extinguish an illegal fire.
- 21.2 The costs of controlling or extinguishing any illegal fire shall be recovered from the person causing the illegal fire under the provisions of the Municipal Government Act.

SECTION 22 RECOVERY OF COSTS

- 22.1 Upon the Town issuing an order or taking steps under Sections 25 or 26 or upon the Department providing Fire Protection services to property within or outside the Town boundaries, resulting in the Town incurring fees or charges, the Town may in its sole and absolute discretion charge any or all of the following persons, namely:
- a) The person causing or contributing to the fire; or
 - b) The owner or occupant of the property;
- a Fire Protection Charge, and all individuals charged are jointly and severally responsible for payment of the Fire Protection Charge to the Town.
- 22.2 The schedule of fees for Fire Protection Charges are set out in Schedule "A" attached hereto and forming part of this Bylaw.
- 22.3 Without limiting the foregoing, a Fire Protection Charge may be imposed in the event of a False Alarm.
- 22.4 A Fire Protection Charge shall be paid within thirty (30) days of being levied.
- 22.5 Collection of unpaid Fire Protection Charges may be undertaken by civil action in a court of competent jurisdiction, and any civil action does not invalidate any lien which the Town is entitled to place on the property in respect of which the indebtedness is incurred.
- 22.6 The owner of a parcel to which Fire Protection is provided is liable for Fire Protection Charges incurred, and the Town may add to the tax roll of a parcel of land all unpaid Fire Protection Charges and interest charges accrued one hundred and twenty (120) days after the Fire Protection Charge has been levied.

SECTION 23 OFFENCES

- 23.1 No person shall damage or destroy Department apparatus or supplies.

- 23.2 No person shall obstruct the Fire Chief or any other person authorized to inspect property or to perform any work necessary to remedy a condition, from performing his or her duties under this Bylaw.
- 23.3 No person shall:
- a) Contravene any provision of this Bylaw;
 - b) Impede, obstruct or hinder a Member, or other person assisting or acting under the direction of a Member;
 - c) Damage or destroy Fire Department Property or Equipment;
 - d) At an incident, drive a vehicle over any Apparatus or Equipment without permission from the Fire Chief or Incident Commander;
 - e) Obstruct a Member from carrying out any function or activity related in any way to Fire Protection;
 - f) Falsely represent themselves as a Member or wear or display any Fire Department badge, cap, button, insignia, or other paraphernalia which may leave the false impression that the person is a Member;
 - g) Obstruct or otherwise interfere with access roads or streets or other approaches to any Fire alarm, fire hydrant, cistern or body of water designated or intended to be used for Fire Protection or any connections provided to a fire main, pipe, stand pipe, sprinkler system, cistern, or other body of water designated or intended to be used for Fire Protection;
 - h) Either directly, or indirectly, personally or through an agent, servant or employee kindle a Fire or let it become a Running Fire on any land not his or her own property or allow a Running Fire to pass from his or her own property to that of another.
 - i) Light a Fire without first taking sufficient precautions to ensure that the Fire can be kept under control at all times;
 - j) Light a Fire when weather conditions are conducive to creating a Running Fire;
 - k) Fail to take reasonable steps to control a Fire for the purpose of preventing it from becoming a Running Fire or from spreading onto Property other than his or her own;
 - l) Deposit, discard or leave any burning matter or substance where it might ignite other materials and cause a Fire;
 - m) Conduct any activity that involves the use of Fire that might reasonably be expected to cause a Fire unless that person exercises reasonable care to prevent the Fire from occurring;
 - n) Use a Fire to burn:
 - i. Material that will result in the production of dense black smoke, including insulation from electrical wiring or equipment, asphalt roofing materials, hydrocarbons, plastics, or other materials or creosoted wood; or
 - ii. Herbicides, pesticides or other toxic materials or substances;
 - o) Conduct any activity that involves the use of a Fire, where smoke from the Fire may impede visibility of the vehicular traffic on any Highway as defined in the *Traffic Safety Act*, R.S.A. 2000 Chapter T-6, as amended; or
 - p) Light a Fire on lands owned or controlled by the Town except with the Town's express written consent if a Recreational Fire, in a fireplace or campfire provided by the Town for that purpose.

SECTION 24 PENALTIES

ENFORCEMENT

- 24.1 Where Property does not comply with this Bylaw or a person contravenes this Bylaw, the Town may pursue its enforcement alternatives in accordance with any Act, or common law right, including but not limited to the issuance of an order to remedy the contravention by the Town, adding amounts to the tax roll, and pursuing injunctions pursuant to the *Municipal Government Act*, R.S.A. 2000, Chapter M-26 as amended.

PENALTIES

- 24.2 Any person who:
- a) Violates any provision of this Bylaw;
 - b) Suffers or permits any act or thing to be done in contravention of or in violation of any provision of this Bylaw;
 - c) Neglects to do or refrains from doing anything required to be done by the provisions of this Bylaw; or
 - d) Does any act or thing or omits any act or thing, thus violating any provision of this Bylaw;
- is guilty of an offence under this Bylaw, and upon a conviction, is liable to a fine as set out in Schedule "B" attached hereto and forming a part of this Bylaw.
- 24.3 No person found guilty of an offence pursuant to this Bylaw shall be liable to imprisonment.

VIOLATION TAGS & TICKETS

- 24.4 Where an Enforcement Officer has reasonable grounds to believe that a provision of this Bylaw has been contravened, that Enforcement Officer is authorized and empowered to issue a Violation Tag to any person who the Enforcement Officer has reasonable grounds to believe is responsible for this contravention.
- 24.5 A Violation Tag issued pursuant to this Bylaw shall be in a form approved by the CAO and may be delivered to the Person reasonably believed to have contravened this Bylaw by means of actual service upon the person or by mailing a copy to the Person at his or her address as it appears on the Town's tax roll.
- 24.6 Where a Violation Tag is issued pursuant to this Bylaw, the Person to whom the Violation Tag is issued may, in lieu of being prosecuted for the offence, pay to the Town, the penalty specified on the Violation Tag within seven (7) business days if delivered by actual service to the person and within fourteen (14) business days if served by mail.
- 24.7 Where a Violation Tag has been issued and the specified penalty not paid within the prescribed time, the right of the Person named on the Violation Tag to pay the penalty in lieu of prosecution shall expire and the Enforcement Officer is authorized to issue a Violation Ticket pursuant to Part 2 of the *Provincial Offences Procedure Act*, R.S.A. 2000, c. P-34, as amended, or repealed and replaced from time to time, to any person the Peace Officer has reasonable grounds to believe has contravened any provision of this Bylaw.
- 24.8 Notwithstanding Section 25.6, an Enforcement Officer is hereby authorized and empowered to immediately issue a Violation Ticket to any person whom the Enforcement Officer has reasonable grounds to believe has contravened or is responsible for a contravention of any provision of this Bylaw regardless of whether a Violation Tag has first been issued. Nothing in the Bylaw shall prevent an Enforcement Officer from immediately issuing a Violation Ticket.
- 24.9 The specified penalty payable in respect of a contravention of a provision of this Bylaw is the amount provided for in Schedule "B" of this Bylaw in respect of that provision.
- 24.10 Where any Person contravenes the same provision of this Bylaw twice within one twelve (12) month period, the specified penalty payable in respect of the second such contravention shall be double the amount provided for in Schedule "B" of this Bylaw.
- 24.11 Where any Person contravenes the same provision of this Bylaw three or more times within one twelve (12) month period, the specified penalty payable in respect of the third and subsequent such contravention shall be triple the amount provided for in Schedule "B" of this Bylaw.

SECTION 25 NOTICE

- 25.1 Any Notice provided for in this Bylaw shall be in writing.
- 25.2 Service of any Notice provided for in this Bylaw may be made as follows:
- a) Personally upon the person to be served; or
 - b) By mailing the copy to the person to be served by double registered mail or certified mail to the last known post office address of the person to be served and service shall be deemed to be effected at the time the copy is delivered by an official of the post office to the person to be served or to any person receiving it on his or her behalf;
 - c) Where the property is not occupied, by mailing the Notice by double registered mail or certified mail to the mailing address noted on the Town's tax roll for that property, and service shall be deemed to be effected at the time the copy is delivered by an official of the post office to the person to be served or to any person receiving it on his or her behalf; or
 - d) As directed by the Court.

SECTION 26 LIABILITY

- 26.1 The CAO, designated officers, Enforcement Officers and Members are not liable for loss or damage caused by anything said or done or omitted to be done in the performance or intended performance of their functions, duties or powers unless the circumstances constitute dishonesty, gross negligence or willful misconduct.
- 26.2 Any suit brought against a Member, because of an act or omission performed by the Member in the enforcement of any provision of this Bylaw, shall be defended by the Town until final determination of the proceedings. Any Member will be reimbursed or indemnified against any loss or expense which the Member may incur as a result of any inquiry relating to, or any action brought or judgment obtained arising out of the Member's duties. The Town shall not be required to pay any fines or penalties levied or

imposed against any Member by reason of any conviction or charge for any violation of any statute or Bylaw.

SECTION 27 SCHEDULES

27.1 Schedules A, B and C as attached shall form part of this Bylaw.

SECTION 28 SEVERABILITY

28.1 Should any section or part of this Bylaw be found to have been improperly enacted for any reason, then such section or part shall be regarded as being severable from the rest of the Bylaw and the Bylaw remaining after such severance shall be effective and enforceable as if the section found to be improperly enacted had not been enacted as part of this Bylaw.

SECTION 29 REPEALED

29.1 Bylaw No. 1306, the “Fire Bylaw” and any amendments, are hereby repealed.

SECTION 30 PASSAGE OF BYLAW

30.1 This Bylaw shall come into effect upon passage of 3rd 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 this day of
2010 A.D.

Rob Steel, Mayor

Kris Holbeck, CAO

**TOWN OF CLARESHOLM
BYLAW NO. 1511
SCHEDULE "A"
FIRE DEPARTMENT CHARGES**

Fire truck and rescue van (flat rate includes manpower) \$200.00 per hour per unit

Where a vehicle is used only for transportation of firemen \$100.00 per hour per unit

Any material used shall be billed at cost.

A \$300.00 credit shall be allowed on the first call out to any residential or commercial call. This credit shall apply only to fire fighting charges. Credits are not cumulative.

**TOWN OF CLARESHOLM
BYLAW NO. 1511
SCHEDULE "B"
FINES & PENALTIES**

- 14.1 The owner or authorized agent of any property damaged by fire, shall immediately report to the Department particulars about the fire, which are satisfactory to the Fire Chief.
- \$300 first offence \$500 second offence
- 14.2 The owner or authorized agent of any property containing dangerous goods shall immediately report to the Department any particulars regarding any accidental or unauthorized release of such dangerous goods.
- \$500 first offence \$750 second offence
- 15.1 No person shall cause an open fire to be ignited or allow an open fire to continue burning, except where provided in 15.2.
- \$500 first offence \$750 second offence
- 16.2 Fire pit, outdoor fireplaces, stationary & portable barbecue regulations.
- \$300 first offence \$500 second offence
- 17.1 No person shall discharge any fireworks within the corporate limits of the Town, subject to the exceptions set out in 17.2.
- \$250 first offence \$500 second offence
- 17.4 No person shall be permitted to sell fireworks within the Town.
- \$300 first offence \$500 second offence
- Section 20 – all subsections 20.1 through 20.3 (l).
- \$500 first offence \$750 second offence

TOWN OF CLARESHOLM
BYLAW NO. 1306

aps

Whereas the Council of the Town of Claresholm, Province of Alberta deem it necessary to establish a Fire Department and to enact fire prevention codes and regulations for the protection of Life and Property to be known as the "Fire Bylaw".

AND WHEREAS the National Fire Code of Canada 1980 issued by the Associate Committee on the National Fire Code, National Research Council of Canada, Ottawa, contains all the items required in such a bylaw.

AND WHEREAS the Municipal Government Act makes provisions for Municipal Councils to pass Bylaws for the prevention and extinguishing of fires and the preservation of life and property and the protection of persons from injury or destruction by fire.

NOW, THEREFORE, under the authority and subject to the provisions of the Municipal Government Act and the Fire Prevention Act, the Council of the Town of Claresholm in session duly assembled do hereby enact as follows:

DIVISION I DEFINITIONS

(1) In this Bylaw unless the context otherwise requires:

"Approval" means the official endorsement by the authority having jurisdiction.

"Approved" means that the design, manufacture, installation or intended use of any equipment, device, structure, or part hereof as required by this Code is acceptable to the authority having jurisdiction.

"Authority having jurisdiction" means the Municipal Council or with respect to the regulation of buildings, the building inspector; with respect to fire prevention regulations, the Chief of the Fire Department; where the term appropriate authority having jurisdiction is used it means the responsible provincial officials with legal authority for controlling potentially hazardous situations and matter: provincial fire marshalls, gas inspectors, officers of provincial departments of labour, etc., in consultation with municipal buildings inspectors and fire chiefs.

"Authorized explosive" means an explosive that is acceptable to the Chief Inspector of Explosives of the Department of Mines and Technical Surveys of the Federal Government and is declared by the Minister of that Department to be an authorized explosive.

"Auto-ignition temperature" means the lowest temperature of a substance, whether solid, liquid or gaseous, that is required to initiate or cause self-sustained combustion in the absence of a spark or flame.

"Barrel" means a volume of 35 imperial gallons.

"Basement" means that portion of the building between 2 floor levels which is partly underground but which has at least one half of its height from finished floor to finished ceiling above adjacent finished grade.

"Bowling Alley" means any building or portion thereof erected or used for the operation of one or more bowling alleys where the use is accessible to the public, whether for gain or entertainment only.

"Building" means a structure enclosed within exterior walls or fire walls, built, erected and framed of component structural parts designed for the housing, shelter, enclosure and support of individuals, animals, or goods of any sort.

"Building Bylaw" means the lawful regulations of a municipality which are adopted for the control of construction, alteration, repair, moving, and demolition of buildings have regard for the safety of the public from structural health and fire hazards.

"Bulk Plant" means that portion of a property where flammable liquids are received by tank vessel, pipe-line, tank car or tank vehicle, and are stored or blended in bulk for the purpose of distributing such liquids by tank vessel, pipe-line, tank car, tank vehicle or other container.

"Cellar" means that portion of a building between 2 floor levels which is partly or wholly underground and which has more than one half of its height from finished floor to finished ceiling, below adjacent finished grade as approved.

"Cellulose Nitrate Motion Picture Film" means any recording film coated on a support or base consisting essentially of cellulose nitrate and including film commonly known as nitrate film.

djs

"Cellulose Nitrate Plastics (Pyroxylin)" means any plastics substance, material or compound, by whatever name known and in any shape or form, having cellulose nitrate as a base.

"Chief of the Fire Department (Fire Chief)" means the person appointed from time to time by by-law or resolution of the Council of the municipality to be the officer responsible for the operation of the Municipal Fire Department.

"Chimney" means a primarily vertical shaft which encloses one or more chimney flues, these being of three principal types.

- (a) a field-constructed chimney of brick, stone, concrete or approved masonry units,
- (b) a factory-built chimney consisting entirely of factory-constructed parts each designed to be assembled with the others without requiring field construction.
- (c) a field-constructed single walled chimney of metal (smokestack).

"Chimney Connector" means the flue pipe of a heat producing unit burning solid or liquid fuel.

"Chimney Flue" means a flue contained in a chimney or chimney liner.

"Chimney Liner" means a refractory or approval metal conduit containing a chimney flue used as a lining of a masonry or concrete chimney.

"Class A Extinguisher" means a portable extinguisher for extinguishing Class A fires.

"Class B Extinguisher" means a portable extinguisher for extinguishing Class B fires.

"Class C Extinguisher" means a portable extinguisher for extinguishing Class C fires where electrical nonconductivity of the extinguishing medium is of first importance.

"Class A Fire" means a fire involving ordinary combustibles such as wood, cloth, paper or other such combustible matter.

"Class B Fire" means a fire involving a flammable liquid, fat or grease.

"Class C Fire" means a fire involving energized electrical equipment.

"Class A Flammable Liquid" means a flammable liquid having a flash point at or below 80° F.

"Class B Flammable Liquid" means a flammable liquid having a flash point above 80° F.

"Closed Container" means a container so sealed by means of a lid or other device that neither liquid nor vapour will escape from it at ordinary temperatures.

"Combustible (as pertaining to materials adjacent to or in contact with heat producing units venting equipment, pipes and ducts)" means materials made of or surfaced with wood, compressed paper, plant fibres or other material that will ignite and burn, whether or not such material be flame-proofed, fire retardant, treated or plastered.

"Combustible Dusts" means dust and particles whether metallic or non-metallic ignitable and liable to explode, including among others those resulting from the handling or processing of grain, malt, and the manufacturing of flour and feed.

"Combustible Fibres and Shredded Material" means finely divided combustible vegetable or animal fibres and thin sheets or flakes of such materials which in a loose, unbaled condition present a flash fire hazard, including among others cotton, hemp, sisal, jute, kapok, paper, and cloth in the form of scraps and clippings.

"Compressed Gas" means any mixture or material having in the container either an absolute pressure exceeding 40 lb/sq. in. at 70° F, or both; or any flammable liquid material having an absolute vapour pressure exceeding 40 lb/sq. in. at 100° F.

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"Corrosive Liquid" means an acid or an alkaline caustic liquid or any other liquid which when in contact with living tissue will cause severe damage of such tissue by chemical action, or which when in contact with organic matter or with certain chemicals is liable to cause fire.

"Council" means the Council of the Town of Claresholm.

"Crude Petroleum" means hydrocarbon mixtures that have a flash point below 150° F and which have not been processed in a refinery.

"Curie" as defined in subsection 3.2.0 of the National Fire Code 1980.

"Decorative Material" means all such materials as curtains, draperies, streamers, surface coverings applied over the building interior finish for any purpose and also cloth, cotton batting, straw, vines, leaves, trees, and moss used for decorative effect, but does not include floor coverings and ordinary window shades.

"Department" means the Claresholm Fire Department.

"Dip Tank" means a tank, vat or container of flammable liquid in which articles or materials are wholly or partially immersed for the purpose of coating, finishing, treating or for similar purposes.

"Dispensing Apparatus (for flammable liquid)" means a device or system of devices used in connection with an underground tank, above ground tank or portable tank for the dispensing of flammable liquids into the fuel tanks of motor vehicles at or in connection with an automotive service station or a bulk plant.

"Dry Cleaning" means the process of using non-aqueous liquid solvents, flammable or non-flammable, for the removal of dirt, grease, paints, or other stains from wearing apparel, textiles, fabrics, rugs, etc., by:

- (a) immersion and agitation in open vessels,
- (b) immersion and agitation in closed machines, or
- (c) spotting, brushing and scouring.

"Dry Dyeing" means the process of dyeing clothes or other fabrics or textiles by immersion or spraying, with a solution of dye colours in non aqueous liquid solvents.

"Exit" means that part of a means of egress which leads from the floor area it serves, including any doorway leading directly from a floor area to another floor area, a public thoroughfare or an approved open space.

"Exit (access to)" means that part of a means of egress within a floor area which provides access to an exit serving the floor area.

"Exit (horizontal)" means the connection by a bridge, balcony, vestibule, or doorway of 2 floor areas at substantially the same level; such floor areas being located either in different buildings or located in the same building and fully separated from each other.

"Explosive" means any chemical compound or mechanical mixture that:

- (a) is commonly used or intended for the purpose of producing an explosion, and
- (b) contains any oxidizing and combustible units or other ingredients in such proportions, quantities or packing that an ignition by fire, friction, concussion, percussion, or detonator of any part of the compound or mixture may cause such a sudden generation of highly heated gases that the resultant gaseous pressures are capable of producing destructive effects on contiguous objects or of destroying life or limb.

"Explosive Act" means The Explosives Act, Chapter 102 of the Revised Statutes of Canada 1952 as amended by Chapter 14 of the Statutes of Canada 1953-1954, and other amendments to The Explosives Act.

"Extinguishing Potential" means the assessed capability of various classes of fire extinguishing equipment to extinguish a fire.

"Finishing Room" as defined in subsection 3.2.8 (Spray Room) of the National Fire Code 1980.

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"Fire Prevention" means measures instituted for the purpose of reducing the loss of life and property by fire.

"Fire Protection Equipment (in buildings)" means, but is not limited to, any one or more of the following:

- (a) temporary standpipe system,
- (b) permanent standpipe system,
- (c) sprinkler system, and
- (d) portable hand extinguishing equipment

"Fire Resistance Rating" means the rating assigned to any element or assembly of materials which has been tested in accordance with standard methods of test.

"Fire Separation" means a barrier against the spread of fire in the form of construction specified by the Municipal Building By-law.

"Fireworks" as defined in subsection 3.2.2 of the National Fire Code 1980.

"Fireworks Composition" as defined in subsection 3.2.2 of the National Fire Code 1980.

"Flame Arrestor" means any approved device which functions effectively to prevent the passage of flame.

"Flammable Liquid" means any liquid having a flash point below 200° F and of which the pressure of the vapour does not exceed 40 lb/sq. in (absolute) at 100° F.

"Flammable Substance" means a substance, other than one classified as an explosive which is liable to cause fires through friction, absorption of moisture, spontaneous chemical changes, or as a result of retained heat from manufacturing or processing.

"Flash Point" means the minimum temperature in degrees Fahrenheit at which a flammable liquid will give off sufficient flammable vapour to form a flammable mixture with air that will ignite momentarily upon the application of a test flame as determined by appropriate test procedure and apparatus specified.

"Floor Area" means an area of any floor or storey of a building which is occupied or intended for occupancy. Floor areas shall not be considered as including exits or attic, crawl, or duct spaces except as permitted in the Municipal Building By-law.

"Fumigant" means a substance or combination of substances which emits or liberates a gas, fume or vapour used for the destruction or control of insects, fungi, vermin, germs, rodents, or other pests, and shall be distinguished from insecticides and disinfectants which are essentially effective in the solid or liquid phases.

"Gallon" means an imperial gallon of 160 fluid ounces unless otherwise qualified e.g. United States gallon (liquid measure containing 128 fluid ounces) is qualified by the abbreviation (U.S.).

"Garage" means any building where facilities are provided for repairing, servicing or storing motor vehicles.

"Hazardous Location" means a location which is or may become subject to conditions conducive to the rapid development of fire or explosion.

"Hazardous Substance" means a substance which, because of its physical or chemical nature or because of the form in which it exists, may explode or become ignited easily and cause intense fires.

"Hotel" means a building or part thereof wherein accommodation is provided for transient lodgers, without private cooking facilities but having a public dining room or cafe.

"Inspector" means the Chief of the Fire Department or other officer or person designated as inspector by the Council.

"License (Occupational)" means a document issued to an individual to attest to his having met a minimum standard of competence in some trade or occupation.

"Liquified Petroleum Gases" means propane, butane and other petroleum gases normally stored in a liquid state under pressure.

"Magazine" means any building or structure used for the storage of explosives.

"Manufactured Fireworks" as defined in subsection 3.2.2 of the National Fire Code 1980.

"Marine Service Station" means that portion of a property where flammable liquids used as motor fuels are stored and dispensed on shore, piers, wharfs, on barges into the fuel tanks of floating craft, and shall include all facilities used in connection therewith.

"Means of Egress" means a doorway, hallway, corridor, lobby, stair, ramp or other facility or combination thereof provided for the escape of persons from a building, floor area, or room to a public thoroughfare or other approved open space, means of egress include exits and access to exits.

"Member" includes full time, part time and/or volunteer members of the Fire Department.

"Microcurie" as defined in subsection 3.2.9 of the National Fire Code 1980.

"Milliecurie" as defined in subsection 3.2.9 of the National Fire Code 1980.

"Motel" means a hotel with exits leading directly to the outside and with each exit serving not more than 2 continuous rental units.

"Motor Vehicle" means a truck, automobile or any other vehicle propelled or driven by other than muscular power, but does not include traction engines or electric or steam railway cars or motor vehicles running only upon rails, to which the Railway Act applies.

"Noncombustible Receptacle" means a container which is constructed of materials that will not support combustion and that have a high resistance to heat softening. The container shall have a close-fitting metal lid or cover that shall be kept on the receptacle at all times.

"Nursing Homes" as defined in subsection 2.2.3 of the National Fire Code 1980.

"Occupancy" means the use or intended use of a building or structure or part thereof for the shelter or support of persons, animals or goods.

"Occupancy (Major)" means the principal occupancy for which a building or part of a building is used or intended to be used, for the purpose of the classification of buildings according to occupancy; a major occupancy shall be deemed to include the subsidiary occupancies which are contingent upon it.

"Order" means an authoritative direction requiring compliance with lawful regulations or by-laws.

"Owner" means any person, firm, corporation or agent controlling the property under consideration.

"Oxidizing Material" means an oxygen-carrying substance that reacts with combustible materials explosively or with the evolution of heat.

"Permit" means a document giving authorization to carry on hazardous processing or to use hazardous materials if certain specified conditions are adhered to.

"Person" means an individual or a body of persons or in a wider sense an aggregate of property that is recognized by law as the subject of rights and duties.

"Place of Outdoor Assembly" means all premises used or intended to be used for public gatherings of 200 or more persons other than buildings used as a place of assembly and shall include the following: amusement parks, athletic fields or bowls, automobile speedways, aviation shows, band stands, baseball parks, bathing establishments, beach enclosures, bleachers, concession booths, grandstands, observation platforms, race tracks, reviewing stands, rodeos, skating rinks, stadia, swimming pools, tents for circuses, carnivals and religious, educational or recreational purposes or public meetings.

"Portable Extinguishers (First-aid fire extinguishing equipment)" means fire extinguishing equipment and devices that are portable in their entirety and does not apply to permanently installed systems for fire extinguishment even though portions of such systems are portable.

"Processing Plant (flammable liquid)" means that portion of a property in which flammable liquids are mixed, heated, separated or otherwise processed as principal business, but shall not include plants defined herein as refineries.

"Radioactive Material" as defined in subsection 3.2.9 of the National Fire Code 1980.

"Recognized Testing Laboratory" means a laboratory acceptable to the authority having jurisdiction.

"Refinery" means a plant in which flammable liquids are produced on a commercial scale from crude petroleum, natural gasoline, or other hydrocarbon sources.

"Safety Can" means an approved container having a spring-closing spout cover and a capacity of not more than 5 gallons.

"Second-hand goods includes waste paper, rags, bones, bottles, automobile tires, old metal and other scrap material and salvage.

"Service Station" as defined in subsection 2.3.12 of the National Fire Code 1980.

"Shop Goods" as defined in subsection 3.2.2 of the National Fire Code 1980.

"Small Arms Ammunition" means cartridges for any shotgun, rifle, pistol, or revolver.

"Smoking" means the use and disposal of burning tobacco in any form.

"Source" (radioactive) as defined in subsection 3.2.9 of the National Fire Code 1980

"Spotting" means the local application of solvents to remove spots of dirt, grease, paints or other stains.

"Spraying Area" as defined in subsection 3.2.8 of the National Fire Code 1980.

"Spray Booth" as defined in subsection 3.2.8 of the National Fire Code 1980.

"Spray Room" as defined in subsection 3.2.8 (Finishing Room) of the National Fire Code 1980.

"Tank Vehicle" means any vehicle other than railroad tank cars and boats, with a cargo tank mounted thereon or built as an integral part thereof used for the transportation of flammable liquids including self-propelled vehicles, full trailers and semi-trailers without motive power with wheels carrying either part or all of the load.

"Tent" means a shelter or structure the covering of which is made of pliable material.

"Thermal Insecticidal Fogging" means the use of insecticidal liquids which are passed through thermal fog generating units where they are, by means of heat, pressure and turbulence, transformed and discharged in the form of a fog or mist that is blown into an area to be treated.

"Tire" means a natural or synthetic rubber hoop or band forming the tread of a vehicle wheel, which may be either of a solid or pneumatic type.

"Tire Converting" means any process or operation whereby tires are converted or altered.

"Tire Rebuilding" means any process of retreading, recapping or vulcanizing, cementing or molding tires.

"Tire Storage Warehouse" means a building or premises used primarily for the storage of tires where the quantity of tires stored exceeds 15,000 cu. ft. in one fire division.

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"Vapour Area" means any area containing dangerous quantities of flammable vapors.

"Warehouse" means any building used as a storehouse for the safekeeping of merchandise.

"Welding and Cutting" means and includes gas, electric arc or flammable liquid welding or cutting or any combination thereof.

DIVISION II FIRE CODES AND REGULATIONS

There is hereby adopted by the Town of Claresholm for the purpose of prescribing regulations governing conditions hazardous to life and property from fire and explosion the National Fire Code of Canada 1980, issued by the Associate Committee on the National Fire Code, National Research Council of Canada, Ottawa and The Fire Prevention Act of the Province of Alberta, with amendment thereto as they may be hereafter published and the whole thereof save and except such positions as are hereinafter deleted, modified or amended.

Not less than one complete copy of these respective codes have been and now are filed in the Office of the Chief of the Fire Department and the same are hereby adopted and incorporated as fully as if set out in length herein and the date on which this by-law shall take effect, the provisions thereof shall be controlling within the limits of the Town of Claresholm.

DIVISION III RELATED CODES AND REGULATIONS

- (1) The following are included and form part of this by-law:
 - (a) Fire Prevention Act
 - (b) Gas Protection Act
 - (c) National Warm Air Code
 - (d) Related Sections of the Building Code
 - (e) Electrical Protection Act
- (2) In the event of a fire, the Fire Chief may appoint some person to keep watch over the smoldering remains of a fire for such time as may be necessary. Such person shall be paid the current rate for laborers.
- (3) It shall be the duty of all male adults present at a fire, to assist in its suppression if requested by the officer in charge of the fire. All persons present at or assisting in the suppression of a fire shall obey the commands of the officer in charge.
- (4) The officer in charge of a fire may prescribe the limits within which no person or vehicle shall be permitted and shall have the power to close streets and lanes for this purpose.
- (5) No person shall drive any vehicle over any hose in use or about to be used or which has been used or laid to be used at a fire or practice.
- (6) No person shall in any way impede any fireman or other person assisting at the extinguishing of a fire or any person engaged in other duties connected therewith.
- (7) No waste paper, straw, shavings, excelsior or other similar flammable rubbish shall be allowed to accumulate in any building, yard or premises unless placed in a covered metal receptacle or in a room with a fire resistance rating of not less than two hours and provided with suitable fire doors. All such material, if not so placed, shall be removed or destroyed at the close of each business day.
- (8) No uncovered hay, straw or similar combustible material shall be placed within 200 feet of any building.
- (9) No bonfire or other exposed fire for burning flammable waste materials shall be kindled within the Town of Claresholm except upon permit of the Fire Chief and such burning shall be done between sunrise and sunset when a competent person shall be constantly in charge of the fire until it is extinguished. Burning of flammable waste material shall be done in a properly constructed brick or metallic burner covered with a suitable 1/8" wire mesh. The foregoing (Section 9) does not apply to small confined fires to cook food in grills and barbeques.

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- (10) All ashes when deposited within a building, shall be placed in a non-combustible container and shall not be placed on a combustible floor and when placed outside of a building shall be placed at a distance of at least 15 feet from any wooden structure or other combustible material or otherwise placed in a non-combustible container or pit.
- (11) That no paper, waste matter, refuse, garbage or material of any kind shall be kindled or burned in any outside fire within the Town of Claresholm except as outlined under Sections 7 and 9.

DIVISION IV FIRE DEPARTMENT ORGANIZATION AND ADMINISTRATION

- (1) A Department for the Town of Claresholm to be known as the Claresholm Fire Department is hereby established and the head of the Department shall be known as the Chief of the Fire Department. In the provisions of this by-law, the Chief becomes the Local Assistant to the Fire Commissioner by authority of this by-law.
- (2) In addition to the Chief of the Department, personnel shall consist of one Deputy Chief and other officers and members as from time to time may be deemed necessary by a Committee of the Fire Chief and/or the Mayor and Council of the Town of Claresholm.
- (3) The Chief of the Department may recommend to the Mayor and Council of the Town of Claresholm, the appointment of any person as a member of the Department.
- (4) A person who is appointed as a member of the Department for fire fighting shall:
 - (a) abide by the terms, references and conditions as implied in the Constitution of the Volunteer Fire Department of the Town of Claresholm
NOTE: Medical requirement for new members prior to final acceptance with Fire Department.
- (5) It shall be the duty of the Fire Chief to be responsible to the Council for the proper direction and operation of the Department and for the discipline of its members. It shall be the Fire Chief's responsibility to:
 - (a) Make such orders and departmental rules as may be necessary for the care and protection of the property of the Department and for the efficient operation of the Department and for the conduct of the members of the Department provided that such orders and rules do not conflict with provisions of any by-law of the Town of Claresholm.
 - (b) Review periodically the policies and procedures of the Department and may establish an Advisory Committee which may consist of such persons as he may determine to assist him in his duties.
 - (c) Take the proper measures for the prevention and control and extinguishment of fires and the protection of life and property and shall enforce the Town By-laws respecting fire prevention and exercise the powers and duties imposed on him by the Fire Prevention Act of the Province of Alberta.
 - (d) Be responsible for the enforcement of this by-law and the general orders and departmental rules.
 - (e) Make or cause to be made by members of the Fire Department, a fire inspection of the business district, inspecting it at least twice a year for the purpose of ascertaining any violation of the Provisions of this by-law or the Provincial Fire Prevention Act and all regulations thereunder.
 - (f) Cause an inspection to be carried out by the members of the Fire Department upon complaint of an interested person or when he deems it necessary without complaint, all buildings and structures or places within his jurisdiction.
 - (g) Investigate or cause to be investigated in a general way, the origin and circumstances of every fire occurring within his jurisdiction by which property has been destroyed or damaged by fire with a special view to ascertaining whether the fire was the result of negligence, carelessness, accident or design and in case of suspicion of incendiarism or death caused by fire or any major outbreak of fire he shall notify the Provincial Fire Commissioner immediately.

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- (h) Secure and preserve all evidence that comes to his knowledge for the future use in the case of suspected incendiarism.
 - (i) Foster fire prevention and keep the citizens informed on fire hazards in the community and on the activities of the Fire Department.
 - (j) Keep or cause to be kept a permanent record of all fires and causes thereof and to make an annual or as requested a written report thereon to the Council.
 - (k) Keep a permanent record of all inspections conducted and orders issued to remedy fire hazardous conditions and to make an annual or as requested a written report thereon to the Council.
 - (l) Be the director of operations at, and to regulate the conduct of all persons present at, or assisting in the suppression of a fire.
 - (m) Train or cause to be trained by competent instructors all members of the Fire Department making them familiar with all fire apparatus and the use thereof by holding practices and discussions or instruction periods in fire prevention, hazards, fire fighting, inspection work, salvage and other subjects of interest and value to increase the efficiency of the Fire Department at least twice a month.
 - (n) Inspect or cause to be inspected all equipment in his charge twice each month to see that all equipment is clean, in its proper place and ready for service and submit a report on same as requested by the Council.
 - (o) Select the members of the Fire Department from persons willing to serve thereon and he shall have the right to dismiss any or all members thereof for neglect of duties, insubordination or other good cause.
- (6) For the purposes of paragraphs (e) and (f) the Fire Chief or members of the Fire Department as directed by the Fire Chief, may at any reasonable hour enter into and upon any buildings, structures or places within their jurisdiction.
- (7) For the purposes of carrying out the provisions of this by-law, the Fire Chief or members of the Fire Department as delegated by the Fire Chief may at all time by day or night, enter in and upon and examine a building or any premises where a fire has occurred and if deemed necessary for the purposes of his investigation enter in and upon examine other buildings and premises adjoining or near the first mentioned buildings or premises.

DIVISION V PARKING, STORAGE, PROCESSING AND HANDLING OF HAZARDOUS AND OR DANGEROUS GOODS AND MATERIALS

- (1) No vendor of flammable liquids shall sell or deliver to any person gasoline or benzine in quantities of one gallon or less unless such gasoline or benzine is placed in an approved metal safety can or metal container painted red except when such gasoline or benzine is placed directly in the tank of an automobile.
- (2) All retail sales of gasoline shall be made from storage in underground tanks.
- (3) A permit shall be required to store, handle or dispense Class A flammable liquids from overhead storage containers.
- (4) (a) No person shall operate an acetylene generator having a carbide capacity exceeding 5 lbs. without a permit.
(b) No person shall store or keep calcium carbide in excess of 200 lbs. without first obtaining a permit to do so.
- (5) A permit shall be required for the storage or handling of more than 50 gal. of corrosive liquid, or more than 500 lbs. of oxidizing materials or more than 2,000 cu. ft. of flammable compressed gas, or any amount of poisonous gas.
- (6) (a) A permit shall be required to store, handle or use Class A flammable liquids if there is:
 - (i) more than 1 gallon in a dwelling or other place of human habitation.
 - (ii) more than 5 gallons in any other building or other occupancy, or
 - (iii) more than 5 gallons outside of any building

- (b) The requirements of article 6 sentence (i) are not applicable to:
 - (i) the storage or use of flammable liquids in the fuel tank of a motor vehicle, aircraft, motorboat, mobile power plant or mobile heating plant, or
 - (ii) the storage or use of paints, oils, varnishes, or similar flammable mixtures when such liquids are stored for maintenance painting, or similar purposes for a period of not more than 30 days.
- (c) A permit shall be required to store, handle or use Class B flammable liquids in excess of 20 gallons in a building, or in excess of 50 gallons outside of a building, except for fuel oil used in connection with oil-burning equipment and stored in approved tanks.
- (d) A permit shall be required to process, blend or refine flammable liquids.
- (e) A permit shall be required to store flammable liquids in stationary tanks except as permitted by sentence (b).
- (7) A permit shall be required in order that a person may store in excess of 100,00 bd. ft. of lumber.
- (8) (a) A permit shall be required to manufacture matches.
(b) No person shall store matches exceeding in aggregate 25 cases of matches without a permit.
- (9) A permit shall be required for the operation of a plastics manufacturing or fabricating plant storing, handling or using plastic materials categorized in Flammability Groups C or D in Table A-1 included in the Advisory Reference Material.
- (10) No person shall use any building, shed or enclosure as a public garage without a permit.
- (11) (a) No person shall store or use radioactive materials for which a license is required by the Atomic Energy Control Act of the Government of Canada unless a permit to do so has been obtained from the municipality.
(b) Every application for a permit to use or store radioactive materials shall be accompanied by a statement giving the location where the radioactive material is to be used or stored including:
 - (i) the number of individual radioactive sources,
 - (ii) the kind of source and the radiation emitted,
 - (iii) whether the source is sealed or not sealed,
 - (iv) whether the source is metal, powder or liquid
 - (v) the radiation level of the unshielded source and shielded source; and
 - (vi) the name and qualifications of the person who is in charge.
- (12) (a) A permit shall be required for the establishment within the limits of the municipality of:
 - (i) a refinery,
 - (ii) a plant for storing or handling crude petroleum,
 - (iii) a chemical plant handling large volumes of flammable liquids, or
 - (iv) a distillery
(b) No permit shall be issued until approval of the authority having jurisdiction has been given for the proposed location with respect to topography, nearness to places of assembly, residential or mercantile occupancies and adequacy of water supply for fire control.
- (13) (a) No person shall operate or maintain a salvage shop or salvage yard unless he has in his possession a permit issued by the municipality.
(b) Each permit for a salvage shop or salvage yard or the collection within the municipality of second hand goods shall be accompanied by:
 - (i) a statement on the form provided by the authority having jurisdiction stating the following particulars:
 - (1) location of the premises,
 - (2) size of the premises
 - (3) a description of existing buildings on the premises
 - (4) a list of the materials which it is proposed to receive, sell or store

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- (ii) a certificate signed by the Chief of the Fire Department certifying that he has inspected the buildings and premises in respect to which the application is made and he has found that they are in accordance with this Code, and
 - (iii) a certificate signed by an inspector for the authority having jurisdiction certifying that the operation of the salvage yard in the location applied for is approved and that the buildings and premises are satisfactory.
- (14) (a) A permit shall be required for each company, corporation, co-partnership or owner-operator performing welding or cutting operations.
- (i) application for a permit required by this article shall be made by the company, corporation, co-partnership or owner-operation performing the welding or cutting operation or by his duly authorized agent.
 - (ii) A permit for welding or cutting operations shall not be issued unless the individuals in charge of performing such operations are capable of doing such work in a safe manner.
 - (iii) Companies, corporations, co-partnerships and owner-operators required to have a permit shall maintain a record of all locations where welding or cutting operations are performed and have it available for inspection by the authority having jurisdiction.

DIVISION VI

- (1) A permit shall be required to:
- (a) possess an authorized explosive,
 - (b) store an authorized explosive,
 - (c) sell an authorized explosive,
 - (d) use an authorized explosive, or
 - (e) transport authorized explosives on public highways within the municipality.
- (2) The requirements of sentence (1) are not applicable to small arms ammunition and construction devices such as explosive rivets and explosive driven pins or studs.
- (3) Before a permit to do blasting as required under sentence (1) shall be issued the applicant for such permit shall file a bond deemed adequate in each case by the authority having jurisdiction which bond shall become available in the payment of any damage arising from the neglect of the contractor or his agents or employees.
- (4) Permits required by sentence (1) shall not be issued:
- (a) for any building or structure that is occupied as a dwelling, school, theatre, or other place of assembly, or
 - (b) for any building or structure that is within 50 feet of any building or structure occupied as a dwelling, school, theatre, or other place of assembly, or
 - (c) where the building or structure is lighted by any means other than electricity, or
 - (d) where any manufacturing processes are conducted, or
 - (e) where smoking sundries are sold.
- (5) Permits required by sentence (1) shall not be issued for the possession of:
- (a) liquid nitroglycerine,
 - (b) dynamite (except gelatin dynamite) containing over 60% of liquid explosive ingredient,
 - (c) dynamite having an unsatisfactory absorbent or an absorbent that permits leakage of a liquid explosive ingredient under any conditions liable to exist during storage,

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- (d) nitrocellulose in a dry and uncompressed condition in quantity greater than 10 lb. net weight in one package.
 - (e) fulminate of mercury in bulk in a dry condition and fulminate of all other metals in any condition except as a component of manufactured articles not hereinafter forbidden.
 - (f) explosive compositions that ignite spontaneously or undergo marked decomposition rendering the products or their use more hazardous when subjected for 48 consecutive hours or less to a temperature of 167° F.
 - (g) new explosives until approved in accordance with the terms of the Explosives Act and regulations thereunder.
 - (h) explosives condemned by the authority having jurisdiction.
 - (i) explosives not packed or marked in accordance with the regulations of the Board of Transport Commissioners for Canada, or
 - (j) explosives containing an ammonium salt and a chlorate.
- (6) Permits as required by sentence (1) (b) shall not be issued for a quantity of explosives in excess of 50 lb. exclusive of blasting caps, unless special permission is received from the authority having jurisdiction as provided in sentence (7).
- (7) Permits as required by sentence (1) (b) may be issued by the authority having jurisdiction in excess of that specified in sentence (6) when blasting operations require greater amounts, but such permits shall not be issued for quantities in excess of the amount actually needed for one day's operation and any unused explosives shall be returned to a Class A magazine.
- (8) No person shall discharge any fireworks from any street, land, square, park, playground, school yard or other public place without a permit from the Chief of the Fire Department.
- (a) A permit shall be required to maintain a fumigation room, vault, or chambers using a toxic or flammable fumigant.
 - (b) No person shall engage in the business of fumigation or thermal insecticidal fogging without a license.

DIVISION VII TANK TRUCKS

- (1) No tank vehicle shall be left unattended on any street, highway, avenue or alley, provided that this shall not prevent a driver from the necessary absence from the truck in connection with the delivery of his load, except that during actual discharge of the liquid some responsible person shall be present at the vehicle at all times.
- (2) Tank vehicles containing flammable liquids or dangerous goods shall not be parked out of doors at any point for longer than one hour, except off the streets and at least 30 meters from any public, institutional or residence building.
- (3) Tank vehicles containing flammable or dangerous goods shall not be parked or garaged in any building other than those specifically approved for such use by the Chief of the Fire Department.
- (4) "Tank Vehicle" shall mean any vehicle other than railroad tank cars and boats, with a cargo tank mounted thereon or built as an integral part thereof used for the transportation of flammable liquids. Tank vehicles include self propelled vehicles and full trailers and semi trailers without motive power and with wheels carrying either part of all the load.

DIVISION VIII FIRE SUPPRESSION

- (1) Upon being called out or attending any fire, false alarm or emergency condition within the boundaries of the Town of Claresholm, the Fire Chief shall cause a report to be filed with the Municipal Secretary outlining the following:
 - (a) manpower and equipment required for the suppression of the fire and the number of hours each firefighter was on duty and the hours the equipment was in use.
 - (b) lost or damaged equipment and the estimated or actual cost of repair or replacement.


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- (c) the estimated or actual cost of attendance by other fire fighting jurisdictions which were called to assist in fire suppression either as a back up in fire suppression or to provide standby duties.
 - (d) cost of any additional needs of the fire department required either during actual fire suppression or standby with a notation as to whether or not the materials purchased were totally consumed.
 - (e) any pertinent information concerning ownership of the property or equipment involved in the fire along with serial numbers and information concerning the owner's insurance company or agents.
- (2) The Municipal Secretary in consultation with the Fire Chief will cause to be prepared a statement of costs for fire suppression and the statement will be forwarded to the owner of the property or the owner of the equipment destroyed with a copy to be filed with the owner's insurance agent or company if either can be identified.
- (a) The Municipal Secretary in preparing the billing shall use equipment and manpower rates which have been adopted by Town Council either by resolution or adopted as policy.
- (3) When the owner's insurance agent or insurance company fails to make payment for the costs of fire suppression as outlined in the Municipal Secretary's billing, the cost of work done and materials supplied and consumed shall be deemed a debt due to the Town of Claresholm and in default of payment the Council of the Town of Claresholm may:
- (a) recover the cost as a debt due to the municipality or:
 - (b) charge the costs against the land concerned as taxes due and owing in respect of that land and recover the costs as such.

DIVISION IX GENERAL PROVISIONS

- (1) Any person found guilty of an infraction of any of the provisions of this bylaw shall be liable to a penalty of a minimum of Fifty Dollars (\$50.00) and a maximum of Two Hundred and Fifty Dollars (\$250.00).
- (2) This Bylaw hereby repeals Bylaw No. 825 and all amendments thereto.

READ a first time in Council this 15 day of	<i>OCTOBER</i>	A.D. 1990.
READ a second time in Council this 10 day of	<i>December</i>	A.D. 1990.
READ a third time in Council and passed this 10 day of	<i>December</i>	A.D. 1990.


 Secretary-Treasurer, Larry Flexhaug


 Mayor, E. R. Patterson



Policy #94

Emergency Services Levels And Standards

PURPOSE: To provide guidelines for all first responders to an emergency call as to the level and standards approved by the municipality.

The Town of Claresholm's Fire Department (CFD) serve as first responders within the geographical area of the Town, and such other areas designated by Town Council. The Town's fire fighters hold varying levels of qualifications from Basic First Aid & CPR training (Basic) to Emergency Medical Responder (EMR).

The Town of Claresholm has adopted this policy to ensure that any first response call is handled by the CFD responders based upon Council's direction and the training and qualifications of the individual members who may respond. The emergency services levels and standards approved by the Town (attached) are based on differing first response scenarios.

POLICY:

1. Town of Claresholm Fire Department members responding to an emergency services call are expected to provide medical first response care based upon a Basic First Aid and CPR Level C level of service. However individual members who have received personal training and have been properly qualified to provide EMR service, if present at an incident, may provide EMR services within the scope of their training and qualifications.
2. Members will provide services in accordance with the attached Appendix “A” – Claresholm Fire Department Emergency Services Levels and Standards.
3. Members will only provide the above services if they are qualified to do so.

EFFECTIVE DATE:

APPENDIX A

**CLARESHOLM FIRE DEPARTMENT
EMERGENCY SERVICES LEVELS AND STANDARDS**

EMERGENCY SERVICE PROVIDED	LEVEL OR STANDARD
EMERGENCY DISPATCH SERVICES:	Approved Provided 911 Dispatch Centre
EMERGENCY MEDICAL SERVICES:	
<ul style="list-style-type: none"> • Medical Co-Response (MCR) 	Basic First Aid and CPR training. However members with EMR, if present, may provide EMR level response within their qualifications.
<ul style="list-style-type: none"> • Medical First Responder (only when no ambulances are available) 	Basic First Aid and CPR training. However members with EMR, if present, may provide EMR level response within their qualifications.
<ul style="list-style-type: none"> • Medical First Responder (assist on Delta & Echo Responses) 	Basic First Aid and CPR training. However members with EMR, if present, may provide EMR level response within their qualifications.
<ul style="list-style-type: none"> • Medical First Responder (fire drivers for medical emergencies) 	Class 4 License

Fire Department Charges – June 2010

Town of Pincher Creek

\$400 per hour per unit, same as Alberta Transportation Guidelines. They don't usually charge for false alarms as they send a command unit out (pickup truck) to assess first. The firefighter responds to the fire hall so they are ready, but usually don't charge for call if they don't go out.

MD of Willow Creek

\$300 per hour for the first hour per rescue van and trucks, after first hour \$200 per hour per truck. Bush buggy is \$200 per hour. No false alarm free bees.

Town of Stavely

Billed out by the MD of Willow Creek only.

Town of Vulcan

\$400 per hour per unit, same as Alberta Transportation Guidelines. Bills are issued by the fire hall. They charge for motor vehicle accidents only, rest is paid out of tax money.

Town of Nanton

Please see attached Bylaw #1204/09 Schedule "C"

Town of Fort Macleod

\$100 per hour per unit, firemen are charged out at \$15 per hour per fireman.

**FEE SCHEDULE:
FIRE PROTECTION CHARGES**

FIRE PROTECTION CHARGES	
Town-owned Apparatus/Goods/Service	Fees
Within Town of Nanton corporate limits:	
All Fire Apparatus	400.00 First Hour
Fire Pumper	50.00 Per each subsequent half hour
Rescue Truck	50.00 Per each subsequent half hour
Command Vehicle	50.00 Per each subsequent half hour
Bush Buggy	50.00 Per each subsequent half hour
Special Events Patrol	5.00 Per Camping Unit per day
Mutual Aid by other municipalities	Billed at the Town's cost
Class A Fire Fighting Foam	Billed at the Town's cost
Class AFFF Fire Fighting Foam	Billed at the Town's cost
False Alarm	50.00 Per incident at the discretion of the Fire Chief or designate
Fire Inspection	75.00 Per Inspection
Outside Town of Nanton corporate limits:	
Fire Pumper	400.00 First Hour
Fire Pumper	100.00 Per each subsequent half hour
Rescue Truck	400.00 First Hour
Rescue Truck	100.00 Per each subsequent half hour
Rescue Truck - as a personnel carrier only	100.00 Per Hour
Class A Fire Fighting Foam	Billed at the Town's cost
Class AFFF Fire Fighting Foam	Billed at the Town's cost

June 4, 2010

Town of Claresholm
Box 1000
Claresholm, Alberta
T0L 0T0

Attention: Ms. Kris Holbeck, CA Chief Administrative Officer

Dear Sirs:

Re: Your Letter of May 31, 2010 – Return of Land Offer Deposits

Further to your letter of May 31, 2010, the June 3, 2010 meetings between your Ms. Kris Holbeck, Mr. Jeff Gibeau and our Mr. David Rogne and the telephone conversation today between your Ms. Kris Holbeck and the writer, we wish to respond to the issues of the three land purchase agreements and the \$55,272.60 land deposit.

As indicated in the conversation between the writer and your Ms. Kris Holbeck, the intended purchaser of the lands and the provider of the deposit funds is ESIP Holdings Ltd. (“ESIP”). Your cheque was made payable to Emercor Ltd., ESIP’s operating subsidiary and was returned uncashed to Ms. Holbeck by David Rogne pending the resolution of the issues relating to the proposed land purchases.

The R4 Residential Land

With respect to the R4 land, Mr. Rogne advised you that the circumstances had not changed since ESIP’s offer was made by letter dated September 20, 2007 and that ESIP still wanted to proceed with the R4 project. He reviewed with you the recent plans for the site prepared by ESIP’s architect and discussed the need that Emercor has identified in Claresholm for the type of affordable housing that ESIP plans for the site. Your advice to Mr. Rogne was to prepare another offer for the site to the Town in the same format as the previous offer and that the new offer would be presented to the Town Council at the next council meeting for its consideration.

In response to this suggestion, you will find attached an offer dated June 4, 2010 relating to the town’s R4 site on Highway 520 with terms and conditions almost identical to those contained in the original offer. The changes made are as follows:

1. ESIP proposes that the \$12,360 deposit paid to you in 2007 be retained by you as a 10% deposit on the new agreement that would result from your acceptance of the new offer.
2. In Clause 2 the words “and temporary development permit by the MD of Willow Creek on the airport lands and the issue of a development permit” have been removed since the temporary development permit has been obtained.
3. In Clause 3 the date March 30, 2009 has been replaced in two places with the date June 15, 2011.
4. In Clause 4 the words “and retained by ESIP” have been added to provide for the possibility of homes developed under the Habitat for Humanity program and other government and ESIP sponsored affordable homes programs being sold to the new occupants of the homes.

5. Emercor Ltd. has been removed as a signatory since its role in obtaining the temporary development permit from the MD of Willow Creek has been accomplished.

Airport Vacant Land

You were advised that ESIP still had a requirement for additional land to provide a marshalling location for large projects such as those involving the manufacture of employee housing for large construction camps. Consequently Emercor requested that a purchase agreement be negotiated for this land. Since the original agreement was executed, ESIP and the Town became aware that some of the land covered by the agreement was not available for sale by the Town. It was proposed that the Town confirm the number and location of the acres available for sale and that a new offer be prepared by ESIP for the Town council's consideration.

Airport Land for Extension of Lancaster Drive

You were advised that ESIP wishes to purchase this land pursuant to the existing agreement. The Town was obligated to complete the survey and subdivision in order to determine the exact number of acres involved and to obtain titles to the land that could be delivered to ESIP upon closing. These events have not yet happened and they are solely within the control of the Town. ESIP is prepared to wait for the Town to complete this process provided that the project is addressed with diligence but in any event ESIP wishes to complete the purchase of this land pursuant to the existing agreement when title is available.

Land Purchase Deposits

Pending the resolution of the above issues, ESIP proposes that the Town retain the land deposit funds until such time as the ESIP payment obligations to the Town have been determined.

Please confirm that the above expresses your understanding of how we are to proceed at this time and advise if the enclosed letter of offer on the R4 land is acceptable for presentation to Town council.

Yours truly,

ESIP Holdings Ltd.



Per Kenneth H Lambert
Chief Executive Officer

Pc: David Rogne
Jack Nodwell

June 4, 2010
Town of Claresholm
Box 1000
Claresholm, Alberta
T0L 0T0

Attention: Ms. Kris Holbeck, CA Chief Administrative Officer

Dear Sirs:

Re: Offer to purchase Town's 4.12 Acre R4 Site on Highway 520

ESIP Holdings Ltd ("ESIP") made an offer to purchase the Town's R4 site on Highway 520 pursuant to a letter dated September 20, 2007 which offer was subsequently accepted by the Town. This purchase agreement subsequently expired with the passage of time. The conditions that gave rise to ESIP's offer still exist at this time and ESIP would like to reestablish a purchase agreement with the Town on this R4 site. Consequently ESIP hereby offers to purchase your R4 site for a purchase price of \$30,000 per acre plus GST. You have advised that the total acreage of this parcel is 4.12 acres. ESIP enclosed a bank draft payable to Town of Claresholm in the amount of \$12,360 representing a 10% deposit on the total purchase price of \$123,600 before GST at the time the September 20, 2007 offer was submitted. The Town is still holding these funds. ESIP requests that the \$12,360 paid to you in 2007 be held by you as a 10% deposit on the new agreement that would result from your acceptance of this offer.

This offer to purchase is subject to the following terms, conditions and undertakings, which conditions may be waived in all or in part by ESIP at its sole discretion and which undertakings may be waived by the Town of Claresholm in its sole discretion:

1. An undertaking by the Town of Claresholm to use reasonable efforts, consistent with its duties as a public body, to assist and cooperate with ESIP and/or its partners or assigns to access federal and provincial funds that may be available from time to time for the development of affordable housing or for the development of housing using environmentally acceptable methods of reducing the consumption of water and conventional energy.
2. The receipt by ESIP of a satisfactory independent environmental report of the R4 Site by a recognized professional consultant, acceptable to ESIP, to be undertaken at ESIP's cost and upon ESIP's terms and conditions. The type of environmental report required will be the type which is required in order to obtain financing for the purchase and project upon the R4 Site. ESIP will not be required to commence the independent environmental investigation until the issue of the development permit by the Town on the R4 site has been resolved to ESIP's satisfaction.
3. Written notice shall be provided to the Town that the above conditions 1 and 2 are satisfied or waived by the purchaser on or before June 15, 2011. The time frame within which the conditions are to be satisfied or waived may be extended by mutual written agreement of the Town and the Purchaser so long as such an agreement to extend the date is entered into prior to June 15, 2011. If such notice is not given to the town, the Offer to Purchase is at an end and the Town shall within ten days refund the deposit to ESIP without bonus, penalty or interest.
4. ESIP undertakes for a period of 10 years following the issue of the initial occupancy permit to make available 50% of the units developed on this R4 site and retained by ESIP as affordable

housing units available to qualifying residents of the Town of Claresholm upon terms and conditions that are mutually determined by the Town of Claresholm and ESIP from time to time. In the event that the town and ESIP can not agree on a term or condition relating to the occupancy of these units, such term or condition shall be determined by arbitration in accordance with the laws of the province of Alberta.

5. The purchase of the R4 Site will close 30 days following the date upon which notice of removal or waiver of conditions set out in paragraphs 1 and 2 above, is given by ESIP. The closing shall take place using reasonable trust conditions and the purchase price shall bear GST.
6. In the event that ESIP does not waive or indicate that the conditions set out in paragraphs 1 and 2 above are satisfied, by the date set out in this agreement, the Offer to Purchase is at an end and the Town of Claresholm shall refund the deposit made by ESIP to ESIP within 10 days, without interest, bonus or penalty.
7. Notwithstanding the above, a condition subsequent to the Town of Claresholm's acceptance of the offer contained in this letter is that prior to the transfer of the R4 Site to ESIP, ESIP shall have prepared and delivered to the Town of Claresholm a site plan for the proposed development of the R4 Site that has been approved by the Town of Claresholm.

If any of the above conditions present you with a problem, please contact the writer at 403-615-6728 or 403-244-2434 and we will attempt to resolve the problem.

Yours truly,

ESIP Holdings Ltd.



Per Kenneth H Lambert
Chief Executive Officer

Pc: David Rogne
Jack Nodwell



ALBERTA Youth
Entrepreneurship
CAMP

June 14, 2010

Town of Claresholm

Dear Councillors,

Over the years our local Chambers, Towns and Municipal Districts have believed in our youth initiative along with many other offices across the province. The Alberta Youth Entrepreneurship Camp is a one-week entrepreneurial-based camp, which will be held at Eagle's Nest Ranch in beautiful Cypress Hills, Alberta. This year marks thirteen years of success for the program. In order to keep this camp free for all youth to attend, we need local sponsors. The cost to send one youth to camp is \$550 and we hope you and your organization will consider sponsoring a youth.

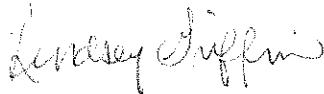
The Alberta Youth Entrepreneurship Camp (AYEC) will be held August 15th – 21st, 2010 offering youth ages 13-15, the opportunity to learn about entrepreneurship and small business in a summer camp environment. These youth learn from other youth business owners, as well as learn important components of a business. Once they acquire this new knowledge they use those concepts to organizing a business and even have the opportunity to run their own business for a day. Over the years not only has the camp grown considerably, but the demand has grown as well.

It's not all about work though. The kids are able to experience a traditional summer camp atmosphere with great activities such as horseback riding, mountain biking, swimming, campfires and so much more.

We accepted applications until May 31, 2010 in which youth can compete in our annual essay competition to win their spot at camp. We received an application from the Town of Claresholm.

I hope that you will invest along with us in the youth of Alberta. Should you have any questions or concerns please do not hesitate to contact me at (403) 627-3020.

Kind regards,



Lindsey Griffin
Community Futures Alberta Southwest
Lindsey@cfabsw.com
AYEC Camp Contact

C/O Community Futures
Entre-Corp Business
Development
#202, 556- 4th Street SE
Medicine Hat, AB T1A 0K8
T: 403.528.2824 F: 403.527.3596
Web Site: www.ayec.ca
info@entre-corp.com

CAMP INFORMATION

The Alberta Youth Entrepreneurship Camp is for youth ages 13-15. No previous business experience is required. Campers are required to have a desire to learn and a willingness to participate as a team member.

Participation is Free!

Local sponsors contribute to 60 placements at AVEC. This allows the participants to attend camp free of charge. Campers may be required to take part in community service work with the sponsors who contribute to their placement at camp.

Camp Location:

Eagle's Nest Ranch in Cypress Hills, Alberta (Southeast of Medicine Hat).

Business Trainers & Staff:

The trainers who work with the campers work in an business environment and have diverse business training backgrounds.

Transportation:

Buses will transport participants from a major centre to the camp. Parents are responsible for participants' return trip home. More details are provided in the registration packages.



Cold, Hard Cash!!

"After I attended camp, I started an archery business with my Dad and brother. The training that I received at camp gave me the basic knowledge of how to get started."

Cayne Standish
Whitecourt, AB

If you are interested in attending the camp, contact your local Community Futures Office ...



Sponsoring Community Futures:

Community Futures Alberta Southwest	(403) 627-3020	Pincher Creek, AB
Community Futures Big Country	(403) 823-7703	Drumheller, AB
Community Futures Central Alberta	(403) 342-2055	Red Deer, AB
Community Futures Centre West	(403) 932-5220	Cochrane, AB
Community Futures Chinook	(403) 223-2984	Taber, AB
Community Futures Crowsnest Pass	(403) 562-8858	Blairmore, AB
Community Futures East Central Alberta	(780) 336-3497	Viking, AB
Community Futures East Parkland	(403) 788-2212	Mirror, AB
Community Futures Entre-Corp Business Development	(403) 528-2824 (403) 362-3333	Medicine Hat, AB Brooks, AB
Community Futures Highwood	(403) 995-4151	Okotoks, AB
Community Futures Lethbridge Region	(403) 320-6044	Lethbridge, AB
Community Futures Meridian Region	(306) 463-1850	Kindersley, Sk
Community Futures Wildrose	(403) 934-6488	Strathmore, AB

Government of Alberta ■
Employment and Immigration



Western Economic Diversification Canada

Diversification de l'économie de l'Ouest Canada



It's the Time of Your Life!

ALBERTA Youth
Entrepreneurship
CAMP 2010

WWW.AYEC.CA

AYEC

The Alberta Youth Entrepreneurship Camp is for youth between 13 and 15 years of age who want to learn how to start and operate their own business.

The camp is held at Eagles Nest Ranch in beautiful Cypress Hills, Alberta and runs from August 15th - 21st, 2010.

What you will experience at AYEC...

Entrepreneurship, and what it's all about.

The basics on starting and running your very own business using hands on experience.

Learning lots while havin' fun in an interactive environment.

Youth who share their successes and challenges with running their businesses.

Meeting other youth from across Alberta.

Alberta Youth Entrepreneurship Camp

Day 1 - Sunday

Check In and Check It Out!

- Introduction
- Meet your team.
- Meet your trainer.
- Ice breakers.

Day 2 - Monday

Training Begins

- Do you think like an entrepreneur?
- What opportunities do you have?
- Let's get started!

Day 3 - Tuesday

Brainstorming Day

- What business will you create?
- Writing a business plan.
- Recreation continues.

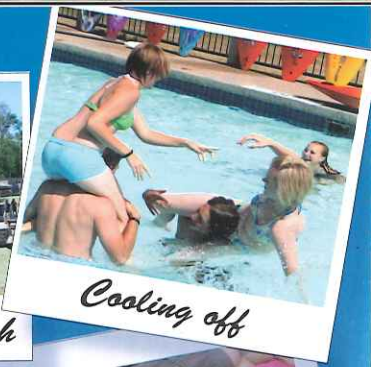
Day 4 - Wednesday

Finance Day

- Business presentations to real bankers.
- How to market your product.
- More recreation.
- Theme night!



Eagle's Nest Ranch



Cooling off



Lasting Friendships

Day 5 - Thursday

Business Plan Work Day

- Working on your business
- Business plans due
- Again with the recreation!

Day 6 - Friday

Last Day Before Showtime

- Planning, working & developing your products.
- Of course, there's more rec activities!

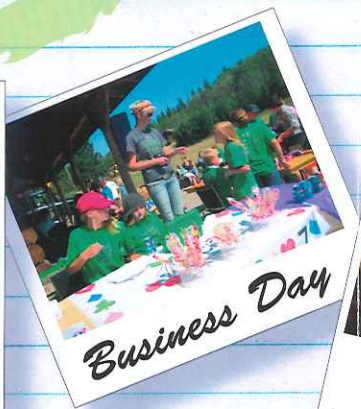
Day 7 - Saturday

Business Day

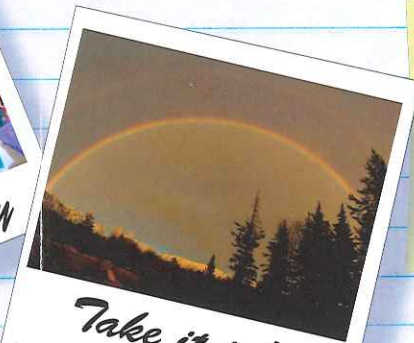
- Parents, friends and guests arrive.
- Operating your business.
- Award Presentations and farwell.



Zipline



Business Day



Take it in!

"It was an amazing experience and I'm really grateful for how much it helped me boost my self confidence and leadership abilities."

Zoe Slusar
Black Diamond, AB

Subject: Re: Invitation to Claresholm Council to attend AlbertaSW Board Meeting

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

Date: Thu, 17 Jun 2010 14:21:18 -0600

To: Karine <karine@townofclaresholm.com>

CC: Maureen Webster <maureen.webster@gov.ab.ca>, Shirley Isaacson <sisacson@telusplanet.net>, Bev Thornton <Bev.Thornton@gov.ab.ca>

I will have Karine add it to the Council Agenda for June 28th.

KRIS

Maureen Webster wrote:

Hello Kris and Shirley,

The next Board meeting for AlbertaSW is on Wednesday, July 7 at the M.D. of Willow Creek (Public Administration Building)

The Meeting starts at 6:30 pm (we provide supper)

Agenda begins around 7:00 pm

Meeting is adjourned around 9:00 pm

On behalf of the board of AlbertaSW, please extend an invitation to your council members to join us.

I will be making arrangements for supper, please have RSVP by Friday, July 2nd.

Thank you

Have a great day

//Maureen Webster//

Regional Development Project Officer

Ph: 403-627-1165 Fx: 403-627-1169

Stavely Municipal Complex Grand Opening!!



*Saturday July 10, 2010
Noon – 3 p.m.
Stavely, Alberta*



*Master of Ceremonies
Division 7 Councillor, Mr. Ian Sundquist
Greetings and Introductions of the
Municipal and Town Council Members*

*12 noon Lunch to be served
Followed by
Presentations at 1 p.m. from
Town of Stavely Mayor, Mr. Barry Johnson
Municipal District Reeve, Mr. Henry Van Hierden
Livingstone-Macleod M.L.A., Mr. Evan Berger
&
The Premier of Alberta, Honorable Ed Stelmach*

*Come and join us following the presentations
for the unveiling and a tour of the new
M.D. of Willow Creek/Town of Stavely Municipal Complex*



*Municipal District of Willow Creek
Claresholm, Alberta
403-625-3351*

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

June 21, 2010

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

Attention: Ms. Kris Holbeck

Dear Ms. Holbeck:

Re: Joint Election Agreement

Further to my April 21, 2010 letter to you, attached is a copy of a proposed Joint Election Agreement for the upcoming October general election.

Presuming that the agreement is acceptable to the Town, we have signed the agreement on behalf of the School Division. If the Agreement is acceptable, please also affix the necessary signatures and return one signed copy to me. The second copy would be for your files. If you find something in the agreement that is not acceptable to the Town, please let me know and we can discuss any necessary changes.

When returning the signed agreement, please also provide the name and contact information for the individual who will be appointed as the Town's Returning Officer.

On behalf of the School Division, I thank you for your cooperation in this important matter. If you have any questions, suggestions, or concerns, please give me a call

Yours truly,

A handwritten signature in blue ink, appearing to read "Don Olsen".

Don Olsen
Associate Superintendent
Business Services

JOINT ELECTION SERVICES AGREEMENT

THIS AGREEMENT entered into this _____ day of _____, A.D. 2010

BETWEEN:

LIVINGSTONE RANGE SCHOOL DIVISION NO. 68
(hereinafter referred to as the "School Division")

OF THE FIRST PART

AND

TOWN OF CLARESHOLM
(hereinafter referred to as the "Municipality")

OF THE SECOND PART

WHEREAS the General Election will be held on October 18, 2010 (the Election);

AND WHEREAS the *Local Authorities Election Act, R.S.A., 2000*, and amendments thereto provides for local authorities to enter into agreements for the holding of joint elections;

AND WHEREAS Ward 1 of the School Division is located within the boundaries of the Municipality;

AND WHEREAS the School Division and the Municipality are desirous of entering into an agreement to hold a joint election;

AND WHEREAS Part 5 of the *Act* provides for the resolution of a controverted election and in particular section 137 of the *Act*, which provides for the adjudication as to whether an election was invalid;

NOW THEREFORE be it agreed that the School Division and the Municipality do hereby make provision for the holding of joint election in Ward 1, with each party under the following obligations:

1. The **School Division** shall in accordance with the Local Authorities Election Act, R.S.A. 2000, Chapter L-21, as amended, and any regulations passed thereunder appoint their own returning officer for the School Division for the internal administration of the election and shall:
 - a) give notice of nomination for school trustee in relation to the Ward(s);
 - b) receive trustee nominations at the local School Division office;
 - c) give notice of an Election in relation to the Ward(s) in the prescribed form;
 - d) provide all the required advertising of the Election as it pertains to the Ward(s);
 - e) provide to the Municipality a sufficient number of ballots as it pertains to the Ward(s);
 - f) pick up the sealed trustee ballot boxes and ballot accounts from the Municipality after the Election;
 - g) declare the result of the Election for the School Division as required by legislation;
 - h) retain and subsequently destroy the trustee ballot boxes in relation to the Ward(s) as legislated.

2. The **Municipality** shall, subject to section 1 of this agreement, in accordance with the Local Authorities Election Act, R.S.A. 2000, Chapter L-21, as amended, and any regulations passed thereunder appoint a Returning Officer for the purpose of providing the election services to the School Division and shall, under the direction and control of its Returning Officer:
 - a) provide all necessary Election officials to conduct the Election;
 - b) provide Election training sessions to individuals working at the voting stations in the Municipality prior to October 18, 2010;
 - c) set up and designate voting stations and ensure voting stations:
 - i are furnished with one or more voting compartments arranged and that voting instructions are posted in each voting compartment;
 - ii are supplied with separate ballot boxes for the School Division Election;
 - iii are supplied with all necessary Election materials including a sufficient number of ballots for the School Division Election as provided by the School Division in accordance with this agreement;
 - iv are open from 10 a.m. until 8 p.m. on October 18th, 2010; and
 - v meet such other requirements as may be set out in the Local Authorities Election Act, R.S.A. 2000, L-21, as amended, and any regulations passed thereunder.
 - d) ensure that all ballots for the School Division Election are issued, collected, examined, signed, counted and recorded;
 - e) report the ballot counts for the trustees pertaining to the Ward(s) to the School Division on Election day;
 - f) release the sealed School Division Election trustee ballot boxes to the School Division after the completion of the Election.
3. Subject to articles 3 a. and 3 b, the School Division shall pay to the Municipality 50% of the actual costs of the Election as it pertains to the Ward(s) upon being presented with an invoice by the Municipality with supporting documentation evidencing the actual costs of staffing, Election supplies, facility rentals and all other costs relating to the Election as it pertains to the Ward(s).
 - a) In the event that no Election is required for school trustee in Ward 1 and an Election is required for municipal purposes, then the parties are relieved of all obligations under this Agreement as it pertains to that Ward and the total cost of the Election will be borne by the Municipality.
 - b) In the event that no municipal Election is required in the Municipality and an Election is required for school trustee in Ward 1, the Municipality will conduct the Election and the entire actual cost of the Election for school trustee will be borne by the School Division.
4. The parties agree to the following controverted election dispute resolution process:
 - a) In the event of a controverted school board trustee election application pursuant to Part 5 the **Act** ("Action"), the School Division shall represent and defend both parties to this Agreement, at its cost.

- b) Within thirty (30) days of the expiry of the appeal period for the Action, as contemplated by section 146 of the **Act** (unless the parties mutually agree to an earlier date), the parties shall meet to agree in writing as to responsibility and remedy as follows:
 - i Fault as between the School Division and the Municipality, if any, in relation to the allegation(s) of the applicant(s) of the action;
 - ii The apportionment and contribution for any costs for the holding of a new election(s);
 - iii The apportionment and contribution for the defence costs (legal fees, disbursements, and other costs incurred and/or paid by the School Division and/or its insurer) in defending the Action; and
 - iv The apportionment and contribution for any taxable costs awarded by the Court in the Action to the applicant(s).
 - c) If the parties are not able to come to a mutually satisfactory agreement pursuant to Article 4(b) either party may give notice to the other of its desire to have the issues set out in section 4(b) arbitrated in accordance with the provisions of the Arbitration Act, RSA 2000 c.A-43 or any successor legislation and this Agreement.
 - d) In the notice to arbitrate, the party shall also propose an arbitrator.
 - e) The party receiving the notice to arbitrate shall, within ten (10) days, accept or reject the proposed arbitrator, and in the latter event, shall propose an alternate arbitrator.
 - f) If the parties cannot mutually agree to an arbitrator, within fourteen (14) days of the notice to arbitrate, either party may apply to have an arbitrator appointed pursuant to the Arbitration Act, RSA 2000 c.A-43.
 - g) The parties agree to equally bear the cost of the Arbitrator until final determination on costs by the Arbitrator.
5. This Agreement is not assignable, either in whole or in part, without the assigning Party having obtained the prior written consent of the other Party, which consent shall not be unreasonably withheld.
6. Any term or condition of this Agreement may be amended or added by exchange of letters signifying mutual agreement between the parties to amend or add such term and condition and all other terms and conditions of this Agreement shall remain unchanged.

THIS AGREEMENT shall remain in effect until the conclusion of the 2010 Local Authorities Election.

IN WITNESS WHEREOF the parties have hereto duly executed this Agreement as of the day and year first above written.

LIVINGSTONE RANGE SCHOOL DIVISION

TOWN OF CLARESHOLM



Superintendent

Mayor



Associate Superintendent
Business Services

Chief Administrative Officer

Dear Town Council

This letter is to request permission to be able to have a beer garden available on site at the millennium baseball diamonds for the 1st annual Arthrogyrosis Softball Tournament being held July 23-25.

All insurance required will be brought in by professional bar tenders. We have reserved the bartenders in hopes that this will be granted in our benefit as all proceeds are going towards the Arthrogyrosis group so they can do better research in what is causing so many children in Canada to be born with this disease and how they can prevent it in the future. At this point it is very rare so there is next to no research being done on this issue.

We are expected to fundraise Approx \$7000 for this cause.

Thank you Kindly

Bobbie-Jo Wutke & Hailey Wutke the 7 year old with this rare disorder.

Claresholm Child Care Society
Box 271, Claresholm, AB T0L 0T0

June 24, 2010

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

Dear Mayor and Council:

RE: KIDZ ZONE – SUMMER FUN PROGRAM

The Claresholm Child Care Society took over operations of the after school program discontinued by Claresholm & District FCSS on April 5, 2010. At the April 12, 2010 meeting of Town Council, the Society was directed to contact FCSS regarding funding of the after school program they had discontinued before Council would consider funding this program. At that time, FCSS stated they required the Society to conduct feasibility studies and budgeting through Alberta Childcare Ventures before they would consider providing funding for our program. FCSS has also indicated they are unwilling to fund the Summer Fun program as it is not within their mandate as it is recreational. All pertinent documentation has been sent to FCSS and the Society is awaiting their response regarding funding of the after school program for April, May and June 2010. At this time, the Claresholm Child Care Society has covered this shortfall until such time as funding is secured.

Kathleen Fair, Business Coach from Micro Business Training Centre through Alberta Childcare Ventures, has been to the day care on June 2nd and will be returning on July 7th to continue planning for the fall after school program as well as for the day care. The service she provides is free and has been an incredible help to the Society. She has completed a cost analysis for the Summer Fun Program, which is included with this letter. As you can see, this program will run a deficit without the Town's help. The Town's Secretary-Treasurer, Karine Wilhauk, applied for funding for staff for the Summer Fun Program for Claresholm & District FCSS back in February 2010. This funding provides up to \$2,816 for staff that will be returning to school in the fall. The Society has chosen two individuals, Jordan Uhl and Seth Wagner at \$13 per hour, and both are returning to school in September so they qualify under this program.

The Claresholm Child Care Society is requesting that the Town of Claresholm support the Society's operation of this program by hiring these two staff at a cost of \$8,320 plus payroll expenses, at which time the Town will receive up to \$2,816 back from Canada Summer Jobs. The Town's contribution to this program has been significantly more, so we hope Council will consider this request. We thank you very much for your understanding and continued support of our program.

Sincerely,

Crystal Cooper
Chairperson
(403) 625-2975

**KIDZ ZONE, CLARESHOLM
Summer Program**

Overview

Team leader July 2 to August 31

Staff July 5 to August 27 children attend July 5 to August 27

- o Pay staff \$13 an hour; team leader \$14.25 per hour
- o Town may have two funded positions available, which would reduce wages expense.
- o Run summer program the same hours as the day care. (6:30 am to 5 pm)
- o Potential for 24 children; 11 are expected

Budget Projections

Budget with Society paying Team Leader only

Revenue (presuming 11 children will be there every week for 8 weeks)*

8 children x \$125 x 8 weeks	\$8,000
3 children x \$62.50 x 8 weeks	\$1,500
	\$9,500

Expenses

Wages	
40 hrs x \$14.25 per hr x 9 weeks	\$5,130
Food	\$2,000
Supplies	\$ 320
	\$7,450
	\$2,050

Budget with Society paying Team Leader and two staff members

Revenue (presuming 11 children will be there every week for 8 weeks)*

8 children x \$125 x 8 weeks	\$8,000
3 children x \$62.50 x 8 weeks	\$1,500
	\$9,500

Expenses

Wages	
40 hrs x \$14.25 per hr x 9 weeks	\$5,130
40 hrs x \$13 per hr x 8 weeks x 2 staff	\$8,320
Food	\$2,000
Supplies	\$ 320
	\$15,770
	(\$6,270)

***every additional child contributes \$125 per week / \$1000 for 8 weeks**

(Please note that this budget does not assign costs for supplies, administration, payroll taxes, rent, insurance, etc.)

Part C – Calculation of Approved Canada Summer Jobs Contribution Amount

NOTE: EACH APPROVED JOB CAN ONLY BE FILLED BY ONE STUDENT.

Project Number: 9553389
 Business Number: 108125867RP0001
 Organization Name: Town of Claresholm
 Legal Name of Employer: Town of Claresholm

(a)	(b)	(c)	(d)	(e)	(f)	Wages		(h)	(i)	(k)
Job Title	No. of Jobs	Start Date (Y/M/D)	No. of Weeks per Job	Hrs per Week per Job	Total Hours (days)	Hourly rate to be paid to student	HRSDC Hourly rate contribution	Total MERG %	Overhead Costs	Maximum total approved HRSDC contribution (\$10,000/yr)
Summer Fun Care Provider	2	2010/07/01	8	40	640	\$13	\$4.4	0	\$0	\$2816
Total	2	N/A	N/A	N/A	640	N/A	N/A	N/A	N/A	\$2816

47. Placement taking place between: YYYY/MM/DD _____ YYYY/MM/DD _____

On-line application only:
 Signature on behalf of Employer (may be required) _____ YYYY/MM/DD _____

48. Maximum Value of HRSDC Funding \$2816	49. Signature on behalf of HRSDC _____	50. Title _____	51. Date YYYY/MM/DD _____
52. Amendment No.: 0	53. Signature on behalf of Employer _____ _____	54. Title _____	55. Date YYYY/MM/DD _____ _____

June 9, 2010

To Whom It May Concern:


In regards to the pasture rental located at E ½ NW ¼ of Section 14 Township 12 Range 27 W4M I am submitting a bid of, One Thousand Two Hundred Dollars (\$1200.00) for the rental period beginning on July 1, 2010 through June 30, 2010

At the present time I have a lease in place with the town of Claresholm on the road allowance adjacent to the southwest corner of this rental property, which is also adjacent to my property that is connected to the northwest end of the road allowance.

This rental property would be a big asset for my grazing program as well as a comfort to the town of Claresholm knowing it would be looked after. With the upgrades to the road allowance, in that I have replaced the old fence on the south side and west end (for the safety of my livestock and to avoid any property damage to my neighbors in the event my livestock would have pushed the old cedar post fence over) and kept the growth down from grazing should calm any concerns you may have about the care that would be given to the said rental property.

Please take these facts into consideration when you make your decision.

Thank you for your efforts.

Val Florence 
Box 2091 Claresholm, Ab.

T0L-0T0

403-625-3368 home

403-625-0968 cell



File: 506117/506118/506120

June 21, 2010

Town of Claresholm
221 – 45th Avenue West
Box 1000
Claresholm, AB
T0L 0T0

Attn: Kris Holbeck, CAO

Dear Madame:

RE: 8 Street W – Storm Sewer, Sidewalk & Paving

Nine Contractors took out bid packages, namely:

- Alberta Paving Ltd.
- Bow Mark Paving Ltd.
- Brooks Asphalt & Gravel Ltd.
- Chinook Pipeline Inc.
- Cox Excavating Ltd.
- Foran Equipment Ltd.
- McNally Contractors Ltd.
- Metro Paving Ltd.
- Tollestrup Construction Ltd.

Three bids were received and amounts are listed below including options (sidewalk north of 43 Ave and services and sanitary sewer for 'Southwest Residential') and GST.

Bow Mark Paving Ltd.	\$ 634,017.20
McNally Contractors Ltd.	685,844.25
Tollestrup Construction Ltd.	959,856.24

Cost estimate without options and without GST was \$494,100.00. Low bid amount without options and without GST is \$545,702.95.

Unless development of the remainder of the "Southwest Residential" is slated to occur in the next 10 years, it is recommended to narrow the proposed paved surface North of 43 Avenue from 11 meters to 10 meters and eliminate all concrete work north of 43 Avenue. This will lower the total project construction costs to \$467,252.15 plus GST. The low bidder for this is Bow Mark Paving Ltd. This will accomplish the following:

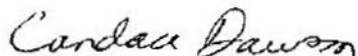
- 10m wide paved road 8 Street West from 43 Avenue north to 48 Avenue
- Storm sewer and lane grading – Cottonwood and Sundance
- Sidewalk, curb and gutter 8 Street West from 43 Avenue south to Westlynn Spur

If "Southwest Residential" is slated to occur in the near future, then it is recommended that tender with all options, a total of \$603,825.90 plus GST, be awarded to the low bidder, Bow Mark Paving Ltd. The following costs would be recoverable from the "Southwest Residential" developer.

Sanitary Sewer	\$ 9,368.27
Services	25,549.68
Sidewalk, Curb & Gutter	34,357.68
6m of Paved Road	<u>46,141.66</u>
Total Recoverable	\$ 115,417.29

We await the Town's decision

Yours truly,



Candace Dawson, C.Tech.
CICON ENGINEERING

c.c. Mike Schuweiler, Town Superintendent

Report

To: Council
From: Airport Committee
Date: May 25, 2010
Re: Intermunicipal Development Plan (IMDP) (Phase One) Results and Report

OVERVIEW

In 2008, the Town of Claresholm and the MD of Willow Creek agreed to utilize grant funding to have an engineering company develop a joint IMDP with recommendations for the future of the Claresholm Industrial Airport site.

GENERAL BACKGROUND

AECOM was the successful bidder on the project and both Councils agreed to fund the project's quoted cost for Phase I (40% or \$40,000 by the Town of Claresholm and 60% MD of Willow Creek). The contract stated that Phase II may or may not move forward based on the findings of Phase I. Phase II has ***not*** been initiated based on the Phase I results.

REPORT EXECUTIVE SUMMARY

The full reports are attached for Council's review. The Airport Committee members (Councilors Sutter, Leonard), Jeff Gibeau (Development Officer) and Kris Holbeck (CAO) have met with the intermunicipal committee to discuss the report and bring back the Committee's recommendations to full Councils.

The report's scope looks at the existing infrastructure (roads, underground utilities, runway etc.) at the airport and the cost necessary to replace it or to bring it into a useable standard for present and potential future users. These costs are in the report.

The report also has a SWOT analysis in it that looks at what the area has for strengths, weaknesses, opportunities and threats.

Finally, the report gives recommendations on the future use/development of the Claresholm Industrial Airport based on the SWOT analysis and infrastructure findings.

Airport Committee members, Councilors Leonard and Sutter, will discuss with Council the intermunicipal committee's discussions and the direction the committee is proposing that the two municipal governments move in the future regarding this initiative.

Kris Holbeck, CA CAO

TOWN OF CLARESHOLM
REVENUE AND EXPENDITURE REPORT

GL Number	Description	2009 Budget	2009 Actual	2010 YTD Budget	2010 YTD Actual	2010 YTD \$ Variance
TAXES AND GRANTS IN LIEU						
1-00-00-104-00	TAXES VACANT RES/FARMLAND	80,417.00	74,737.30	85,381.00	86,541.83	(1,160.83)
1-00-00-105-00	TAXES NON RES LAND & IMPROVE	755,969.00	798,890.52	800,765.00	835,113.04	(34,348.04)
1-00-00-107-00	TAXES MACHINERY & EQUIPMENT	0.00	0.00	0.00	0.00	0.00
1-00-00-108-00	TAXES LINEAR PROPERTY	106,995.00	106,244.61	92,434.00	92,433.69	0.31
1-00-00-110-00	TAXES RES LAND & IMPROVEMENTS	2,595,851.00	2,578,663.04	2,664,850.00	2,648,296.46	16,553.54
1-00-00-230-00	FEDERAL GRANTS IN LIEU	8,769.00	8,769.46	6,214.00	6,214.18	(0.18)
1-00-00-240-00	PROVINCIAL GRANTS IN LIEU	74,304.00	74,304.30	76,192.00	76,191.57	0.43
*	TOTAL TAXES AND GRANTS IN LIEU	3,622,305.00	3,641,609.23	3,725,836.00	3,744,790.77	(18,954.77)
REVENUE GENERAL MUNICIPAL						
1-00-00-510-00	PENALTIES & COSTS TAXES	50,000.00	55,254.73	55,000.00	34,987.68	20,012.32
1-00-00-514-00	PEN & COSTS ACCTS RECEIVABLE	100.00	228.32	200.00	53.04	146.96
1-00-00-540-00	CONCESSION & FRANCHISE	90,000.00	100,196.57	100,000.00	55,305.78	44,694.22
1-00-00-550-00	INTEREST ON INVESTMENTS	35,000.00	40,930.59	10,000.00	9,670.28	329.72
1-00-00-560-00	SUNDRY	2,000.00	5,123.75	5,000.00	0.00	5,000.00
1-00-00-740-00	MUNICIPAL ASSISTANCE GRANT	10,526.00	10,526.00	10,526.00	0.00	10,526.00
1-00-00-746-00	OTHER PROVINCIAL GRANTS	7,000.00	7,062.00	7,000.00	0.00	7,000.00
*	TOTAL REVENUE GEN MUNICIPAL	194,626.00	219,321.96	187,726.00	100,016.78	87,709.22
**	GROSS TOTAL MUNICIPAL REVENUE	3,816,931.00	3,860,931.19	3,913,562.00	3,844,807.55	68,754.45
REQUISITIONS						
2-12-00-995-00	HOME FOR AGED-POR. HILLS LODGE	72,034.26	72,034.26	80,240.08	80,240.08	0.00
2-12-00-997-00	SCHOOL FOUNDATION PROGRAM	948,980.58	948,980.58	1,012,517.00	253,129.43	759,387.57
**	TOTAL REQUISITIONS	1,021,014.84	1,021,014.84	1,092,757.08	333,369.51	759,387.57
***P	NET REVENUE MUN PURPOSES	2,795,916.16	2,839,916.35	2,820,804.92	3,511,438.04	(690,633.12)

TOWN OF CLARESHOLM
REVENUE AND EXPENDITURE REPORT

GL Number	Description	2009 Budget	2009 Actual	2010 YTD Budget	2010 YTD Actual	2010 YTD \$ Variance
COUNCIL & OTHER LEGIS						
2-11-00-100-00	WAGE BENEFITS LEGISLATIVE	900.00	1,160.09	1,300.00	437.36	862.64
2-11-00-120-00	MAYOR FEES PER DIEM, MEETINGS	9,000.00	8,156.50	9,000.00	4,449.50	4,550.50
2-11-00-130-00	COUNCIL FEES PER DIEM MEETINGS	30,000.00	24,798.13	27,000.00	14,273.88	12,726.12
2-11-00-220-00	MAYORS EXPENSE TRAVEL & SUB	3,500.00	4,088.21	4,500.00	315.30	4,184.70
2-11-00-230-00	COUNCIL FEES TRAVEL & SUB	12,000.00	9,782.46	10,500.00	2,365.25	8,134.75
2-11-00-240-00	COMMITTEE MEETINGS EXPENSES	500.00	881.88	1,000.00	942.91	57.09
*	TOTAL COUNCIL & OTHER LEGIS	55,900.00	48,867.27	53,300.00	22,784.20	30,515.80
***P	NET COSTS COUNCIL & LEGIS	(55,900.00)	(48,867.27)	(53,300.00)	(22,784.20)	(30,515.80)

TOWN OF CLARESHOLM

REVENUE AND EXPENDITURE REPORT

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2010-Jun-24
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<i>GL Number</i>	<i>Description</i>	<i>2009 Budget</i>	<i>2009 Actual</i>	<i>2010 YTD Budget</i>	<i>2010 YTD Actual</i>	<i>2010 YTD \$ Variance</i>
REV GEN ADMIN & OTHER						
1-12-00-414-00	SALE OF MATERIAL	5,000.00	9,302.64	5,000.00	638.43	4,361.57
1-12-00-416-00	CERTIFICATE FEES	9,000.00	4,390.00	4,000.00	2,341.00	1,659.00
1-12-00-510-00	BUSINESS LICENSES - HOME OCC	0.00	9,950.00	9,000.00	8,200.00	800.00
1-12-00-520-00	BUSINESS LICENSES - DOWNTOWN	26,000.00	8,545.00	8,500.00	7,950.00	550.00
1-12-00-530-00	BUSINESS LICENSES - REGIONAL	0.00	1,280.00	1,200.00	2,440.00	(1,240.00)
1-12-00-540-00	BUSINESS LICENSES - OUT OF TOWN	0.00	14,250.00	14,000.00	8,450.00	5,550.00
1-12-00-550-00	BUSINESS LICENSES - SALES	0.00	1,200.00	1,000.00	650.00	350.00
1-12-00-562-00	FARM LAND RENTAL	6,000.00	6,794.00	5,000.00	782.00	4,218.00
1-12-00-568-00	ADMIN BLDG/MODULAR RENT	3,500.00	3,450.81	8,000.00	1,032.00	6,968.00
1-12-00-570-00	SUNDRY RENTALS	8,000.00	4,198.37	4,000.00	11,167.67	(7,167.67)
1-12-00-596-00	GAIN (LOSS) SALE OF LAND INVENTORY	0.00	18,442.34	0.00	0.00	0.00
1-12-00-597-00	GAIN (LOSS) ON DISPOSAL OF TCA	0.00	(38,403.05)	0.00	0.00	0.00
1-12-00-900-00	PROV OPERATING GRANTS (MSI/MSP)	0.00	0.00	105,900.00	92,119.30	13,780.70
1-12-00-950-00	SUNDRY	2,000.00	7,428.41	1,500.00	213.30	1,286.70
1-12-00-960-00	INTERDEPARTMENT SECRETARY	37,000.00	25,700.00	25,700.00	25,700.00	0.00
1-12-00-963-00	INTERDEPARTMENT POST & TELE	13,800.00	13,800.00	13,800.00	13,800.00	0.00
1-12-00-967-00	INTERDEPARTMENT INSURANCE	12,000.00	12,000.00	12,000.00	12,000.00	0.00
1-12-00-969-00	INTERDEPART OFFICE SUPPLIES	6,000.00	6,000.00	6,000.00	6,000.00	0.00
5-00-00-555-00	ISF CAPITAL GRANT FUNDING	0.00	0.00	1,494,000.00	0.00	1,494,000.00
5-00-00-590-00	OTHER FINANCES ACQUIRED	0.00	350,729.34	45,000.00	0.00	45,000.00
5-00-00-990-00	GRANTS NON GOVT & OTHER SOURCE	0.00	38,802.97	0.00	17,100.00	(17,100.00)
5-00-00-830-00	FEDERAL CAPITAL GRANTS (NDCC)	0.00	202,108.00	0.00	0.00	0.00
5-00-00-840-00	PROV CAPITAL GRANTS (SIP)	1,068,650.00	884,692.00	222,000.00	444,000.00	(222,000.00)
5-00-00-841-00	PROV CAPITAL GRANTS (MSI)	0.00	0.00	697,954.00	0.00	697,954.00
5-00-00-845-00	PROV CAP GRANTS (AMWWP)	4,000,000.00	5,235,087.35	2,513,000.00	500,000.00	2,013,000.00
*	TOTAL REV GEN ADMIN & OTHER	5,196,950.00	6,819,748.18	5,196,554.00	1,154,583.70	4,041,970.30
**		5,196,950.00	6,819,748.18	5,196,554.00	1,154,583.70	4,041,970.30

TOWN OF CLARESHOLM

REVENUE AND EXPENDITURE REPORT

<i>GL Number</i>	<i>Description</i>	<i>2009 Budget</i>	<i>2009 Actual</i>	<i>2010 YTD Budget</i>	<i>2010 YTD Actual</i>	<i>2010 YTD \$ Variance</i>
EXPENSES GEN ADMIN & OTHER						
2-12-00-100-00	WAGE BENEFITS ADMINISTRATION	63,000.00	61,205.48	63,000.00	31,118.11	31,881.89
2-12-00-130-00	SALARY ADMIN MANAGEMENT	124,500.00	124,316.18	177,000.00	64,245.94	112,754.06
2-12-00-131-00	MANAGEMENT CONSULTING FEES	5,000.00	5,995.70	15,000.00	0.00	15,000.00
2-12-00-135-00	SALARY ADMIN STAFF	117,000.00	118,359.78	75,000.00	52,613.18	22,386.82
2-12-00-140-00	ADMIN JANITOR WAGES	19,000.00	18,246.74	22,000.00	8,832.43	13,167.57
2-12-00-150-00	ELECTIONS STAFF	0.00	0.00	1,500.00	0.00	1,500.00
2-12-00-155-00	ELECTION NON STAFF	0.00	0.00	3,000.00	0.00	3,000.00
2-12-00-200-00	ADMIN. - CONTRACTED SERVICES	15,000.00	12,396.48	15,000.00	6,963.78	8,036.22
2-12-00-210-00	ALLOWANCES & OTHER EXPENSES	2,500.00	2,885.43	3,000.00	950.25	2,049.75
2-12-00-211-00	STAFF DEVELOPMENT & TRAINING	5,000.00	5,951.05	5,000.00	1,796.51	3,203.49
2-12-00-212-00	DELEGATE CONVENTION EXPENSES	12,000.00	6,999.87	8,000.00	(15.72)	8,015.72
2-12-00-215-00	OFFICE EXP,MILEAGE, FREIGHT	1,000.00	532.55	750.00	41.19	708.81
2-12-00-216-00	POSTAGE	13,500.00	12,699.94	13,000.00	4,453.30	8,546.70
2-12-00-217-00	TELEPHONE / FAX	9,500.00	7,495.89	8,000.00	3,467.15	4,532.85
2-12-00-220-00	PRINTING & STATIONERY	5,000.00	6,389.52	7,000.00	2,689.64	4,310.36
2-12-00-221-00	ASSOCIATION FEES	5,500.00	4,827.75	5,500.00	5,440.06	59.94
2-12-00-230-00	ASSESSOR	69,600.00	57,110.00	41,000.00	20,025.86	20,974.14
2-12-00-232-00	AUDITOR	10,200.00	12,695.00	20,000.00	6,000.00	14,000.00
2-12-00-234-00	LEGAL EXPENSES	8,000.00	5,285.93	5,000.00	3,240.95	1,759.05
2-12-00-235-00	TAX RECOVERY	1,000.00	470.00	500.00	0.00	500.00
2-12-00-237-00	LAND TITLES FEES	1,500.00	394.00	500.00	651.00	(151.00)
2-12-00-251-00	BUILDING MTCE. - CONT. SERVICE	5,000.00	205.82	1,000.00	0.00	1,000.00
2-12-00-252-00	MODULAR RENTAL COSTS	0.00	0.00	5,000.00	0.00	5,000.00
2-12-00-274-00	PUBLIC LIABILITY INSURANCE	138,500.00	130,507.30	135,000.00	120,273.38	14,726.62
2-12-00-509-00	ADVERTISING - GENERAL	20,000.00	19,511.59	20,000.00	5,381.43	14,618.57
2-12-00-510-00	COFFEE SUPPLIES	2,500.00	0.00	0.00	0.00	0.00
2-12-00-511-00	COMPUTER HARDWARE AND SOFTWARE	5,000.00	4,662.69	5,000.00	3,086.44	1,913.56
2-12-00-512-00	OFFICE SUPPLIES	20,000.00	21,170.01	22,000.00	10,061.20	11,938.80
2-12-00-513-00	PHYSICIAN RECRUITMENT	0.00	16.81	0.00	0.00	0.00
2-12-00-514-00	ELECTIONS - MATERIALS	0.00	0.00	2,500.00	0.00	2,500.00
2-12-00-516-00	JANITORIAL SUPPLIES	3,500.00	2,175.52	2,500.00	896.81	1,603.19
2-12-00-518-00	BUILDING MTCE. - MATERIALS	2,500.00	0.00	2,000.00	0.00	2,000.00
2-12-00-540-00	OFFICE UTILITIES	24,000.00	27,217.94	30,000.00	12,478.08	17,521.92
2-12-00-541-00	MACKIN HALL UTILITIES	2,800.00	3,194.09	3,500.00	1,479.53	2,020.47
2-12-00-550-00	OFFICE EQUIPMENT RENTALS	5,000.00	5,303.52	7,000.00	6,477.31	522.69
2-12-00-711-00	TAXI SUBSIDY	10,000.00	7,042.00	8,000.00	3,478.00	4,522.00
2-12-00-750-00	AMORTIZATION EXP - ADMIN	0.00	6,372.22	6,600.00	0.00	6,600.00
2-12-00-770-00	GRANTS	87,000.00	84,500.00	90,500.01	88,550.00	1,950.01
2-12-00-771-00	FAIR DAYS	10,000.00	8,837.52	10,000.00	(5,623.00)	15,623.00

TOWN OF CLARESHOLM
REVENUE AND EXPENDITURE REPORT

GL Number	Description	2009 Budget	2009 Actual	2010 YTD Budget	2010 YTD Actual	2010 YTD \$ Variance
2-12-00-772-00	CANADA DAY	2,000.00	5,223.05	5,000.00	(4,365.71)	9,365.71
2-12-00-810-00	TEMPORARY LOAN INTEREST	500.00	57.39	200.00	258.38	(58.38)
2-12-00-811-00	EXCHANGE & BANK CHARGES	1,926.60	1,497.96	2,166.92	813.38	1,353.54
2-12-00-986-00	PROPERTY CLEANUP	2,000.00	188.50	500.00	0.00	500.00
2-12-00-987-00	GENERAL BAD DEBTS W/OFF	1,500.00	1,014.29	1,500.00	0.00	1,500.00
2-12-00-989-00	ECONOMIC DEVEL & PROMOTION	40,000.00	47,368.74	65,000.00	12,495.47	52,504.53
2-12-00-990-00	PUBLIC RELATIONS/ENTERTAINMENT	7,000.00	7,846.23	5,000.00	59.22	4,940.78
2-12-00-992-00	DISCOUNT ON CURRENT TAXES	2,000.00	1,171.78	1,500.00	1,307.32	192.68
2-12-00-993-00	CURRENT LEVY CANCELLATIONS	23,000.00	24,954.51	25,000.00	18,119.58	6,880.42
2-12-00-994-00	DAMAGE CLAIMS	1,000.00	0.00	500.00	0.00	500.00
2-12-00-999-00	TAX ASSESSMENT CONTINGENCY	136,032.00	67,896.24	0.00	0.00	0.00
* TOTAL EXP GEN ADMIN & OTHER		1,040,558.60	942,193.01	945,716.94	487,740.45	457,976.49
***P NET COSTS GEN ADMIN & OTHER		4,156,391.40	5,877,555.17	4,250,837.06	666,843.25	3,583,993.81

TOWN OF CLARESHOLM
REVENUE AND EXPENDITURE REPORT

GL Number	Description	2009 Budget	2009 Actual	2010 YTD Budget	2010 YTD Actual	2010 YTD \$ Variance
REVENUE FIRE FIGHTING						
1-23-00-850-00	M.D. CONT TO FIRE DEPARTMENT	10,000.00	10,000.00	9,000.00	9,000.00	0.00
1-23-00-990-00	NON GOVT CONTR TO FIRE DEPT	7,000.00	6,182.23	6,000.00	3,900.00	2,100.00
*	TOTAL REVENUE FIRE FIGHTING	17,000.00	16,182.23	15,000.00	12,900.00	2,100.00
EXPENSES FIRE FIGHTING						
2-23-00-100-00	WAGE BENEFITS - FIRE DEPT.	2,700.00	5,725.44	2,000.00	3,161.70	(1,161.70)
2-23-00-110-00	FIRE FUND	0.00	0.00	0.00	0.00	0.00
2-23-00-120-00	FIRE DEPARTMENT - WAGES/TRAINING	0.00	12,950.00	15,000.00	8,602.00	6,398.00
2-23-00-200-00	FIRE DEPARTMENT - FIRE CALLS	25,200.00	16,892.00	20,000.00	4,612.00	15,388.00
2-23-00-210-00	FIRE DEPARTMENT - TELEPHONE	3,000.00	2,956.62	3,500.00	1,251.50	2,248.50
2-23-00-250-00	FIRE DEPARTMENT - NOT JOINT SUPPLIE	10,000.00	2,669.49	3,000.00	802.09	2,197.91
2-23-00-510-00	FIRE DEPARTMENT - JOINT SUPPLIES	30,000.00	16,212.16	30,000.00	12,745.66	17,254.34
2-23-00-511-00	FIRE DEPT. - BLDG. & REPAIRS	1,000.00	330.00	1,000.00	1,000.36	(0.36)
2-23-00-512-00	FIRE DEPARTMENT - GAS & OIL	500.00	62.52	250.00	99.81	150.19
2-23-00-513-00	FIRE DEPARTMENT - EMERGENCY RESPO	12,000.00	14,985.00	13,500.00	6,646.08	6,853.92
2-23-00-540-00	FIRE DEPARTMENT - UTILITIES	8,500.00	10,477.08	12,000.00	4,500.04	7,499.96
2-23-00-750-00	AMORTIZATION EXP - FIRE	0.00	16,404.38	16,500.00	0.00	16,500.00
*	TOTAL EXPENSES FIRE FIGHTING	92,900.00	99,664.69	116,750.00	43,421.24	73,328.76
***P	NET COSTS FIRE FIGHTING	(75,900.00)	(83,482.46)	(101,750.00)	(30,521.24)	(71,228.76)

TOWN OF CLARESHOLM
REVENUE AND EXPENDITURE REPORT

<i>GL Number</i>	<i>Description</i>	<i>2009 Budget</i>	<i>2009 Actual</i>	<i>2010 YTD Budget</i>	<i>2010 YTD Actual</i>	<i>2010 YTD \$ Variance</i>
TOTAL REVENUE AMBULANCE						
1-25-00-840-00	AMBULANCE GRANT	0.00	0.00	0.00	0.00	0.00
*	TOTAL Total Revenue Ambulance	0.00	0.00	0.00	0.00	0.00
EXPENSES AMBULANCE						
2-25-00-200-00	AMBULANCE CONTRACT	31,971.00	31,971.00	0.00	0.00	0.00
*	TOTAL EXPENSES AMBULANCE	31,971.00	31,971.00	0.00	0.00	0.00
***P	NET COSTS AMBULANCE	(31,971.00)	(31,971.00)	0.00	0.00	0.00

TOWN OF CLARESHOLM
REVENUE AND EXPENDITURE REPORT

GL Number	Description	2009 Budget	2009 Actual	2010 YTD Budget	2010 YTD Actual	2010 YTD \$ Variance
REVENUE BYLAW ENFORCEMENT						
1-21-00-845-00	PROVINCIAL FINES COLLECTED	20,000.00	32,170.50	30,000.00	16,088.73	13,911.27
1-26-00-524-00	DOG LICENSES/IMPOUND FEES	3,500.00	4,382.50	4,000.00	4,030.00	(30.00)
1-26-00-530-00	MUNICIPAL STATUTE FINES	50,000.00	42,751.00	42,999.99	3,040.00	39,959.99
1-26-00-531-00	MUNICIPAL BYLAW FINES	1,000.00	0.00	500.00	0.00	500.00
* TOTAL REVENUE BYLAW ENFORCE		74,500.00	79,304.00	77,499.99	23,158.73	54,341.26
EXPENSES BYLAW ENFORCE						
2-26-00-111-00	WAGES - PEACE OFFICER	66,420.00	54,682.78	60,000.00	26,306.35	33,693.65
2-26-00-101-00	WAGE BEN - PEACE OFFICER	14,200.00	11,398.00	13,000.00	2,483.01	10,516.99
2-66-00-110-00	BYLAW ASSISTANT WAGE BENEFITS	0.00	0.00	0.00	0.00	0.00
2-26-00-200-00	BYLAW - ANIMAL SERVICES	500.00	1,066.14	1,000.00	29.63	970.37
2-26-00-210-00	LEGAL SERVICES - ENFORCEMENT	1,000.00	1,500.00	1,500.00	0.00	1,500.00
2-26-00-511-00	ADVERTISING - ENFORCEMENT	0.00	0.00	0.00	0.00	0.00
2-26-00-512-00	SUPPLIES - ENFORCEMENT	5,000.00	4,867.09	7,000.00	5,282.68	1,717.32
2-26-00-513-00	PEACE OFFICER TRAINING	2,500.00	1,989.43	2,500.00	2,734.68	(234.68)
2-26-00-520-00	UNIFORM COSTS - ENFORCEMENT	2,500.00	3,967.34	1,500.00	0.00	1,500.00
2-26-00-750-00	AMORTIZATION EXP - BYLAW	0.00	6,491.37	6,500.00	0.00	6,500.00
* TOTAL EXPENSES BYLAW ENFORCE		92,120.00	85,962.15	93,000.00	36,836.35	56,163.65
***P NET COSTS BYLAW ENFORCEMENT		(17,620.00)	(6,658.15)	(15,500.01)	(13,677.62)	(1,822.39)

TOWN OF CLARESHOLM
REVENUE AND EXPENDITURE REPORT

GL Number	Description	2009 Budget	2009 Actual	2010 YTD Budget	2010 YTD Actual	2010 YTD \$ Variance
REVENUE EQUIPMENT POOL						
1-12-00-560-00	MACHINERY & EQUIPMENT RENTALS	1,500.00	875.00	800.00	629.40	170.60
1-31-00-960-00	EQUIPMENT POOL RENTAL	56,000.00	56,000.00	56,000.00	56,000.00	0.00
*	TOTAL REV EQUIPMENT POOL	57,500.00	56,875.00	56,800.00	56,629.40	170.60
EXP EQUIPMENT POOL						
2-31-00-100-00	WAGE BEN. COMMON SERVICES	50,000.00	48,597.94	52,000.00	19,844.42	32,155.58
2-31-00-110-00	SALARY - SUPERINTENDENT	30,000.00	31,204.02	33,000.00	(7,836.46)	40,836.46
2-31-00-130-00	ENVIRONMENTAL/ENGINEERING COSTS	0.00	0.00	15,000.00	6,635.92	8,364.08
2-31-00-160-00	EQUIPMENT EXPENSE	55,000.00	44,563.49	50,000.00	19,982.59	30,017.41
2-31-00-170-00	YARD & BLDG. MTCE. - WAGES	25,000.00	32,184.96	34,999.99	25,801.12	9,198.87
2-31-00-200-00	YARD & BLDG. MTCE.-CONT. SERV.	9,000.00	14,722.97	120,000.00	9,381.52	110,618.48
2-31-00-211-00	PUBLIC WORKS CONVENTION EXPENSES	2,000.00	0.00	0.00	0.00	0.00
2-31-00-215-00	RURAL OWNED LAND MTCE	0.00	0.00	5,000.00	2,185.00	2,815.00
2-31-00-216-00	SHOP EXPENSE - TELEPHONE	3,500.00	3,012.31	3,500.00	1,438.04	2,061.96
2-31-00-217-00	SHOP EXPENSE - FREIGHT	4,000.00	6,100.25	5,000.00	2,702.04	2,297.96
2-31-00-513-00	ENG. SERVICE - MATERIALS	2,500.00	1,081.00	1,000.00	126.00	874.00
2-31-00-515-00	SHOP EXPENSE - MATERIALS	30,000.00	29,550.43	32,000.00	9,401.77	22,598.23
2-31-00-516-00	YARD & BLDG. MTCE - MATERIALS	60,000.00	66,505.71	80,000.00	8,835.10	71,164.90
2-31-00-518-00	EQUIPMENT INSURANCE	9,000.00	9,506.00	10,000.00	8,922.00	1,078.00
2-31-00-520-00	EQUIPMENT PARTS & REPAIRS	80,000.00	83,670.88	90,000.00	39,560.37	50,439.63
2-31-00-521-00	EQUIPMENT OIL & GAS	90,000.00	68,353.54	75,000.00	27,141.82	47,858.18
2-31-00-525-00	COMMON TRAINING	5,000.00	4,884.47	6,000.00	7,403.71	(1,403.71)
2-31-00-540-00	SHOP EXPENSE - UTILITIES	14,000.00	13,958.17	15,000.00	7,776.35	7,223.65
2-31-00-750-00	AMORTIZATION EXP - EQUIPMENT	0.00	68,611.64	69,000.00	0.00	69,000.00
*	TOTAL EXP EQUIPMENT POOL	469,000.00	526,507.78	696,499.99	189,301.31	507,198.68
***P	NET COSTS EQUIPMENT POOL	(411,500.00)	(469,632.78)	(639,699.99)	(132,671.91)	(507,028.08)

TOWN OF CLARESHOLM
REVENUE AND EXPENDITURE REPORT

GL Number	Description	2009 Budget	2009 Actual	2010 YTD Budget	2010 YTD Actual	2010 YTD \$ Variance
REVENUE ROADS & STREETS						
1-32-00-120-00	LOCAL IMPROV CHARGES - PAVING	44,000.00	40,356.01	40,000.00	40,083.23	(83.23)
1-32-00-990-00	NON GOVT GRANT-STREET CLEANING	1,200.00	1,200.00	1,200.00	0.00	1,200.00
*	TOTAL REVENUE ROADS & STREETS	45,200.00	41,556.01	41,200.00	40,083.23	1,116.77
EXPENSE STREETS & ROADS						
2-32-00-100-00	WAGE BEN. ROADS, STREETS	27,000.00	32,850.39	34,000.00	7,339.46	26,660.54
2-32-00-110-00	STS. LANES,BLVDS. MTCE - WAGES	35,000.00	38,164.00	40,000.00	16,600.03	23,399.97
2-32-00-120-00	STREET CLEANING - WAGES	15,000.00	13,177.13	15,000.00	5,467.95	9,532.05
2-32-00-130-00	SNOW REMOVAL - WAGES	25,000.00	32,293.75	34,999.99	8,389.78	26,610.21
2-32-00-140-00	TRAFFIC & PARK CONTROL - WAGES	6,000.00	3,357.21	5,000.00	464.99	4,535.01
2-32-00-210-00	SNOW REMOVAL - CONT. SERVICES	0.00	0.00	0.00	0.00	0.00
2-32-00-214-00	ROAD ENGINEERING COSTS	1,000.00	860.50	1,000.00	475.00	525.00
2-32-00-260-00	STREET LIGHTS	110,000.00	116,412.16	120,000.00	44,035.37	75,964.63
2-32-00-500-00	STS.LANE,BLVD MTCE - MATERIALS	65,000.00	106,823.76	80,000.00	35,356.34	44,643.66
2-32-00-530-00	TRAFF. & PARK. CONTROL - MAT.	8,000.00	8,447.18	9,000.00	1,967.92	7,032.08
2-32-00-750-00	AMORTIZATION EXP - STREETS	0.00	530,294.21	751,000.00	0.00	751,000.00
*	TOTAL EXPENSE STREETS & ROADS	292,000.00	882,680.29	1,089,999.99	120,096.84	969,903.15
***P	NET COSTS STREETS & ROADS	(246,800.00)	(841,124.28)	(1,048,799.99)	(80,013.61)	(968,786.38)

TOWN OF CLARESHOLM
REVENUE AND EXPENDITURE REPORT

<i>GL Number</i>	<i>Description</i>	<i>2009 Budget</i>	<i>2009 Actual</i>	<i>2010 YTD Budget</i>	<i>2010 YTD Actual</i>	<i>2010 YTD \$ Variance</i>
REV AIRPORT SERVICES						
1-33-00-560-00	AIRPORT HANGAR RENTAL	3,000.00	2,600.00	0.00	0.00	0.00
1-33-00-564-00	AIRPORT FACILITY RENTAL	2,000.00	1,125.00	0.00	2,000.00	(2,000.00)
1-33-00-850-00	AIRPORT LOCAL GOVT GRANTS	500.00	500.00	500.00	800.00	(300.00)
*	TOTAL REV AIRPORT SERVICES	5,500.00	4,225.00	500.00	2,800.00	(2,300.00)
EXP AIRPORT SERVICES						
2-33-00-100-00	WAGE BEN AIRPORT SERVICES	1,500.00	436.79	500.00	151.73	348.27
2-33-00-110-00	AIRFIELD - WAGES	4,000.00	1,110.57	2,000.00	633.60	1,366.40
2-33-00-500-00	AIRFIELD - MATERIALS	2,500.00	1,779.81	2,500.00	1,048.13	1,451.87
2-33-00-540-00	AIRFIELD - UTILITIES	4,500.00	4,967.01	5,500.00	2,352.97	3,147.03
2-33-00-580-00	AIRFIELD - INSURANCE	4,000.00	4,033.00	4,100.00	3,022.00	1,078.00
2-33-00-750-00	AMORTIZATION EXP - AIRPORT	0.00	4,618.14	2,100.00	0.00	2,100.00
*	TOTAL EXP AIRPORT SERVICES	16,500.00	16,945.32	16,700.00	7,208.43	9,491.57
***P	NET COSTS AIRPORT SERVICES	(11,000.00)	(12,720.32)	(16,200.00)	(4,408.43)	(11,791.57)

TOWN OF CLARESHOLM
REVENUE AND EXPENDITURE REPORT

GL Number	Description	2009 Budget	2009 Actual	2010 YTD Budget	2010 YTD Actual	2010 YTD \$ Variance
REV STORM SEWER & DRAIN						
1-37-00-120-00	LOCAL IMPROV CHARGES - CURB & GUTT	6,400.00	6,426.22	6,000.00	6,140.35	(140.35)
*	TOTAL REV STORM SEWER & DRAIN	6,400.00	6,426.22	6,000.00	6,140.35	(140.35)
EXP STORM SEWER & DRAIN						
2-37-00-100-00	WAGE BENEFITS - DRAINAGE	5,000.00	2,805.46	3,000.00	1,229.95	1,770.05
2-37-00-120-00	STORM SEWER MAINTENANCE-WAGES	3,000.00	2,004.34	2,500.00	1,362.47	1,137.53
2-37-00-130-00	DRAINAGE - WAGES	10,000.00	5,199.61	6,000.00	2,731.85	3,268.15
2-37-00-200-00	SIDEWALK MTCE-CONTRACTED SERV.	75,000.00	74,325.88	75,000.00	0.00	75,000.00
2-37-00-210-00	STORM SEWER MTCE-CONTR. SERV.	5,000.00	0.00	1,000.00	0.00	1,000.00
2-37-00-511-00	STORM SEWER MTCE. - MATERIAL	2,000.00	1,500.00	2,000.00	825.37	1,174.63
2-37-00-512-00	STORM DRAINAGE - ENGINEERING	20,000.00	18,880.00	5,000.00	1,984.00	3,016.00
2-37-00-750-00	AMORTIZATION EXP - STORM SEWER	0.00	20,179.42	48,500.00	0.00	48,500.00
*	TOTAL EXP STORM SEWER & DRAIN	120,000.00	124,894.71	143,000.00	8,133.64	134,866.36
***P	NET COSTS STORM SEWER & DRAIN	(113,600.00)	(118,468.49)	(137,000.00)	(1,993.29)	(135,006.71)

TOWN OF CLARESHOLM

REVENUE AND EXPENDITURE REPORT

<i>GL Number</i>	<i>Description</i>	<i>2009 Budget</i>	<i>2009 Actual</i>	<i>2010 YTD Budget</i>	<i>2010 YTD Actual</i>	<i>2010 YTD \$ Variance</i>
REVENUE WATER SERVICES						
1-00-00-512-00	PENALTIES & COSTS UTILITIES	5,000.00	6,340.29	6,000.00	3,519.36	2,480.64
1-41-00-410-00	SALE OF WATER RESIDENTIAL	606,000.00	533,318.38	530,000.00	170,586.76	359,413.24
1-41-00-411-00	SALE OF WATER COMMERCIAL/INDUSTRI	242,000.00	249,070.22	249,000.00	115,528.05	133,471.95
1-41-00-420-00	GRANUM METER VAULT	0.00	0.00	20,000.00	5,482.67	14,517.33
1-41-00-425-00	WEST WATERLINE CO-OP	0.00	0.00	2,000.00	0.00	2,000.00
1-41-00-590-00	OTHER REVENUE WATER	15,000.00	36,745.37	15,000.00	10,605.98	4,394.02
1-41-00-990-00	CONTRIB. TO HIGH PRESSURE SYST	2,300.00	2,888.98	2,800.00	0.00	2,800.00
1-41-00-992-00	PROVINCIAL GOV'T GRANTS	0.00	3,404,912.65	0.00	0.00	0.00
*	TOTAL REVENUE WATER SERVICES	870,300.00	4,233,275.89	824,800.00	305,722.82	519,077.18
EXPENSE WATER SERVICE						
2-41-00-100-00	WATER SUPPLY WAGE BENEFITS	60,000.00	50,169.17	53,000.00	14,574.39	38,425.61
2-41-00-110-00	SALARY- SUPERINTENDENT	25,000.00	25,000.00	25,000.00	25,000.00	0.00
2-41-00-120-00	WAGES - OPERATOR	65,000.00	67,795.97	72,000.00	32,336.81	39,663.19
2-41-00-130-00	T & D WAGES	65,000.00	41,356.58	45,000.00	23,378.02	21,621.98
2-41-00-132-00	METER READINGS - WAGES	3,000.00	386.26	500.00	0.00	500.00
2-41-00-134-00	AIRPORT SYSTEM MTCE WAGES	18,000.00	14,648.82	15,000.00	5,087.36	9,912.64
2-41-00-135-00	HI PRESSURE MTCE WAGES	0.00	0.00	2,000.00	2,424.36	(424.36)
2-41-00-200-00	WATER COOP MEMBERSHIP	6,000.00	250.00	1,000.00	0.00	1,000.00
2-41-00-211-00	CONVENTIONS - TRAVEL & SUB.	4,000.00	0.00	0.00	0.00	0.00
2-41-00-216-00	TELEPHONE - WATER SUPPLY	14,000.00	15,565.83	17,000.00	8,186.57	8,813.43
2-41-00-217-00	TELE NEW TREATMENT PLANT	2,000.00	2,213.83	2,500.00	1,271.26	1,228.74
2-41-00-218-00	WATERPLANT FREIGHT CHARGES	3,000.00	6,313.78	5,000.00	2,039.25	2,960.75
2-41-00-230-00	WATER - ENGINEERING & LEGAL	5,000.00	745.00	2,000.00	0.00	2,000.00
2-41-00-509-00	CHEMICALS NEW TREATMENT PLANT	15,000.00	19,343.80	25,000.00	15,050.23	9,949.77
2-41-00-512-00	CHEMICALS OLD TREATMENT PLANT	10,000.00	13,944.87	2,000.00	560.32	1,439.68
2-41-00-513-00	OLD WATERPLANT MAINTENANCE	30,000.00	18,636.13	5,000.00	2,585.17	2,414.83
2-41-00-514-00	PUMPING STATION MTCE - MAT	1,000.00	0.00	500.00	0.00	500.00
2-41-00-515-00	T & D - MATERIALS	45,000.00	51,454.39	60,000.00	22,839.86	37,160.14
2-41-00-516-00	ITRON CONTRACT (METERS)	1,500.00	1,410.00	1,500.00	1,466.39	33.61
2-41-00-517-00	AIRPORT SYSTEM MTCE MATERIALS	10,000.00	1,371.65	2,500.00	613.60	1,886.40
2-41-00-518-00	NEW WATERPLANT MAINTENANCE	20,000.00	3,414,531.77	10,000.00	1,423.81	8,576.19
2-41-00-538-00	POWER NEW TREATMENT PLANT	22,000.00	36,269.06	40,000.00	16,202.26	23,797.74
2-41-00-539-00	AIRPORT SYSTEM POWER	6,500.00	7,673.36	8,000.00	2,968.18	5,031.82
2-41-00-540-00	POWER - TREATMENT PLANT	45,000.00	34,857.66	36,000.00	3,912.00	32,088.00
2-41-00-541-00	POWER - NEW BOOSTER STATION	500.00	373.40	500.00	117.52	382.48
2-41-00-542-00	PUMPING STATION - POWER	15,000.00	16,556.95	18,000.00	6,008.24	11,991.76
2-41-00-544-00	HEATING - EXIST TREATMENT PLNT	15,000.00	16,892.45	18,000.00	6,365.79	11,634.21

TOWN OF CLARESHOLM
REVENUE AND EXPENDITURE REPORT

GL Number	Description	2009 Budget	2009 Actual	2010 YTD Budget	2010 YTD Actual	2010 YTD \$ Variance
2-41-00-545-00	HEATING - NEW BOOSTER STATION	1,000.00	1,302.83	1,500.00	544.18	955.82
2-41-00-546-00	HEATING PUMPING STATION	1,700.00	2,218.97	2,500.00	1,005.16	1,494.84
2-41-00-547-00	AIRPORT SYSTEM HEATING	2,000.00	1,800.73	2,000.00	755.43	1,244.57
2-41-00-548-00	HEATING NEW TREATMENT PLANT	6,000.00	7,893.88	9,000.00	4,502.43	4,497.57
2-41-00-750-00	AMORTIZATION EXP - WATER	0.00	191,650.49	292,000.00	0.00	292,000.00
2-41-00-832-00	WATER DEBENTURES INTEREST	208,600.00	208,377.12	204,299.00	0.00	204,299.00
2-41-00-960-00	OFFICE PERSONNEL	20,250.00	20,250.00	20,250.00	20,250.00	0.00
2-41-00-961-00	TELEPHONE ADMINISTRATION	7,000.00	7,000.00	7,000.00	7,000.00	0.00
2-41-00-962-00	POSTAGE	6,800.00	6,800.00	6,800.00	6,800.00	0.00
2-41-00-963-00	WATER INTERDEPART INSURANCE	10,000.00	10,000.00	10,000.00	10,000.00	0.00
2-41-00-964-00	WATER TRUCK RENTAL	8,960.00	8,960.00	8,960.00	8,960.00	0.00
2-41-00-965-00	OFFICE SUPPLIES ADMINISTRATION	1,300.00	1,300.00	1,300.00	1,300.00	0.00
2-41-00-966-00	WATER PLANT WATER TESTING	9,000.00	10,575.84	10,000.00	3,396.42	6,603.58
2-41-00-987-00	WATER BAD DEBTS W/OFF	500.00	1,312.49	1,500.00	0.00	1,500.00
* TOTAL EXPENSE WATER SERVICE		789,610.00	4,337,203.08	1,044,109.00	258,925.01	785,183.99
***P NET COSTS WATER SERVICES		80,690.00	(103,927.19)	(219,309.00)	46,797.81	(266,106.81)

TOWN OF CLARESHOLM
REVENUE AND EXPENDITURE REPORT

GL Number	Description	2009 Budget	2009 Actual	2010 YTD Budget	2010 YTD Actual	2010 YTD \$ Variance
REVENUE SEWER SERVICES						
1-42-00-120-00	LOCAL IMPROV CHARGES - SEWER	0.00	3.39	0.00	0.00	0.00
1-42-00-410-00	SEWER SERVICE FEES & CHARGES	265,000.00	281,866.94	280,000.00	104,927.20	175,072.80
1-42-00-990-00	NON GOVT CONTRIB SEWER	14,000.00	28,800.00	13,000.00	13,785.82	(785.82)
*	TOTAL REVENUE SEWER SERVICES	279,000.00	310,670.33	293,000.00	118,713.02	174,286.98
EXPENSES SEWER SERVICES						
2-42-00-100-00	SAN SEWER SERV ADMIN WAGE BEN	1,000.00	1,148.00	1,300.00	0.00	1,300.00
2-42-00-101-00	SEWER MTCE. - WAGE BENEFITS	15,000.00	11,709.57	13,000.00	2,722.82	10,277.18
2-42-00-110-00	SALARY - SUPERINTENDENT	8,000.00	8,000.00	8,000.00	8,000.00	0.00
2-42-00-140-00	SEWER MAINTENANCE - WAGES	14,000.00	14,043.76	16,000.00	4,847.27	11,152.73
2-42-00-150-00	SEWER LAGOON MAINTENANCE-WAGES	18,000.00	14,153.80	16,000.00	6,885.61	9,114.39
2-42-00-200-00	SEWER LAGOON MTCE-CONTRAC SERV	26,500.00	24,685.90	2,000.00	0.00	2,000.00
2-42-00-201-00	SEWER MTCE - CONTRACTED SERVICES	15,000.00	2,050.00	5,000.00	0.00	5,000.00
2-42-00-510-00	SEWER MAINTENANCE - MATERIALS	25,000.00	2,117.70	5,000.00	2,140.97	2,859.03
2-42-00-520-00	SEWER LAGOON MAINT - MATERIALS	1,000.00	1,181.72	1,500.00	109.99	1,390.01
2-42-00-832-00	SEWER DEBENTURE - INTEREST	49,700.00	49,016.85	47,495.00	0.00	47,495.00
2-42-00-960-00	OFFICE SECRETARY	6,750.00	6,750.00	6,750.00	6,750.00	0.00
2-42-00-961-00	SEWER INTERDEPART INS	2,000.00	2,000.00	2,000.00	2,000.00	0.00
2-42-00-962-00	SEWER ADMIN TRUCK RENTAL	3,360.00	3,360.00	3,360.00	3,360.00	0.00
2-42-00-963-00	SEWER MTCE TRUCK RENTAL	8,400.00	8,400.00	8,400.00	8,400.00	0.00
2-42-00-964-00	SEWER OFFICE SUPPLIES	2,100.00	2,100.00	2,100.00	2,100.00	0.00
2-42-00-550-00	LIFT STATION POWER & HEAT	3,000.00	3,141.37	3,500.00	1,164.65	2,335.35
2-42-00-551-00	LIFT STATION - HEAT	1,500.00	2,124.52	2,500.00	959.44	1,540.56
2-42-00-552-00	SEWER LAGOON POWER	8,000.00	9,118.61	10,000.00	3,688.25	6,311.75
2-42-00-750-00	AMORTIZATION EXP - SAN SEWER	0.00	77,664.49	229,000.00	0.00	229,000.00
*	TOTAL EXPENSES SEWER SERVICES	208,310.00	242,766.29	382,905.00	53,129.00	329,776.00
***P	NET COSTS SEWER SERVICES	70,690.00	67,904.04	(89,905.00)	65,584.02	(155,489.02)

TOWN OF CLARESHOLM
REVENUE AND EXPENDITURE REPORT

GL Number	Description	2009 Budget	2009 Actual	2010 YTD Budget	2010 YTD Actual	2010 YTD \$ Variance
REVENUE GARBAGE COLLECTION						
1-43-00-410-00	GARBAGE COLLECT & DISPOSAL FEE	335,000.00	303,135.65	300,000.00	124,005.78	175,994.22
*	TOTAL REVENUE GARBAGE	335,000.00	303,135.65	300,000.00	124,005.78	175,994.22
EXP GARBAGE COLLECTION						
2-43-00-100-00	GARBAGE ADMIN - WAGE BENEFIT	1,500.00	1,180.00	1,500.00	0.00	1,500.00
2-43-00-101-00	GARBAGE COLLECTION-WAGE BEN	32,000.00	29,333.93	32,000.00	8,786.56	23,213.44
2-43-00-110-00	SALARY - GARBAGE ADMIN SUPT	10,000.00	10,000.00	10,000.00	10,000.00	0.00
2-43-00-120-00	GARBAGE COLLECTION - WAGES	70,000.00	63,167.35	65,000.00	36,968.55	28,031.45
2-43-00-140-00	RECYCLING MTCE - WAGES	16,000.00	13,598.95	16,000.00	6,617.40	9,382.60
2-43-00-210-00	LANDFILL MTCE - CONTRACTED SER	73,000.00	68,212.09	73,000.00	32,843.06	40,156.94
2-43-00-211-00	WASTE MANAGEMENT - CONT. SERV.	26,000.00	25,658.00	26,000.00	26,196.00	(196.00)
2-43-00-212-00	RECYCLING CENTRE - CONTRACTED SER	42,500.00	37,826.38	40,000.00	8,753.74	31,246.26
2-43-00-213-00	LANDFILL CLOSURE - CONT. SERV.	12,000.00	13,159.97	12,000.00	0.00	12,000.00
2-43-00-220-00	GARBAGE ADMIN. - ADVERTISING	0.00	0.00	0.00	0.00	0.00
2-43-00-520-00	GARBAGE COLLECTION - MATERIALS	15,000.00	17,417.58	15,000.00	342.15	14,657.85
2-43-00-750-00	AMORTIZATION EXP - GARBAGE	0.00	14,991.14	15,500.00	0.00	15,500.00
2-43-00-960-00	GARBAGE ADMIN TRUCK RENTAL	2,800.00	2,800.00	2,800.00	2,800.00	0.00
2-43-00-961-00	GARBAGE COLL TRUCK RENTAL	32,480.00	32,480.00	32,480.00	32,480.00	0.00
2-43-00-962-00	GARBAGE ADMIN OFFICE SUPPLIES	1,300.00	1,300.00	1,300.00	1,300.00	0.00
*	TOTAL EXP GARBAGE COLLECTION	334,580.00	331,125.39	342,580.00	167,087.46	175,492.54
***P	NET COSTS GARBAGE COLLECTION	420.00	(27,989.74)	(42,580.00)	(43,081.68)	501.68

TOWN OF CLARESHOLM

REVENUE AND EXPENDITURE REPORT

<i>GL Number</i>	<i>Description</i>	<i>2009 Budget</i>	<i>2009 Actual</i>	<i>2010 YTD Budget</i>	<i>2010 YTD Actual</i>	<i>2010 YTD \$ Variance</i>
REVENUE FCSS						
1-51-00-100-00	FCSS - PROVINCIAL FUNDING	85,975.00	87,265.00	87,695.01	42,844.00	44,851.01
1-51-00-100-01	SUBSIDY ASC	17,000.00	24,804.60	3,000.00	7,600.40	(4,600.40)
1-51-00-100-05	GRANTS - ASC	7,807.13	8,307.13	0.00	0.00	0.00
1-51-00-101-00	FCSS - TOWN OF CLARESHOLM	22,814.00	46,414.00	21,924.00	21,924.00	0.00
1-51-00-102-00	FCSS - MD OF WILLOW CREEK	39,700.00	39,077.03	39,269.48	19,634.74	19,634.74
1-51-00-103-00	FCSS - DEFERRED REVENUE	0.00	0.00	0.00	0.00	0.00
1-51-00-104-00	FCSS - OTHER INCOME	2,000.00	0.00	0.00	0.00	0.00
1-51-00-104-02	COMMUNITY CHOOSE WELL	0.00	0.00	0.00	0.00	0.00
1-51-00-105-00	FCSS - INTEREST EARNED	600.00	146.63	75.00	21.45	53.55
1-51-00-106-00	FCSS - DONATIONS & FUNDRAISING	0.00	100.00	0.00	0.00	0.00
1-51-00-101-01	ALBERTA HEALTH SERVICES OP	24,136.00	24,135.68	24,136.00	12,067.92	12,068.08
1-51-00-102-01	OTHER FUNDING & FEES OP	500.00	1,275.00	750.00	200.00	550.00
1-51-00-104-01	FUNDING - DRUG COALITION OP	0.00	0.00	5,000.00	5,000.00	0.00
1-51-00-100-02	FEES & REIMBURSEMENTS ASC	29,700.00	10,572.00	2,600.00	1,246.40	1,353.60
1-51-00-100-03	FEES & REIMBURSEMENTS SF	19,400.00	15,079.00	0.00	0.00	0.00
1-51-00-100-04	FEES & REIMBURSEMENTS OTHER	1,500.00	750.00	800.00	325.00	475.00
1-51-00-100-06	CFSA FUNDING RC	29,774.00	31,071.00	31,071.00	7,767.00	23,304.00
1-51-00-101-06	OTHER FUNDING & FEES RC	100.00	0.00	0.00	55.00	(55.00)
*	TOTAL REVENUE FCSS	281,006.13	288,997.07	216,320.49	118,685.91	97,634.58
EXPENSE FCSS GENERAL						
2-51-00-100-00	WAGES & SALARIES DIRECTOR	53,230.00	50,350.10	50,500.00	23,193.00	27,307.00
2-51-00-102-00	EI EXPENSE	0.00	1,024.50	1,100.00	565.56	534.44
2-51-00-103-00	CPP EXPENSE	0.00	2,118.60	2,150.00	1,075.98	1,074.02
2-51-00-104-00	WCB EXPENSE	0.00	0.00	0.00	0.00	0.00
2-51-00-105-00	BENEFITS EXPENSE	10,150.00	4,980.83	5,000.00	1,019.10	3,980.90
2-51-00-106-00	LAPP CONTRIBUTIONS	0.00	4,389.26	4,500.00	2,124.11	2,375.89
2-51-00-107-00	PROFESSIONAL DEVELOPMENT	1,000.00	1,291.23	1,000.00	545.20	454.80
2-51-00-108-00	ADVERTISING & PROMOTION	600.00	530.23	500.00	111.01	388.99
2-51-00-109-00	ACCOUNTING & LEGAL	0.00	4,250.00	4,250.00	0.00	4,250.00
2-51-00-111-00	MEMBERSHIPS	600.00	1,072.00	1,100.00	205.00	895.00
2-51-00-112-00	OFFICE EXPENSES	2,500.00	3,302.10	3,200.00	4,187.45	(987.45)
2-51-00-113-00	RENT EXPENSE	10,900.00	10,074.13	10,200.00	5,037.06	5,162.94
2-51-00-114-00	GENERAL & ADMIN EXPENSES	1,800.00	3,662.78	2,000.00	25.16	1,974.84
2-51-00-115-00	JANITORIAL EXPENSES	3,400.00	4,626.35	3,800.00	1,662.42	2,137.58
2-51-00-116-00	TELEPHONE & UTILITIES	6,000.00	5,848.92	6,000.00	4,406.99	1,593.01
2-51-00-117-00	TRAVEL & MEALS	3,000.00	1,221.18	1,200.00	789.94	410.06
2-51-00-118-00	INSURANCE EXPENSE	450.00	450.00	450.00	450.00	0.00

TOWN OF CLARESHOLM

REVENUE AND EXPENDITURE REPORT

GL Number	Description	2009 Budget	2009 Actual	2010 YTD Budget	2010 YTD Actual	2010 YTD \$ Variance
2-51-00-120-00	MISCELLANEOUS EXPENSE	0.00	123.70	0.00	0.00	0.00
2-51-00-122-00	ADMIN ALLOCATION - GENERAL	0.00	0.00	0.00	0.00	0.00
2-51-00-745-00	AMORTIZATION EXP - FCSS	0.00	0.00	0.00	0.00	0.00
*	TOTAL FCSS GENERAL	93,630.00	99,315.91	96,950.00	45,397.98	51,552.02
FCSS OUTREACH PROGRAM						
2-51-00-100-01	WAGES OP	40,040.00	39,016.74	42,000.00	17,968.25	24,031.75
2-51-00-100-11	EI EXPENSE - OP	0.00	945.23	1,000.00	440.56	559.44
2-51-00-100-21	CPP EXPENSE - OP	0.00	1,776.76	2,000.00	833.76	1,166.24
2-51-00-105-01	BENEFITS OP	4,805.00	5,088.26	2,800.00	2,173.92	626.08
2-51-00-107-01	PROFESSIONAL DEVELOPMENT OP	500.00	606.50	250.00	200.42	49.58
2-51-00-108-01	ADVERTISING OP	800.00	578.01	500.00	143.75	356.25
2-51-00-116-01	CELL PHONE OP	360.00	313.28	320.00	124.01	195.99
2-51-00-117-01	TRAVEL & MEALS OP	1,500.00	2,363.71	500.00	281.62	218.38
2-51-00-120-01	SUPPLIES OP	2,000.00	1,912.33	1,036.48	693.92	342.56
2-51-00-123-01	DRUG COALITION EXPENSE	0.00	0.00	5,000.00	1,976.00	3,024.00
2-51-00-123-02	COMMUNITY CHOOSE WELL	0.00	0.00	0.00	0.00	0.00
*	TOTAL FCSS OUTREACH PROGRAM	50,005.00	52,600.82	55,406.48	24,836.21	30,570.27
AFTER SCHOOL CARE EXPENSES						
2-51-00-100-02	WAGES ASC	36,848.00	36,920.03	17,200.00	15,477.38	1,722.62
2-51-00-100-12	EI EXPENSE - ASC	0.00	961.38	0.00	381.80	(381.80)
2-51-00-100-22	CPP EXPENSE - ASC	0.00	1,412.50	0.00	688.72	(688.72)
2-51-00-105-02	BENEFITS ASC	2,500.00	3,677.54	0.00	2,051.51	(2,051.51)
2-51-00-107-02	PROFESSIONAL DEVELOPMENT ASC	300.00	114.29	0.00	0.00	0.00
2-51-00-108-02	ADVERTISING ASC	300.00	192.50	0.00	107.40	(107.40)
2-51-00-116-02	CELL PHONE ASC	360.00	260.99	0.00	122.88	(122.88)
2-51-00-117-02	TRAVEL & MEALS ASC	0.00	166.67	0.00	83.38	(83.38)
2-51-00-120-02	SUPPLIES ASC	1,200.00	3,430.97	1,150.00	1,600.52	(450.52)
2-51-00-120-10	GRANTS EXPENSE - ASC	7,807.13	7,783.26	0.00	0.00	0.00
2-51-00-122-02	ADMIN ALLOCATION ASC	0.00	160.95	0.00	0.00	0.00
2-51-00-124-02	LUTHERAN CHURCH ASC	3,600.00	4,500.00	1,800.00	1,800.00	0.00
2-51-00-125-02	NUTRITION/SNACKS ASC	1,000.00	2,446.00	600.00	461.54	138.46
*	TOTAL AFTER SCHOOL CARE EXPEN	53,915.13	62,027.08	20,750.00	22,775.13	(2,025.13)
SUMMER FUN EXPENSES						
2-51-00-100-03	WAGES SF	27,720.00	27,689.02	0.00	0.00	0.00
2-51-00-105-03	BENEFITS - SUMMER FUN	0.00	2,342.59	0.00	0.00	0.00
2-51-00-108-03	ADVERTISING SF	300.00	472.50	0.00	0.00	0.00
2-51-00-116-03	TELEPHONE SF	0.00	126.95	0.00	0.00	0.00
2-51-00-120-03	SUPPLIES SF	4,316.00	8,081.57	0.00	0.00	0.00

TOWN OF CLARESHOLM
REVENUE AND EXPENDITURE REPORT

<i>GL Number</i>	<i>Description</i>	<i>2009 Budget</i>	<i>2009 Actual</i>	<i>2010 YTD Budget</i>	<i>2010 YTD Actual</i>	<i>2010 YTD \$ Variance</i>
*	TOTAL SUMMER FUN EXPENSES	32,336.00	38,712.63	0.00	0.00	0.00
	OTHER PROGRAM EXPENSES					
2-51-00-100-04	WAGES - OTHER	0.00	3,400.00	1,500.00	2,783.10	(1,283.10)
2-51-00-108-04	ADVERTISING - OTHER	1,000.00	492.11	250.00	107.30	142.70
2-51-00-120-04	SUPPLIES - OTHER	600.00	207.47	250.00	254.54	(4.54)
*	TOTAL OTHER PROGRAM EXPENSES	1,600.00	4,099.58	2,000.00	3,144.94	(1,144.94)
	PROGRAM GRANTS EXPENSE					
2-51-00-125-05	COMMUNITY GRANTS EXPENSE	19,920.00	13,200.00	8,000.00	9,400.00	(1,400.00)
*	TOTAL PROGRAM GRANTS EXPENSE	19,920.00	13,200.00	8,000.00	9,400.00	(1,400.00)
	RESOURCE CENTRE EXPENSES					
2-51-00-100-06	WAGES RC	25,000.00	27,408.63	29,200.00	13,770.96	15,429.04
2-51-00-100-16	EI EXPENSE - RC	0.00	690.48	701.00	346.83	354.17
2-51-00-100-26	CPP EXPENSE - RC	0.00	416.94	450.00	65.73	384.27
2-51-00-105-06	BENEFITS RC	3,000.00	1,096.32	1,113.00	550.85	562.15
2-51-00-107-06	PROFESSIONAL DEVELOPMENT RC	500.00	200.00	300.00	0.00	300.00
2-51-00-108-06	ADVERTISING RC	500.00	471.71	500.00	71.60	428.40
2-51-00-117-06	TRAVEL & MEALS RC	0.00	31.85	0.00	0.00	0.00
2-51-00-120-06	SUPPLIES RC	600.00	986.85	950.00	474.29	475.71
2-51-00-122-06	ADMIN ALLOCATION RC	0.00	0.00	0.00	0.00	0.00
*	TOTAL RESOURCE CENTRE EXPENSE	29,600.00	31,302.78	33,214.00	15,280.26	17,933.74
***P	NET COSTS FCSS	0.00	(12,261.73)	0.01	(2,148.61)	2,148.62

TOWN OF CLARESHOLM
REVENUE AND EXPENDITURE REPORT

<i>GL Number</i>	<i>Description</i>	<i>2009 Budget</i>	<i>2009 Actual</i>	<i>2010 YTD Budget</i>	<i>2010 YTD Actual</i>	<i>2010 YTD \$ Variance</i>
EXPENSES DAYCARE SERVICES						
2-51-00-750-00	CONTRIBUTION TO F.C.S.S. PROJ	22,814.00	46,414.00	21,924.00	21,924.00	0.00
2-52-00-750-00	CONTRIBUTION TO DAY CARE	26,202.00	26,202.00	26,202.00	10,917.50	15,284.50
*	TOTAL EXP DAYCARE SERVICES	49,016.00	72,616.00	48,126.00	32,841.50	15,284.50
***P	NET COSTS DAYCARE SERVICES	(49,016.00)	(72,616.00)	(48,126.00)	(32,841.50)	(15,284.50)

TOWN OF CLARESHOLM
REVENUE AND EXPENDITURE REPORT

<i>GL Number</i>	<i>Description</i>	<i>2009 Budget</i>	<i>2009 Actual</i>	<i>2010 YTD Budget</i>	<i>2010 YTD Actual</i>	<i>2010 YTD \$ Variance</i>
REVENUE CEMETERY SERV						
1-56-00-410-00	CEMETERY FEES	14,000.00	14,400.00	14,000.00	6,645.00	7,355.00
1-56-00-850-00	LOCAL GOVT GRANTS CEMETERY	1,000.00	1,000.00	1,000.00	2,000.00	(1,000.00)
*	TOTAL REVENUE CEMETERY SERV	15,000.00	15,400.00	15,000.00	8,645.00	6,355.00
EXPENSE CEMETERY SERV						
2-56-00-100-00	CEMETERIES WAGE BENEFITS	6,000.00	3,201.28	4,000.00	2,179.88	1,820.12
2-56-00-110-00	CEMETERY WAGES	15,000.00	9,160.88	12,000.00	9,198.93	2,801.07
2-56-00-510-00	CEMETERY MATERIALS	4,500.00	2,300.00	3,000.00	416.17	2,583.83
2-56-00-750-00	AMORTIZATION EXP - CEMETERY	0.00	351.74	350.00	0.00	350.00
*	TOTAL EXPENSE CEMETERY SERV	25,500.00	15,013.90	19,350.00	11,794.98	7,555.02
***P	NET COSTS CEMETERY SERVICES	(10,500.00)	386.10	(4,350.00)	(3,149.98)	(1,200.02)

TOWN OF CLARESHOLM
REVENUE AND EXPENDITURE REPORT

GL Number	Description	2009 Budget	2009 Actual	2010 YTD Budget	2010 YTD Actual	2010 YTD \$ Variance
REV PHYSICIAN RECRUITMENT						
1-57-00-100-00	TOWN OF CLARESHOLM GRANT	30,000.00	30,000.00	30,000.00	30,000.00	0.00
1-57-00-101-00	MD OF WILLOW CREEK GRANT	20,000.00	20,000.00	20,000.00	20,000.00	0.00
1-57-00-102-00	TOWN OF STAVELY GRANT	2,500.00	2,500.00	2,500.00	2,500.00	0.00
1-57-00-103-00	TOWN OF GRANUM GRANT	2,000.00	2,000.00	2,000.00	2,000.00	0.00
1-57-00-104-00	RPAP GRANT	10,000.00	3,613.95	6,386.05	0.00	6,386.05
*	TOTAL REV PHYSICIAN RECRUITMEN	64,500.00	58,113.95	60,886.05	54,500.00	6,386.05
EXP PHYSICIAN RECRUITMENT						
2-57-00-110-00	HOUSING COSTS	36,000.00	32,030.00	36,000.00	27,000.00	9,000.00
2-57-00-120-00	CLINIC TAX RELIEF	11,000.00	10,799.72	11,000.00	10,695.62	304.38
2-57-00-130-00	DISCRETIONARY EXPENSES	17,500.00	3,613.95	13,886.05	1,582.37	12,303.68
2-57-00-764-00	CONT TO GENERAL RESERVES	0.00	11,670.28	0.00	0.00	0.00
*	TOTAL EXP PHYSICIAN RECRUITMEN	64,500.00	58,113.95	60,886.05	39,277.99	21,608.06
***P	NET COSTS PHYSICIAN RECRUIT	0.00	0.00	0.00	15,222.01	(15,222.01)

TOWN OF CLARESHOLM
REVENUE AND EXPENDITURE REPORT

<i>GL Number</i>	<i>Description</i>	<i>2009 Budget</i>	<i>2009 Actual</i>	<i>2010 YTD Budget</i>	<i>2010 YTD Actual</i>	<i>2010 YTD \$ Variance</i>
EXPENSES AG SERVICES						
2-62-00-100-00	PEST CONT ADMIN WAGE BENEFIT	600.00	625.19	700.00	62.71	637.29
2-62-00-111-00	PEST CONTROL WAGES	1,200.00	957.16	1,200.00	243.40	956.60
2-62-00-122-00	WEED CONTROL SPRAYING WAGES	1,500.00	1,240.20	1,500.00	292.08	1,207.92
2-62-00-200-00	WEED CONTROL WAGE BENEFITS	800.00	313.47	400.00	75.27	324.73
2-62-00-514-00	PEST CONTROL CHEMICALS	1,000.00	907.00	1,000.00	1,048.80	(48.80)
2-62-00-515-00	WEED CONTROL CHEMICALS	4,500.00	4,050.00	4,500.00	2,545.00	1,955.00
2-62-00-516-00	PEST CONTROL MATERIALS	0.00	0.00	0.00	0.00	0.00
2-62-00-517-00	WEED CONTROL MATERIALS	1,000.00	0.00	0.00	0.00	0.00
2-62-00-750-00	AMORTIZATION EXP - AG SERVICES	0.00	27,696.73	28,000.00	0.00	28,000.00
*	TOTAL EXPENSES AG SERVICES	10,600.00	35,789.75	37,300.00	4,267.26	33,032.74
***P	NET COSTS AG SERVICES	(10,600.00)	(35,789.75)	(37,300.00)	(4,267.26)	(33,032.74)

TOWN OF CLARESHOLM
REVENUE AND EXPENDITURE REPORT

GL Number	Description	2009 Budget	2009 Actual	2010 YTD Budget	2010 YTD Actual	2010 YTD \$ Variance
REV PLANNING/DEVELOPMENT						
1-26-00-519-00	COMPLIANCE REQUESTS	0.00	1,362.50	1,200.00	650.00	550.00
1-26-00-520-00	BUILDING PERMITS/ SUPERIOR	10,000.00	16,523.58	16,000.00	5,947.06	10,052.94
1-26-00-521-00	PLANNING FEES MISC.	3,000.00	3,490.50	3,000.00	0.00	3,000.00
1-26-00-522-00	DEVELOPMENT/ OTHER PERMITS	16,000.00	15,656.00	15,000.00	6,477.80	8,522.20
1-26-00-523-00	DEVELOPMENT PENALTIES & FINES	500.00	165.00	200.00	63.00	137.00
1-66-00-840-00	MUNICIPAL PLANNING FEES	1,000.00	0.00	0.00	0.00	0.00
*	TOTAL REV PLANNING/DEVELOPMEN	30,500.00	37,197.58	35,400.00	13,137.86	22,262.14
EXP PLANNING/DEVELOPMENT						
2-26-00-110-00	WAGES - DEVELOPMENT	56,750.00	57,701.91	60,000.00	27,582.76	32,417.24
2-26-00-100-00	WAGE BEN - DEVELOPMENT	11,500.00	11,892.22	13,000.00	6,453.91	6,546.09
2-66-00-100-00	ASSISTANT WAGE	17,000.00	17,555.11	18,000.00	7,952.00	10,048.00
2-66-00-111-00	DEVELOPMENT ASSISTANT WAGE BENEF	1,100.00	1,720.23	2,000.00	847.81	1,152.19
2-66-00-200-00	PROFESSIONAL SERVICES	13,000.00	10,257.46	75,000.00	4,117.20	70,882.80
2-66-00-201-00	DEVELOPMENT - LEGAL	7,000.00	4,520.95	5,000.00	206.30	4,793.70
2-66-00-202-00	DEVELOPMENT - MEMBERSHIPS	0.00	0.00	0.00	0.00	0.00
2-66-00-203-00	DEVELOPMENT - TELEPHONE	1,000.00	706.05	1,000.00	295.65	704.35
2-66-00-204-00	DEVELOPMENT - ADVERTISING	0.00	0.00	0.00	0.00	0.00
2-66-00-205-00	DEVELOPMENT - MILEAGE	1,500.00	0.00	500.00	89.14	410.86
2-66-00-210-00	SURVEYING/SUBDIVISION COSTS	5,000.00	1,099.70	2,000.00	0.00	2,000.00
2-66-00-215-00	S&DAB EXPENSES	2,000.00	727.41	1,000.00	0.00	1,000.00
2-66-00-750-00	AMORTIZATION EXP - PLANNING	0.00	616.36	650.00	0.00	650.00
2-12-00-998-00	PLANNING FUND	40,000.00	41,328.39	40,000.00	24,439.50	15,560.50
*	TOTAL EXP PLANNING/DEVELOPMEN	155,850.00	148,125.79	218,150.00	71,984.27	146,165.73
***P	NET COSTS PLANNING/DEVELOPME	(125,350.00)	(110,928.21)	(182,750.00)	(58,846.41)	(123,903.59)

TOWN OF CLARESHOLM
REVENUE AND EXPENDITURE REPORT

<i>GL Number</i>	<i>Description</i>	<i>2009 Budget</i>	<i>2009 Actual</i>	<i>2010 YTD Budget</i>	<i>2010 YTD Actual</i>	<i>2010 YTD \$ Variance</i>
REVENUE RECREATION						
1-71-00-850-00	LOCAL GOVERNMENT REC. GRANTS	25,000.00	25,000.00	25,000.00	0.00	25,000.00
*	TOTAL REVENUE RECREATION	25,000.00	25,000.00	25,000.00	0.00	25,000.00
EXPENSES RECREATION						
2-71-00-512-00	GOLF COURSE DEBENTURE ASSISTANCE	36,080.56	36,080.56	0.00	0.00	0.00
2-72-00-211-00	GOLF COURSE COLLECTION SERVICE	50,000.00	50,000.00	50,000.00	50,000.00	0.00
*	TOTAL EXPENSES RECREATION	86,080.56	86,080.56	50,000.00	50,000.00	0.00
***P	NET COSTS RECREATION	(61,080.56)	(61,080.56)	(25,000.00)	(50,000.00)	25,000.00

TOWN OF CLARESHOLM
REVENUE AND EXPENDITURE REPORT

GL Number	Description	2009 Budget	2009 Actual	2010 YTD Budget	2010 YTD Actual	2010 YTD \$ Variance
REVENUE ARENA						
1-72-00-418-00	VENDING MACHINES	0.00	50.57	0.00	40.94	(40.94)
1-72-00-562-00	MINOR HOCKEY RENTALS	27,000.00	30,902.30	30,000.00	20,086.35	9,913.65
1-72-00-564-00	FIGURE SKATING RENTALS	17,000.00	18,070.06	17,000.00	7,979.40	9,020.60
1-72-00-565-00	STORAGE ROOM RENTAL	1,200.00	1,200.00	1,200.00	0.00	1,200.00
1-72-00-566-00	ADULT & ZONE "AA"	13,000.00	9,356.33	9,000.00	3,856.88	5,143.12
1-72-00-567-00	OUT OF TOWN ICE RENTAL	0.00	0.00	0.00	0.00	0.00
1-72-00-568-00	CONCESSION RENTAL	1,000.00	1,000.00	1,000.00	0.00	1,000.00
1-72-00-569-00	ARENA ADVERTISING - SIGNS	1,500.00	2,200.00	2,000.00	275.00	1,725.00
1-72-00-570-00	OTHER RENTALS	10,000.00	11,912.31	10,000.00	3,607.25	6,392.75
* TOTAL REVENUE ARENA		70,700.00	74,691.57	70,200.00	35,845.82	34,354.18
EXPENSES ARENA						
2-72-00-104-00	WAGE BENEFITS ARENA	28,000.00	25,174.64	28,000.00	7,081.77	20,918.23
2-72-00-140-00	ARENA OPERATION WAGES	67,000.00	62,840.07	66,000.00	28,687.62	37,312.38
2-72-00-216-00	ARENA TELEPHONE	1,900.00	1,838.25	2,000.00	779.40	1,220.60
2-72-00-530-00	ARENA MATERIALS	20,000.00	22,763.17	25,000.00	8,873.17	16,126.83
2-72-00-560-00	ARENA UTILITIES	60,000.00	75,394.38	80,000.00	35,848.55	44,151.45
2-72-00-750-00	AMORTIZATION EXP - ARENA	0.00	36,308.60	36,499.99	0.00	36,499.99
* TOTAL EXPENSES ARENA		176,900.00	224,319.11	237,499.99	81,270.51	156,229.48
***P NET COSTS ARENA		(106,200.00)	(149,627.54)	(167,299.99)	(45,424.69)	(121,875.30)

TOWN OF CLARESHOLM
REVENUE AND EXPENDITURE REPORT

<i>GL Number</i>	<i>Description</i>	<i>2009 Budget</i>	<i>2009 Actual</i>	<i>2010 YTD Budget</i>	<i>2010 YTD Actual</i>	<i>2010 YTD \$ Variance</i>
REVENUE PARKS						
1-72-00-572-00	PARK CAMPING FEES	50,000.00	40,287.35	34,999.99	13,677.18	21,322.81
1-72-00-991-00	SUB RESERVE CONT TO PARK DEVEL	40,000.00	40,000.00	0.00	0.00	0.00
*	TOTAL REVENUE PARKS	90,000.00	80,287.35	34,999.99	13,677.18	21,322.81
EXPENSES PARKS						
2-72-00-105-00	WAGE BENEFITS PARKS	32,000.00	21,729.54	23,000.00	6,287.34	16,712.66
2-72-00-151-00	PARKS OPERATION WAGES	73,000.00	52,280.45	70,000.00	26,258.74	43,741.26
2-72-00-535-00	PARKS MATERIALS	20,000.00	15,062.40	20,000.00	17,679.94	2,320.06
2-72-00-537-00	PARK DEV MATERIAL	40,000.00	35,917.11	40,000.00	5,236.18	34,763.82
2-72-00-570-00	PARKS UTILITIES	18,000.00	10,544.49	13,000.00	2,985.04	10,014.96
2-72-00-751-00	AMORTIZATION EXP - PARKS	0.00	52,960.01	30,500.00	0.00	30,500.00
*	TOTAL EXPENSES PARKS	183,000.00	188,494.00	196,500.00	58,447.24	138,052.76
***P	NET COSTS PARKS	(93,000.00)	(108,206.65)	(161,500.01)	(44,770.06)	(116,729.95)

TOWN OF CLARESHOLM
REVENUE AND EXPENDITURE REPORT

GL Number	Description	2009 Budget	2009 Actual	2010 YTD Budget	2010 YTD Actual	2010 YTD \$ Variance
REVENUE SWIM POOL						
1-72-00-410-00	SWIMMING LESSONS	35,000.00	24,385.37	25,000.00	16,598.35	8,401.65
1-72-00-412-00	SWIM GATE REC & SEASON TICKETS	47,000.00	45,478.67	45,000.00	24,276.78	20,723.22
1-72-00-560-00	SWIM POOL RENTAL	9,000.00	6,920.06	6,000.00	8,882.89	(2,882.89)
1-72-00-841-00	PROV GRANTS - CAC	0.00	3,000.00	0.00	0.00	0.00
* TOTAL REVENUE SWIM POOL		91,000.00	79,784.10	76,000.00	49,758.02	26,241.98
EXPENSES SWIM POOL						
2-72-00-102-00	WAGE BENEFITS SWIM POOL	25,000.00	22,582.41	12,000.00	5,669.92	6,330.08
2-72-00-130-00	SWIM POOL FULL TIME GUARDS	170,000.00	159,701.84	64,000.00	33,798.64	30,201.36
2-72-00-131-00	SWIM POOL PART TIME GUARDS	0.00	0.00	58,000.00	21,936.63	36,063.37
2-72-00-132-00	POOL SUPERVISOR SALARY	0.00	0.00	46,500.00	21,325.80	25,174.20
2-72-00-133-00	POOL SUPERVISOR WAGE BENEFITS	0.00	0.00	11,500.00	5,169.42	6,330.58
2-72-00-201-00	AQUATIC CENTRE TRAINING	4,000.00	2,708.75	3,000.00	549.90	2,450.10
2-72-00-215-00	SWIM POOL TELEPHONE	2,800.00	2,643.04	2,800.00	1,116.45	1,683.55
2-72-00-525-00	SWIM POOL PROGRAM MATERIALS	20,000.00	17,339.66	20,000.00	5,817.00	14,183.00
2-72-00-526-00	SWIM POOL OPERATION MATERIALS	8,000.00	7,431.18	8,000.00	1,687.68	6,312.32
2-72-00-527-00	SWIM POOL RESALE MATERIALS	0.00	0.00	0.00	(1,550.47)	1,550.47
2-72-00-752-00	AMORTIZATION EXP - POOL	0.00	49,029.95	49,000.00	0.00	49,000.00
2-72-00-834-00	SWIM POOL DEBENTURE INT	9,800.00	8,609.93	8,140.00	8,138.82	1.18
* TOTAL EXPENSES SWIM POOL		239,600.00	270,046.76	282,940.00	103,659.79	179,280.21
***P NET COSTS SWIM POOL		(148,600.00)	(190,262.66)	(206,940.00)	(53,901.77)	(153,038.23)

TOWN OF CLARESHOLM
REVENUE AND EXPENDITURE REPORT

GL Number	Description	2009 Budget	2009 Actual	2010 YTD Budget	2010 YTD Actual	2010 YTD \$ Variance
MUSEUM REVENUE						
1-74-00-990-00	NON GOVT GRANTS MUSEUM	1,000.00	1,000.00	1,000.00	1,426.00	(426.00)
1-74-00-840-00	MUSEUM PROV GRANT	17,630.00	23,770.00	7,500.00	5,105.50	2,394.50
1-74-00-410-00	MUSEUM	6,000.00	6,102.56	6,000.00	960.44	5,039.56
*	TOTAL MUSEUM REVENUE	24,630.00	30,872.56	14,500.00	7,491.94	7,008.06
EXPENSES MUSEUM						
2-74-00-100-00	MUSEUM WAGE BENEFITS	2,500.00	3,892.72	2,500.00	914.75	1,585.25
2-74-00-101-00	TOURIST INFO CENTRE-WAGE BEN	2,000.00	2,464.59	2,500.00	393.01	2,106.99
2-74-00-120-00	MUSEUM WAGES	27,000.00	25,687.00	22,000.00	7,013.00	14,987.00
2-74-00-150-00	TOURIST INFO CENTRE - WAGES	18,000.00	22,589.88	22,000.00	4,614.40	17,385.60
2-74-00-510-00	MUSEUM MATERIALS	14,000.00	26,726.77	15,000.00	3,101.12	11,898.88
2-74-00-542-00	MUSEUM UTILITIES	7,500.00	9,886.33	12,000.00	4,398.81	7,601.19
2-74-00-543-00	MUSEUM EXPANSION UTILITIES	7,500.00	11,418.40	13,000.00	4,434.64	8,565.36
2-74-00-750-00	AMORTIZATION EXP - MUSEUM	0.00	13,873.06	13,900.00	0.00	13,900.00
*	TOTAL EXPENSES MUSEUM	78,500.00	116,538.75	102,900.00	24,869.73	78,030.27
***P	NET COSTS MUSEUM	(53,870.00)	(85,666.19)	(88,400.00)	(17,377.79)	(71,022.21)

TOWN OF CLARESHOLM
REVENUE AND EXPENDITURE REPORT

GL Number	Description	2009 Budget	2009 Actual	2010 YTD Budget	2010 YTD Actual	2010 YTD \$ Variance
EXPENSES LIBRARY						
2-74-00-520-00	LIBRARY TELEPHONE/SECURITY	7,000.00	6,221.96	7,000.00	2,578.72	4,421.28
2-74-00-540-00	LIBRARY UTILITIES	16,000.00	17,130.86	20,000.00	6,769.13	13,230.87
2-74-00-751-00	AMORTIZATION EXP - LIBRARY	0.00	25,593.27	25,400.00	0.00	25,400.00
2-74-00-770-00	LIBRARY GRANT	101,900.00	101,900.00	106,000.00	106,000.00	0.00
2-74-00-998-00	CHINOOK ARCH LIBRARY	16,500.00	18,833.00	20,720.00	10,360.00	10,360.00
*	TOTAL EXPENSES LIBRARY	141,400.00	169,679.09	179,120.00	125,707.85	53,412.15
***P	NET COSTS LIBRARY	(141,400.00)	(169,679.09)	(179,120.00)	(125,707.85)	(53,412.15)
****P	ANNUAL SURPLUS (DEFICIT)	5,340,200.00	6,044,801.60	3,606,812.00	3,538,297.23	68,514.77

Memo

To: Council
From: Administration
Date: June 25, 2010
Re: Harvest Square Subdivision Security

OVERVIEW

Harvest Square subdivision has signed a development agreement with the Town of Claresholm dated April 2010, the agreement stated the Town would accept an irrevocable letter of credit in the amount of \$955,597.50 as security on the project.

The agent for the developer brought in security documentation in June of 2010 in the form of a performance bond and a labour and materials bond in the amount of \$904,362.28 naming the Town of Claresholm as obligee. The Town of Claresholm has taken performance bonds in the past as security (Saddle Ranch Developments), however in that instance it was written into the development agreement. The signed development agreement allows the Town to accept "other such security as may be approved by the Town".

Administration has asked our legal advisors for an opinion on this being taken as security on the subdivision and it follows.

In our view, a Performance Bond is very weak security. If there is a default, and the Town calls on a Performance Bond, the bonding company does not automatically have to agree with the Town. In fact, the bonding company would review the validity of the Town's claim. That being said, the bonding company is also in a difficult position. If it wrongly pays out to the Town, the bonding company will not be able to recover the amounts paid out from the developer or its principals. For this reason, a Performance Bond is less "liquid" security. It is much like an insurance contract. Simply because there is insurance in place, does not mean that the insurer will automatically pay out when there is a claim. On the other hand, with an "on demand" Irrevocable Letter of Credit, the bank or lending institution must automatically pay out on request of the Town. The bank does not and cannot consider the validity of the Town's claim.

Administration voiced our concerns with this type of security to the agent for the developer and they went to their insurance company and obtained an insurance policy naming the Town as an additional named insured under a wrap up liability insurance policy in the amount of \$5,000,000. This policy is insurance that the developer (named as the insured in the policy) finishes the subdivision at Harvest Square in Claresholm.

Administration has contacted our lawyers regarding this insurance policy and they will not give an opinion and have instructed Administration to get an opinion from Alberta Municipal Services Corporation (AMSC) the Town's insurance provider on what this policy entails. More details on the insurance policy will be provided Monday at Council as no response has been received by agenda deadline.

Administration would like Council to determine if the Town will accept a performance bond and a labour and materials bond as adequate security for this development to continue. Administration has explained to the developer that until Council accepts this as adequate security (under the approved development agreement) that they cannot enter onto the property to begin finishing up the infrastructure, installing the north lift station, the storm lift station or to begin development and building permits on any of the existing residential units. They will only be allowed to enter the property for weeds and regular maintenance.

*Kris Holbeck, CA CAO
Town of Claresholm*

Memo

To: Council
From: Administration
Date: June 25, 2010
Re: 2010 Tax Recovery Sale

OVERVIEW

Below is the listing of one (1) property that is eligible per the Municipal Government Act to be sold for recovery of tax arrears at a public auction.

Administration is proposing the public auction be held on August 30th, 2010 at 2 pm in Council Chambers. Beside the property is the reserve bid (estimated market value) that Council also needs to set for each property. Below the listing of properties are the terms and conditions that apply to the sale of the properties which Council must also set according to the *Municipal Government Act*.

Lands:

1. Lot 2, Block 2, Plan 5968JK (\$83,600 – reserve bid)

Terms and Conditions:

Each parcel will be offered for sale, subject to a reserve bid and to the reservations and conditions contained in the existing certificate of title.

The lands are being offered for sale on an “as is, where is” basis, and the Town of Claresholm makes no representation and gives no warranty whatsoever as to the adequacy of services, soil conditions, land use districting, building and development conditions, absence of presence of environmental contamination, vacant possession, or the developability of the lands for any intended use by the successful bidder. No bid will be accepted where the bidder attempts to attach conditions precedent to the sale of any parcel of land. No terms or conditions of sale will be considered other than those specified by the Town of Claresholm. No further information is available at the auction regarding the lands to be sold.

Terms: Cash or Certified Cheque. Deposit: 10% of bid at the time of the sale, August 30th, 2010. Balance: 90% of bid within 30 days of receipt by the Town of Claresholm. Goods and Services Taxes (GST) applicable per Federal statutes. Redemption may be effected by payment of all arrears of taxes and costs at any time prior to the sale.

INFORMATION ITEMS

Arena User's Meeting
May 26, 2010
7:00 PM
Council chambers

Attendance:

Donna Moses	Figure Skating	skate.claresholm@canada.com	625-4331
Daryl Sutter	Town	dsutter@telusplanet.net	625-0183
Lyle Franz	Claresholm Lacrosse Association		625-433 625=4102

REGRETS:

Kris J. Cope	Arena	starfan17@hotmail.com	625-3446 625-4827
Barb Uhl	Farmer's Market	b-uhl@telusplanet.net	625-2298
Todd Heggie	Storm	theggie@wattstewart.com	625-4541
Fred Lozeman	Red Dogs	flozeman@telusplanet.net	625-4084
Arnold Vegter	Cougars		625-0142

Call to Order: 7:15 PM

Correspondence:

Farmer's Market:

- July 7 – Sept 15 Wednesdays, so that ice can be made beginning Sept 16th.

Discussion:

Figure Skating:

- will be holding 8 Can Power Skate instead of 10 this season, would start as soon as ice is ready, (4PM on Sept. 24th, 2010), Sunday, Monday, Tuesday, Thursday, Friday, Saturday,

Lacrosse:

- After the registration, they had 20 players, ranging in ages from 11 – 12, of both genders, they played in the Pee Wee League and played 12 games all together. This summer planning to become a non-profit association. They discovered that there were already lacrosse markings on the arena floor. They painted lacrosse lines on the pad, using white oil base paint. Last game is June 12th.
- Plan for next year is to have an earlier registration, hopefully utilizing gym at the schools before the ice at the arena melts. Felt that it went great this past season.
- For next year, will need regulation nets. Okotoks association has donated shot clocks for arena(\$1400.00/set), will need a room for storage of lacrosse nets and pads.

- Only issue, was that the roof was leaking creating a hazard for the players – very appreciative to rink crew, for wiping up cement pad, when this happens!

Town:

- Public skating dedicated time, was very positively received. Feedback from public is to keep in place for next year!
- Working on plans for new slab/pipes/boards and ref room. Ice is going in starting Sept. 16th and will be ready by Sept. 25th.

Storm:

- no report/requests
- Casino money – contacted Todd Heggie May 26th 2010 – has been in contacted lottery board, if no volunteers step forward by July 25th to take over the Storm, then the executive will call a special meeting, to disburse funds to service clubs, who in turn would disperse to recreation groups in town (AB Lottery Protocol), as money cannot be returned.

Red Dogs:

- no report/requests

Cougars:

- no report/requests

Minor Hockey:

- no report/requests

Other:

- no report/requests

Rink: Kris:

- no report/requests

NEXT MEETING: AUGUST 19 2010 @ COUNCIL CHAMBERS

Claresholm & District Chamber of Commerce
June 15, 2010

Additions to agenda: New Business: Michelle Day
Approval of agenda: Dawn Bourke, Bernie Feodoroff seconded
May minutes: accepted as recorded; moved by Linda Petryshen,
seconded by Bernie F.

Mexican Fiesta: 5:00 pm June 25th, downtown parking lot
Michelle Day reported there will be 400-450 taco in a bag and a new addition, "lazy man Mexican fried ice cream". Don Leonard confirmed the liquor license will be faxed to him in time for the event.
-children are welcome in the bar area this year (they were restricted last year)
-tents will be set up Thurs evening - Doug Symonds requested any help would be appreciated--around 7:00 pm
-Russell will confirm with John McLean (mover) as he will be setting up and taking down chairs and tables this year
-Russell Sawatzky reported the plan for the new Jalapeno eating contest.

Treasurer's Report: Sue Gour was unable to attend today but she will e-mail a report to members. Donations are needed for the flower pot program. Bills received so far: \$1200 for the pots themselves and \$120 for fertilizer. There are \$800 in donations so far, so there is a shortfall. Donations are typically around \$1800-\$2000 in years past. Any businesses who wish to donate to this program can contact any member of the executive, or mail a cheque to the Chamber. The donation amount is \$100 or more.

New Business:

Michelle Day, manager of the Porcupine Hills Lodge extended an invitation to the public to come to their Grand Opening, July 10th 10:00 am to 11:00 am. The Honorable Ed Stelmach will be in attendance to officially open the new supportive units that were recently completed. All units are full with a waiting list. Town and MD officials will also be in attendance. Presentations, and other housing organizations will also be there. There will also be a dedication ceremony and a new roadway name & plaque will be revealed. Coffee and refreshments will be provided.

Doctor Recruitment Committee: The committee opted to use the already existing Welcome Wagon basket and enhanced it for welcoming doctors to town. The Doctor Recruitment Committee meets once monthly with the next meeting June 21st. Meetings are usually Mondays at 6:30. This is an ongoing issue for our community to attract and keep doctors. Business input would be appreciated. Please contact Michelle by calling her at the Lodge: 625-3988 x 4 if you have any ideas or would like to participate in this committee. Michelle would like to be replaced as the Chamber rep on this committee.

Russell reports that the Alberta Southwest AGM is in Waterton Park tomorrow. Russell will be attending.

Correspondence:

Sonja Carlson of the the Fair Days committee submitted a letter suggesting that businesses preparing a window display for Fair Days include a scarecrow (the Bench Show Logo). The 2010 Bench Show theme is "The 1970's". The Chamber was also asked to arrange for judging of the scarecrows with prizes, plaques, etc to be decided at a later date. Pictures of the window displays could be displayed at the arena during the bench show. .

The next Fair Board meeting will be held June 22 in the Bill Simpson Room at the library at 7:00 pm. Any Chamber member who has questions or would like to participate in a discussion of this topic or volunteer to help with Fair Days is welcome to attend. Dawn Bourke motioned the Chamber participate. Vote: carried. Fair Days will be August 14, 15, 2010.

An e-mail was received from Linda Herbert of the Health Foundation requesting your participation in the upcoming golf tournament fund raiser that is coming up this Saturday. Registrations are down this year.

Michelle Day asked about the Chamber golf tournament that was held for the 1st time last year. Carmelle Steele is in charge of this and will probably be scheduled for July or August.

Motion to adjourn: Cheryl Robinson, seconded by Marilyn Curry.
Next meeting: September 21, 2010

Claresholm Garden Club Minutes May 18, 2010

12 members present: Olive Darch, Barb Hinkle, Arnold McAulay, Rosemary Wishart, Laida Morelos, Wendy Montpetit, Jane Marsh, Deb Lozeman, Rita Burton, Marcia Johnson, Barb McLaughlin, Daryl Sutter

Minutes of previous meeting were read. Rosemary Wishart moved the minutes as read

Old Business

Town planters

Jane got input of number of plants needed for each planter. She also brought plants from 3 green houses comparing prices and size. We will split purchases between the two green houses in Claresholm. Town planters will be cleaned May 25th at 7:00 PM. Planting will be done at a later date. Wendy and Olive will do the museum beds at a later time. Planters will need fertilizer and manure. Deb Lozeman has manure we can use for town planters.

Designated gardener

Town of Claresholm are looking at applications for a designated gardener starting next Tuesday.

Jr. Class for fair

Junior Class for Fair Days was started in 2009 and we made a two year commitment. Along with the trophy is a \$25.00 prize. An advertisement will be put in the school newspaper. Category is for 12 year olds and under.

Garden tour for 2010

An ad ran in the Claresholm Local Press for two weeks for participants in the 2010 Garden Tour. We only got one response.

Barb Hinkle and Rita Burton had some additional names of potential participants.

Olive Darch suggested we give gift certificates to the garden owners on tour.

Deb Lozeman moved we do \$25.00 gift certificates. Arnold McAulay seconded. Carried

We need committees:

- Garden descriptions, maps and tickets

- Liaison with garden owners

- Selection Committee and pre tour

Rita and Olive will head up the tea. Rita will book the hall.

Deb Lozeman will confirm candidates, do write ups and tickets.

New museum beds

Olive reported new museum beds are almost done. She has two more roses to move from the farm.

Still need to get a Winnipeg Park rose and a climbing rose.

They were given a gate which they will use for a climbing rose.

Volunteer appreciation night

Garden club display got many comments. It was a good evening, Thank you to the Town of Claresholm.

Field trip to Aspen Crossing

Sunday June 27th, departing at 10:00 at the arena

CIB update

Hosted "Pitch In" on May 1st 30 people participated.

They picked up 35 bags of garbage.

High School, 4H and Boy Scouts cleaned up.

Want to boost it up to all year around.

Landscaping at town signs – retaining walls need done. Soil is very alkaline.

Eight planters at the main parking lot.

CIB will do Telus' two planters

Need new ideas to recognize private yards and gardens.

New Business

Rain Barrels – 403-969-3786

Jane had a call from Dirk Strutt asking if we wanted to do a fundraiser

Barrels are \$44 with faucet.

Olive suggested he bring one to the garden tour and maybe donate one as a door prize

Disposition of donated fountain

Eileen Jones and Barb Hinkle expressed an interest. They will discuss it between themselves.

Plant exchange

June 5 8:00 – 5:00 in Pincher Creek at the Co-op parking lot.

Calgary Hort Society newsletter

News letter was passed around

Memorial Garden

Town wanted to know if we had any concerns with Green Ash, Russian Olive, Blue and Colorado spruce, or Brandon Elm. The only one that was a concern was the Russian Olive – is a bit invasive.

Angela Harwood

Two trees were planted for Angela and one died. It needs to be replaced. Chris at the town office is to be contacted on this.

Friendship Garden

Across from Fields store - everyone bring a plant May 25th when working on tow planters.

Treasurer's Report

\$2,531.73

Adjournment until June 15 Deb Lozeman moved meeting be adjourned.



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@lrtd.ab.ca or phone using the contact information below.

K-4 Week at a Glance

Monday, June 14	
Tuesday, June 15	Hot Dog Day Fundraising Meeting 6:30 pm
Wednesday, June 16	Grade 2 Field Trip—Fort Macleod Museum
Thursday, June 17	Pizza Day
Friday, June 18	

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

5-7 Week at a Glance

Monday, June 14	
Tuesday, June 15	Pizza Day Fundraising Meeting 6:30 pm
Wednesday, June 16	
Thursday, June 17	
Friday, June 18	Grade 5 Awards Assembly—9 am

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



West Meadow
Elementary School

Principal's Update

Monday
June 14



End of Year Activities

As we approach the end of another school year, please note the following schoolwide events happening over the next two weeks:

Track Day and Family BBQ (5-7 site)

Monday, June 21

Students in grades 5-7 will be participating in track activities throughout the day, with a family BBQ happening at 11:30 am. We hope to see you there!

Kindergarten Farewell (5-7 site)

Tuesday, June 22

Come celebrate the end of Kindergarten students first year in school! It will be happening in the gym at the 5-7 Site beginning at 11:30 am.



Sports Day and Family BBQ (K-4 site)

Wednesday, June 23

Students in grades K-4 will be participating in sports activities throughout the day, with a family BBQ happening at 11:30 am. We hope to see you there!



Awards Assembly (5-7 site)

Friday, June 25

Come join us at the 5-7 Site for our Awards Assembly beginning at noon.

Report Cards go home with students on Friday, June 25.



Looking Ahead...



- June 21** Track Day and Family BBQ (5-7 Site)
- June 22** Grade 7 Field Trip—Heritage Park
- June 22** Kindergarten Farewell at the 5-7 Site—11:30 am
- June 23** Family BBQ and Sports Day (K-4 Site)
- June 23** Gr. 6 Portfolio Night—4:00 pm
- June 24** Staff Planning Day
- June 25** Final Day for Students K-4 Assembly—9:00 am Awards Assembly (grades 6-7) - 12:00 pm



Testing Schedule

Please note the testing schedule for provincial achievement tests and grade 7 finals. It is important that students are present and well rested for these days.

- June 14** Gr. 7 Final—Language Arts
- June 15** Gr. 3 PAT—Language Arts
Gr. 6 PAT—Social Studies
Gr. 7 Final—Social Studies
- June 16** Gr. 6 PAT—Language Arts
Gr. 7 Final—Mathematics
- June 17** Gr. 3 PAT—Mathematics
Gr. 6 PAT—Mathematics
Gr. 7 Final—Science
- June 18** Gr. 6 PAT—Science

Fundraising Society Meeting

Tuesday, June 15
6:30 pm



Plan to join us at the 5-7 site for the final Fundraising Society Meeting.

The agenda will include:

- Final Supporting Schools decisions for 2009-2010
- Planning for 2010-2011
- Hot Lunch Planning for 2010-2011



Visit us online at www.lrsd.ab.ca/school/westmeadow



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 or phone using the contact information below.



West Meadow
Elementary School

Principal's Update

**Monday
June 21**

We have reached the end of another year, one filled with transition, excitement and learning! A huge thank you to all of our students, families and staff for their dedication to our school over the past year. To our students, staff and families moving on, we wish you all the best in the future. To our grade 6 and 7 students, all the best next year at the 7-8 Site. To our students returning to West Meadow in the fall, see you on September 7!

K-4 Week at a Glance

Monday, June 21	
Tuesday, June 22	Kindergarten Farewell—11:30 am 5-7 Gymnasium
Wednesday, June 23	Sports Day and Family BBQ Lunch at 11:30 am
Thursday, June 24	Staff Planning Day—No Students
Friday, June 25	Student Assembly— 8:30 am
Phone: (403) 625-3371 Fax: (403) 625-4920	



5-7 Site Family BBQ

Monday, June 21

11:30 am in the north parking lot



K-4 Site Family BBQ

Wednesday, June 23

11:30 am in the north playground



Kindergarten Farewell (5-7 site)

Tuesday, June 22

Come celebrate the end of Kindergarten students first year in school! It will be happening in the gym at the 5-7 Site beginning at 11:30 am.

Grade 6 Portfolio Celebration

**Wednesday, June 23
4:00 pm**

Grade 6 students will be celebrating their learning with a Portfolio Celebration. Please plan to attend with your child!



Calling All Athletes—Sports and Track Day is Wednesday!

Wednesday, June 23

Students at both sites will be participating in activities throughout the day on Wednesday. K-4 students will be engaged in Sports Day and grades 5-7 students in Track and Field events. Come to cheer on our athletes!



5-7 Awards Assembly

Friday, June 25 at 12:00 pm



On Monday and Tuesday next week, staff will be working diligently to move into the K-6 and 7-8 facilities. This week, you may encounter many boxes on visits to either school site!



Report Cards go home with students on Friday, June 25.



Visit us online at www.lrsd.ab.ca/school/westmeadow

Collection Assistant's Report

Monday June 21, 2010

Actions

We accessioned 266 items this month, which brings the 2010 accessions up to date and does the other years that I came in touch with. Ones not from this year I researched as well as editing them and numbering them and putting them away.

Alvin Stange and Don Peach completed the Ranch Display. I brought things over for the Ranch Display and checked them for accuracy and put there new location on them, I also made sure they were in the Ranch Display Book. We also dusted, kept the bathrooms cleaned and swept and mopped the floors. We also did some work on the Store Display and Rae and I worked on the Military Display. We also showed people around and told them about our history.

DONATIONS AND SALES to June 21, 2010

	<u>2010</u>	<u>2009</u>
Sales for weeks 2 to 5	410.35	549.64
TOTAL SALES FOR THE YEAR	417.35	770.65
Station Donations for weeks 2 to 5	400.65	445.05
New Building Donations for weeks 2 to 5	205.98	.00
TOTAL DONATIONS FOR THE YEAR	648.92	580.55
Statistics for weeks 2 to 5	814	1111
TOTAL STATISTICS FOR THE YEAR	959	1260

MINUTES
Claresholm and District Museum Board
May Wed. 26, 2010- 7:30 P.M. @ Museum Expansion Building

Present: Harold Seymour, Rae Trimble, Doug McPherson, Doug Leeds,
Rita Burton, Bob Mackin, Bette Slovak and Bernice Case
Absent: Jo Ann Peach, Anola Laing, and Don Clark.

1. Chairman Rae Trimble called the meeting to order at 7:35 P.M.
2. Approval of Agenda- moved by: Doug Leeds
Addition to agenda: 7.5 Gifts from Town 7.6 General Discussions
3. Approval of Regular Meeting Minutes by: Rita Burton Carried
4. Correspondence:
 1. AMA September Conference
 - 2.
5. Curator/Collections Assistant Report:

Collections Assistant report everyone received a copy
Rae Trimble gave a verbal report: All items were addressed.

 1. Cost of care required for new donations (dry cleaning)
 2. Heritage Display- movable panels-Jim & Shirley Pedersen will seek donations
Question: Will the panels be museum property when display changes?
Glass shelves for cabinet, shelf supports, Saddle stand, purchase a stand for saddle.
Barrier supports- Doug McPherson told Rae to get them, from Home Depot.
(pre-painted white)
Clothing rack for upstairs , (order another rack if required)
Moved by Doug McPherson . Carried.
Exhibits Policy Manual (good information) created by JoAnn Peach.
6. Old Business:
 - 6.1 Blacksmith Shop (old building) moved in: looks good.
All other spaces are built and large items replaced.
Thank You to Bob Lacelle, Don Peach, Claire Lacelle, Victor, Alvin Stange, and Bernice for helping. Recognize volunteers- dinner- date to be set.
Plaque to recognize volunteer support. Moved by: Doug Leeds a supper and
Plaque to recognize volunteers. Carried.
Invite Town Council and M.D. Council for informal tour of building. (June 27, 6.00 P.M.)
 - 6.2 Heritage Presentation went well. Attended by 25 plus.

6.3 Quilt Display- Hazel – 100th Anniversary of Home Children in Canada on display June 4th and 5th from 1 to 4:30.
Carolyn Pogue special guest; author of book “Gwen”
Moved by: Bob Mackin, check with Hazel to offer coffee, tea and cookies in the front entry. Carried.

7. New Business:

7.1 100th Anniversary of Girl Guides- suggestion maybe they could serve at the Tea On The Lawn this year. Leader of Girl Guides needs to be contacted.

7.2. Offer by Barb Meredith demonstration on rug hooking at the Tea.

7.3. Official Opening – when? What format? Community submit name for new building?

Ideas- Date Saturday, September 11, 2010 .. Invited Guests:

Both Councils Md. Of Willow Creek, Town of Claresholm, Ted Menzies, Even Berger, Dave Coutts, contractor, (Integrity), Ed Meyerhofer, Ernie Patterson, and anyone else that was involved.

Refreshments.

Name the building Contest, Community open to submit naming the building, Name to be announced at the official opening.

Moved by: Bob Mackin the prize be a History Book, Voll.#2. Carried.

7.4 Offer of a small Adams horse-drawn road grader, 6 ft. blade: a press drill for blacksmith exhibit. Leave offer open at this time.(Dale Vadnais)

7.5 Town Gifts: debcobag- All of the Board received a decobag.
A letter of thank you will be sent to the Town.

7.6 Brain storming, and conversation. General conversation on up to date happenings at the Museum.

General comments:

Next Meeting: Wednesday, June 23, 2010, 7:30 P.M. Expansion Building.

Adjournment by: Bob Mackin Carried.

Please be in attendance.

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 May 20, 2010 at 3.30 P.M. The following members were in attendance: Don Leonard, Chairman, Barry Johnson, Walter Gripping, Barry Elliott, Ed Neufeld and Fred Goodfellow.

Meeting called to order at 3:35 PM.

Additions: None

In Attendance: Doug Mundell and James Hooper from YPM Audit.

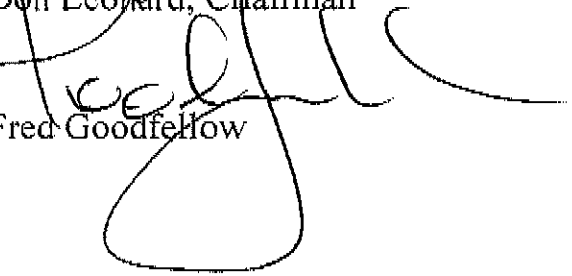
- 1 Approval of Minutes of Meeting of Apr. 15, 2010.
10.22 Motion made by Walter Gripping that the Minutes of Apr.15,2010 be accepted as presented. CARRIED
- 2 Approval of Accounts Payable for April.
10.23 Motion made by Barry Johnson to accept Accounts Payable for April as presented. CARRIED
- 3 Presentation of Audit 2009 by Doug Mundell of YPM.
10.24 Motion made by Walter Gripping that Audit for 2009, Management Letter and Post closure Audit be accepted as presented. CARRIED
- 4 Alan Vandervaulk complaint Apr.23/10. He feels we should be cleaning north of the carragana's. Also advised me of wooden doors in ditch dropped off a red truck.. We cleaned up immediately (5 doors off Westco Truck).
Information for Members.
- 5 Argosy Energy.Proposal to install gas well site on Landfill property.
Fred presented a proposal from Argosy Energy to install a gas well on our property as well as a pipeline to transport gas if required.Members are in agreement with the Proposal with the following remarks.
1-Landfill Commission will receive a (as built)drawing signed off by engineers.
2-Survey costs are at the expense of Argosy Energy.
3-If required pipeline to be relocated at Argosy Expense.
Fred will continue to proceed with the project and keep the Chairman advised .

6 Jubilee Ins. Property Insurance (not increased for 2010)
10.25 Motion made by Ed Neufeld that we not increase our Property Ins. for
the year 2010. CARRIED

7 In Camera
10.25 Motion made by Walter Gripping to go In Camera at 4.30. CARRIED
10.26 Motion made by Ed Neufeld to come out of In Camera at 4.40
CARRIED
10.27 Motion made by Walter Gripping to accept Fred's resignation of
Jan.31,2011. CARRIED

10.28 Motion made by Ed Neufeld to adjourn at 4.40 PM. CARRIED


Don Leonard, Chairman


Fred Goodfellow

SouthGrow Regional Initiative

Financial Statements

March 31, 2010

SouthGrow Regional Initiative's complete 2009-2010 Annual Report is available to view at the Town Office.

SouthGrow Regional Initiative Financial Statements

March 31, 2010

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Statement of Cash Flows	5
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Nyrose & Saito LLP

CHARTERED ACCOUNTANTS

Blair R. Nyrose, CA
Jeff G. Saito, CA

201 – 2nd Avenue South
Lethbridge, AB T1J 0B7
Phone: (403) 329-1562
Fax: (403) 329-1560

Auditor's Report

To the Members of SouthGrow Regional Initiative

We have audited the statement of financial position of SouthGrow Regional Initiative as at March 31, 2010 and the statements of operations, changes in net assets and cash flows for the year then ended. These financial statements are the responsibility of the company's management. Our responsibility is to express an opinion on these financial statements based on our audit.

We conducted our audit in accordance with Canadian generally accepted auditing standards. Those standards require that we plan and perform an audit to obtain reasonable assurance whether the financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statement presentation.

In our opinion, these financial statements present fairly, in all material respects, the financial position of the company as at March 31, 2010 and the results of its operations and its cash flows for the year then ended in accordance with Canadian generally accepted accounting principles.

Nyrose & Saito LLP

Lethbridge, Alberta
May 31, 2010

Nyrose & Saito, LLP
Chartered Accountants

SouthGrow Regional Initiative
Statement of Financial Position - As at March 31, 2010

	2010	2009
Assets		
Current		
Cash	\$ 178,225	\$ 66,164
Accounts receivable	2,525	280
GST receivable	7,898	3,666
Prepaid presentation fees	-	4,500
	\$ 188,648	\$ 74,610
Liabilities		
Current		
Accounts payable and accrued liabilities	\$ 3,750	\$ 3,750
Deferred revenue (note 3)	83,063	-
	86,813	3,750
Fund Balances		
Internally restricted net assets (note 4)	25,584	21,754
Unrestricted net assets	76,251	49,106
	101,835	70,860
	\$ 188,648	\$ 74,610

Approved on behalf of the Board:

_____ Members

_____ Members

See accompanying notes
Subject to audit report dated May 31, 2010

SouthGrow Regional Initiative Statement of Operations

Year ended March 31, 2010

	2010	2009
Revenues		
Government grants	\$ 341,937	\$ 150,000
Memberships	56,773	51,944
Training and workshop fees	16,680	2,044
Interest income	11	164
	415,401	204,152
Expenditures		
Strategic Collaboration		
CED Training	18,740	-
3 Year Business Plan	13,114	-
REDA Conference Participation	6,737	-
Regional Partnerships	3,640	4,893
Water Organizations and Agencies	80	-
Board Policy and Procedure Update	-	200
Visitation and Validation	-	14,178
Community Profile Update	-	4,490
Total strategic collaboration expenses	42,311	23,761
Marketing and Communication		
Website	14,520	1,038
Regional success stories	13,752	7,496
Branding and Marketing	11,499	17,175
Internal communications	7,777	12,065
Total marketing and communication expenses	47,548	37,774
Economic Development and Innovation		
Industry Productivity Improvement	65,841	63,151
Water Situational Analysis	29,664	10,900
Alternative Energy Initiative	86,554	10,114
Innovation and Community Infrastructure Assessment	49,074	10,000
Total economic development expenses	231,133	94,165
Administration		
Project coordinator	32,655	30,894
GST	7,898	3,666
Office	7,087	4,905
Professional fees	7,046	7,311
Meetings	4,448	2,554
Contract bookkeeping	4,200	4,200
Postage and courier	100	125
Total administration expenses	63,434	53,655
	384,426	209,355
Excess (deficiency) of revenues over expenditures	\$ 30,975	\$ (5,203)

See accompanying notes
Subject to audit report dated May 31, 2010

**SouthGrow Regional Initiative
Statement of Changes in Net Assets**

Year ended March 31, 2010

	Balance, beginning of year	Excess (deficiency) of revenues over expenditures	2010 Balance, end of year
Internally restricted net assets	\$ 21,754	\$ 3,830	\$ 25,584
Unrestricted net assets	49,106	27,145	76,251
	\$ 70,860	\$ 30,975	\$ 101,835

	Balance, beginning of year	Excess (deficiency) of revenues over expenditures	2009 Balance, end of year
Internally restricted net assets	\$ 20,593	\$ 1,161	\$ 21,754
Unrestricted net assets	55,470	(6,364)	49,106
	\$ 76,063	\$ (5,203)	\$ 70,860

See accompanying notes
Subject to audit report dated May 31, 2010

**SouthGrow Regional Initiative
Statement of Cash Flows**

Year ended March 31, 2010

	2010	2009
Operating activities		
Excess (deficiency) of revenues over expenditures	\$ 30,975	\$ (5,203)
Change in non-cash working capital items		
Accounts receivable	(2,245)	21,749
GST	(4,232)	7,745
Prepaid presentation fees	4,500	(4,500)
Accounts payable and accrued liabilities	-	2,550
	<u>28,998</u>	<u>22,341</u>
Financing activity		
Deferred revenue	<u>83,063</u>	<u>(44,234)</u>
Increase (decrease) in cash	112,061	(21,893)
Cash, beginning of year	<u>66,164</u>	<u>88,057</u>
Cash, end of year	<u>\$ 178,225</u>	<u>\$ 66,164</u>

See accompanying notes
Subject to audit report dated May 31, 2010

SouthGrow Regional Initiative

Notes to the Financial Statements

March 31, 2010

1. **Nature of operations**

SouthGrow Regional Initiative, a not-for-profit organization, was established to accelerate and enhance economic development and sustainability for the member communities in Southern Alberta.

2. **Significant accounting policies**

These financial statements are prepared in accordance with Canadian generally accepted accounting principles. The significant policies are detailed as follows:

(a) **Revenue recognition**

The Organization follows the deferral method of accounting for contributions, which include contributions and government grants. Deferred contributions represent the portion of the unspent contributions received during the year for future expenses.

Unrestricted contributions are recognized as revenue when received or receivable if the amount to be received can be reasonably estimated and collections is reasonable assured.

(b) **Property, plant and equipment**

Equipment consisting of furniture, office and computer equipment are expensed in the year of purchase.

(c) **Accounting estimates**

The preparation of financial statements in accordance with Canadian generally accepted accounting principles requires management to make estimates and assumptions that affect the reported amount of assets and liabilities, disclosure of contingent assets and liabilities at the date of the financial statements and the reported amount of revenues and expenses during the reported period. These estimates are reviewed periodically and are reported in earnings in the period in which they become known. Actual results could differ from these estimates.

(d) **Financial instruments**

Cash and short-term investments are considered as held for trading. The fair value of cash and short-term investments, accounts receivable, accounts payable and accrued liabilities and deferred revenue approximate their carrying value due to their nature or capacity for prompt liquidation.

Subject to audit report dated May 31, 2010

SouthGrow Regional Initiative

Notes to the Financial Statements

March 31, 2010

2. Significant accounting policies, continued

(e) Measurement uncertainty

The preparation of financial statements in conformity with Canadian generally accepted accounting principles requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosures of contingent liabilities at the date of the financial statements and the reported amounts of revenue and expenses during the reported period. Actual results could differ from those estimates.

3. Deferred revenue

	<u>2010</u>	<u>2009</u>
Productivity Improvement Initiative, training and workshops	\$ 83,063	\$ -

4. Internally restricted net assets

	<u>2010</u>	<u>2009</u>
Strategic collaboration	\$ 7,554	\$ 6,637
Marketing and communication	1,424	508
Economic development and innovation	2,469	1,552
Administration	12,812	11,896
Interest	1,325	1,161
	<u>\$ 25,584</u>	<u>\$ 21,754</u>

5. Commitments

The organization has entered into contracts for the 2010/2011 year for contract services in the amount of \$41,548 plus GST.

6. Related party transactions

The Province of Alberta provides administrative, support services and office space to the Organization at no charge.

Subject to audit report dated May 31, 2010



GROUP POLICY RENEWAL

TOWN OF CLARESHOLM

Group Number: **4128 B**

Policy Renewal Date: **August 1, 2010**

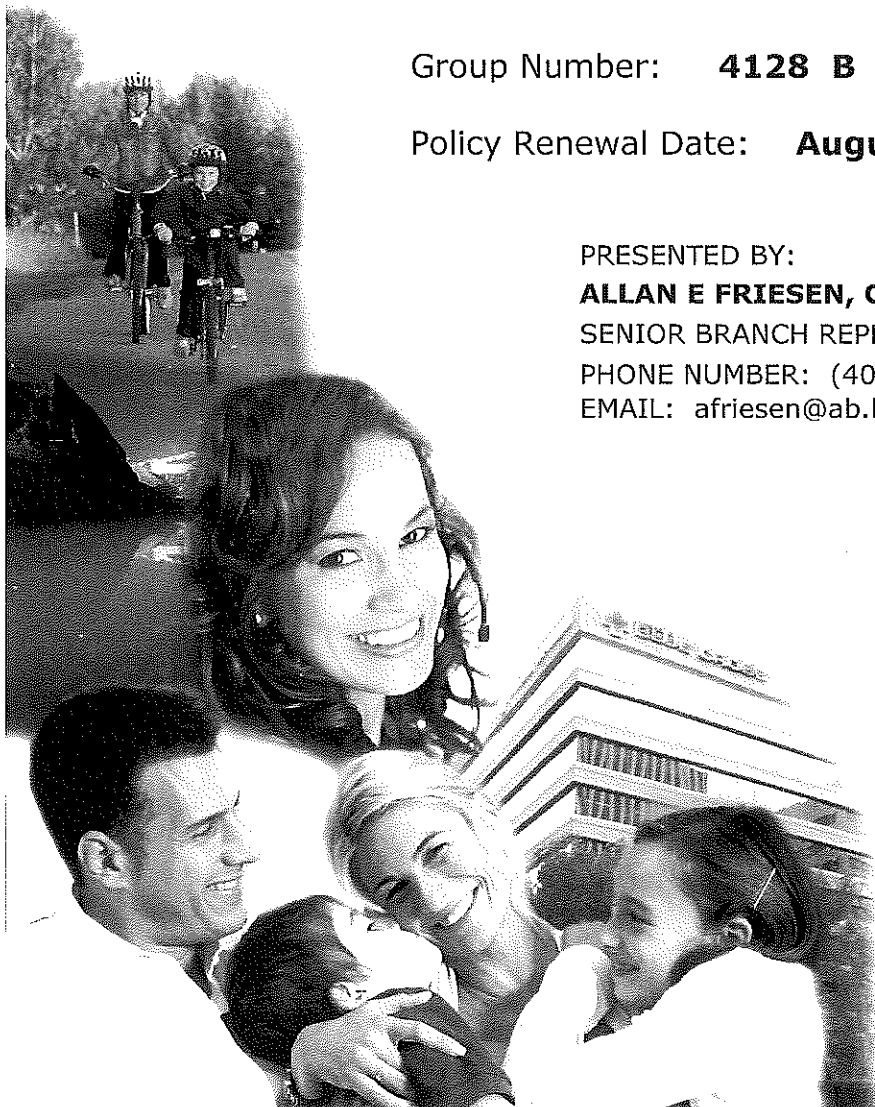
PRESENTED BY:

ALLAN E FRIESEN, CEBS, CHRP

SENIOR BRANCH REPRESENTATIVE

PHONE NUMBER: (403) 328-6081

EMAIL: afriesen@ab.bluecross.ca



June 2010

TOWN OF CLARESHOLM
BOX 1000
CLARESHOLM, AB
T0L 0T0

RE: Group Policy Number: 4128 B

Enclosed you will find your Group Policy Renewal for August 1, 2010. A Renewal Rate Summary is included with this renewal package. Should you require more information or further clarification on our renewal process, I would be pleased to provide that information.

On behalf of Alberta Blue Cross, I would like to thank you for the opportunity to be of service. I trust that Alberta Blue Cross has served you well and that we will continue to work together to provide you and your employees with quality benefits and services.

Should you have any questions concerning this renewal, please feel free to contact me and I would be pleased to discuss them with you.

Regards,



ALLAN E FRIESEN, CEBS, CHRP
SENIOR BRANCH REPRESENTATIVE
PHONE NUMBER: (403) 328-6081
EMAIL: afriesen@ab.bluecross.ca

RENEWAL RATE SUMMARY

TOWN OF CLARESHOLM

Group Policy Number 4128 B

Rate Anniversary Date: August 2010

	Volume	Current Rates	Current Revenue	Renewal Rates	Renewal Revenue	Percentage Change
EXPERIENCE RATED BENEFITS						
Extended Health						
Single:	2	\$41.18	\$82.36	\$44.58	\$89.16	8.26%
Family:	22	\$99.42	\$2,187.24	\$107.70	\$2,369.40	8.33%
Dental						
Single:	2	\$32.84	\$65.68	\$40.72	\$81.44	24.00%
Family:	22	\$96.80	\$2,129.60	\$120.04	\$2,640.88	24.01%
Health and/or Dental Total:			\$4,464.88		\$5,180.88	16.04%
Total Monthly Revenue:			\$4,464.88		\$5,180.88	16.04%

Experience Rated Benefits: These renewal rates are determined by using past claims experience to estimate future claim costs. The estimated future claim cost is then adjusted by trend (inflation and utilization) and administrative costs.



HEALTH BENEFIT SUMMARY
April 2009 to March 2010

TOWN OF CLARESHOLM
GROUP 0004128 B

BENEFIT DESCRIPTION	AMOUNT PAID (\$)			% OF TOTAL AMOUNT PAID	NUMBER OF CLAIM LINES			% OF TOTAL CLAIM LINES
	SINGLE (\$)	FAMILY (\$)	TOTAL (\$)		SINGLE	FAMILY	TOTAL	
EXTENDED HEALTH								
CHIROPRACTOR	0.00	791.00	791.00	4.10%	0	24	24	5.58%
DIABETIC SUPPLIES (DEXTRO STICKS, ETC.)	0.00	405.57	405.57	2.10%	0	7	7	1.63%
EYE EXAMINATION	0.00	374.25	374.25	1.94%	0	12	12	2.79%
GROUND AMBULANCE	0.00	615.96	615.96	3.19%	0	4	4	0.93%
MASSAGE THERAPY	350.00	1,231.74	1,581.74	8.19%	10	40	50	11.63%
TOTAL EXTENDED HEALTH	350.00	3,418.52	3,768.52	19.52%	10	87	97	22.56%
DRUGS								
DRUGS	229.75	14,406.16	14,635.91	75.82%	7	314	321	74.65%
TOTAL DRUGS	229.75	14,406.16	14,635.91	75.82%	7	314	321	74.65%
VISION								
CONTACT LENSES	0.00	225.00	225.00	1.17%	0	3	3	0.70%
GLASSES	0.00	675.00	675.00	3.50%	0	9	9	2.09%
TOTAL VISION	0.00	900.00	900.00	4.66%	0	12	12	2.79%
TOTAL HEALTH BENEFITS	\$579.75	\$18,724.68	\$19,304.43	100.00%	17	413	430	100.00%

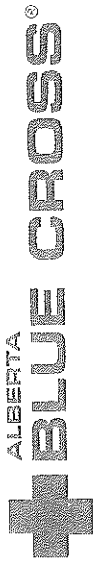
EXPERIENCE SUMMARY

TOWN OF CLARESHOLM

Group Policy Number 4128 B

Rate Anniversary Date: August 2010

Claims History	Revenue	Claims	Loss Ratio
Apr/09 - Mar/10			
Extended Health	\$26,215	\$18,404	70.20%
Vision	\$1,152	\$900	78.13%
Dental	\$24,428	\$30,574	125.16%
Apr/08 - Mar/09			
Extended Health	\$28,121	\$12,707	45.19%
Vision	\$1,089	\$525	48.21%
Dental	\$18,849	\$23,493	124.64%
Apr/07 - Mar/08			
Extended Health	\$30,715	\$11,506	37.46%
Vision	\$1,053	\$961	91.26%
Dental	\$17,652	\$15,148	85.81%



DENTAL CLAIMS BY CATEGORY
April 2009 to March 2010

TOWN OF CLARESHOLM
GROUP 0004128 B

*DENTAL CATEGORY	AMOUNT PAID (\$)			NUMBER OF CLAIM LINES			% OF TOTAL CLAIM LINES	
	SINGLE(\$)	FAMILY (\$)	TOTAL	% OF TOTAL AMOUNT PAID	SINGLE	FAMILY		TOTAL
DIAGNOSTIC	141.60	3,435.62	3,577.22	11.70%	4	99	103	28.93%
PREVENTIVE	388.20	5,690.19	6,078.39	19.88%	7	142	149	41.85%
RESTORATIVE	0.00	12,980.55	12,980.55	42.46%	0	72	72	20.22%
ENDODONTICS	0.00	3,425.14	3,425.14	11.20%	0	6	6	1.69%
PERIODONTICS	0.00	1,068.50	1,068.50	3.49%	0	7	7	1.97%
PROSTHODONTICS - REMOVABLE	0.00	15.00	15.00	0.05%	0	1	1	0.28%
PROSTHODONTICS - FIXED	0.00	0.00	0.00	0.00%	0	0	0	0.00%
ORAL AND MAXILLOFACIAL SURGERY	0.00	158.62	158.62	0.52%	0	1	1	0.28%
ORTHODONTICS	0.00	3,270.60	3,270.60	10.70%	0	17	17	4.78%
ADJUNCTIVE GENERAL SERVICES	0.00	0.00	0.00	0.00%	0	0	0	0.00%
MANUAL PAYMENT ADJUSTMENTS	0.00	0.00	0.00	0.00%	0	0	0	0.00%
TOTAL DENTAL	\$529.80	\$30,044.22	\$30,574.02	100.00%	11	345	356	100.00%

* These dental categories are based on the Canadian Dental Association guidelines