



**TOWN OF CLARESHOLM
PROVINCE OF ALBERTA
REGULAR COUNCIL MEETING
MARCH 8, 2010
AGENDA**

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

CALL TO ORDER

AGENDA: ADOPTION OF AGENDA

MINUTES: REGULAR MEETING MINUTES FEBRUARY 22, 2010

**DELEGATIONS: 1. MPE ENGINEERING
RE: Wastewater Study**

2. COMMUNITIES IN BLOOM – Michelle Day & Rosemary Wishart

ACTION ITEMS:

**1. CORRES: Luke Ouellette, Minister of Transportation
RE: 2010 Streets Improvement Program**

**2. CORRES: Luke Ouellette, Minister of Transportation
RE: 2010 Federal Gas Tax Fund**

**3. CORRES: Country Angels
RE: Use of Amundsen Park**

**4. CORRES: MD of Willow Creek No. 26
RE: Request for Meeting**

**5. CORRES: Willow Creek Agricultural Society
RE: 2010 General Liability Insurance**

**6. CORRES: The Bridges at Claresholm Golf Club
RE: 2010 General Liability Insurance**

**7. CORRES: The Bridges at Claresholm Golf Club
RE: Aerator Purchase**

**8. CORRES: Claresholm & District Museum Board
RE: Collections Assistant**

9. ADOPTION OF INFORMATION ITEMS

10. IN CAMERA – LEGAL ISSUES

**11. DELEGATION RESPONSE: Claresholm Fire Department
RE: Proposed Emergency Services Levels and Standards
RE: Junior Fire Fighter Initiative**

INFORMATION ITEMS:

1. Communities in Bloom Claresholm Committee Meeting Minutes – January 18, 2010
2. Claresholm & District FCSS Meeting Minutes – January 21, 2010
3. West Meadow Elementary News – March 2010
4. Willow Creek Soccer League Minutes – March 2, 2010

ADJOURNMENT:



**TOWN OF CLARESHOLM
PROVINCE OF ALBERTA
REGULAR COUNCIL MEETING MINUTES
FEBRUARY 22, 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;

ABSENT: Secretary-Treasurer: Karine Wilhauk

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

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

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

CARRIED

FINANCES: **JANUARY 2010 BANK STATEMENT**

Moved by Councillor MacPherson that the January 2010 bank statement be accepted as presented.

DELEGATIONS: **KELLY STARLING – CLARESHOLM FIRE DEPARTMENT**

RE: Proposed Emergency Services Levels and Standards

RE: Junior Fire Fighter Initiative

Kelly Starling, Claresholm fire fighter, spoke regarding allowing EMRs and EMTs to utilize their skills when first responders with the Claresholm Fire Department. He asked that the Town allow their supplies be reinstated onto the trucks. He discussed that they have adopted protocols from the College of Paramedics, obtained medical direction and have investigated that these levels will continue to fall under the Town's blanket insurance coverage and the Fire Department's insurance.

ACTION ITEMS:

1. **CORRES: Alberta Municipal Affairs**

RE: 2010 Municipal Sustainability Initiative Grant

Received for information.

2. **CORRES: ATCO Gas**

RE: 2010 ATCO Community Symposium

Received for information.

3. **CORRES: Claresholm Meals on Wheels**

RE: 2010 General Liability Insurance

Moved by Councillor Moore to cover the general liability insurance for Claresholm Meals on Wheels, for the 2010 year only, in the amount of \$957.00.

CARRIED

4. **CORRES: WCCHS Student Council**

RE: School Mascot Funding

Received for information.

5. **CORRES: Councillor Shirley Isaacson**

RE: 2010 Alberta Senior Citizen's Housing Association Convention

Moved by Councillor Moore to allow Councillor Isaacson to attend the 2010 Alberta Senior Citizen's Housing Association Convention March 21-23, 2010.

CARRIED

6. **CORRES: Willow Creek Regional Waste Management Commission**

RE: Proposed User Fee Increases for 2010

Referred to budget.

**7. CORRES: Development Department
RE: Municipal Development Plan Update**

Moved by Councillor MacPherson to enter into an agreement with Oldman River Regional Services Commission to update the Town's Municipal Development Plan up to a cost of \$10,000 with a completion date of August 31, 2010.

8. CAPITAL PROJECTS BUDGET 2010

Moved by Councillor Quayle to approve the 2010 capital projects budget as presented.

CARRIED

9. REVENUE AND EXPENDITURES REPORT 2009

Moved by Councillor Leonard to allocate \$102,000 of the 2009 operating surplus to fund the drainage project in the 2010 capital budget and allocate the balance to general reserves.

CARRIED

10. ADOPTION OF INFORMATION ITEMS

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

CARRIED

11. IN CAMERA - LEGAL

Moved by Councillor Sutter to go into in camera.

CARRIED

Moved by Councillor Moore to come out of in camera.

ADJOURNMENT: Moved by Councillor Moore that this meeting adjourn.

CARRIED

Mayor – Rob Steel

Chief Administrative Officer – Kris Holbeck, CA

DELEGATIONS



Revitalization

of the

“Welcome to Claresholm”

Signs

Introduction

Communities in Bloom is a Canadian non-profit organization committed to fostering civic pride, environmental responsibility and beautification through community involvement and the challenge of a national program, with focus on the promotion and value of green spaces in urban settings.

Since 2008 Communities in Bloom Committee (Town of Claresholm) have been successful in obtaining four out of five blooms on the provincial level with working with the Town of Claresholm, The Garden Club, Chamber of Commerce and other valuable town Organizations. We continue to Thank you for all the past and present support.

We continue to find projects that we feel will enhance the beautification of our Town and help the Town in their efforts of rebranding, and enhancing the Municipal Sustainability Plan.

Today our project is one that is of true importance for a number of reasons. The Town of Claresholm Signs are the “Gateway” into and out of our community. They are one of the first impressions of our Town not only for visitors but our own residents welcoming them home from their travels. Roger Brooks presentation and report spoke of the importance of our Town Signs and we believe in the values of our main signs

The Town of Claresholm has done a wonderful job in their rebranding project and the Communities in Bloom would like to continue that message....

“Now your Living, Now your Home”

In our presentation we will highlight this project in three sections.

- 1. Landscaping**
- 2. Appearance**

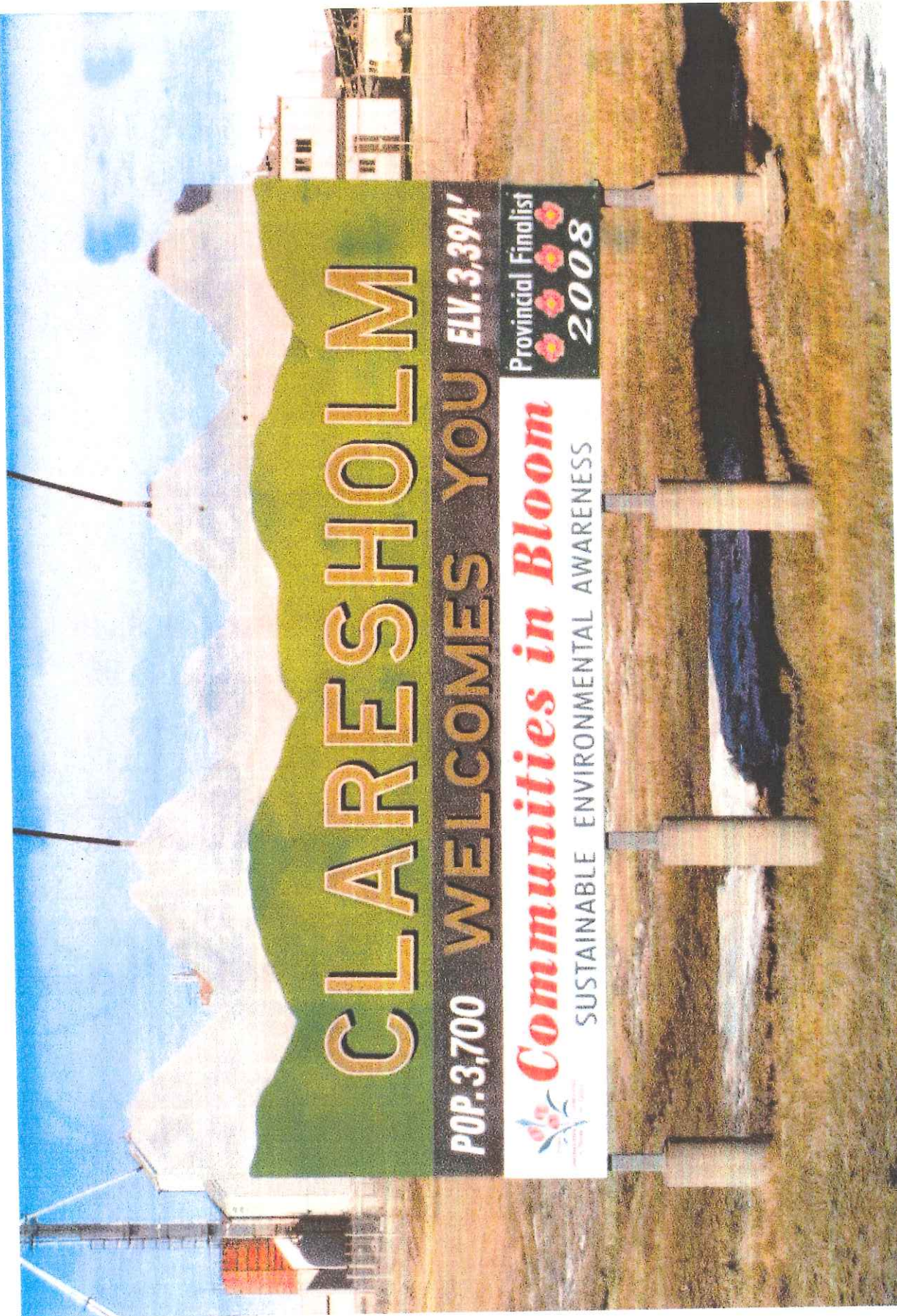
CLARESHOLM

POP. 3,700 WELCOMES YOU ELV. 3,394'

Communities in Bloom

SUSTAINABLE ENVIRONMENTAL AWARENESS

Provincial Finalist
2008



Landscaping

Communities in Bloom propose to plant trees and shrubs around the bases of the signs. If this is approved with the budget Communities in Bloom will take that initiative to pay for the costs of the plants and planting material and provide the labour to plant.

We would like to see the Town of Clarsholm responsible for placing the soil needed to grow these plants, and also for periodic watering of same, once planted.

We have had talked with the Superintendent regarding drainage and this design has met his approval.

The following pages are as follows

Picture to give Council and idea of what it would look like

Research Plans and Costs for the landscaping planting



Communities in Bloom

Claresholm Community

June 22, 2009

Town of Claresholm
Claresholm, AB

Attn: Mike Schuweiler

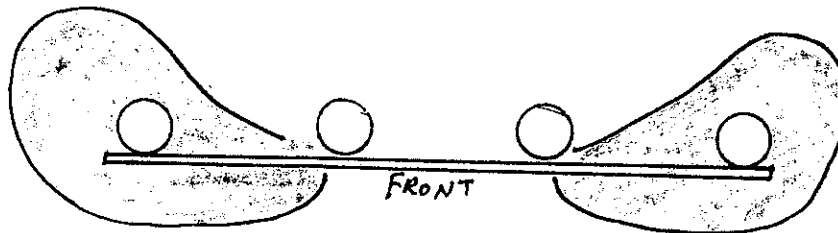
RE: "Welcome to Claresholm" signs - Highway#2, north and south

Mike:

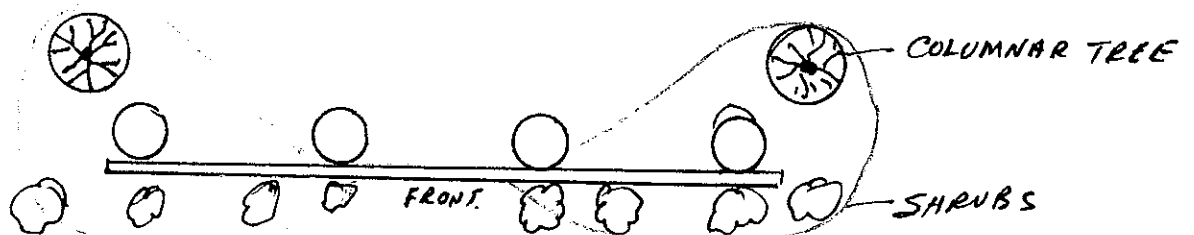
There has been, and continues to be feedback to us regarding the condition of the above noted signs. We realize that their existence may be short-lived, but, we suggest that their "eye-appeal" could be greatly improved without great expense.

We suggest that planting of a "tower" tree just behind the outer support posts, and some drought and salt tolerant shrubs around the four posts in the front would achieve this.

Again, we suggest that to start, a dump of black earth, say 3 - 5 yards be placed at either end of the signs, not to impede water flows through the two interior posts, thus:



Once placed and contoured, these berms could be covered in black plastic to discourage weed growth, and planting done into them thus:



Finally, the plastic could be covered with wash gravel for appearance sake.



Communities in Bloom

Claresholm Committee



Not counting the cost of your manpower and machines, we estimate the project cost to be approximately as follows:

(4) columnar trees – 10' - @ \$100.	\$ 400.00	
(16) shrubs @ \$25	400.00	
black plastic	<u>100.00</u>	
<i>OTHER STUFF</i>	\$ <u>900.00</u>	<i>\$ 1000.</i>
	<i>100</i>	

We are confident that we could bring together some volunteer work parties to help with laying plastic and planting of actual trees and shrubs, once the dirt fill is placed and contoured.

If you agree with this proposal, could it be started immediately with hopes to finish it before July 21st?

Yours truly,

Rosemary Wishart
Chairperson
Communities in Bloom, Claresholm Committee

CLARESHOLM

POP. 3,700 WELCOMES YOU ELEV. 3,394'

Communities in Bloom

SUSTAINABLE ENVIRONMENTAL AWARENESS

Provincial Finalist
2008



APPEARANCE

The purpose of this project is to enhance and update our Welcome Signs. Sign painter Roger Smedstad has provided an estimate of \$1,100.00 per sign which is included in this package.

Our committee would like to enhance the following

1) We want the colours to follow the Town Of Claresholm branding colours.

Orange/Yellow (Tangerine) for “Claresholm”,
Blue for “Welcomes you.”

Green would remain the same with some touch ups to highlight the hills

2) We would like to enhance the mountains by tastefully adding the whites on the mountain tops

A picture is also included in package for an idea of end goal.



CLARESHOLM

POP. 3,700 WELCOMES YOU ELV. 3,394'

 **Communities in Bloom**

SUSTAINABLE ENVIRONMENTAL AWARENESS

Provincial Finalist

2008

Starline Signs

ROGER SMEDSTAD
Box 474, Phone 625-2147
Claresholm, AB T0L 0T0

To: Communities in Bloom
Claresholm, AB.

ESTIMATE top provide the following:

Repaint snowline on stylized mountains, edge crests of stylized foot-hills, remove letters "C", "L", "A", "R", "E", "S", "H", "O", "L", "M" from sign, take to my shop, mask reflective edges and repaint to tangerine colour, replace.

Paint and other materials	\$ 200.00
Labour	750.00
Misc.	150.00
	<hr/>
	\$ 1,100.00
Per each sign	

Total Cost for Sign Revitalization Project

Communities in Bloom	\$1000.00 (Covered by Committee or Town Donation)
Town of Claresholm	
	\$2,200.00 for Painting
Donation of Sod/Labour	0.00
	<hr/>
Total for project	\$3,200.00 (\$1,600.00/sign)

The Communities in Bloom hope that this initiative can be referred to the budget committee so that it may be included in April's annual Town budget.

In the future we would like to see the Claresholm Sign Solar powered. The Communities in Bloom has done research on this subject and have been told that it has to be done in consultation manner. Solar Power lights and batteries for that dimension of sign would have to be carefully suited due to Alberta Winters. (is light of day, -40C weather etc)

We Thank you for your past support and we the Communities in Bloom believe that these are responsible costs for the invaluable cost of our Residents Home Town Pride.

ACTION ITEMS



ALBERTA
TRANSPORTATION

Office of the Minister

AR43359

February 17, 2010

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

Dear Mayor Steel:

I am pleased to advise your council of the Alberta government cost-shared funding that will be provided to the Town of Claresholm under the following 2010 Transportation grant program:

- The Streets Improvement Program grant in the amount of \$222,000 based on \$60 per capita and a population of 3,700.

My colleague, Mr. Evan Berger, M.L.A. for Livingstone-Macleod, and I are very supportive of this grant that continues to keep Alberta competitive.

Department staff will be in contact with your administration regarding the necessary arrangements for processing this grant.

Sincerely,

A handwritten signature in black ink, appearing to read "L. Ouellette".

Luke Ouellette
Minister of Transportation
M.L.A., Innisfail-Sylvan Lake

cc: Mr. Evan Berger, M.L.A., Livingstone-Macleod
Mr. Darrell Camplin, Regional Director, Southern Region

The word "Alberta" in a stylized, grey, cursive font, followed by a small blue square icon.



ALBERTA
TRANSPORTATION

Office of the Minister

AR43218

February 16, 2010

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

Dear Mayor Steel:

I am pleased to advise you and your council of the Alberta government cost-shared funding that will be provided to the Town of Claresholm under the Federal Gas Tax Fund (FGTF), previously identified as New Deal for Cities and Communities.

Under the FGTF, the municipality's 2010-11 grant amount is \$206,201 and will be the same for each of the years 2010-11 to 2013-14. This annual allocation is based on the 2009 Official Population of 3,700, as published by Alberta Municipal Affairs.

To extend the program and adjust your municipality's annual allocation, I have enclosed two original amending agreements.

By execution of the amending agreement, it is agreed to extend the existing 2005 Agreement for the Transfer of the Federal Gasoline Tax for a four-year period. All terms and conditions of the Agreement remain the same, except for the new funding allocations and termination date. These new grant allocations are subject to receipt of federal transfers by the province.

I would also like to remind the municipality that no new funds can flow to the municipality until Alberta Transportation staff have been advised that the Multi-Year Capital Infrastructure Plan and Integrated Community Sustainability Plan requirements have been met.

Please sign both copies of the agreements and return one original copy to Mr. Darrell Camplin, Regional Director, Southern Region, 3rd Floor Administration Building, 909 - 3 Avenue N., Lethbridge, Alberta, T1H 0H5.

Alberta 

.../2

His Worship Rob Steel
Page Two

As per previous administration of the program, please provide the required documentation (applications, financial statements, Infrastructure Plans, etc.) to the regional office to facilitate payment of this new funding. Once the department receives your executed agreement and reviews your subsequent application and prior year's statements, the 2010 allocation can be processed (after April 1, 2010).

Sincerely,



Luke Ouellette
Minister of Transportation
M.L.A., Innisfail-Sylvan Lake

Attachments

cc: Mr. Evan Berger, M.L.A., Livingstone-Macleod
Mr. Darrell Camplin, Regional Director, Southern Region

SCHEDULE 2

Sections 1 through 9 of this Schedule contain a listing of the general types of capital Infrastructure Projects that may be funded under the Canada-Alberta Agreement on the Transfer of Federal Gas Tax Revenues under the New Deal for Cities and Communities Agreement. The lists are not intended to be all inclusive. However, all projects must respect eligible project categories listed in Schedule 2 of the Canada-Alberta Agreement.

1. PUBLIC TRANSIT

- Construction and major rehabilitation of Light Rail Transit (L.R.T.) Lines, station structures, park and ride facilities, and L.R.T. Maintenance facilities. L.R.T. Lines must be designated in the municipality's transportation system bylaw.
- Construction, reconstruction and rehabilitation of L.R.T. grade separations.
- Construction and rehabilitation of major public transit terminals and transit garages.
- Purchase of L.R.T. vehicles, "low-floor" standard 40-foot buses, "low-floor" articulated buses, and accessible community public transit vehicles as well as specialized transit vehicles for seniors and/or persons with disabilities.
- Major rehabilitation of public transit vehicles.
- Major comprehensive transit-stop retrofit programs to achieve a "barrier free path of travel" to accessible transit services.
- System-wide capital improvement or upgrading projects.
- Purchase, development, and rehabilitation of major capital security devices, communication equipment, and other public safety enhancements.
- Implementation of Municipal Infrastructure Management Systems including software and the collection of Core Infrastructure data to the limits outlined in the program guidelines.
- Significant enhancements or improvements for the safety of users of the transportation systems.

2. WATER SUPPLY AND TREATMENT SYSTEMS

- Raw-water supply lines to storage facilities.
- Raw-water storage facilities.
- Raw-water supply lines from storage facilities to treatment facilities.
- Water treatment facilities.
- Water pumping facilities.
- Treated-water supply lines.
- Treated-water storage facilities and related works.
- Distribution system upgrades and replacements, including individual services to the property line.
- Implementation of Water Infrastructure Management Systems, including the purchase of software and collection of data to the limits outlined in the program guidelines.

3. WASTEWATER TREATMENT SYSTEMS

- Outfall sewer from the collection system to the wastewater treatment facilities.
- Wastewater treatment facilities.
- Wastewater pumping facilities.
- Outfall sewers from the wastewater treatment facilities to the point of discharge or disposal and related works.
- Sewage collection system upgrades and replacements, including service mains to the property line.
- Implementation of Wastewater Infrastructure Management Systems, including the purchase of software and collection of data to the limits outlined in the program guidelines.

4. WASTEWATER (STORM SEWER DRAINAGE SYSTEMS AND FACILITIES)

- Storm sewer line replacement or rehabilitation.
- Construction of new storm sewer retention ponds.
- Construction of new storm sewer treatment facilities.
- Replacement or rehabilitation of storm sewer collection lines including service lines, and catch basins.
- Outfall storm sewers to the point of discharge or disposal and related works.
- Implementation of Storm Sewer Infrastructure Management Systems, including the purchase of software and collection of data to the limits outlined in the program guidelines.

5. SOLID WASTE MANAGEMENT

- Waste diversion - Material Recovery Facilities.
- Organics management.
- Collection depots.
- Waste disposal landfills.
- Thermal treatment.

6. COMMUNITY ENERGY SYSTEMS

- Retrofits of local government-owned buildings.
- Energy systems such as renewable energy, combined heat and power (CHP), cogeneration and district energy.
- Street lighting retrofits.
- Other capital energy Projects as may be deemed appropriate by the Minister.

7. ROADWAYS AND BRIDGES (Except Edmonton and Calgary) that enhance sustainability outcomes for municipalities.

- Reconstruction and rehabilitation of roadways.
- Reconstruction and rehabilitation of road structures.
- Construction, reconstruction and rehabilitation of railway other grade separations.
- Construction, reconstruction and rehabilitation of bridges.
- Other ancillary works such as sidewalks, commuter bikeways, lighting, traffic control signals, pedestrian signals, storm drainage and utility relocations.
- Construction or implementation of major transportation systems management projects such as major intersection improvements, major traffic signal coordination, etc.
- Construction of noise attenuation devices as a part of an eligible project, and rehabilitation of existing noise attenuation devices on an eligible roadway or transitway, consistent with the municipality's approved noise attenuation policy.

8. CAPACITY BUILDING

Funds can be used to undertake the following:

- Develop and implement an Integrated Community Sustainability Plan.
- Collaboration: building partnerships and strategic alliances; participation; and consultation and outreach.
- Knowledge: use of technology; research; and monitoring and evaluation.
- Integration: planning, policy development and implementation.
- Municipality-wide or regional transportation planning studies and major systems planning reviews.
- Transportation studies to address specific environmental and/or safety concerns including environmental impact assessments.

9. GENERAL

This section includes items that may be stand-alone projects or may be an integral part of a project eligible under sections 1 through 8.

- System-wide reviews where such reviews will have an impact on capital Infrastructure expenditures.
- Relocation and adjustment of associated utilities.

March 1, 2010

Town of Claresholm
221- 45 Street West
P.O. Box 1000
Claresholm, Alberta
T0L 0T0

Attention: Town Council

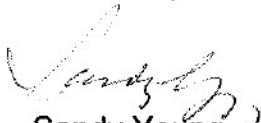
Dear Sirs:

The Country Angels request permission for the use of Admundsen Park on Saturday, June 12, 2010 from 1:00 to 4:30 p.m. in order to have a Crown Jewels of Canada/Red Hat function. We plan on serving ladies from these two groups lemonade and cookies while we have an afternoon get together and stroll around the park.

We will set up for the function after 1:00 p.m. and leave the Park clean by 4:30 p.m. Please advise Sandy Young at P.O. Box 97, Stavely, Alberta T0L 1Z0 or by phone at 403-549-3879 if permission is granted for this function.

Thank you for your attention to this matter.

Yours truly,


Sandy Young
Queen
Country Angels

The Municipal District of Willow Creek No. 26



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

www.mdwillowcreek.com

Office (403) 625-3351
Fax (403) 625-3886
Shop (403) 625-3030

February 23, 2010

Town of Claresholm
Box 1000
Claresholm, Alberta
T0L 0T0

Attention: Mayor and Council

Please be advised that the Councillors of the M.D. of Willow Creek No. 26 have instructed that the Claresholm Fire Department replace the previously provided medical supplies back on the Rescue Van for use outside the Town of Claresholm, immediately. Our residents do not have the luxury of living within 5 minutes of an emergency hospital. In the face of illness or accident, they can have a wait time in excess of 30 minutes until the fire department and the ambulance arrive. It has been proven that immediate medical attention saves lives and given the protocols adopted by the Claresholm Fire Department and the fact that 7-8 members are trained EMR's and EMT's there is no reason that the level of service in the M.D. cannot and should not be delivered at the highest level possible, given their training. There is no excuse for not allowing the Claresholm Fire Department access to the tools that they need to deliver life saving service to our residents and the travelling public.

Further to the invitation to attend a supper on March 9, to discuss this matter as well as many other serious issues facing the relationship between the Town and the M.D., Council feels that this meeting is best held in a Council Chambers as soon as possible, rather than a public restaurant. There is a need for candid and open discussion to resolve the matters that have gone on far too long. There is a need to come to an agreement regarding the best way to deliver services having the best interest of our residents at heart. That is why we are elected to serve.

The Council of the M.D. is willing to meet as soon as possible but they wish for all of Town Council to be present so that there is no misunderstanding between the two parties.

We look forward to hearing from you in this regard as soon as possible.

Yours truly,


Henry Van Hierden
Reeve

Willow Creek Agricultural Society

P.O. Box 1401

Claresholm, Alberta, Canada T0L 0T0

February 25, 2010

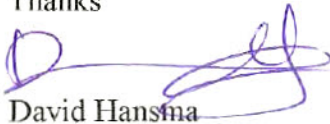
Attn: Town of Claresholm Council

I am writing this letter on behalf of the Willow Creek Agricultural Society (WCAS) board, which runs the Claresholm Agriplex, in regards to the General Insurance Coverage as Additional Named Insured (ANI's). In previous years the WCAS(2005 premium \$1,676) and the Claresholm Stampede and Fair Association(2005 premium \$670) had Boiler & Machinery Insurance, Non-owned Auto Liability and Commercial General Liability Insurance coverage thru the Town of Claresholm insurance. This was known as the Additional Named Insured policy holders. This agreement between the WCAS and the Town of Claresholm was formed when the Town of Claresholm built the Community Centre on the WCAS owned land. This caused some conflict between the WCAS and the Town because the WCAS owned the land that the Community Centre was being built on. An agreement was formed where the Town would cover the Insurance for both organizations and the Town services for the Agriplex. In return of doing this the WCAS gave the 40 acres which the Agriplex sits on back to the Town and leased it back for \$1/year for 99 years. The Community Centre then subleased the land which the Building sits back from the WCAS before construction continued. The Community Centre then again leased more land from the WCAS when it put on its North addition.

This is a brief history of the agreement between the WCAS and the Town in regards to the insurance that was provided to the WCAS by the Town of Claresholm. The Town of Claresholm paid for the 2006, 2007, 2008 and 2009 insurance for the WCAS and the WCAS is again asking the Town pays for the 2010 insurance. We have received a paid our renewal notice from AMSC for 2010 insurance. The premium for 2010 is \$4207 The WCAS is asking that the cost of the General Liability Insurance be paid for by the Town of Claresholm because of the previous agreement that was made between these two groups.

Thank you for your consideration in this matter. If you have any further questions you can call me at the Agriplex at: 625-2410.

Thanks



David Hansma



AUMA General Insurance Program - Renewal Invoice 20353

Certificate Holder:	Willow Creek Agricultural Society BOX 1401 CLARESHOLM, AB T0L 0T0	Invoice No:	20353
		Invoice Date:	December 31, 2009
Member Code:	WCAGS	Due Date:	March 01, 2010
Certificate No:	4842	Page:	1

Premium Distribution

Auto-MUNIX Coverage	0
Auto-Excess Coverage	0
Aviation	0
Boiler	0
Crime	165
EIL	0
Liability-MUNIX 0 to 10,000 Coverage	584
Liability-MUNIX 10,000 to 1M Coverage	2,342
Liability-Excess Coverage	714
Liability-NOA Coverage	103
Property-MUNIX Coverage	192
Property-Excess Coverage	107
Umbrella	0
Standard Garage Auto	0

Dec 31, 2009 Annual Premium	\$4,207
Total Premium Payable	\$4,207

Account Balance Prior to Invoice	\$0
Account Balance Incl This Invoice	\$4,207

PAID
#6252
R

Please make your payments to: AMSC Insurance Services Limited
A Subsidiary of AUMA
10507 – Saskatchewan Drive
Edmonton, AB T6E 4S1

Toll Free: 1-800-661-AUMA (2862) or 310-AUMA(2862)
Fax: 780-409-4314

Premiums include an administration fee. Please refer to the Administration Fee Schedule for more information.

Terms: net 30 days – interest on overdue accounts will be charged at 1.5% per month (19.56% per annum)



February 22, 2010

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

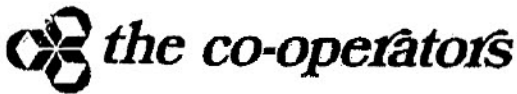
Dear Town Council,

In January we took out General Liability and Directors and Officers Liability insurance with the Co-operators. General Liability insurance was \$1,500.00. Directors and Officers Liability Insurance was \$845.00. In past years the Town has paid for the Golf Club's General Liability Insurance. We are hoping you will help us out by paying this portion for the 2010 season.

We have paid these amounts to the co-operators already so any reimbursement can be made out to the Golf Club. If you have any questions or concerns please feel free to call me anytime. I have included a copy of the Insurance policy with this letter.

Sincerely,

Lyle Broderson
Head Golf Professional/Club Manager



Co-operators General Insurance Company

COMMUNITY - GUARD Application

Policy Number	2657382
GNQR Number	0195197
Program Name	108

Quote Expires 35 Days From:	Day: 15	Month: Jan	Year: 2010	Underwriter: Connie Monague
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TERM → FROM	Day: 01	Month: 01	Year: 10	TO	Day: 01	Month: 01	Year: 11	12:01 AM Standard Time at the postal address of the Named Insured as stated herein
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Organization Name:	CLARESHOLM GOLF SOCIETY						
Mailing Address:	Street:	BOX 2080					
	City:	CLARESHOLM					
	Province:	ALBERTA					
	Postal Code:	T0L 0T0					
	Website:	GOLFCLARESHOLM.COM			Email Address:	BRIDGPRO@TELUS.NET	
	Business Phone:	(403) 625-3500			Facsimile:	(403) 625-3560	
	Mobile Phone:						
	Residential Phone:						

Contact Information			
Contact Person:	LYLE BRODERSON		
Telephone:	AS ABOVE		
Hours of Operation:	SEASONAL	Days Closed:	

I prefer to receive my Policy Documentation in: English French

APPLICANT'S DECLARATION TO BE COMPLETED IN ALL CASES

1	Other Insurance with the Co-operators (Policy Numbers)	Customer Number:	
	Auto: [] Fire: [] Life: []		
2	Name of previous Insurer:	INTACT	
	Policy #:	5V0168076	Expiry Date: JAN 01 2010
3	Has your business insurance ever been cancelled, declined, surcharged or renewed with restrictions, by any insurer?		
	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If "YES" state, date []		
	Insurer:	Policy #:	Reason:
4	Have you had any losses within the last 5 years (excluding auto)? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
	If "YES", describe date, cause of loss, and name of Insurer, if insured?		
5	How long has this particular organization been in operation?		35
6	Years at this location? 35		
7	If years in operation and years at this location differ, provide previous location address:		
8	Organization is <input type="checkbox"/> Registered Charly <input checked="" type="checkbox"/> Incorporated nonprofit organization <input type="checkbox"/> Group of Individuals		
	Principal Names: TOWN OF CLARESHOLM		

Agent's Name:	SAWATZKY	Number:	11159
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Co-operators General Insurance Company, Head Office, Guelph Ontario

IBC.CODE: RISK GRADE:

U/W Level: FUS Grade:
 Property Hazard Grade: Liability Hazard Grade: (for office use only)

Address of Location being Insured:
 Street: City:
 Province: Postal Code:

C-CRIME AND FIDELITY - \$500, Deductible per occurrence unless otherwise stated - Crime Standard Conditions	DEDUCTIBLE	FORM No.	LIMITS OF INSURANCE	PREMIUM
		C		
			\$ -	\$ -
			\$ -	\$ -
			\$ -	\$ -
			\$ -	\$ -
			\$ -	\$ -
			\$ -	\$ -
			\$ -	\$ -

D-LIABILITY \$500, Deductible per occurrence unless otherwise stated	DEDUCTIBLE	FORM No.	LIMITS OF INSURANCE	PREMIUM
Commercial General		D-1		
A. Each Occurrence Bodily Injury and Property Damage	1000	COV A	\$ 5,000,000	\$ 1,500
B. Personal Injury	Nil	COV B	\$ 5,000,000	Incl
C. Medical Payments - Per Person	Nil	COV C	\$ 2,500	Incl
D. Tenants' Legal - Broad Form	1000	COV D	\$ 1,000,000	Incl
Subject to Products-Completed Operations Aggregate, as stated on Policy			\$ 5,000,000	\$ -
Non-Owned Automobile <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Nil	D-6	\$ 1,000,000	Incl
Excluding Errors and Omissions			\$ -	\$ -
Advertising Injury Extension		D-1R	\$ 2,000,000	Incl
Sport Participant Exclusion		D-1U	\$ -	Incl
Host Liquor Liability extension		D-1(16)	\$ -	Incl
Directors and Officers Liability -\$2M limit=\$1120	1000	D-23	\$ 1,000,000	\$ 845
Wrongful Dismissal Extension		D-23a	\$ -	Incl
			\$ -	\$ -
			\$ -	\$ -

E-GLASS	DEDUCTIBLE	FORM No.	LIMITS OF INSURANCE	PREMIUM
		E-1	\$ -	\$ -

F-MISCELLANEOUS	DEDUCTIBLE	FORM No.	LIMITS OF INSURANCE	PREMIUM
Boiler & Equipment Breakdown			\$ -	\$ -
			\$ -	\$ -
			\$ -	\$ -
	Minimum Retained Premium		Subtotal	\$2,345.00
	\$350.00	PROVINCIAL TAX (WHERE APPLICABLE)	0%	\$0.00
		NET PREMIUM	→	\$2,345.00



March 1, 2010

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

Dear Town Council,


Last season our current Aerator broke down. Cost to fix this aerator was around \$2,000.00 with know guarantee it would not break down again. The decision was made to purchase a new one from Martin Equipment. This piece of equipment is very important in maintaining the Greens and Tee Boxes of our Golf Course.

Cost of this Aerator and verticutter attachment is \$18,978.00 before tax. We have financed the purchase of this Aerator through John Deere credit over 4 seasons. It was brought to our attention that the town may be willing to cover some of the cost of this Aerator. If possible we would like to ask for half the fee to be covered which would be \$9,489.00. We would pay this amount to John Deere credit and change our financing agreement with them.

If there are any questions please feel free to contact Lyle Broderson at the Pro Shop (403)625-3500. A copy of our customer purchase order is included with this letter.

Sincerely,

Wes Weibe
President





Customer Purchase Order for John Deere AG and C&CE Products (Canada)

663945107

PURCHASER'S NAME - First Signer (First, Middle Initial, Last / Business / Corporate Name)
Claresholm Golf Club "The Bridges"
 (SECOND LINE OF PURCHASER NAME OR CONTACT NAME, IF A BUSINESS)
Rod Andrews
 STREET/RR
349 - 39 Avenue West / P.O. Box 2080
 TOWN/CITY
Claresholm PROV. **AB** POSTAL CODE **TOL 0T0**
 COUNTY/REGION
Canada PURCHASER ACCT. **6254620** PHONE NUMBER **(403) 625-4620**
 E-MAIL ADDRESS

PURCHASER'S NAME - Second Signer
 STREET/RR
 TOWN/CITY PROV. POSTAL CODE
 COUNTY/REGION PHONE NUMBER
 E-MAIL ADDRESS

DATE OF ORDER **09/19/2009** COMPANY UNIT DEALER ORDER NO. DEALER ACCOUNT NO.
73-3022
 CASH LEASE TIME PURCHASER BUSINESS NO.
 SALE SALE SALE SALES TAX EXEMPT NO.

(*) Only applicable if Purchaser is GST Registered
(*) Only applicable if Purchaser is GST Registered
 GST NO. *
 QST NO. (if applicable) *
 DEALER'S NAME & ADDRESS
Martin Equipment Ltd.
11184 - 42 Street SE
Calgary, Alberta T2C 0J9 (403) 253-6187
 DEALER'S GST NO.
R103545083
 DEALER'S QST NO. (if applicable)

CUSTOMER IS: ADD CUSTOMER NAME TO MAIL LIST EXTENDED PROTECTION AND/OR MAINTENANCE PLAN
 Business Individual H C F A
 C&CE (Check only one box) AG
 Residential Commercial Part-Time Farmer
 The Purchaser acknowledges that the Dealer has explained the extended protection and/or maintenance plans available for the Product. By signing below, the Purchaser declines any such plans.
 Purchaser's Signature

The undersigned purchaser(s) (the "Purchaser") hereby orders the product(s) described below (the "Products") from the Dealer. The Dealer shall not be liable for failure to provide the Products or for any delay in delivery if such failure or delay is due to the Dealer's inability to obtain such Products from the manufacturer or supplier or other cause beyond the Dealer's control. The Total Price (line 1) shown below is subject to the Purchaser receiving the Products prior to any changes in price by the manufacturer or supplier and is also subject to any new or increased taxes being imposed upon the sale of the Products after the date of this Purchase Order.

QTY.	NEW	REBUILT	USED	PRODUCT (Give Model, Size & Description)	(Hours of Use)	PRODUCT IDENTIFICATION NO.	DELIVERED CASH PRICE (Or Total Lease Payments)
1	X			John Deere Aercore 800 Aerator		TC800AC065121	\$14,775.00
1	X			John Deere Aercore 800 Verticutter			\$4,203.00
** Pricing includes Municipal Discounts **							
CASH PRICE							\$18,978.00
GST / HST							\$948.90
QST							
1. TOTAL PRICE							\$19,926.90

The Purchaser offers to sell, transfer and convey the following item(s) to the Dealer at or prior to the time of delivery of the Products, as a "trade-in" to be applied against the Total Price (line 1). The Purchaser represents that each trade-in item shall be free and clear of all security interests, liens and encumbrances at the time of transfer to the Dealer. The following is a description of and the price to be allowed for each "trade-in" item.

QTY.	DESCRIPTION OF TRADE-IN	PRODUCT IDENTIFICATION NO.	AMOUNT
	** John Deere Credit / 2009 Fall Waiver Program **		
Terms: 4-season, 6-on/6-off, May thru October Payment Schedule, October 2009 Delivery, Lease Purchase (\$1.00 Buy-out).			
NET TRADE-IN ALLOWANCE			\$0.00
GST ON ALLOWANCE *			
GST ON ALLOWANCE *			
2. TOTAL TRADE-IN ALLOWANCE			\$0.00
3. BALANCE (1 - 2)			\$19,926.90
4. PROVINCIAL SALES TAX			\$0.00
5. SUB-TOTAL (3 + 4)			\$19,926.90
6. CASH WITH ORDER (5 - 6)			\$0.00
7. BALANCE DUE			\$19,926.90

IMPORTANT WARRANTY NOTICE: The John Deere warranty for new John Deere products is printed on page 2 and is a part of this Purchase Order. Please read it carefully. There is no warranty on used products. THE PURCHASER'S RIGHTS AND REMEDIES PERTAINING TO THIS PURCHASE OF NEW JOHN DEERE PRODUCTS ARE LIMITED AS SET FORTH IN THE WARRANTY AND THIS PURCHASE ORDER, TO THE EXTENT PERMITTED BY LAW, FUNDAMENTAL TERMS, REPRESENTATIONS, PROMISES, CONDITIONS AND WARRANTIES, EXPRESS OR IMPLIED, INCLUDING IMPLIED OR STATUTORY CONDITIONS OR WARRANTIES, OF MERCHANTABILITY AND FITNESS, QUALITY, PERFORMANCE, FREEDOM FROM DEFECT, ARE EXCLUDED. By signing below, Purchaser acknowledges receipt of the warranty statement.

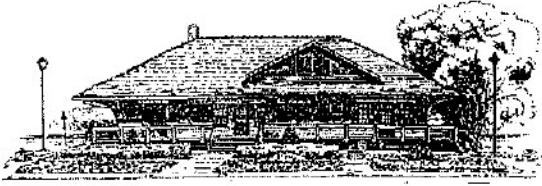
*Use of Information/Privacy Consent: Personal information obtained in connection with this Purchase Order is being collected, used and disclosed in accordance with the privacy policy of Dealer and John Deere. Such personal information will be used for the purpose of fulfilling the terms of this Purchase Order and may be used to provide Purchaser with additional marketing and promotional information about Dealer and John Deere and their products and services. Purchaser's request to be included on a mailing list supersedes any prior request made by Purchaser to limit the use of personal information for promotional and marketing purposes. See Dealer directly for information about its privacy policy. For information about John Deere's privacy policy and Purchaser's "Opt Out" rights visit John Deere's web site at www.johndeere.com.

PURCHASER'S ACKNOWLEDGEMENT - Purchaser promises to pay the balance due (line 7) shown above in cash, or to execute a retail installment contract, lease agreement or other security agreement for the purchase price of the Product, plus additional charges shown thereon, on or before delivery of the Products ordered hereon. Despite physical delivery of the Products, title shall not pass to the Purchaser until the Balance Due is paid in full.

Purchaser's Signature: *Eyle Broderson* Accepted By: *M. Rooks*
(Authorized Signature of Seller)

Purchaser's Signature: _____ Date Accepted: **09/21/2009** Salesperson: **Mark Rooks**

DELIVERY ACKNOWLEDGEMENT	DELIVERED ON: <u><i>Oct. 20/09</i></u>	WARRANTY BEGINS: <u><i>Oct. 21/09</i></u>	SIGNATURE: (DEALER) <u><i>M. Rooks</i></u>
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Claresholm & District Museum
5126 Highway # 2
Box 1000
Claresholm, Alberta
T0L 0T0
Phone: 1-403-625-3131

February 16, 2010

Town Council
Town of Claresholm
Box 1000
Claresholm, Alberta

Dear Mr. Mayor and Councillors;

The Claresholm and District Museum Board has received a letter from the Alberta Museums Association informing us that we did not receive the requested staffing grant for 2010. They reported that they had received 67 applications and were able to fund only 24. The jury that adjudicated the grants gave our application a score of 36 out of a possible 44. They felt that not enough detail had been included in the section on long range plans. The guidelines stated that any score of 26 or lower would not be eligible for funding. The funds available this year did not appear to be sufficient to provide even partial funding.

Given the extra work required this year to complete the reorganization of existing displays and the development of new exhibits, the Museum Board would like to have the Collections Assistant begin April 6th this year, instead of the usual start on the first Monday in May . We will continue to seek other grants to help toward staffing costs.

The Board is very appreciative of your ongoing support.

Sincerely

Rae Trimble
Chair, Claresholm and District Museum Board

Jury Scoring Sheet: OPERATIONAL STAFFING GRANTS		Score
Grant Run: Nov2009		
Applicant: Claresholm and District Museum		
Project Total: \$26,171.00 Amount Requested: \$18,320.00		
Application Section	Point Distribution	Score
A. DESCRIPTION AND IMPACT		
1. Attach a job description (4 points)	<ul style="list-style-type: none"> The job description clearly outlines the responsibilities/duties involved in the position 2/2 The job description clearly outlines the qualifications/experience/competencies required for the position 2/2 	Total 4/4
2. Explain the impact that this position will have on your institution (8 points)	<p>The narrative specifically addresses:</p> <ul style="list-style-type: none"> The position(s)' impact on the area of museum operations that it directly relates to (e.g., collections management, programming, administration, etc.) 3/4 The position(s)' impact on overall museum operations 3/4 	Total 6/8
3. Explain the impact this position will have on your community (3 points)	<ul style="list-style-type: none"> The narrative describes the positive impact that the position(s) will have within the museum's communities. 3/3 	Total 3/3
B. LONG TERM PLANS		
1. How will the position fit into your institution's long term plans? (10 points)	<ul style="list-style-type: none"> A description/synopsis of the museum's long-term plans is included. 2/4 The narrative includes a detailed description of how the position will assist the museum to achieve or work towards achieving these plans. 3/6 	Total 5/10
C. Learning Plan/Training		
1. From the list provided on the Application Form, indicate the professional development opportunities to be undertaken by the individual(s) being employed by this grant. Check all that apply. (no point value)	<ul style="list-style-type: none"> At least ONE professional development opportunity is indicated for each individual to be supported by the grant. 	
2. Briefly describe how the indicated professional development opportunity(s) link to an institutional/individual need. (5 points)	<ul style="list-style-type: none"> The narrative clearly describes the institutional/individual need(s) that the indicated opportunity(s) will address. 2/2 A description of how the professional development opportunity will address this need(s) is provided. 3/3 	Total 5/5

<p>3. In no more than half a page, demonstrate that the individual(s) being considered possess a minimum level of relevant training and experience. (5 points)</p>	<ul style="list-style-type: none"> The narrative outlines the training and experience possessed by the individual(s) to be supported by the grant. Alternatively, the narrative outlines the training and experience required for the position (if the individual has not been selected). 2/2 The narrative outlines how this training and experience will allow the individual to complete the required duties. 3/3 	<p>Total 5/5</p>
<p>D. HUMAN RESOURCE TOOLS/PRACTICES</p> <p>1. Indicate which human resource tools/practices your institution will implement to assist the individual(s) being employed. (4 points)</p>	<p>Applicants are awarded one point for each human resource tool/practice indicated.</p> <ul style="list-style-type: none"> HR Policies/Procedures /1 Orientation /1 Performance Appraisal /1 Competencies for Museum Leadership /1 Other /1 	<p>Total 4/4</p>
<p>BUDGET</p> <p>1. Using the Budget Sheet provided, show your anticipated expenditures and revenues (from all sources). Indicate if cash contributions are Confirmed or Anticipated (include both in Revenue Total). Existing salaries may be used toward matching contribution. (5 points)</p>	<ul style="list-style-type: none"> The figures on the budget sheet are clearly related to the position outlined within the narrative. Explanations are included if necessary, and supporting documentation is attached if relevant. 4/5 	<p>Total 4/5</p>

Jury Comments: 36/44
 Long term plans do not go further than 2010 and did not include measurable dates. The long term plans were not focused on the institution. Budget: the jury would have liked to see a break down of your wages (in order to see how many hours are required for this position).



CLARESHOLM FIRE DEPARTMENT

Box 433 • Claresholm, AB • TEL 010 • FAX (403) 625- 3922

FIRE CHIEF TONY BONETTI

E-MAIL clareholmfire@telus.net

Dear Council,

The Claresholm Fire Department is asking that the Town Council reinstate our medical supplies back on our Fire Rescue truck and allow us to continue using our life saving skills on medical first responses, motor vehicle collisions and medical co responses. We ask council adopt our proposed Emergency Services Levels and Standard policy. The policy states that we guarantee standard first aid 365 days a year-24 hours a day and EMR-EMT care when those personnel are available.

Thank you,

Claresholm Fire Department

APPENDIX A

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

<u>EMERGENCY SERVICE PROVIDED</u>	<u>LEVEL OR STANDARD</u>
Emergency Dispatch Services	Approved Provided 911 Dispatch Centre
Emergency Medical Services	
Medical Co-Response (MCR)	First Aid & CPR Level C, (Preferred) Emergency Medical Responder (EMR, EMT)
Medical First Responder(Only when no Ambulances are available)	First Aid & CPR Level C, (Preferred) Emergency Medical Responder (EMR, EMT)
(Assist on Delta & Echo Responses)	First Aid & CPR Level C, (Preferred) Emergency Medical Responder (EMR, EMT)
(Fire Drivers For Medical Emergencies)	Class 4 licence

INFORMATION ITEMS

COMMUNITIES IN BLOOM - CLARESHOLM COMMITTEE

Regular Meeting held January 18th, 2010

Present were: Michelle Day, Bill Erickson, Daryl Sutter, Norm Elford, Kerry Hart, Arnold McAulay and Rosemary Wishart

Meeting called to order at 4:00 PM

Minutes of December 2009 meeting were read by Secretary, and it was MOVED by Daryl, SECONDED by Michelle they be adopted - CARRIED.

Under Old Business, Daryl advised that Town of Claresholm have made budget appropriation to cover costs of hiring a full time gardener/arborist. Daryl advised that none on Town employ has ever received any training as an arborist. He also advised that he was of opinion that Town foreman had made an inventory of trees on Town property a few years ago, and perhaps it couldn't be found when CiB judges were here. He will look into this.

Michelle advised that E.D.C. committee of the Town have agreed to look at taking initiative to refurbish the "Claresholm welcomes you" signs on the highway north and south, and ask that a proposal be drafted up to cover all of the improvements we think are needed.

Discussion following identified these needs: landscaping, repainting, new lighting, and repaint and rehang of CiB flash at bottom. Michelle, Bill Erickson and Arnold McAulay agreed to form a committee to attend to this.

Further discussion about signage was generally in agreement that another sign with our yearly achievements was needed. A location for such will be put on agenda for February meeting.

In place of holding elections, the assembly was in agreement that present executive carry on if they so wish - they agreed.

Copies of the 2009 judge's assessment were handed out and brief comment was made about it. Question as to whether we will ask to be judged again in 2010 was raised, and all were put on notice that such decision needed to be made by March 31st, 2010

Rosemary advised that she had made contact with a leader of Claresholm Girl Guides and they would like assistance and input on gardening projects toward earning badges. Daryl advised that WCSC high school had received a grant of \$1,000. from Conoco Phillips also toward a beautification project. MOVED by Daryl, SECONDED by Kerry that we accept their offer and provide advice and assistance - CARRIED

Norm enquired whether committee would seek donated funds from service clubs again in 2010. Consensus was that we would poll them again, expecting that the sign project, being a major, would benefit from input from all service organizations.

MOVED by Michelle the meeting adjourn. (5:00 PM).

Minutes – FCSS Board Meeting
January 21, 2010, Council Chambers at 7 PM

Present: Shirley Isaacson, Earl Hemmaway, Connie Quayle, Danielle Slettede, Tara Bishoff, and staff member, Debbie Goeseels

Regrets: None

Shirley called the meeting to order at approximately 7:05 PM.

1. Earl moved approval of the agenda, **Motion** 0101:10, with one addition, Family Day Skate, under 9. Other business. Carried

2. Approval of minutes from the last board meeting of November 25th, 2009 was moved by Connie, **Motion** 0102:10, carried.

3. Financial information was reviewed as discussed as follows:

- 3.1 Jan.1 to Dec. 31/ 09, with comparison to budget, from Town

- 3.2 Excel spreadsheet comparison to budget to end December 2009.

We will need to discuss with Town CAO how our deficit budget amount in 2009 will be covered. There was some discussion about whether the town would cover all or if we might need to use one of our GIC's to cover most of the deficit. Shirley and Debbie will discuss with Town CAO, Kris Holbeck. Also, Debbie noted that although we have approved the 2010 budget there will be minor changes; the Town CAO has reviewed and suggested some changes. In particular, if the Town is going to help pay for Summer Fun the revenue needs to be shown coming from the Town and must balance the expenses for the program. Debbie and Shirley will meet and review the budget again and resubmit. Danielle moved to accept the financial information as presented, **Motion** 0103:10, carried.

4. The correspondence folder was reviewed for information; motions are listed below under New Business.

5. Staff reports from: Resource Centre, Director, Outreach Program, and the Drop Zone were accepted for information.

Approved: _____
Board Chair

Director

6. Sub-committees:

Policy & Procedure - Connie, Danielle: need to meet and review wording revisions of bylaw from Town and MD regarding board composition etc. The bulk of this has been reviewed by Executive.

Finance -Shirley, Tara; no report. Debbie and Shirley will meet for 2009 deficit and 2010 budget and set up a meeting to discuss with Town.

Personnel - Earl, Shirley: met to review job descriptions and the Town by-law regarding personnel and the P & P manual. Revisions suggested and Debbie needs to type and bring for review to Town.

Drop Zone - Danielle, Tara: in contact via email regarding arrears from one family and rewording of job descriptions for staff.

7. Old Business:

7.1 New board members - Elaine Wyllie has applied and would like to attend starting Feb. 2010. We will wait for the letter from the town and Debbie will contact Elaine about the February meeting.

7.2 An amendment to the by-laws that affect us needs more review and there is more than one by-law we need to review. Committee/board input will be needed before we request a by-law amendment from council. Personnel committee has met. Debbie will call a meeting of P & P committee to review the bylaws that affect FCSS and board membership.

7.3 Office items required: New brochure racking has been extensively researched and priced by our office staff; this has been on the office wish list for the past few years.

FCSS Board Minutes from January 21, 2010 meeting continued.....

The best fit costs between \$2860.00 and \$3000.00. Motion to purchase brochure racks costing approximately \$3000.00: see motion below

7.4 Upgrades to our telephone system; 2 quotes were reviewed. The best priced quote is from DRC Communication at \$1500. Motion to upgrade our telephone system at an approximate cost of \$1500.00: These items were tabled in November, however they are needed for the office and it was decided to go ahead with these items.

Earl moved to approve spending of approximately \$3000.00 for new brochure racks and approximately \$1500.00 for upgrades to the telephone system for the FCSS office, **Motion** 0104:10, carried.

Approved: _____
Board Chair

Director

8. New Business:

8.1 Motions arising from reports or correspondence:

8.1.1 Arrears for Drop Zone fees for Megan Hand: Tara moved the past due fees for M. Hand will be written off and Director may cease active collection, however we will accept any payment should the effort be made at a later date - **Motion** 0105:10 to stop active collection and write off \$724.00 in Drop Zone fees owed by M. Hand carried.

8.1.2 Request for \$500.00 funding for the 2010 funding year from Claresholm Healthy Community Coalition was discussed. The groups' 2009 application was slightly revised for the 2010 funding year. It was responsible and wise for the group to acknowledge their inability to spend the funds as approved last year. Danielle moved to fund the Healthy Community Coalition in the amount of \$500.00 as requested, **Motion** 0106:10, carried.

9. Other Business: Debbie asked for confirmation of volunteers at the Family Day Skate on Feb. 15/10. Connie and Shirley will come to cook hot dogs and help at the event.

The FCSS Board took a short recess to informally discuss a matter at 7:45 PM. The meeting moved out of recess at 8:10 PM and there were no other items for discussion.

10. Earl moved the meeting adjourn at 8:12 PM, **Motion** 0107:10

Next meeting: 3rd Wednesday, February 17 at 7 PM council chambers.

Approved: _____
Board Chair

Director

**March
2010**



Caring Begins With You and Me!

K-4 Facility

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



5-7 Facility

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

Principal

Mr. Kurtis Hewson

Assistant Principal

Ms. Karen Bingley
K-4 Facility

Assistant Principal

Mrs. Lynne Penniket
5-7 Facility



West Meadow Elementary News

K-6 Planning Overview

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

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



***Progress Reports and
Report Cards will be
sent home on***

Monday, March 22

*Please call the school to
book a conference
appointment with your
child's teacher. More
information about
conferences can be found
inside.*



LRSD Parent Satisfaction Surveys

It is time once again for the annual Satisfaction Surveys. These will be available for parents to complete at conferences from March 23-25. Any parents not able to complete the survey during this time will have copies sent home.

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



Livingstone Range

The deadline for completion is
March 31.

Kids and Drugs: A Parent's Guide to Prevention

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

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

K-4 News



Upcoming Events

Tuesday, March 2

Fundraising Society Meeting

6:30 pm—5-7 Site

Friday, March 12

*Staff planning day—
no school for students*

Tuesday, March 16

School Council meeting @ 6:30

Friday, March 19

PJ and Stuffy Day

Monday, March 22

Report Cards go home

Tuesday & Wednesday,

March 23 & 24

3-Way Conferences

4:00—7:00 pm.

Friday, March 26

Staff Planning—K-4 Site only



Swim to Survive

In March, some of our classes will be completing the Swim to Survive program. The schedule for the program will be:

Grade 4	Gillespie	Monday, March 1 Tuesday, March 2 Wednesday March 3
	Mackin	Monday, March 1 Tuesday, March 2 Wednesday, March 3



Welcome New K-4 Staff

We would like to welcome three new staff members to the K-4 team!

Ms. Shannon Clay will be working with Ms. McGrattan's and Mrs. Symonds' grade two classrooms.

Mrs. Marla McLeod will be joining Ms. Mueller's grade three classroom in the mornings.

Mr. Chad Besplug will be joining Ms. Heitman's grade one classroom in the morning.

We wish **Ms. Anne Reinke** all the best, as she has returned to Germany after completing her teacher assistant practicum at the K-4 site in semester one!



Student Supply Survey

Please find enclosed with this newsletter a survey asking for parents' feedback regarding the past practice of charging a student supply fee (\$40) in return for the school providing supplies for students. This feedback is going to be used to determine practice for the K-6 moving forward. Please return these surveys to the school by March 11.



PJ & Stuffy Day March 19

Dress in your favorite PJ's in bring your favorite stuffy.



Progress Reports and Three-Way Conferences



We are once again very excited to meet with students and parents during our three-way conferences, happening **Tuesday, March 23 and Wednesday, March 24**. Different than the traditional parent/teacher interview, a three-way conference allows students to take the lead as they provide the teacher and their parents with examples of their academic progress. It encourages students to take responsibility for their learning and to share their work.

We recognize that there may be some issues to be discussed with the teacher that should not involve the child. If parents are wishing a separate meeting with just the teacher, they may:

- * Schedule a 10 minute conference with just the teacher between 6-7 pm on Wednesday, March 24. This time will be reserved for just parent-teacher conference times.
- * Arrange an alternate time to meet with the teacher.

Any meetings scheduled with the teacher should be in addition to the three-way conference. It is very important that your child has an opportunity to be involved in this process.

It is extremely important that students have the opportunity to share their learning and talk with their parents and teacher about their progress.

Please call the office and book an appointment with your child's teacher.

Please sign your child's Progress Report cover and return to the school by March 30.

Pre-School Screening



This year, our school will not be hosting a Pre-School Screening for incoming students, as three and four year olds were addressed in last year's screening process. We will be hosting a community Pre-School once again next year.

If you have any questions or concerns regarding your child, you may contact Ms. Karen Bingley at the school or contact the Claresholm Public Health Unit directly.

5-7 News



Upcoming Events

Tuesday, March 2

Fundraising Society Meeting—6:30 pm

Wednesday, March 3

School Ski Trip

Friday, March 12

LRSD Staff Planning Day

No School for students

Tuesday, March 16

School Council Meeting—6:30 pm

Monday, March 22

Report Cards Home

Wednesday/Thursday, March 24 & 25

Parent Teacher Conferences

Book Fair in conjunction with conferences

Haiti Fundraising Update

Huge Thank-You to All Those Who Helped Raise Money For God's Littlest Angels Orphanage in Haiti

- Sobey's donated all canteen supplies
- Mr. Lindquist donation of knife for draw
- All Staff, Students and Community Members who helped support our fundraising efforts.
- 7A for organizing much of our work.

In total we raised nearly \$2000 dollars, which was sent in time to be matched by the government. Our funds will be used to help purchase supplies to care for children in the orphanage, they are expecting an influx of children due to the loss of parents in the earthquake.

Thanks West Meadow Elementary

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

Challenge Assemblies

Beginning in February, students in grades five and six will be engaging in Friday Challenge Assemblies.



The Challenge Assemblies allow students to work in cross-graded teams to accomplish a task together. The Assemblies meet all five critical components of our school's mission statement stated above.

At these assemblies (see dates below), students work in their Olympic teams to complete a critical thinking task. These have and will focus upon different areas of the curriculum, from a scientific focus on building bridges and towers, to mathematical challenges and fitness components. These tasks require students to work together as a team to design a plan, carry out their design and then finish with individual reflection time as they complete a Reflection Journal. For the assemblies, Mr. Hewson and a number of staff members work with the teams in the gymnasium.

Challenge

Assembly Dates

Friday, February 5
Friday, February 26
Friday, March 19
Friday, April 16
Friday, May 7
Friday, May 28
Friday, June 4

Each assembly, students earn points for their team and the team with the most points in June will enjoy a team Pizza Party.

These assemblies will be a topic for discussion at the March 16 School Council meeting.

Claresholm Schools CREATE success!

- *Creative and critical thinkers*
- *Responsible and self-directed*
- *Ethical and involved citizens*
- *Team-oriented*
- *Effective communicators*



LIBRARY NEWS

The Scholastic Book Fair is coming to our school in March. It will be open during Parent/Teacher Interviews, Wednesday, March 24th and Thursday, March 25th, 4:30 – 7:20 across from the library. Students will be able to visit the book fair during their library class time and can purchase books during that time. The book fair will also be open to the students before school and during their morning break, Wednesday, March 24th – Friday, March 25th.

Join us for a special Family Event where you will find books for every person in your family. Don't forget to enter our Family Event Draw. You could win \$50 in books - \$25 for your family and \$25 for your child's classroom!

Did you know that for every \$10 you spend at the Book Fair, up to \$6 goes back to our school? This allows us to purchase needed books and educational resources.



We hope to see you at the Book Fair and thank you for your support.



Golden Eagle Book Award



Students that qualified as a judge for the Golden Eagle Children's Choice Book Award will be voting Monday, March 8 for their favorite book. West Meadow Elementary School has a total of 63 judges. 18 have read all ten books. One student from the K-4 site and 41 grade 8 students have also qualified to be a judge.

The Gala will be Thursday, April 22nd at West Meadow. Student judges and their families will be invited to attend. West Meadow will have one of the three Golden Eagle finalists visit our school before the Gala. Students will be able to purchase their books during the author visit or at the Gala.

The Public Library's Golden Eagle Book Club will be meeting Friday, March 5th and 19th, 2:00 – 3:00.

Claresholm Minor Ball Registration

Wednesday, March 17th and 24th

6:30-8:30 pm

Claresholm Arena Lobby



If your child would like to purchase a badminton racquet they are on display between the front doors. Order forms are in the office and they are due by Monday, March 8th.

Prices are:

- Fusion 2010 Victor \$20.00
- ISO Z (Zeta) Yonex \$40.00
- Thunder 1119 Victor \$50.00
- N600 Wilson \$65.00



Willow Creek Soccer League

Organizational Meeting

Tuesday, March 2

7:00 pm

Town Council Chambers



K-4 Calendar

March 2010

Sunday **Monday** **Tuesday** **Wednesday** **Thursday** **Friday** **Saturday**

	1	2	3	4	5	6
		Hot dog day Fundraising Society Meeting—6:30 pm	Aidian P	Pizza Day		Brianna W.
7	8	9	10	11	12	13
Spencer V.		Hot dog day	Annabel T.	Pizza Day	Staff Planning— no school Sarah F.	
14	15	16	17	18	19	20
Liam Mc.	Cassidy S.	Hot dog day School Council Meeting—6:30 pm Logan C. Bradley L.	Leeyah E.	Pizza Day Sarah S.		
21	22	23	24	25	26	27
	Report Cards go home	Hot dog day 3-Way Conferences Paige V.	3-way Conferences	Pizza Day	Staff planning - no school CES only Jace Mc-Y	Samantha L.
28	29	30	31			
Hailyn Z.		Hot dog day Tyler G.				

5-7 Calendar

March 2010

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
	1 5AA Safety Patrol Hot Dog Day	2 Pizza Day Fundraising Society Meeting—	3 Ski trip to Castle Mountain	4 Yellow Ribbon presentation for gr 7's in the am	5	6
7	8 6A Safety Badminton Racquet orders	9 Pizza Day	10	11 Sub Day	12 LRSD Staff Planning Day	13
14	15 6AA Safety Patrol Hot Dog Day	16 Pizza Day School Council Meeting—6:30 pm	17 Gr 5 swim 10- 11:00am Gr 7 skate 1:45- 3:15	18 Taco In a Bag	19 Gr 7 swim 9-10:30am	20
21	25 5A Safety Patrol Report Cards home	23 Pizza Day	24 Parent Teacher Interviews 4:30- 7:20	25 Sub Day Gr 6 swim 10-11:00am Parent Teacher Interviews 4:30-7:20	26	27
28	29 5AA Safety Patrol Hot Dog Day	30 Pizza Day	31			

Willow Creek Soccer League
 Organizational Meeting
 March 2, 2010
 7:00 PM
 Town Office; Conference Room

NAME:	ADDRESS:	Phone #:	EMAIL
Daryl Sutter	Town of Claresholm	403-625-0183	dsutter@telsplanet.net
Chris Dixon	Claresholm	403-625-0296	cjdixon71@shaw.ca
John Pinkerton	Claresholm	403-625-2969	mjflames@telus.net
Julie Ling	Claresholm	403-625-3259	dingalings@tels.net
Candace Herrington	Claresholm	403-625-1556	caclhe@tels.net
Amanda Zimmer	Claresholm	403-625-4474 (W) 403-625-1599 (H)	zimmerca@telus.net
Pamela Penner	Claresholm	403-468-2290	ppenner@sellarsyates.com
John Dedommicis	Claresholm	403-625-4782	dedo@telsplanet.net

Introductory remarks:

Financial: **\$1064.12**

Old Business:

- Parent concerns – traveling ability – executive have avoided travel, preferring to keep the league simple and cheap
- 3 year olds shorter time, give coach free reign to se their imagination – or shorten the time
- Tues and Thursday – practice and game – feedback was to have ALL games with no practice. Suggestion to have a coach for a specific age group organize activities
- Town land – is there any place that could become a “dedicated” soccer pitch!
- Wording of fee – referring to the “late fee” – is it 45\$ or just 5\$ for a late fee.

New Business:

A. John Pinkerton is stepping down, due to a new job so is not available to help out.

B. New Executive:

President	Amanda Zimmer
Vice President	Pamela Penner
Secretary	Candice Herrington
Treasurer	Julie Ling
Equipment Organizer	Chris Dixon/Pamela Penner

C. Registration Dates

- a. **Wednesday, March 24, 2010 At the ARENA from 6:30 – 8:30 PM**
- b. **Thursday April 1, 2010 At the Library from 5:00 – 7:00 PM**

D. Season Length

- a. **From April 27th through June 24**
- b. **Tuesday and Thursday Evenings**
- c. **6:30 – 8:30 PM**

E. Pictures – team and individual

- a. **May 18th**
- b. **Price included in registration fee**

F. 3 year olds- play 30 to 40 minutes, fee is to stay the same

G. Additions and changes to Registration Forms

H. Soccer clinics (x2 or 3) through out season – invite skilled players from Lethbridge Soccer Association or U of C or Calgary Soccer association – Candice to look into this!

I. Traveling Teams – Pamela will look into insurance costs for this, membership into a league (i.e.: Lethbridge Soccer league) or a southern soccer league and how will impact WCSL

J. Baseball (Chris Dixon President) – wants to see soccer and minor ball working together, so that families can participate in both, as soccer age range is from 3 – 13, Minor ball will work around soccer scheduling for this age group

K. Season Wrap-up Meeting – JULY 8th @ 7:00 PM in Council Chambers

Adjournment: 8:30 PM