



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

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

CALL TO ORDER

AGENDA: ADOPTION OF AGENDA

MINUTES: REGULAR MEETING MINUTES NOVEMBER 8, 2010

FINANCES: OCTOBER 2010 BANK STATEMENT

ACTION ITEMS:

1. **CORRES: Claresholm Kinsmen Club**
RE: Charity Hockey Game
2. **CORRES: Claresholm Skating Club**
RE: Skate-a-thon, Wednesday, November 24th
3. **CORRES: Oldman River Regional Services Commission**
RE: Municipal Planning Orientation Workshop
4. **CORRES: Municipal District of Willow Creek**
RE: Joint Economic Development Initiative & Industrial Area Commission
5. **CORRES: Claresholm & District Fair Board**
RE: Fair Days 2011 Parade Theme
6. **CORRES: Claresholm Public Library**
RE: Representative to Chinook Arch Regional Library System
7. **CORRES: Claresholm Physician Recruitment & Retention Committee**
RE: Budgeting for 2011
8. **CORRES: MuniWare**
RE: Support Agreement & Update of New Software
9. **MUNICIPAL PLANNING COMMISSION & UTILITIES PLANNING COMMITTEE - Recommendation**
RE: Future Development at the North End of Town
10. **COMMUNITY STANDARDS COMMITTEE - Recommendation**
RE: Roy Handziuk's Request for a One Way Alley
11. **RESIDENTIAL LOT SALE – 410 - 56 Avenue West**
RE: Reserve Bid
12. **CAO UPDATE – November 29, 2010**
13. **CAPITAL BUDGET DISCUSSIONS**
14. **YEAR TO DATE REVENUE & EXPENDITURE REPORT**
15. **ADOPTION OF INFORMATION ITEMS**
16. **IN CAMERA: PERSONNEL / DEVELOPMENT**

INFORMATION ITEMS:

1. Elected Officials Education Program
2. Oldman River Regional Services Commission – Meeting Agenda – December 2, 2010
3. Claresholm & District Transportation Society – Meeting Minutes – October 16, 2010
4. Rowan House Emergency Shelter – Thank You
5. Pincher Creek Chamber of Commerce – Thank You

ADJOURNMENT:



**TOWN OF CLARESHOLM
PROVINCE OF ALBERTA
REGULAR COUNCIL MEETING MINUTES
NOVEMBER 8, 2010**

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

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

ABSENT: None

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

MINUTES: **1. ORGANIZATIONAL MEETING MINUTES – OCTOBER 25, 2010**

Moved by Councillor MacPherson that the Organizational Meeting Minutes of October 25, 2010 be accepted as presented.

CARRIED

2. REGULAR MEETING – OCTOBER 25, 2010

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

CARRIED

ACTION ITEMS:

1. CORRES: Brian Jones
RE: “Thoughts of Our Canadian Soldiers at War (2010 Edition)”

Received for information.

2. CORRES: Rowan House Emergency Shelter
RE: November Family Violence Prevention Month Proclamation

Moved by Councillor Hubka to acknowledge November Family Violence Prevention Month as suggested by Rowan House Emergency Shelter.

CARRIED

3. CORRES: Claresholm Curling Club
RE: General Liability Insurance

Moved by Councillor MacPherson to cover the general liability insurance of the Claresholm Curling Club, for the 2010 year only, in the amount of \$1,500.00.

CARRIED

4. CORRES: W. Menhem
RE: Request for Waiver of User Fees

Moved by Councillor Sutter to deny the request by W. Menhem for a waiver of user fees or penalties for Account 2180.000 located at 4818 - 1st Street West.

CARRIED

5. CORRES: Roy Handziuk
RE: Request for a One Way Alley

Referred to Community Standards Committee.

6. CORRES: Residents of Link Spur
RE: Request to Change Stop Sign to Yield Sign

Referred to administration.

7. CORRES: Shelley O'Neil
RE: Recycling Contract

Referred to committee.

8. MAKE IT OFFICIAL: Trade-marks, Official Marks

Moved by Councillor Sutter to continue the process of registering the Town of Claresholm logo with tag line as an official mark.

CARRIED

9. INDUSTRIAL LOT SALE

Moved by Councillor Van Amerongen to set a reserve bid on the property located at 28 Saskatchewan Crescent at \$59,050.

CARRIED

10. GRANTS OVERVIEW & CAPITAL PROJECTS (For Discussion Only)

Received for information.

11. NEXT REGULAR COUNCIL MEETING & DECEMBER MEETING

Moved by Councillor MacPherson to set the next regular Council meeting date as Monday, November 29th, with one meeting in December being Monday, December 13th, 2010.

CARRIED

12. ADOPTION OF INFORMATION ITEMS

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

CARRIED

13. IN CAMERA: PERSONNEL

Moved by Councillor Sutter that this meeting go In Camera.

CARRIED

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

CARRIED

ADJOURNMENT: Moved by Councillor Quayle that this meeting adjourn at 8:30pm.

CARRIED

Mayor – David Moore

Chief Administrative Officer – Kris Holbeck, CA

**TOWN OF CLARESHOLM
OCTOBER 2010 BANK STATEMENT**

RECONCILED BALANCE SEPTEMBER 30, 2010			\$282,040.89
DEPOSITS TO BANK	DEBITS	CREDITS	BALANCE
RECEIPTS FOR MONTH	\$313,463.91		
REVOLVING LOAN RECEIVED	0.00		
CURRENT ACCOUNT INTEREST	12.80		
GIC REDEEMED	0.00		
US EXCHANGE	0.00		
TRANSFERS FROM T-BILLS	0.00		
SUBTOTAL	\$313,476.71		
CHARGES TO ACCOUNT			
ACCOUNTS PAYABLE		\$438,104.31	
PAYROLL CHARGES		89,232.49	
INTEREST ON REVOLVING LOAN		0.00	
REVOLVING LOAN PAID		0.00	
LOAN PAYMENTS		0.00	
MASTERCARD PAYMENT		927.07	
TRANSFERS TO T-BILLS / GIC PURCHASE		0.00	
NSF CHEQUES		0.00	
SERVICE CHARGES		199.29	
SCHOOL FOUNDATION PAYMENT		253,129.45	
SUBTOTAL		\$781,592.61	
NET BALANCE AT END OF MONTH			-\$186,075.01
BANK RECONCILIATION			
BALANCE PER BANK	104,523.92		
PLUS OUTSTANDING DEPOSITS	3,646.97		
LESS OUTSTANDING CHEQUES		-294,245.90	
RECONCILED BALANCE OCTOBER 31, 2010			-\$186,075.01
OTHER BALANCES:			
EXTERNALLY RES GIC'S & T-BILLS	\$1,048,995.17		
NON-RESTRICTED GIC'S & T-BILLS	\$2,247,325.78		
PARKING RESERVE	\$3,557.51		
WALKING PATHS RESERVE	\$1,933.92		
OFFSITE LEVY RESERVE	\$58,670.38		
SUBDIVISION RESERVE	\$35,539.34		
REVOLVING LOAN BALANCE		\$0.00	

SUBMITTED TO TOWN COUNCIL THIS 29th DAY OF NOVEMBER 2010

MAYOR

SECRETARY-TREASURER

ACTION ITEMS



Claresholm Kinsmen Club
Box 1707

To: The Town Of Claresholm
Re: Charity Hockey Game

I am writing on behalf of the joint committee represented by the Claresholm Kinsmen, the Claresholm RCMP and the Claresholm Fire Department. We are organizing a charity hockey game for December 18th. We are requesting that the Town Of Claresholm donate the rink and ice time for this fund raising event. The proceeds from this night will go to the local Willow Creek Composite High School Students Against Drunk Driving program (42.5%), local Kinsmen Projects (42.5%) and the National Kinsmen project Portraits of Honour program (15%) (www.portraitsofhonour.com).

Thank you for considering this worthwhile fund raising event, and for being a part of it.
Any questions please call.

Jason Hemmaway
President Claresholm Kinsmen Club
403-625-2088

Claresholm Skating Club
P.O. Box 1573
Claresholm, Alberta T0L 0T0



October 25, 2010

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

To the Town of Claresholm:

For 51 years, the **Claresholm Skating Club** has been a hard working, non-profit organization in our community; an organization dedicated to the principles of enabling every Canadian to participate in skating throughout their lifetime. We feel every Canadian should have the opportunity to learn to skate!

The Club will conduct the "Claresholm Skating Club Skate-a-thon" this Fall. The Skate-a-thon will be held on Wednesday, November 24 at the Arena. Club skaters will participate in this event and we ask the Town of Claresholm to participate as well. The Skate-a-thon is an important fund raising activity for our Club and your participation will be a generous benefit to our skaters.

How you can help: Please consider sending a "celebrity" skater to the Skate-a-thon. The celebrity skater is asked to collect pledges and then come out and enjoy 15 minutes of skating. Sometimes the celebrity skater's organization will make a lump sum donation to the Skating Club instead of collecting per lap pledges. If the Town of Claresholm is able to contribute towards club operation expenses, it will greatly help us reach our goal of providing skating instruction in our community.

A notice of recognition will be inserted in the Claresholm Local Press and the Club Newsletter.

Funds raised will be used to support the Skating Club's activities this season.

Previous Skate-a-thons have been fun events for our club. Celebrity skaters, some participating in costume, are a hit with Club skaters and families alike.

Celebrity skaters will be on the ice from 5:15 to 5:30 p.m., November 24/10. Light snacks will be provided to skaters.

If you would like more information, please contact me at (403) 625-4331. Thank you for considering a donation to the **Claresholm Skating Club**.

Sincerely,

Donna Moses

Donna Moses, President

Claresholm Skating Club

The Town contributed \$200 in 2009 with Councillor Daryl Sutter participating in the Skate-a-thon.
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Municipal Planning Orientation Workshop

M.D. of Willow Creek & Urban Municipalities

The Oldman River Regional Services Commission (ORRSC) will be hosting a FREE *Municipal Planning Orientation Workshop* :

Date: Thursday, January 27, 2011

Time: 7:00 pm - 9:00 pm

Place: M.D. of Willow Creek Council Chambers
5 kms west of Claresholm on Highway 520 West
(turn west at Claresholm Shell Station)

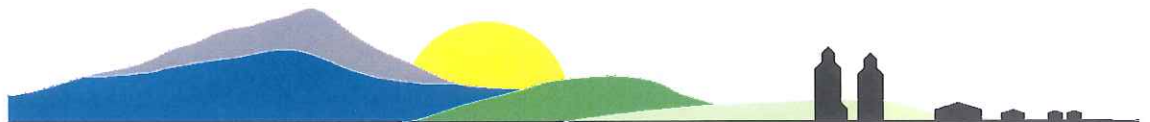
Topics will include:

- ◆ An Introduction to ORRSC
- ◆ Why Municipalities Plan?
- ◆ Planning Authorities: Roles and Responsibilities
- ◆ The Municipal Government Act & Municipal Responsibilities to Land Use
- ◆ GIS Mapping Applications
- ◆ Planning Policies and Regulations
- ◆ Municipal Planning Documents
- ◆ Subdivision & Development Process

This workshop will be of interest to ALL COUNCIL MEMBERS, MUNICIPAL PLANNING COMMISSION MEMBERS, AND CAO/MUNICIPAL MANAGERS – so please mark it on your calendars.

Please return the attached registration form by January 20, 2011

If you are unable to attend please see reverse for dates of other ORRSC
Municipal Planning Orientation Workshops



OLDMAN RIVER REGIONAL SERVICES COMMISSION

Thursday - January 27, 2011

Municipal Planning Orientation Workshop

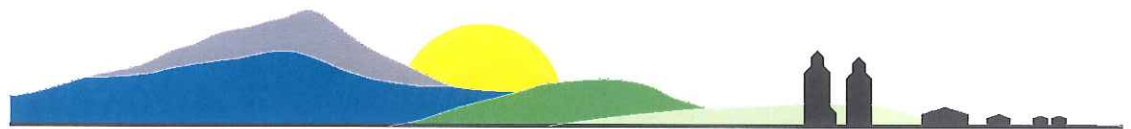
ORRSC Municipal Planning Orientation Workshops

Location	Date	Time	Place
Town of Vulcan	December 14, 2010	7:00-9:00 pm	Vulcan Lodge Hall 231 Centre Street Vulcan
City of Brooks	January 11, 2011	7:00-9:00 pm	Lecture Theatre, Medicine Hat College, Brooks Campus 200 Horticultural Station Rd East Brooks
Village of Cowley	January 13, 2011	7:00-9:00 pm	Cowley Community Hall 122 Cameron Street Cowley
Village of Stirling	January 17, 2011	7:00-9:00 pm	Stirling Lions Community Centre 417 - 2nd Street Stirling
Town of Cardston	January 20, 2011	7:00-9:00 pm	Town Office 2nd Floor, 67 - 3rd Avenue West Cardston
Town of Taber	January 24, 2011	7:00-9:00 pm	Taber Legion Hall 5205 - 48th Avenue Taber
City of Lethbridge	January 26, 2011	7:00-9:00 pm	ORRSC Conference Room 3105 - 16th Avenue North Lethbridge
M.D. of Willow Creek	January 27, 2011	7:00-9:00 pm	M.D. of Willow Creek Council Chambers 5 kms west of Claresholm on Hwy 520 West

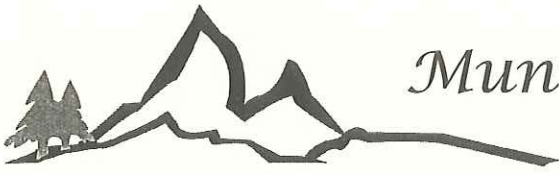
Please feel free to contact us:

3105 - 16th Avenue North, Lethbridge, Alberta T1H 5E8

PHONE: (403) 329-1344 | FAX: (403) 327-6847



OLDMAN RIVER REGIONAL SERVICES COMMISSION



Municipal District of Willow Creek

Office of the Administrator

www.mdwillowcreek.com
#26, Highway 520 West,
Claresholm Industrial Area
Box 550, Claresholm Alberta TOL oTo

Office: (403) 625-3351
Fax: (403) 625-3886
Shop: (403) 625-3030
Toll Free: 888-337-3351

November 19, 2010

Town of Claresholm
Box 1000
Claresholm, Alberta
TOL OTO

Attention: Kris Holbeck
CAO

Dear Ms. Holbeck:

I wish to advise that the Council of The Municipal District of Willow Creek No. 26 have appointed the following people as their representatives for the ensuing year.

Joint Economic Development Initiative & Claresholm Industrial Area Commission – Glen
Alm & Earl Hemmaway

Yours truly,

Cynthia Vizutti, CLGM
Municipal Administrator

CV/am

**CLARESHOLM
& DISTRICT
FAIR BOARD**



Nov. 19/10

Please consider the following
suggestion as the theme for the
Clareholm Fair Days Parade 2011:

"CELEBRATING CULTURAL DIVERSITY
IN CLARESHOLM."

Thank you
Sally Miller
(on behalf of the Fair
Board)

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

November 15, 2010

Mayor Moore and Council
Town of Claresholm
Box 1000
Claresholm, Alberta
T0L 0T0

Re: Representative to Chinook Arch Regional Library System

Dear Mayor Moore,

On behalf of the Town of Claresholm Municipal Library Board, I am writing to ask for your consideration in the Library Boards recommendation to appoint Lisa Anderson as the representative to Chinook Arch Regional Library System.

Thank you.

Yours truly,



Kathy Davies
Library Manager

November 22, 2010

Mayor and Council
Town of Claresholm
Claresholm, Alberta

Dear Mayor Moore and Council;

On behalf of the Claresholm Physician Recruitment and Retention Committee we wish to extend our wishes for an enjoyable holiday season. We also wish to extend our sincere thanks to you and your community for your support in the past years for our recruitment committee. Due to your support and encouragement for our committee and its programs we find our community in very fortunate circumstances. At present we have six full-time physicians practicing at the Claresholm Medical Clinic. This means we have a full complement of doctors and are not recruiting any more doctors.

In the past year three new doctors have been added to the physician staff. All of these physicians have become very busy and active in establishing their medical practices here in Claresholm. There is a good comraderie amongst the doctors and for the first time ever the on-call schedule is no longer an onerous task.

Although, we are not currently recruiting new physicians to Claresholm we do have an ongoing commitment to continue our two-year incentive package. We believe that our incentive package has been critical to enabling us to recruit new physicians. Therefore; we are asking that as you do your budgeting process of the year 2011 that you budget the same amount as you did in 2010. For the town of Claresholm we will be asking for a commitment of \$30,000.00 for 2011.

We greatly appreciate the past support of your council and community in our efforts to maintain a solid core of physicians in our community. Without your support we would not be able to achieve our goal of ensuring that we have a high quality health care team in the Claresholm area. If you have any questions or concerns regarding this letter please feel free to contact either Glen Alm or Brent Hall.

The Claresholm Physician Recruitment and Retention Committee
Glen Alm, Chairman

*****MEMO*****

DATE: November 24, 2010
TO: Mayor and Council
FROM: Town of Claresholm Administration
SUBJECT: New version of Muniware Software

Our software provider will be upgrading our software system in the next 2 years and will be charging us a one-time enhancement fee of \$4500.00. They will no longer be supporting our current system after December 31, 2012.

Our recommendation is to wait until approximately March of 2012 to get the update. That way they will have time to work the bugs out and still give us plenty of time get familiar with the system when it's the least crucial time in our year.

This upgrade is not optional but we can extend the time frame a little bit to allow us to budget for it for 2012.

Halluck, CA CAO
11/24/2010



November 1, 2010

TOWN OF CLARESHOLM
Box 1000
Claresholm, AB T0L 0T0

RE: Support Agreement Documentation & Update of New Software

Dear Kris Holbeck,

Please find enclosed 2 copies of your support agreement and your pre-year end procedures. Please sign the support agreement and return one to MuniWare at your earliest convenience. Please note that your support payment will be increasing effective January 1, 2011 by 2.5% and, as always, we charge a 12% penalty on outstanding invoices over 30 days.

As previously issued, MuniWare intends to make its new SQL.net based software package available beginning April 2011. This new software will improve your experience through improved functionality, stability, reliability, performance, reduced network traffic, and scalability. MuniWare has expended a great amount of effort and resources to ensure that all of your software needs are met and exceeded with this new software and we are confident that you will see and feel the difference.

Based on these dramatic improvements and benefits, there will be a one-time enhancement fee of \$4,500 for the new software. We at MuniWare recognize the necessity to budget expenditures which is why we are making you aware of this amount in advance. Attached is a document outlining the new technical specifications.

We recommend you have your IT personnel review to ensure you meet to specification. This fee will be due and payable upon your conversion date (yet to be determined). We are offering 2 payment plans; 1) lump sum and 2) monthly billing. The monthly billing option will be prorated to end no later than December 31, 2012 and will include a 10% annual finance charge. Clients taking the monthly payment option agree that, should they leave MuniWare; the remainder of the balance will be due and payable in full.

NOTE: the current MuniWare Access version will not be supported after December 31, 2012.

Please complete your pre year-end procedures and verify that your sub-ledgers are in balance, and fax the sign off sheet back to MuniWare by November 15, 2010. The pre year-end procedures are included in this package.

If you have any questions or concerns, please contact the office.

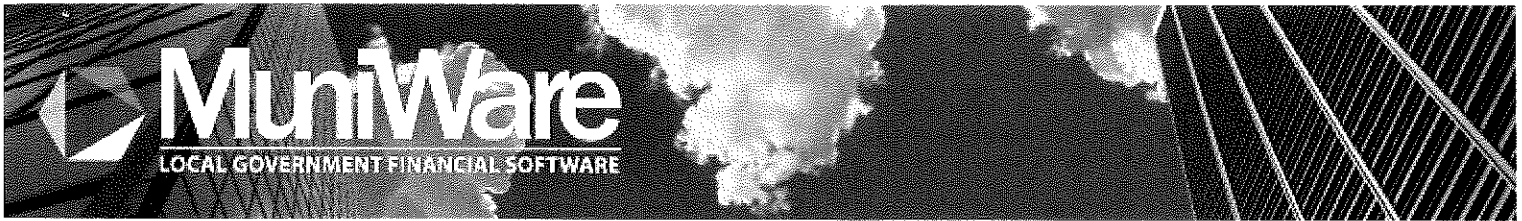
Yours Truly,

Brandi Whiting

Brandi Whiting

*Current Contract: \$ 867.34 /month
(2009 + 2010)
2008 Contract: \$ 838.02 /month*

10013-100 Avenue, Morinville, Alberta T8R 1R9
Tel. (780) 939-4000 Fax. (780) 939-3228
www.muniware.com
E-mail: feedback@muniware.com



MUNICIPAL INFORMATION SYSTEMS INC.

Municipal Software Support Agreement

**THIS AGREEMENT MADE THIS _____ DAY OF _____
AT THE _____, IN THE PROVINCE OF ALBERTA.**

BETWEEN:

**Municipal Information Systems Inc.
(Hereinafter referred to as "MuniWare")**

-and the-

**TOWN OF CLARESHOLM
OF THE SECOND PART**

WHEREAS, MUNIWARE will supply the following support in conjunction with MuniWare software;

1. Phone support between the hours of 7:30 A.M. and 5:30 P.M. Mountain Standard Time Monday through Friday except Statutory Holidays while this support agreement is in force.
2. Minor releases to MuniWare Software include the provision of error corrections and/or updates from time to time at no additional charge while this support agreement is in force. Minor releases or updates are reflected by a change in the second digit of the rev number (right of the decimal), in most cases.
3. Modem/Internet Support for MuniWare Software while this support agreement is in force.
4. Maintenance and Support will be provided only with respect to versions of the Software that are being supported by MuniWare.
5. Custom enhancement will be considered and evaluated with the development of additional upgrades and/or additions to the software for your specific use and will respond to your requests for additional services pertaining to the software (e.g. Data conversion, additional functionality, additional reports, and report-formatting assistance). MuniWare will not undertake additional custom enhancements without first providing you with a cost estimate of the work and receiving a signed work order for the upgrade. In addition MuniWare retains exclusive ownership of all customizations and reserves the right to include customizations in future releases of the software.
6. ON-SITE ASSISTANCE: At MuniWare's discretion, MuniWare can decide to provide Maintenance and Support at the Customer Site. In such event Customer will reimburse MuniWare for all related traveling expenses and costs for board and lodging.

This Software Support Agreement only includes software that was manufactured exclusively by MUNIWARE and includes our Municipal Information Systems Inc. (MuniWare) product picture. Items not covered under this support agreement include, but is not limited to the following:

1. Accounting procedures including reconciliation and account balancing.
2. Database manipulations including the retrieval of lost or deleted database items.
3. Correcting errors resulting from improper use of the software.
4. Training of new employees or re-training of existing employees.
5. Any work that requires MUNIWARE personnel to be on the client site.
6. Data file conversions.
7. If Patches are not downloaded and installed in correct sequence and date an error may occur due to missing information from a previous patch.
8. MuniWare is not responsible for the installation of our software on computers that do not meet our requirements.
9. Loss of installation CD can be replaced at a cost of \$25.00 plus GST.
10. Improper installation by Municipality or use of the Software that deviates from any operating procedures established by MuniWare in the applicable Documentation.
11. Modification, alteration, addition or attempted modification, alteration or addition of the Software undertaken by persons other than MuniWare or MuniWare's authorized representatives.

If any of the above work is necessary, a separate billing will be issued detailing work performed and billed in ¼ hour segments at the following rates:

Labour (in-house)	\$ 85.00 per hour plus GST
Labour (on-site)	\$120.00 per hour plus GST
Travel Time	\$ 50.00 per hour plus GST
Mileage	\$ 0.50 per km plus GST
On / Off Site Training	\$750.00 per day plus GST
Subsistence	At Cost

RESPONSIBILITIES OF THE TOWN OF CLARESHOLM. MuniWare's provision of Maintenance and Support to the **TOWN OF CLARESHOLM** is subject to the following:

1. The **TOWN OF CLARESHOLM** shall provide MuniWare with access to Customer's Personnel and Equipment during normal business hours. This access must include the ability to dial-in to the Equipment on which the Software is operating and to obtain the level of access necessary to support the Software.
2. The **TOWN OF CLARESHOLM** agrees to have installed on the server 1 copy of AccessXP so that remote support can be done. Make available on the Server a Modem that can be used in conjunction with Bomgar for those who are not on high speed internet.
3. The **TOWN OF CLARESHOLM** shall provide supervision, control and management of the Use of the Software. In addition, the **TOWN OF CLARESHOLM** shall implement procedures for the protection of information and the implementation of backup facilities in the event of errors or malfunction of the Software.

4. The **TOWN OF CLARESHOLM** shall document and promptly report all errors or malfunctions of the Software to MuniWare. MuniWare shall take all steps necessary to carry out procedures for the rectification of errors or malfunctions within a reasonable time after such procedures have been received from the **TOWN OF CLARESHOLM**.
5. The **TOWN OF CLARESHOLM** shall maintain a current backup copy of all programs and data.
6. The **TOWN OF CLARESHOLM** agrees not to use or transfer the prior versions of the software but to destroy or archive in the proper manner.
7. The **TOWN OF CLARESHOLM** shall properly train its personnel in the Use and application of the Software and the Equipment on which it is used.
8. The **TOWN OF CLARESHOLM** must return a signed Municipal Software Support Agreement prior to agreement commencement date in order to receive continued support.

The **TOWN OF CLARESHOLM** agrees to pay a support/maintenance fee of \$846.69 per month for the 2011 calendar year which entitles Customer to all Updates and Minor Updates of the Software which have been released during the same period. The Maintenance Fee is due and payable in full in advance within thirty (30) days after the date of delivery of the Software. Any amounts outstanding after thirty (30) days will be subject to interest of 1% per month, which will be immediately due and payable. Any additional Software purchased subsequent to the signing of this Agreement will be prorated and billed separately. Payments will be due and payable on receipt of MUNIWARE invoice for said support. It is also acknowledged that additional support must be purchased for all MUNIWARE Software owned and in use.

The **TOWN OF CLARESHOLM** may terminate this Agreement by giving 3 months written notice of such termination. Notwithstanding the above termination, this agreement must be renewed each year.

This Agreement will commence on the first day of January 2011.

Each party acknowledges that they have read this Agreement they understand the Agreement and agree to be bound by its terms.

TOWN OF CLARESHOLM

Municipal Information Systems Inc.

Chief Elective Officer

Brandi Whiting

Brandi Whiting
CEO, Director of Operations

Chief Administrative Officer

**TOWN OF CLARESHOLM
MUNICIPAL PLANNING COMMISSION
&
UTILITY PLANNING COMMITTEE**

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

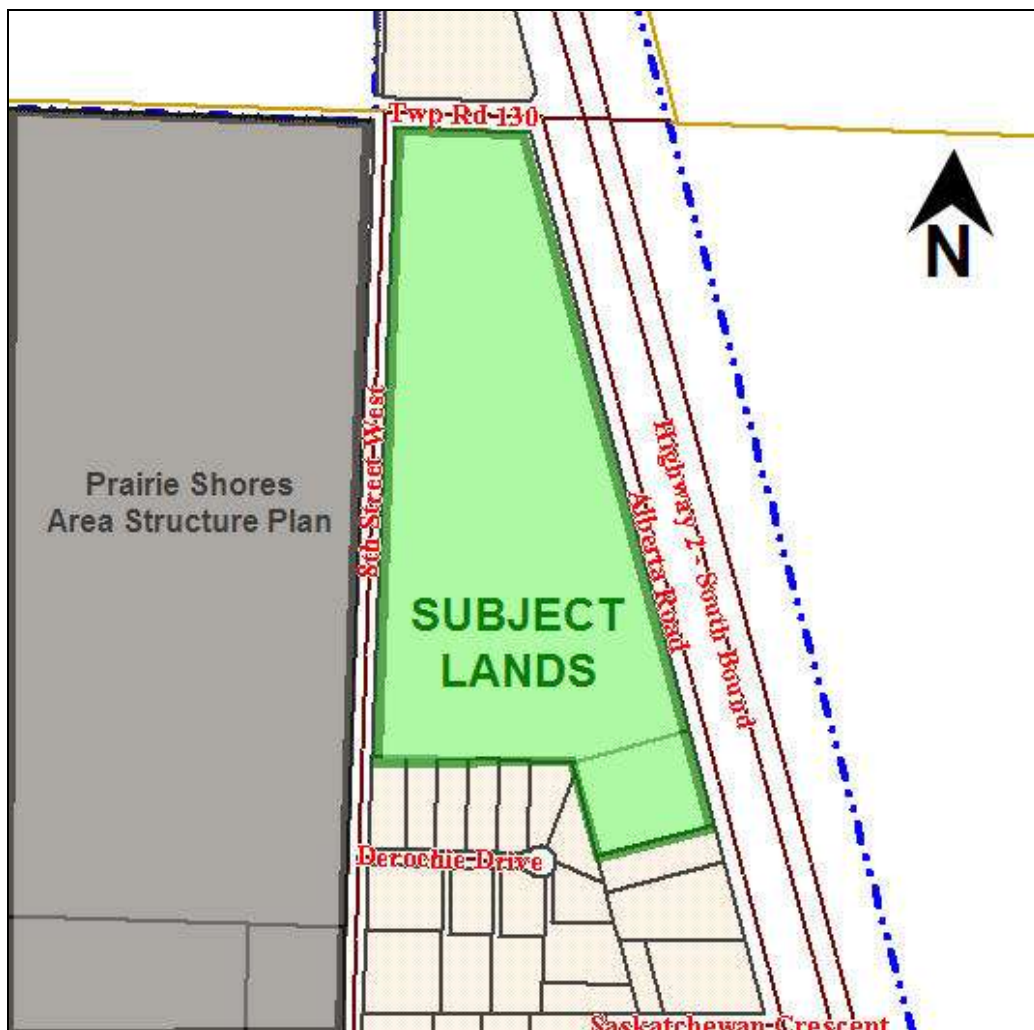


Future Development in the north end of Claresholm

Recommendation:

The Town of Claresholm Municipal Planning Commission & Utility Planning Committee recommends that Council considers passing a resolution to require an Area Structure Plan prior to further subdivision and development of the subject lands depicted below.

Subject Lands:



**TOWN OF CLARESHOLM
MUNICIPAL PLANNING COMMISSION
&
UTILITY PLANNING COMMITTEE**

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



Background:

In October the Project Coordinator, Hank Schuiling (representative of Claresholm Land Corporation) provided a draft concept plan for the future development on the Claresholm Land Corporation site. They wanted the Development Department to review this plan and suggest any changes that may be required. The Development Department advised the concept plan (in its current format) is unacceptable for circulation to the appropriate committees and required several formatting changes. It was explained that the Development Department is prepared to circulate a revised concept plan to the Utility Planning Committee (UPC) and the Municipal Planning Commission (MPC) for the next available meeting dates. During a subsequent meeting the Development Department was instructed to forego the circulation of the Concept Plan to the appropriate committees at this time. The Development Department has complied with these instructions, however as it was explained via e-mail to the land owner (and representative) that the sooner this project is brought forward to the committee level, the sooner feedback will be provided. Sufficient time needs to be allowed for the proper review of the Plan and to carry out changes, modifications or other tasks as required by the committee's (and/or Council) if necessary. The multi-leveled review & approval process could be lengthy and given the time constraint placed upon the Development Department during the construction season, it was recommend that projects that are to be undertaken in 2011 should be submitted in 2010.

Purpose of an Area Structure Plan:

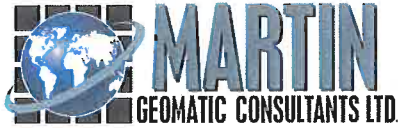
Section 633 of the Municipal Government Act states that the purpose of an Area Structure Plan is to provide a framework for subsequent subdivision and development of an area of land. Typically, Council adopts an Area Structure Plan by bylaw.

Utility Planning Committee Direction:

During the November 9th, 2010 Utility Planning Committee meeting the Committee suggested that an Area Structure Plan would be beneficial to the Town for the long-term development of the area from a utility planning perspective.

Municipal Planning Commission Direction:

During the November 19th, 2010 Municipal Planning Commission meeting the MPC followed the Utility Planning Committee's direction and recommend that an Area Structure Plan is required prior to the further subdivision and development of the area.



CONSULTING ENGINEERS, PLANNERS & LAND SURVEYORS
255 – 31st Street North, Lethbridge, Alberta, T1H 3Z4
PH: (403) 329-0050 FAX: (403) 329-6594
Email: geomart@mgcl.ca

November 25, 2010

File: 103543CE

Kris Holbeck
Chief Administrative Officer
Town of Claresholm
Box 1000, 221 - 45 Avenue West
Claresholm AB T0L 0T0

Dear Kris:

**Re: Request for revision to proposed Claresholm Land Corp. ASP area
Block 7, Plan # 741 0624 - Claresholm, Alberta**

In response to the Town of Claresholm's Development Department's report (see enclosed draft submitted by Jeff Gibeau) with recommendation that Council considers passing a resolution to require an Area Structure Plan (ASP) prior to further subdivision and development of the Claresholm Land Corp land as depicted in their report.

Martin Geomatic Consultants Ltd. (MGCL) on behalf of the Developer (Claresholm Land Corporation - Les Wilson) respectfully requests that the proposed Area Structure Plan (ASP) area be revised to exclude Lot 5, Block 8; Plan# 071 5848 (see enclosed drawing A-2) due to the following reasons:

1. The lot was previously subdivided out in 2007.
2. The present zoning for the lot is C-2 (Highway Commercial).
3. Any development on lot 5 would have to follow the approved zoning for Highway Commercial and any deviation would have to go to council for approval at that time.
4. Prior to any development on the lot, the Town of Claresholm would enter into a Development or Service agreement with the Developer thereby ensuring adequate sanitary, storm, and water capacity.
5. The deep utilities mains are already constructed through the easement west of the property which would service the lot.

I understand that the report will go to Council on Monday, November 29th, 2010, therefore could you please present our concerns to council with our request to revise your proposed ASP area. If you have any questions, please contact the undersigned.

Yours truly,

MARTIN GEOMATIC CONSULTANTS LTD.

Ray Martin, P.Eng.
V.P. Engineering

**TOWN OF CLARESHOLM
MUNICIPAL PLANNING COMMISSION
&
UTILITY PLANNING COMMITTEE**

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

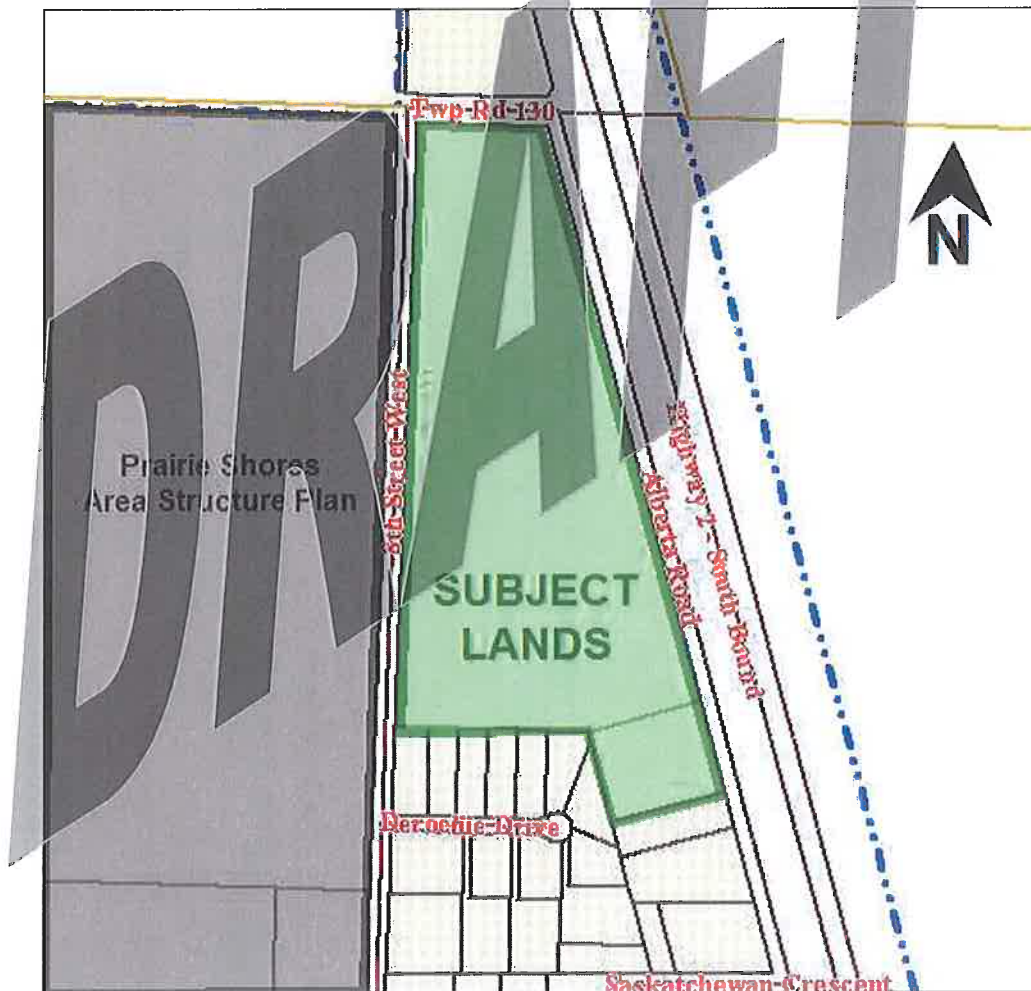


Future Development in the north end of Claresholm

Recommendation:

The Town of Claresholm Municipal Planning Commission & Utility Planning Committee recommends that Council considers passing a resolution to require an Area Structure Plan prior to further subdivision and development of the subject lands depicted below.

Subject Lands:



TOWN OF CLARESHOLM
MUNICIPAL PLANNING COMMISSION
&
UTILITY PLANNING COMMITTEE

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



Background:

In October the Project Coordinator, Hank Schuiling (representative of Claresholm Land Corporation) provided a draft concept plan for the future development on the Claresholm Land Corporation site. They wanted the Development Department to review this plan and suggest any changes that may be required. The Development Department advised the concept plan (in its current format) is unacceptable for circulation to the appropriate committees and required several formatting changes. It was explained that the Development Department is prepared to circulate a revised concept plan to the Utility Planning Committee (UPC) and the Municipal Planning Commission (MPC) for the next available meeting dates. During a subsequent meeting the Development Department was instructed to forego the circulation of the Concept Plan to the appropriate committees at this time. The Development Department has complied with these instructions, however as it was explained via e-mail to the land owner (and representative) that the sooner this project is brought forward to the committee level, the sooner feedback will be provided. Sufficient time needs to be allowed for the proper review of the Plan and to carry out changes, modifications or other tasks as required by the committee's (and/or Council) if necessary. The multi-levelled review & approval process could be lengthy and given the time constraint placed upon the Development Department during the construction season, it was recommend that projects that are to be undertaken in 2011 should be submitted in 2010.

Purpose of an Area Structure Plan:

Section 633 of the Municipal Government Act states that the purpose of an Area Structure Plan is to provide a framework for subsequent subdivision and development of an area of land. Typically, Council adopts an Area Structure Plan by bylaw.

Utility Planning Committee Direction:

During the November 9th, 2010 Utility Planning Committee meeting the Committee suggested that an Area Structure Plan would be beneficial to the Town for the long-term development of the area from a utility planning perspective.

Municipal Planning Commission Direction:

During the November 19th, 2010 Municipal Planning Commission meeting the MPC followed the Utility Planning Committee's direction and recommend that an Area Structure Plan is required prior to the further subdivision and development of the area.

Township Road 130

Drawing A-2

BLOCK 8
PLAN 741 0624

8th Street West

BLOCK 7
PLAN 741 0624

Alberta Road - SERVICE ROAD
PLAN 761 9693

SUBJECT LANDS

N.E. 1/4 SEC. 34-12-27-4

8th Street West

SEWER & WATER EASEMENT
ELECTRICAL EASEMENT

SERVICE ROAD PLAN 761 9693
HIGHWAY 2 JK
ROAD PLAN 2178

CANADIAN PACIFIC RAILWAY
PLAN RY 8

Lot 5, Block 8, Plan 071 5848
Area (2.91acre)
To Be Removed From ASP

NT ROAD ALLOWANCE

BLOCK 7
PLAN 041 3176

STORM EASEMENT

LOT 5
BLOCK 8
PLAN 071 5848

DEROCHIE DRIVE

LOT 4
BLOCK 8
PLAN 071 5848

Committee Report

To: Council
From: Community Standards Committee
Date: November 24, 2010
Re: Roy Handziuk's Request for One Way Alley

RECOMMENDATION:

Community Standards met, discussed the issue and made a motion to recommend to Council to deny the request for a one way alley.

Administration was instructed to begin a file to look into signage or other ways to reduce the pedestrian and vehicular traffic conflicts in the alley. The Development Department has begun a file and will report back to CSC with findings and proposed solutions for CSC to recommend to Council if needed.

Kris Holbeck, CA CAO

Town of Claresholm

November 3, 2010

Town Council
The Town of Claresholm

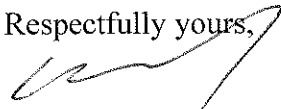
By way of the letter, I am requesting the Town of Claresholm to consider making a portion of the of the lane way running between Pharmasave and the back of The Write Source into a one way alley.

The reasons for this are as follows:

1. The morning traffic from vehicles heading east on 49 Avenue and not wanting to turn North on the Highway is approximately 38 - 50 vehicles an hour. This would make people turn East at the 4 Way stop at the Post office and go the lights from there.
2. It would appear that the speed from people turning North at the alley is quite high. They feel that there is nothing to stop them prior to the stop sign at 50th Avenue.
3. The danger areas are as follows:
 - a) Vehicles coming out of the parking lot behind Pharmasave .
 - b) The pedestrian traffic coming out of the drugstore and going into the alley.
 - c) The pedestrian traffic coming out of The Write Source and walking into the alley.
 - d) The pedestrian traffic coming from the downtown parking lot to access the three banks downtown.
4. The motor vehicle traffic going North to South has clear vision at the back of Pharmasave. The vehicles turning from the South into the alley, do not have clear vision.
5. Traffic from 49th has often had to back up out of the alley if the alley is blocked for Garbage pickup or delivery vans, as they have no vision prior to making the turn.

In conclusion, making only a portion of the alley one way would in no way benefit any business in the alley. This is strictly a safety concern. It is not if an accident will occur but rather when it will occur.

Respectfully yours,



Roy Handziuk
The Write Source

Staff Report

To: Council

From: CAO

Date: November 24, 2010

Re: Town owned property – 410 – 56th Avenue West

BACKGROUND

The Town of Claresholm took over this residential property for tax forfeiture and would like to sell the trailer. Administration is asking Council to decide if a reserve bid for the 1972 single wide mobile home is necessary or if the Town can advertise it to for sale to the public and take the highest bid.


Kris Holbeck, CA CAO

Town of Claresholm



Summary Report

Year of General Assessment: 2009

<p>Roll: 10997000 Alt.Key: 11920000 Legal: 5968JK 2 2</p> <p>Description: Driving Order: 11920000 Address: 410 56 AVE W Zoning: Mobile Homes Actual Use: Primary: R10100 Market Loc: 100 West of Highway 2 Assbl. Land Area: 5,500 Sq. Feet Econ.Zone: West of Highway 2 Assbl.Party: I Individual Owner: PALMER, EDNA M.</p>	
---	---

Market Value Land

LandID	Base Code	Site Area	Services	Location Adj.	Asmt Code	Reg	Assessment
55700954	160 R6 - Mobile Homes	5,500 Sq. Feet	0%	100%	12 100%		56,650

Improvements

ImprID	MT- Qu- St	Description	Area (Ft2)	Eff. Year	Asmt Code	Reg	Assessment
55701646	040-03-33	Single Wide Mob.Home	1,016	1972	12 100%	100.0	39,710
55701647	035-02-28	Carport-Attached	264	1972	12 100%	100.0	1,270

Assessment Totals

Tax Status	Code	Description	Land	Impr.	Other	Assessment
T	12	Residential Improved	56,650	40,980	0	97,630
Grand Totals:			56,650	40,980	0	97,630

Inspections

Visual Exterior 08/26/2008 LAMB, Wayne

Sales

Date	Price	Adj. Price	Sale Code	Type	Ratio	CofT
12/11/2006			1 not verified	Improved	0%	061510544

**TOWN OF CLARESHOLM
CAO UPDATE AS AT NOVEMBER 29, 2010**

1. **2010 INFRASTRUCTURE PROJECTS** – The Town is waiting for the engineer's recommendation to make the final payment to Bowmark Paving Ltd.
2. **DEVELOPMENT** – Harvest Square subdivision developer has not supplied the Town staff with sufficient supporting documentation regarding the cost share for the above ground sanitary sewer lift station. Town staff has denied their request for cost sharing and agreed that the lift station is to be underground as was originally agreed to in 2007.
3. **DEVELOPMENT** - Nothing to report on Christie Estates or Bridge Developments. Prairie Shores' development has agreed to build the 8th Street Sanitary Sewer if the Town can determine acceptable repayment terms for the Town's portion of the project (see capital budget details). Saddle Ranch Development continues to market their properties.
4. **INDUSTRIAL LAND SALE** – No bids were received on the Town lot. The Town will continue to market it for sale at a cost of \$59, 050 (assessed value) with any offers being forwarded to Council for a decision of sale.
5. **COMMITTEES** – All external committees have been notified of Council member liaisons and all internal committees have been oriented (with the exception of EDC which meets December 9th and FCSS which is waiting for a new Director to be hired). REMINDER TO COUNCIL REPS to have all approved minutes forwarded to the Town for information items in the agenda.
6. **STAFFING** – Jeremy Hampton has returned as the Town's Bylaw Enforcement/Community Peace Officer. Debbie Goeseels FCSS Director has taken a position in Okotoks. A new Director will be hired this week.
7. **MISCELLANEOUS** – Snow removal overviews were sent out to Council for information purposes when they are queried by the public. Capital budgeting is ongoing and department heads have started working on their 2011 operating budgets which will be reviewed with the CAO prior to being forwarded onto the Assessment and Taxation Advisory Committee when the assessment roll is finalized at the end of January.

CONCLUSION – Next Council meeting is December 13th.

Kris Holbeck, CA
CAO
Town of Claresholm

FOR DISCUSSION PURPOSES

TOWN OF CLARESHOLM: 2011 – 2013 CAPITAL BUDGET PLAN
ALL DEPARTMENTS PROPOSED PROJECTS

DEPARTMENT	PROJECT DESCRIPTION	CAT.	TOWN'S COST	FUNDING SOURCE	COMMENTS
Sanitary Sewer	50th Avenue East Sanitary Sewer	New	430,000	Streets Improvement Program	\$480,000 available with 2011 and 2010 remaining
Sanitary Sewer	Lagoon Lift Station replace/rehab	New	1,250,000	MSI Capital	MSI over two years. AMWWP funding must be approved.
Roads	Airport water system replacement	New	2,200,000	MSI Capital	Part of JEDI discussions.
Common Pool	Town office asbestos removal	New	150,000	Operations/Reserves	Town to get firm costs (estimates)
Roads	Industrial Area - Pave Roads	New	460,000	Streets Improvement Program	Oiling roads would cost \$65,000.
Roads	4 Inch Water main replacement program	New	220,000	MSI Capital	Various parts of Town (replace all 4" lines)
Public Works	Capital Equipment	New	108,000	Operations	2011 capital equipment needs (see attached detail)
Recreation	Arena Floor & Board replacement	New	800,000	Operations	Reserve fund to be built up at \$200K/yr CFEP and MCFP grants could fund 50%
Sanitary Sewer	8th Street Sanitary Sewer Trunk Line	New	430,000	Reserves/Debenture	Prairie Shores will put in main/Town to repay its share.
Roads	Sundance Subdivision (remainder)	New	400,000	Operations/Reserves	Local improvement for landowners in subdivision, Town to do work (no grant available)
Storm Sewer	Storm Main Collector (8th Street)	New	500,000	MSI Capital	Part of 8th Street West Master Plan
Water	Water Main Looping Project	Ongoing	450,000	MSI Capital	Last piece of water looping on 5th Street East.
Roads	Curb and Gutter on 59th Avenue West	New	85,000	Operations/Reserves	Part of 8th Street Master Plan
Roads	Streetlights (Alberta Rd. & 8th St West)	New	120,000	Operations/Reserves	Remainder of Town's infrastructure for lighting
Roads	Downtown Alleys pavement	New	160,000	Streets Improvement Program	
Roads	Downtown Parking lot pavement	New	90,000	Operations/Reserves	
Sewer	5100 Blk 2nd Street West Sewer	New	160,000	MSI capital	Issue with old sewer pipe in area.
TOTAL PROJECTS LISTED			<u>\$ 8,013,000.00</u>		

For discussion Purposes

TOWN OF CLARESHOLM: 2011 CAPITAL BUDGET PLAN
ALL DEPARTMENTS PROPOSED PROJECTS

DEPARTMENT	PROJECT DESCRIPTION	CAT.	COST PAID MSI GRANT	COST PAID SIP GRANT	COST PAID FGT GRANT	COST PAID OPERATIONS	COST PAID RESERVES	FUNDING SOURCE	COMMENTS
Sanitary/Streets	50th Avenue East Sanitary Sewer Main & Paving	New		390,000	40,000			Streets Improvement Grant	SIP grant available from 2010 and 2011.
Sanitary System	Sewage Lagoon - Phase One per MPE study	New	1,250,000					MSI Capital	MSI capital allocated over 2 yrs/AMWWP grant needed
Sundance Subdivision**	Sanitary System/Roads (Town crew to do some work - revised costing to come)	New				400,000		Reserves	Repair all Infrastructure in Sundance
Sanitary System	Sanitary Sewer Trunk Main (8th Street to Prairie Shores) (total cost to Town) see detailed breakdown	New					430,000	Operations/Reserves	Project cannot be paid by grants as work done by private developer and repaid by Town over timeline.
Roads	Downtown Parking Lot	New		90,000				SIP Grant	Repave parking lot.
Common Pool	Asbestos Removal Town Office	New					150,000	Reserves	Superintendent to get firm costs/phasing
Water	4" Watermain Replacement Program	Ongoing			220,000			Federal Gas Tax Grant	One block 4" replaced with 8" pipe
Sanitary Sewer	5100 Blk 2nd St W Sewer	New			160,000			Federal Gas Tax Grant	Sewer repair/paving 5100 Blk 2nd Street
Common Pool	Capital Equipment Requirements	New					108,000	Reserves	See Superintendent's list attached.
Recreation	Arena Floor & Boards Replacement	New				800,000		Operations to Reserve Fund	4 years allocate \$200K to reserves/apply for grant
TOTAL PROJECTS LISTED			\$ 1,250,000.00	\$ 480,000.00	\$ 420,000.00	\$ 1,200,000.00	\$ 688,000.00	TOTAL COST OF PROJECTS	\$ 4,038,000.00
	MSI GRANT \$ AVAILABLE		\$725,000.00						
	SIP GRANT and TOWN \$ AVAILABLE			\$480,000.00					
	Federal Gas Tax GRANT \$ AVAILABLE				\$422,000.00				

**this project is a local improvement for the area and would have to be offered to and approved by the area's landowners showing costs that would be charged on their tax rolls over the next 10 years.

Administration slotted in the higher priority projects from the master list based on UAC's initial recommendations.

KW 11/24/2010.

**TOWN OF CLARESHOLM: 2011 – 2013 CAPITAL BUDGET PLAN
PROPOSED FUNDING SOURCES**

FINANCING AVAILABLE FOR CAPITAL PROJECTS

	<u>2011</u>	<u>2012</u>	<u>2013</u>	<u>TOTAL</u>
Alberta Municipal Infrastructure Program (ENDED IN 2009)	0	0	0	0
Municipal Sustainability Initiative (Capital) ESTIMATES	697,954	697,954	697,954	2,093,862 *based on 2010 funding by Province
Streets Improvement Program (75%) ^{^^^}	222,000	222,000	222,000	666,000
25% Contribution from Operating Budget	74,000	74,000	74,000	222,000
Total project funding under Streets	<u>296,000</u>	<u>296,000</u>	<u>296,000</u>	<u>888,000</u>
Debenture Financing	0	0	0	0
Total Financing	<u><u>1,289,954</u></u>	<u><u>1,289,954</u></u>	<u><u>1,289,954</u></u>	<u><u>3,869,862</u></u>

RESERVES AVAILABLE FOR FUNDING AS AT DECEMBER 31, 2009

CAPITAL RESERVES	\$762,525
GENERAL RESERVES	\$1,180,481

For discussion Purposes

Cost Sharing 8 th Street West Sanitary Sewer 300mm Dia. Trunk						
Location and Distance (Refer to Plan)		% Developer (Area 4)	% Town and Other Developers	Estimated Developer (Area 4) Cost (No GST)	Estimated Town and Other Developer Costs (No GST)	Estimated Total Cost (No GST)
A to B	450m	$\frac{0}{9.1} = 0\%$	100%	\$ 0.00	① \$ 274,690.00	\$ 274,690.00
B to C	200m	$\frac{9.9}{19} = 52.1\%$	$\frac{9.1}{19} = 47.9\%$	\$ 66,300.00	} \$ 60,950.00 A } \$ 461,430.00	\$ 127,250.00
C to D	950m	$\frac{9.9}{20.6} = 48.1\%$	$\frac{10.7}{20.6} = 51.9\%$	\$ 427,640.00		\$ 889,070.00
* D to E	150m	$\frac{9.9}{20.7} = 47.8\%$	$\frac{10.8}{20.7} = 52.2\%$	☆ } \$ 29,370.00 B }	☆ \$ 32,070.00	\$ 61,440.00
* E to F	300m	$\frac{9.9}{21.9} = 45.2\%$	$\frac{12.0}{21.9} = 54.8\%$	☆ } \$ 60,340.00	☆ \$ 73,160.00	\$ 133,500.00
Total 2050m		-	-	\$ 583,650.00 Plus GST	\$ 902,300.00 Plus GST	\$ 1,485,950.00 Plus GST (includes Engineering)

* Town has already installed and paid for this portion of trunk line except for 32m @ 43 Avenue

Percentages based on average flows plus infiltration (L/sec)

① Future project ☆ Projects Complete (see MAP)

Ⓐ Total cost of Town's portion of project \$ 522,380

Ⓑ Total cost of Developer's portion of
Town's Completed project \$ < 89,710 >

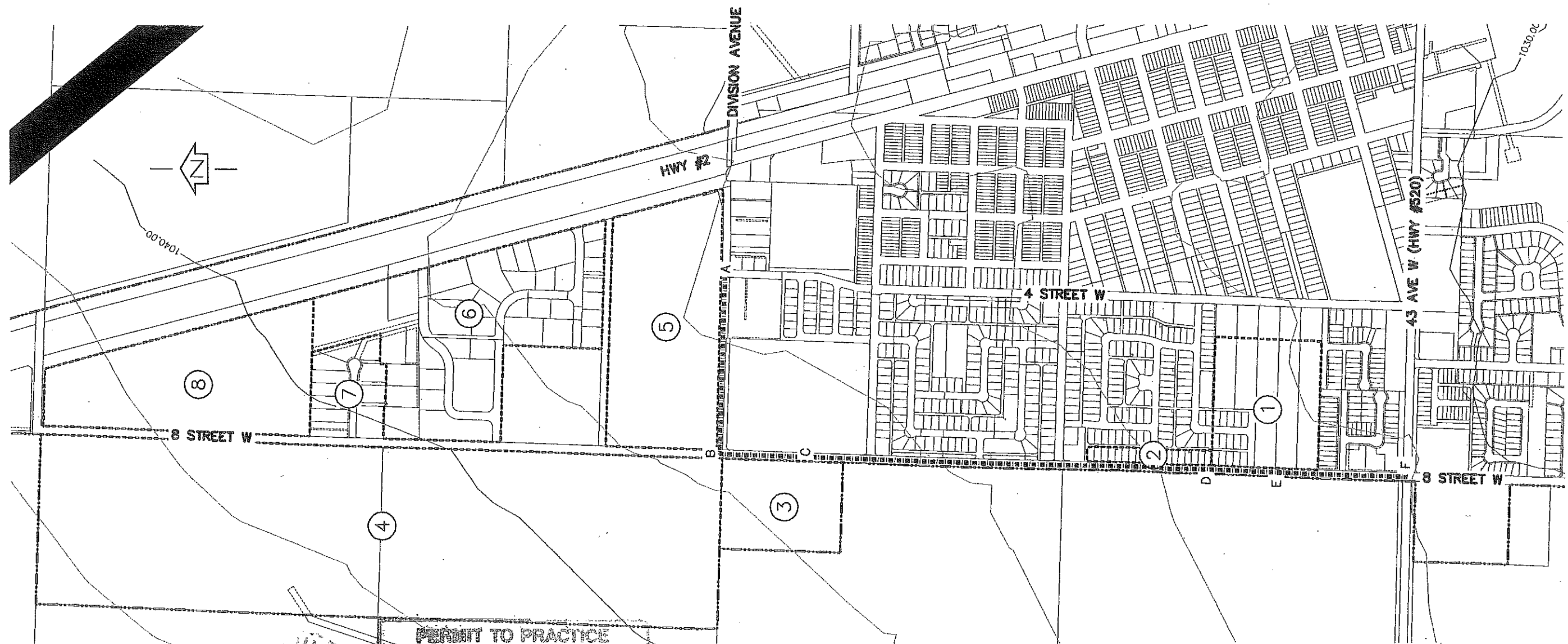
Net amount to be
Paid by Town \$ 432,670

CONTRIBUTING ZONE	AREA (Ha.)	DESCRIPTION
1	7.7	RESIDENTIAL
2	1.0	RESIDENTIAL
3	6.1	SCHOOL
4	64.9	RESIDENTIAL
5	15.2	COMMUNITY HALL / HORSE ARENA
6	20.3	INDUSTRIAL / HWY. COMMERCIAL
7	3.8	RESIDENTIAL
8	14.5	FUTURE INDUSTRIAL / HWY. COMMERCIAL

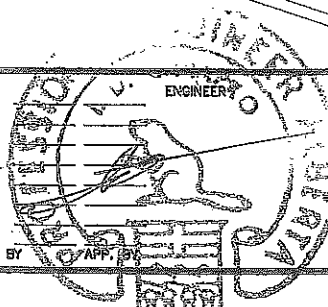
NOTE: AREA 5 50% FACTOR APPLIES AS MOSTLY OPEN SPACE, HORSE BARNs & HORSE ARENA

LEGEND

- TOWN BOUNDARY -----
- SANITARY SEWER CONTRIBUTING AREAS -----
- 8TH STREET WEST SEWER TRUNK (300mm ϕ) -----
- CONTOUR (2m INTERVAL) ----- 1040.00 -----



No.	REVISION	DATE	REV. BY



PERMIT TO PRACTICE
 CICON ENGINEERING
 Date: May 14, 10
 PERMIT NUMBER: P 2174
 The Association of Professional Engineers,
 Geologists and Geophysicists of Alberta



This drawing is the exclusive property of CICON ENGINEERING and may not be reproduced without their permission.

DESIGN BY I.D.C.
 DRAWN BY C.C.D.
 CHECKED BY I.D.C.
 APPROVED BY I.D.C.
 SCALE: 1:10000

CLIENT/PROJECT TOWN OF CLARESHOLM
 8TH STREET W. - SANITARY TRUNK
 TITLE COST SHARING

DATE 05/10/10
 PROJECT No 508116
 ISSUE No 01
 SHEET 1 OF 1

5

Public Works

2011/2012 Budget Requests

New Truck

2011 year

This for the fleet we will be replacing the Development vehicle. (1996 Jeep) The fleet will require one vehicle per year to replace the oldest. With 15 vehicles in the fleet the oldest will be at least 15 years old.

New cost \$30,000.00

New Equipment Fund

2011 year

Set aside \$40,000.00

Mower Trailer

2011 year

To replace the existing trailer that is too small for the newer mowers. The new mowers are 11 inches wider at the axle. This are needed to haul mowers to the Airport or north end of Town, also to haul back to the shop when broke down.

ESTIMATE \$19,000.00 New.

1445 Lawn mower

2011 year

Existing mower will have over 4,000hrs and I recommend trade in 2006 and purchase new. As parts can cost thousands and the value not increases it is not good practice for us to run it to the limit where there is no value left.

New cost \$28,000.00 / less trade \$10,000.00

Total equipment purchases for 2011

\$ 108,000



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	86,584.60	(1,203.60)
1-00-00-105-00	TAXES NON RES LAND & IMPROVE	755,969.00	798,890.52	800,765.00	834,091.49	(33,326.49)
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	2,647,227.73	17,622.27
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	3,742,743.26	(16,907.26)
REVENUE GENERAL MUNICIPAL						
1-00-00-510-00	PENALTIES & COSTS TAXES	50,000.00	55,254.73	55,000.00	75,581.35	(20,581.35)
1-00-00-514-00	PEN & COSTS ACCTS RECEIVABLE	100.00	228.32	200.00	136.39	63.61
1-00-00-540-00	CONCESSION & FRANCHISE	90,000.00	100,196.57	100,000.00	90,828.15	9,171.85
1-00-00-550-00	INTEREST ON INVESTMENTS	35,000.00	40,930.59	10,000.00	15,391.34	(5,391.34)
1-00-00-560-00	SUNDRY	2,000.00	5,123.75	5,000.00	1,253.66	3,746.34
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	7,856.00	(856.00)
*	TOTAL REVENUE GEN MUNICIPAL	194,626.00	219,321.96	187,726.00	191,046.89	(3,320.89)
**	GROSS TOTAL MUNICIPAL REVENUE	3,816,931.00	3,860,931.19	3,913,562.00	3,933,790.15	(20,228.15)
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	759,388.31	253,128.69
**	TOTAL REQUISITIONS	1,021,014.84	1,021,014.84	1,092,757.08	839,628.39	253,128.69
***P	NET REVENUE MUN PURPOSES	2,795,916.16	2,839,916.35	2,820,804.92	3,094,161.76	(273,356.84)



TOWN OF CLARESHOLM

REVENUE AND EXPENDITURE REPORT

Page 2 of 30
2010-Nov-25
9:23:19 AM

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	753.38	546.62
2-11-00-120-00	MAYOR FEES PER DIEM, MEETINGS	9,000.00	8,156.50	9,000.00	9,713.00	(713.00)
2-11-00-130-00	COUNCIL FEES PER DIEM MEETINGS	30,000.00	24,798.13	27,000.00	25,232.63	1,767.37
2-11-00-220-00	MAYORS EXPENSE TRAVEL & SUB	3,500.00	4,088.21	4,500.00	1,054.00	3,446.00
2-11-00-230-00	COUNCIL FEES TRAVEL & SUB	12,000.00	9,782.46	10,500.00	4,037.41	6,462.59
2-11-00-240-00	COMMITTEE MEETINGS EXPENSES	500.00	881.88	1,000.00	1,162.20	(162.20)
* TOTAL COUNCIL & OTHER LEGIS		55,900.00	48,867.27	53,300.00	41,952.62	11,347.38
***P NET COSTS COUNCIL & LEGIS		(55,900.00)	(48,867.27)	(53,300.00)	(41,952.62)	(11,347.38)



TOWN OF CLARESHOLM

REVENUE AND EXPENDITURE REPORT

GL Number	Description	2009 Budget	2009 Actual	2010 YTD Budget	2010 YTD Actual	2010 YTD \$ Variance
REV GEN ADMIN & OTHER						
1-12-00-414-00	SALE OF MATERIAL	5,000.00	9,302.64	5,000.00	781.43	4,218.57
1-12-00-416-00	CERTIFICATE FEES	9,000.00	4,390.00	4,000.00	4,078.75	(78.75)
1-12-00-510-00	BUSINESS LICENSES - HOME OCC	0.00	9,950.00	9,000.00	8,900.00	100.00
1-12-00-520-00	BUSINESS LICENSES - DOWNTOWN	26,000.00	8,545.00	8,500.00	8,480.00	20.00
1-12-00-530-00	BUSINESS LICENSES - REGIONAL	0.00	1,280.00	1,200.00	2,560.00	(1,360.00)
1-12-00-540-00	BUSINESS LICENSES - OUT OF TOWN	0.00	14,250.00	14,000.00	9,625.00	4,375.00
1-12-00-550-00	BUSINESS LICENSES - SALES	0.00	1,200.00	1,000.00	1,150.00	(150.00)
1-12-00-562-00	FARM LAND RENTAL	6,000.00	6,794.00	5,000.00	4,682.00	318.00
1-12-00-568-00	ADMIN BLDG/MODULAR RENT	3,500.00	3,450.81	8,000.00	2,815.00	5,185.00
1-12-00-570-00	SUNDRY RENTALS	8,000.00	4,198.37	4,000.00	11,618.67	(7,618.67)
1-12-00-595-00	PROCEEDS ON PROPERTY SALES	0.00	0.00	0.00	0.00	0.00
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	463.30	1,036.70
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	1,064,149.99	429,850.01
5-00-00-590-00	OTHER FINANCES ACQUIRED	0.00	350,729.34	45,000.00	26,250.00	18,750.00
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	697,954.00	0.00
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	2,954,227.44	2,242,326.56
**		5,196,950.00	6,819,748.18	5,196,554.00	2,954,227.44	2,242,326.56



TOWN OF CLARESHOLM

REVENUE AND EXPENDITURE REPORT

GL Number	Description	2009 Budget	2009 Actual	2010 YTD Budget	2010 YTD Actual	2010 YTD \$ Variance
EXPENSES GEN ADMIN & OTHER						
2-12-00-100-00	WAGE BENEFITS ADMINISTRATION	63,000.00	61,205.48	63,000.00	56,208.04	6,791.96
2-12-00-130-00	SALARY ADMIN MANAGEMENT	124,500.00	124,316.18	177,000.00	140,001.00	36,999.00
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	84,337.18	(9,337.18)
2-12-00-140-00	ADMIN JANITOR WAGES	19,000.00	18,246.74	22,000.00	16,986.46	5,013.54
2-12-00-150-00	ELECTIONS STAFF	0.00	0.00	1,500.00	600.00	900.00
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	12,692.69	2,307.31
2-12-00-210-00	ALLOWANCES & OTHER EXPENSES	2,500.00	2,885.43	3,000.00	1,431.54	1,568.46
2-12-00-211-00	STAFF DEVELOPMENT & TRAINING	5,000.00	5,951.05	5,000.00	6,922.94	(1,922.94)
2-12-00-212-00	DELEGATE CONVENTION EXPENSES	12,000.00	6,999.87	8,000.00	4,444.28	3,555.72
2-12-00-215-00	OFFICE EXP,MILEAGE, FREIGHT	1,000.00	532.55	750.00	237.00	513.00
2-12-00-216-00	POSTAGE	13,500.00	12,699.94	13,000.00	12,533.30	466.70
2-12-00-217-00	TELEPHONE / FAX	9,500.00	7,495.89	8,000.00	6,858.08	1,141.92
2-12-00-220-00	PRINTING & STATIONERY	5,000.00	6,389.52	7,000.00	4,415.84	2,584.16
2-12-00-221-00	ASSOCIATION FEES	5,500.00	4,827.75	5,500.00	5,530.06	(30.06)
2-12-00-230-00	ASSESSOR	69,600.00	57,110.00	41,000.00	36,718.74	4,281.26
2-12-00-232-00	AUDITOR	10,200.00	12,695.00	20,000.00	20,250.00	(250.00)
2-12-00-234-00	LEGAL EXPENSES	8,000.00	5,285.93	5,000.00	7,148.38	(2,148.38)
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	731.00	(231.00)
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	123,473.38	11,526.62
2-12-00-509-00	ADVERTISING - GENERAL	20,000.00	19,511.59	20,000.00	12,421.88	7,578.12
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	3,156.43	1,843.57
2-12-00-512-00	OFFICE SUPPLIES	20,000.00	21,170.01	22,000.00	16,051.29	5,948.71
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	168.00	2,332.00
2-12-00-516-00	JANITORIAL SUPPLIES	3,500.00	2,175.52	2,500.00	2,040.72	459.28
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	21,183.44	8,816.56
2-12-00-541-00	MACKIN HALL UTILITIES	2,800.00	3,194.09	3,500.00	2,503.49	996.51
2-12-00-550-00	OFFICE EQUIPMENT RENTALS	5,000.00	5,303.52	7,000.00	12,939.08	(5,939.08)
2-12-00-711-00	TAXI SUBSIDY	10,000.00	7,042.00	8,000.00	6,517.00	1,483.00
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	91,550.00	(1,049.99)
2-12-00-771-00	FAIR DAYS	10,000.00	8,837.52	10,000.00	6,492.55	3,507.45



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	4,406.79	593.21
2-12-00-810-00	TEMPORARY LOAN INTEREST	500.00	57.39	200.00	429.34	(229.34)
2-12-00-811-00	EXCHANGE & BANK CHARGES	1,926.60	1,497.96	2,166.92	1,926.93	239.99
2-12-00-986-00	PROPERTY CLEANUP	2,000.00	188.50	500.00	272.61	227.39
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	50,503.02	14,496.98
2-12-00-990-00	PUBLIC RELATIONS/ENTERTAINMENT	7,000.00	7,846.23	5,000.00	5,002.42	(2.42)
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	42,228.07	(17,228.07)
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	822,620.29	123,096.65
***P NET COSTS GEN ADMIN & OTHER		4,156,391.40	5,877,555.17	4,250,837.06	2,131,607.15	2,119,229.91



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	6,000.00	0.00
*	TOTAL REVENUE FIRE FIGHTING	17,000.00	16,182.23	15,000.00	15,000.00	0.00
EXPENSES FIRE FIGHTING						
2-23-00-100-00	WAGE BENEFITS - FIRE DEPT.	2,700.00	5,725.44	2,000.00	4,130.13	(2,130.13)
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	8,842.00	6,158.00
2-23-00-200-00	FIRE DEPARTMENT - FIRE CALLS	25,200.00	16,892.00	20,000.00	4,852.00	15,148.00
2-23-00-210-00	FIRE DEPARTMENT - TELEPHONE	3,000.00	2,956.62	3,500.00	2,508.46	991.54
2-23-00-250-00	FIRE DEPARTMENT - NOT JOINT SUPPLIE	10,000.00	2,669.49	3,000.00	1,015.14	1,984.86
2-23-00-510-00	FIRE DEPARTMENT - JOINT SUPPLIES	30,000.00	16,212.16	30,000.00	16,936.11	13,063.89
2-23-00-511-00	FIRE DEPT. - BLDG. & REPAIRS	1,000.00	330.00	1,000.00	1,391.04	(391.04)
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	13,295.39	204.61
2-23-00-540-00	FIRE DEPARTMENT - UTILITIES	8,500.00	10,477.08	12,000.00	7,538.09	4,461.91
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	60,608.17	56,141.83
***P	NET COSTS FIRE FIGHTING	(75,900.00)	(83,482.46)	(101,750.00)	(45,608.17)	(56,141.83)



TOWN OF CLARESHOLM

REVENUE AND EXPENDITURE REPORT

GL Number	Description	2009 Budget	2009 Actual	2010 YTD Budget	2010 YTD Actual	2010 YTD \$ Variance
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	20,981.89	9,018.11
1-26-00-524-00	DOG LICENSES/IMPOUND FEES	3,500.00	4,382.50	4,000.00	4,265.00	(265.00)
1-26-00-530-00	MUNICIPAL STATUTE FINES	50,000.00	42,751.00	42,999.99	12,866.00	30,133.99
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	38,112.89	39,387.10
EXPENSES BYLAW ENFORCE						
2-26-00-111-00	WAGES - PEACE OFFICER	66,420.00	54,682.78	60,000.00	49,536.88	10,463.12
2-26-00-101-00	WAGE BEN - PEACE OFFICER	14,200.00	11,398.00	13,000.00	5,193.61	7,806.39
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	269.80	730.20
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	6,782.44	217.56
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	299.44	1,200.56
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	64,816.85	28,183.15
***P NET COSTS BYLAW ENFORCEMENT		(17,620.00)	(6,658.15)	(15,500.01)	(26,703.96)	11,203.95



TOWN OF CLARESHOLM

REVENUE AND EXPENDITURE REPORT

GL Number	Description	2009 Budget	2009 Actual	2010 YTD Budget	2010 YTD Actual	2010 YTD \$ Variance
REVENUE 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	33,289.14	18,710.86
2-31-00-110-00	SALARY - SUPERINTENDENT	30,000.00	31,204.02	33,000.00	25,092.07	7,907.93
2-31-00-130-00	ENVIRONMENTAL/ENGINEERING COSTS	0.00	0.00	15,000.00	18,534.39	(3,534.39)
2-31-00-160-00	EQUIPMENT EXPENSE	55,000.00	44,563.49	50,000.00	35,326.76	14,673.24
2-31-00-170-00	YARD & BLDG. MTCE. - WAGES	25,000.00	32,184.96	34,999.99	40,305.15	(5,305.16)
2-31-00-200-00	YARD & BLDG. MTCE.-CONT. SERV.	9,000.00	14,722.97	120,000.00	115,704.07	4,295.93
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	2,966.64	533.36
2-31-00-217-00	SHOP EXPENSE - FREIGHT	4,000.00	6,100.25	5,000.00	5,733.31	(733.31)
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	15,152.72	16,847.28
2-31-00-516-00	YARD & BLDG. MTCE - MATERIALS	60,000.00	66,505.71	80,000.00	25,689.17	54,310.83
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	100,586.12	(10,586.12)
2-31-00-521-00	EQUIPMENT OIL & GAS	90,000.00	68,353.54	75,000.00	56,416.88	18,583.12
2-31-00-525-00	COMMON TRAINING	5,000.00	4,884.47	6,000.00	7,949.79	(1,949.79)
2-31-00-540-00	SHOP EXPENSE - UTILITIES	14,000.00	13,958.17	15,000.00	12,262.34	2,737.66
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	506,241.55	190,258.44
***P	NET COSTS EQUIPMENT POOL	(411,500.00)	(469,632.78)	(639,699.99)	(449,612.15)	(190,087.84)



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	40,059.21	(59.21)
1-32-00-990-00	NON GOVT GRANT-STREET CLEANING	1,200.00	1,200.00	1,200.00	1,000.00	200.00
*	TOTAL REVENUE ROADS & STREETS	45,200.00	41,556.01	41,200.00	41,059.21	140.79
EXPENSE STREETS & ROADS						
2-32-00-100-00	WAGE BEN. ROADS, STREETS	27,000.00	32,850.39	34,000.00	15,188.13	18,811.87
2-32-00-110-00	STS. LANES,BLVDS. MTCE - WAGES	35,000.00	38,164.00	40,000.00	42,318.70	(2,318.70)
2-32-00-120-00	STREET CLEANING - WAGES	15,000.00	13,177.13	15,000.00	11,841.45	3,158.55
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	3,661.39	1,338.61
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	860.00	140.00
2-32-00-260-00	STREET LIGHTS	110,000.00	116,412.16	120,000.00	107,938.42	12,061.58
2-32-00-500-00	STS.LANE,BLVD MTCE - MATERIALS	65,000.00	106,823.76	80,000.00	74,267.00	5,733.00
2-32-00-530-00	TRAFF. & PARK. CONTROL - MAT.	8,000.00	8,447.18	9,000.00	6,744.50	2,255.50
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	271,209.37	818,790.62
***P	NET COSTS STREETS & ROADS	(246,800.00)	(841,124.28)	(1,048,799.99)	(230,150.16)	(818,649.83)



TOWN OF CLARESHOLM

REVENUE AND EXPENDITURE REPORT

GL Number	Description	2009 Budget	2009 Actual	2010 YTD Budget	2010 YTD Actual	2010 YTD \$ Variance
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	290.22	209.78
2-33-00-110-00	AIRFIELD - WAGES	4,000.00	1,110.57	2,000.00	1,421.70	578.30
2-33-00-500-00	AIRFIELD - MATERIALS	2,500.00	1,779.81	2,500.00	1,143.13	1,356.87
2-33-00-540-00	AIRFIELD - UTILITIES	4,500.00	4,967.01	5,500.00	5,201.88	298.12
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	11,078.93	5,621.07
***P	NET COSTS AIRPORT SERVICES	(11,000.00)	(12,720.32)	(16,200.00)	(8,278.93)	(7,921.07)



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	1,973.93	1,026.07
2-37-00-120-00	STORM SEWER MAINTENANCE-WAGES	3,000.00	2,004.34	2,500.00	1,898.99	601.01
2-37-00-130-00	DRAINAGE - WAGES	10,000.00	5,199.61	6,000.00	5,824.43	175.57
2-37-00-200-00	SIDEWALK MTCE-CONTRACTED SERV.	75,000.00	74,325.88	75,000.00	78,104.75	(3,104.75)
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	90,611.47	52,388.53
***P	NET COSTS STORM SEWER & DRAIN	(113,600.00)	(118,468.49)	(137,000.00)	(84,471.12)	(52,528.88)



TOWN OF CLARESHOLM

REVENUE AND EXPENDITURE REPORT

GL Number	Description	2009 Budget	2009 Actual	2010 YTD Budget	2010 YTD Actual	2010 YTD \$ Variance
REVENUE WATER SERVICES						
1-00-00-512-00	PENALTIES & COSTS UTILITIES	5,000.00	6,340.29	6,000.00	6,062.16	(62.16)
1-41-00-410-00	SALE OF WATER RESIDENTIAL	606,000.00	533,318.38	530,000.00	441,110.57	88,889.43
1-41-00-411-00	SALE OF WATER COMMERCIAL/INDUSTRI	242,000.00	249,070.22	249,000.00	218,811.90	30,188.10
1-41-00-420-00	GRANUM METER VAULT	0.00	0.00	20,000.00	29,290.54	(9,290.54)
1-41-00-425-00	WEST WATERLINE CO-OP	0.00	0.00	2,000.00	395.78	1,604.22
1-41-00-590-00	OTHER REVENUE WATER	15,000.00	36,745.37	15,000.00	26,484.20	(11,484.20)
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	722,155.15	102,644.85
EXPENSE WATER SERVICE						
2-41-00-100-00	WATER SUPPLY WAGE BENEFITS	60,000.00	50,169.17	53,000.00	27,476.55	25,523.45
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	65,888.27	6,111.73
2-41-00-130-00	T & D WAGES	65,000.00	41,356.58	45,000.00	46,322.29	(1,322.29)
2-41-00-132-00	METER READINGS - WAGES	3,000.00	386.26	500.00	114.76	385.24
2-41-00-134-00	AIRPORT SYSTEM MTCE WAGES	18,000.00	14,648.82	15,000.00	9,993.38	5,006.62
2-41-00-135-00	HI PRESSURE MTCE WAGES	0.00	0.00	2,000.00	4,317.93	(2,317.93)
2-41-00-200-00	WATER COOP MEMBERSHIP	6,000.00	250.00	1,000.00	4,200.00	(3,200.00)
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	12,668.69	4,331.31
2-41-00-217-00	TELE NEW TREATMENT PLANT	2,000.00	2,213.83	2,500.00	2,892.45	(392.45)
2-41-00-218-00	WATERPLANT FREIGHT CHARGES	3,000.00	6,313.78	5,000.00	2,991.89	2,008.11
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	62,121.65	(37,121.65)
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	3,094.19	1,905.81
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	81,080.91	(21,080.91)
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	964.50	1,535.50
2-41-00-518-00	NEW WATERPLANT MAINTENANCE	20,000.00	3,414,531.77	10,000.00	12,208.17	(2,208.17)
2-41-00-538-00	POWER NEW TREATMENT PLANT	22,000.00	36,269.06	40,000.00	47,633.43	(7,633.43)
2-41-00-539-00	AIRPORT SYSTEM POWER	6,500.00	7,673.36	8,000.00	8,144.12	(144.12)
2-41-00-540-00	POWER - TREATMENT PLANT	45,000.00	34,857.66	36,000.00	5,835.17	30,164.83
2-41-00-541-00	POWER - NEW BOOSTER STATION	500.00	373.40	500.00	268.74	231.26
2-41-00-542-00	PUMPING STATION - POWER	15,000.00	16,556.95	18,000.00	15,317.55	2,682.45
2-41-00-544-00	HEATING - EXIST TREATMENT PLNT	15,000.00	16,892.45	18,000.00	10,384.11	7,615.89



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	1,058.44	441.56
2-41-00-546-00	HEATING PUMPING STATION	1,700.00	2,218.97	2,500.00	1,442.51	1,057.49
2-41-00-547-00	AIRPORT SYSTEM HEATING	2,000.00	1,800.73	2,000.00	1,382.74	617.26
2-41-00-548-00	HEATING NEW TREATMENT PLANT	6,000.00	7,893.88	9,000.00	7,816.35	1,183.65
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	102,695.97	101,603.03
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	6,729.00	3,271.00
2-41-00-987-00	WATER BAD DEBTS W/OFF	500.00	1,312.49	1,500.00	520.76	979.24
*	TOTAL EXPENSE WATER SERVICE	789,610.00	4,337,203.08	1,044,109.00	626,901.23	417,207.77
***P	NET COSTS WATER SERVICES	80,690.00	(103,927.19)	(219,309.00)	95,253.92	(314,562.92)



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	239,181.77	40,818.23
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	252,967.59	40,032.41
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	6,099.19	6,900.81
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	13,002.30	2,997.70
2-42-00-150-00	SEWER LAGOON MAINTENANCE-WAGES	18,000.00	14,153.80	16,000.00	13,972.82	2,027.18
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	5,541.38	(541.38)
2-42-00-510-00	SEWER MAINTENANCE - MATERIALS	25,000.00	2,117.70	5,000.00	6,675.79	(1,675.79)
2-42-00-520-00	SEWER LAGOON MAINT - MATERIALS	1,000.00	1,181.72	1,500.00	2,554.64	(1,054.64)
2-42-00-832-00	SEWER DEBENTURE - INTEREST	49,700.00	49,016.85	47,495.00	47,494.71	0.29
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	1,968.61	1,531.39
2-42-00-551-00	LIFT STATION - HEAT	1,500.00	2,124.52	2,500.00	1,402.53	1,097.47
2-42-00-552-00	SEWER LAGOON POWER	8,000.00	9,118.61	10,000.00	10,141.06	(141.06)
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	139,463.03	243,441.97
***P NET COSTS SEWER SERVICES		70,690.00	67,904.04	(89,905.00)	113,504.56	(203,409.56)



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	265,758.46	34,241.54
*	TOTAL REVENUE GARBAGE	335,000.00	303,135.65	300,000.00	265,758.46	34,241.54
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	16,575.79	15,424.21
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	67,007.15	(2,007.15)
2-43-00-140-00	RECYCLING MTCE - WAGES	16,000.00	13,598.95	16,000.00	10,591.30	5,408.70
2-43-00-210-00	LANDFILL MTCE - CONTRACTED SER	73,000.00	68,212.09	73,000.00	71,648.24	1,351.76
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	28,153.56	11,846.44
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	6,177.99	8,822.01
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	272,930.03	69,649.97
***P	NET COSTS GARBAGE COLLECTION	420.00	(27,989.74)	(42,580.00)	(7,171.57)	(35,408.43)



TOWN OF CLARESHOLM

REVENUE AND EXPENDITURE REPORT

GL Number	Description	2009 Budget	2009 Actual	2010 YTD Budget	2010 YTD Actual	2010 YTD \$ Variance
REVENUE FCSS						
1-51-00-100-00	FCSS - PROVINCIAL FUNDING	85,975.00	87,265.00	87,695.01	87,695.00	0.01
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	39,269.48	0.00
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	62.84	12.16
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	24,135.84	0.16
1-51-00-102-01	OTHER FUNDING & FEES OP	500.00	1,275.00	750.00	550.00	200.00
1-51-00-104-01	FUNDING - DRUG COALITION OP	0.00	0.00	5,000.00	5,250.25	(250.25)
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	1,075.00	(275.00)
1-51-00-100-06	CFSA FUNDING RC	29,774.00	31,071.00	31,071.00	23,302.00	7,769.00
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	212,166.21	4,154.28
EXPENSE FCSS GENERAL						
2-51-00-100-00	WAGES & SALARIES DIRECTOR	53,230.00	50,350.10	50,500.00	45,899.84	4,600.16
2-51-00-102-00	EI EXPENSE	0.00	1,024.50	1,100.00	1,046.28	53.72
2-51-00-103-00	CPP EXPENSE	0.00	2,118.60	2,150.00	2,133.25	16.75
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	1,913.47	3,086.53
2-51-00-106-00	LAPP CONTRIBUTIONS	0.00	4,389.26	4,500.00	4,000.07	499.93
2-51-00-107-00	PROFESSIONAL DEVELOPMENT	1,000.00	1,291.23	1,000.00	1,513.06	(513.06)
2-51-00-108-00	ADVERTISING & PROMOTION	600.00	530.23	500.00	181.96	318.04
2-51-00-109-00	ACCOUNTING & LEGAL	0.00	4,250.00	4,250.00	3,150.00	1,100.00
2-51-00-111-00	MEMBERSHIPS	600.00	1,072.00	1,100.00	705.00	395.00
2-51-00-112-00	OFFICE EXPENSES	2,500.00	3,302.10	3,200.00	6,079.89	(2,879.89)
2-51-00-113-00	RENT EXPENSE	10,900.00	10,074.13	10,200.00	9,234.61	965.39
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	3,226.31	573.69
2-51-00-116-00	TELEPHONE & UTILITIES	6,000.00	5,848.92	6,000.00	6,681.24	(681.24)
2-51-00-117-00	TRAVEL & MEALS	3,000.00	1,221.18	1,200.00	2,036.31	(836.31)
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	88,276.45	8,673.55
FCSS OUTREACH PROGRAM						
2-51-00-100-01	WAGES OP	40,040.00	39,016.74	42,000.00	33,018.25	8,981.75
2-51-00-100-11	EI EXPENSE - OP	0.00	945.23	1,000.00	819.71	180.29
2-51-00-100-21	CPP EXPENSE - OP	0.00	1,776.76	2,000.00	1,535.25	464.75
2-51-00-105-01	BENEFITS OP	4,805.00	5,088.26	2,800.00	2,775.92	24.08
2-51-00-107-01	PROFESSIONAL DEVELOPMENT OP	500.00	606.50	250.00	240.04	9.96
2-51-00-108-01	ADVERTISING OP	800.00	578.01	500.00	220.46	279.54
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	407.90	92.10
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	4,396.46	603.54
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	44,231.92	11,174.56
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

GL Number	Description	2009 Budget	2009 Actual	2010 YTD Budget	2010 YTD Actual	2010 YTD \$ Variance
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*	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	418.56	(168.56)
2-51-00-120-04	SUPPLIES - OTHER	600.00	207.47	250.00	512.63	(262.63)
*	TOTAL OTHER PROGRAM EXPENSES	1,600.00	4,099.58	2,000.00	3,714.29	(1,714.29)
	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	25,857.76	3,342.24
2-51-00-100-16	EI EXPENSE - RC	0.00	690.48	701.00	651.26	49.74
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	1,034.34	78.66
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	349.45	150.55
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	731.46	218.54
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	28,690.00	4,524.00
***P	NET COSTS FCSS	0.00	(12,261.73)	0.01	15,078.42	(15,078.41)



TOWN OF CLARESHOLM

REVENUE AND EXPENDITURE REPORT

GL Number	Description	2009 Budget	2009 Actual	2010 YTD Budget	2010 YTD Actual	2010 YTD \$ Variance
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	25,835.00	367.00
*	TOTAL EXP DAYCARE SERVICES	49,016.00	72,616.00	48,126.00	47,759.00	367.00
***P	NET COSTS DAYCARE SERVICES	(49,016.00)	(72,616.00)	(48,126.00)	(47,759.00)	(367.00)



TOWN OF CLARESHOLM

REVENUE AND EXPENDITURE REPORT

GL Number	Description	2009 Budget	2009 Actual	2010 YTD Budget	2010 YTD Actual	2010 YTD \$ Variance
REVENUE CEMETERY SERV						
1-56-00-410-00	CEMETERY FEES	14,000.00	14,400.00	14,000.00	11,895.00	2,105.00
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	13,895.00	1,105.00
EXPENSE CEMETERY SERV						
2-56-00-100-00	CEMETERIES WAGE BENEFITS	6,000.00	3,201.28	4,000.00	2,917.06	1,082.94
2-56-00-110-00	CEMETERY WAGES	15,000.00	9,160.88	12,000.00	14,956.53	(2,956.53)
2-56-00-510-00	CEMETERY MATERIALS	4,500.00	2,300.00	3,000.00	591.17	2,408.83
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	18,464.76	885.24
***P	NET COSTS CEMETERY SERVICES	(10,500.00)	386.10	(4,350.00)	(4,569.76)	219.76



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	21,532.25	(1,532.25)
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	4,859.65	1,526.40
1-57-00-105-00	COMMUNITY SPIRIT GRANT	0.00	0.00	0.00	0.00	0.00
*	TOTAL REV PHYSICIAN RECRUITMEN	64,500.00	58,113.95	60,886.05	60,891.90	(5.85)
EXP PHYSICIAN RECRUITMENT						
2-57-00-110-00	HOUSING COSTS	36,000.00	32,030.00	36,000.00	43,500.00	(7,500.00)
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	4,859.65	9,026.40
2-57-00-764-00	CONT TO GENERAL RESERVES	0.00	11,670.28	0.00	1,836.63	(1,836.63)
*	TOTAL EXP PHYSICIAN RECRUITMEN	64,500.00	58,113.95	60,886.05	60,891.90	(5.85)
***P	NET COSTS PHYSICIAN RECRUIT	0.00	0.00	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
EXPENSES AG SERVICES						
2-62-00-100-00	PEST CONT ADMIN WAGE BENEFIT	600.00	625.19	700.00	130.64	569.36
2-62-00-111-00	PEST CONTROL WAGES	1,200.00	957.16	1,200.00	623.37	576.63
2-62-00-122-00	WEED CONTROL SPRAYING WAGES	1,500.00	1,240.20	1,500.00	2,166.26	(666.26)
2-62-00-200-00	WEED CONTROL WAGE BENEFITS	800.00	313.47	400.00	547.07	(147.07)
2-62-00-514-00	PEST CONTROL CHEMICALS	1,000.00	907.00	1,000.00	2,246.05	(1,246.05)
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	8,258.39	29,041.61
***P	NET COSTS AG SERVICES	(10,600.00)	(35,789.75)	(37,300.00)	(8,258.39)	(29,041.61)



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	1,650.00	(450.00)
1-26-00-520-00	BUILDING PERMITS/ SUPERIOR	10,000.00	16,523.58	16,000.00	8,404.05	7,595.95
1-26-00-521-00	PLANNING FEES MISC.	3,000.00	3,490.50	3,000.00	125.00	2,875.00
1-26-00-522-00	DEVELOPMENT/ OTHER PERMITS	16,000.00	15,656.00	15,000.00	10,596.80	4,403.20
1-26-00-523-00	DEVELOPMENT PENALTIES & FINES	500.00	165.00	200.00	189.00	11.00
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	20,964.85	14,435.15
EXP PLANNING/DEVELOPMENT						
2-26-00-110-00	WAGES - DEVELOPMENT	56,750.00	57,701.91	60,000.00	53,174.77	6,825.23
2-26-00-100-00	WAGE BEN - DEVELOPMENT	11,500.00	11,892.22	13,000.00	11,757.88	1,242.12
2-66-00-100-00	ASSISTANT WAGE	17,000.00	17,555.11	18,000.00	14,448.00	3,552.00
2-66-00-111-00	DEVELOPMENT ASSISTANT WAGE BENEF	1,100.00	1,720.23	2,000.00	1,539.09	460.91
2-66-00-200-00	PROFESSIONAL SERVICES	13,000.00	10,257.46	75,000.00	12,991.55	62,008.45
2-66-00-201-00	DEVELOPMENT - LEGAL	7,000.00	4,520.95	5,000.00	3,006.42	1,993.58
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	594.59	405.41
2-66-00-204-00	DEVELOPMENT - ADVERTISING	0.00	0.00	0.00	64.35	(64.35)
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	34,967.00	5,033.00
*	TOTAL EXP PLANNING/DEVELOPMEN	155,850.00	148,125.79	218,150.00	132,632.79	85,517.21
***P	NET COSTS PLANNING/DEVELOPME	(125,350.00)	(110,928.21)	(182,750.00)	(111,667.94)	(71,082.06)



TOWN OF CLARESHOLM

REVENUE AND EXPENDITURE REPORT

GL Number	Description	2009 Budget	2009 Actual	2010 YTD Budget	2010 YTD Actual	2010 YTD \$ Variance
REVENUE RECREATION						
1-71-00-850-00	LOCAL GOVERNMENT REC. GRANTS	25,000.00	25,000.00	25,000.00	25,000.00	0.00
*	TOTAL REVENUE RECREATION	25,000.00	25,000.00	25,000.00	25,000.00	0.00
EXPENSES RECREATION						
2-71-00-100-00	SUMMER FUN STAFF BENEFITS	0.00	0.00	0.00	879.80	(879.80)
2-71-00-110-00	SUMMER FUN STAFF WAGES	0.00	0.00	0.00	8,112.00	(8,112.00)
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	58,991.80	(8,991.80)
***P	NET COSTS RECREATION	(61,080.56)	(61,080.56)	(25,000.00)	(33,991.80)	8,991.80



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	24,848.25	5,151.75
1-72-00-564-00	FIGURE SKATING RENTALS	17,000.00	18,070.06	17,000.00	9,938.50	7,061.50
1-72-00-565-00	STORAGE ROOM RENTAL	1,200.00	1,200.00	1,200.00	1,200.00	0.00
1-72-00-566-00	ADULT & ZONE "AA"	13,000.00	9,356.33	9,000.00	4,063.13	4,936.87
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	1,000.00	0.00
1-72-00-569-00	ARENA ADVERTISING - SIGNS	1,500.00	2,200.00	2,000.00	2,450.00	(450.00)
1-72-00-570-00	OTHER RENTALS	10,000.00	11,912.31	10,000.00	9,759.49	240.51
* TOTAL REVENUE ARENA		70,700.00	74,691.57	70,200.00	53,300.31	16,899.69
EXPENSES ARENA						
2-72-00-104-00	WAGE BENEFITS ARENA	28,000.00	25,174.64	28,000.00	11,904.63	16,095.37
2-72-00-140-00	ARENA OPERATION WAGES	67,000.00	62,840.07	66,000.00	48,737.92	17,262.08
2-72-00-216-00	ARENA TELEPHONE	1,900.00	1,838.25	2,000.00	1,551.44	448.56
2-72-00-530-00	ARENA MATERIALS	20,000.00	22,763.17	25,000.00	23,661.23	1,338.77
2-72-00-560-00	ARENA UTILITIES	60,000.00	75,394.38	80,000.00	62,563.70	17,436.30
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	148,418.92	89,081.07
***P NET COSTS ARENA		(106,200.00)	(149,627.54)	(167,299.99)	(95,118.61)	(72,181.38)



TOWN OF CLARESHOLM

REVENUE AND EXPENDITURE REPORT

GL Number	Description	2009 Budget	2009 Actual	2010 YTD Budget	2010 YTD Actual	2010 YTD \$ Variance
REVENUE PARKS						
1-72-00-572-00	PARK CAMPING FEES	50,000.00	40,287.35	34,999.99	37,580.37	(2,580.38)
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	37,580.37	(2,580.38)
EXPENSES PARKS						
2-72-00-105-00	WAGE BENEFITS PARKS	32,000.00	21,729.54	23,000.00	14,528.40	8,471.60
2-72-00-151-00	PARKS OPERATION WAGES	73,000.00	52,280.45	70,000.00	68,991.22	1,008.78
2-72-00-535-00	PARKS MATERIALS	20,000.00	15,062.40	20,000.00	20,752.15	(752.15)
2-72-00-537-00	PARK DEV MATERIAL	40,000.00	35,917.11	40,000.00	9,736.18	30,263.82
2-72-00-570-00	PARKS UTILITIES	18,000.00	10,544.49	13,000.00	7,666.02	5,333.98
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	121,673.97	74,826.03
***P	NET COSTS PARKS	(93,000.00)	(108,206.65)	(161,500.01)	(84,093.60)	(77,406.41)



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	25,668.83	(668.83)
1-72-00-412-00	SWIM GATE REC & SEASON TICKETS	47,000.00	45,478.67	45,000.00	42,346.43	2,653.57
1-72-00-560-00	SWIM POOL RENTAL	9,000.00	6,920.06	6,000.00	13,653.37	(7,653.37)
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	81,668.63	(5,668.63)
EXPENSES SWIM POOL						
2-72-00-102-00	WAGE BENEFITS SWIM POOL	25,000.00	22,582.41	12,000.00	11,680.73	319.27
2-72-00-130-00	SWIM POOL FULL TIME GUARDS	170,000.00	159,701.84	64,000.00	44,127.85	19,872.15
2-72-00-131-00	SWIM POOL PART TIME GUARDS	0.00	0.00	58,000.00	64,881.11	(6,881.11)
2-72-00-132-00	POOL SUPERVISOR SALARY	0.00	0.00	46,500.00	40,874.45	5,625.55
2-72-00-133-00	POOL SUPERVISOR WAGE BENEFITS	0.00	0.00	11,500.00	9,888.71	1,611.29
2-72-00-201-00	AQUATIC CENTRE TRAINING	4,000.00	2,708.75	3,000.00	1,043.47	1,956.53
2-72-00-215-00	SWIM POOL TELEPHONE	2,800.00	2,643.04	2,800.00	2,223.19	576.81
2-72-00-525-00	SWIM POOL PROGRAM MATERIALS	20,000.00	17,339.66	20,000.00	8,442.09	11,557.91
2-72-00-526-00	SWIM POOL OPERATION MATERIALS	8,000.00	7,431.18	8,000.00	4,039.98	3,960.02
2-72-00-527-00	SWIM POOL RESALE MATERIALS	0.00	0.00	0.00	(3,225.33)	3,225.33
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	192,115.07	90,824.93
***P	NET COSTS SWIM POOL	(148,600.00)	(190,262.66)	(206,940.00)	(110,446.44)	(96,493.56)



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	2,426.00	(1,426.00)
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	5,440.05	559.95
*	TOTAL MUSEUM REVENUE	24,630.00	30,872.56	14,500.00	12,971.55	1,528.45
EXPENSES MUSEUM						
2-74-00-100-00	MUSEUM WAGE BENEFITS	2,500.00	3,892.72	2,500.00	2,405.21	94.79
2-74-00-101-00	TOURIST INFO CENTRE-WAGE BEN	2,000.00	2,464.59	2,500.00	2,079.62	420.38
2-74-00-120-00	MUSEUM WAGES	27,000.00	25,687.00	22,000.00	20,037.88	1,962.12
2-74-00-150-00	TOURIST INFO CENTRE - WAGES	18,000.00	22,589.88	22,000.00	23,365.36	(1,365.36)
2-74-00-510-00	MUSEUM MATERIALS	14,000.00	26,726.77	15,000.00	17,732.53	(2,732.53)
2-74-00-542-00	MUSEUM UTILITIES	7,500.00	9,886.33	12,000.00	8,001.03	3,998.97
2-74-00-543-00	MUSEUM EXPANSION UTILITIES	7,500.00	11,418.40	13,000.00	10,675.63	2,324.37
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	84,297.26	18,602.74
***P	NET COSTS MUSEUM	(53,870.00)	(85,666.19)	(88,400.00)	(71,325.71)	(17,074.29)



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	5,088.57	1,911.43
2-74-00-540-00	LIBRARY UTILITIES	16,000.00	17,130.86	20,000.00	15,052.29	4,947.71
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	20,720.00	0.00
*	TOTAL EXPENSES LIBRARY	141,400.00	169,679.09	179,120.00	146,860.86	32,259.14
***P	NET COSTS LIBRARY	(141,400.00)	(169,679.09)	(179,120.00)	(146,860.86)	(32,259.14)
****P	ANNUAL SURPLUS (DEFICIT)	5,340,200.00	6,044,801.60	3,606,812.00	3,841,565.02	(234,753.02)

INFORMATION ITEMS



Re: Elected Official Education - Model Resolution

As you may be aware, the Elected Officials Education Program (EOEP) began offering education to Alberta's elected officials about their roles and responsibilities in 2008. The EOEP was developed to provide municipally elected officials with an opportunity to broaden their knowledge and skills, raising the quality of municipal government and enabling those in office to effectively achieve the goals of their community. Prior to this year's municipal elections over 400 elected officials had registered in the program and ten individuals received their Certificate of Achievement at the 2009 fall conventions of AUMA and AAMDC.

In an effort to raise awareness in the program and to provide some measure of consistency across the province, the EOEP is asking for your support in presenting the following motion to council in support of elected official education.

WHEREAS a municipal election was held on Monday, October 18, 2010, and new Councils have been formed throughout Alberta; and

WHEREAS the Alberta Elected Officials Education Program (EOEP) offers an education program for municipal elected officials in Alberta, on a wide variety of skill and knowledge areas including: Leadership, Municipal Governance, Municipal Finance, Communications and Media Relations, Team-building and Infrastructure; and

WHEREAS the EOEP program has been created for municipal elected officials only, and focus on the governance role of municipal elected officials; and

WHEREAS this Council has the opportunity in its strategic planning to provide for strategies and outcomes, including policy development, concerning professional development and education of its elected officials; and

WHEREAS this Council has the opportunity in its 2011 Budget discussions, to allocate monies towards professional development and education of its elected officials;

NOW THEREFORE BE IT RESOLVED THAT the Council approve Administration bringing forward a report on the educational opportunities available through the EOEP, and that consideration be given during budget discussions to allocating monies to training and education of municipal elected officials throughout the 3-year term of the Council.



To support this initiative EOEP has developed an Administration Package which consists of:

- a) Program Introduction and 3-year Curriculum Schedule
- b) Syllabi and Learning Objectives
- c) Registration fees
- d) Sample Policy Statement.

All of which are enclosed with this announcement.

Please contact EOEP Acting Registrar Sheena Linderman at 403-346-1040 or eoep@telus.net if you require further information.

Additionally, EOEP identified the following curriculum offerings as key knowledge and skill areas as vital for elected officials to start off their education program in a new term with and has scheduled them as follows:

Municipal Governance Nisku Inn, Nisku	Nov. 18 & 19	\$ 551.25 + GST	Registrations available at EOEP - Registration
Effective Decision Making Shaw Convention Centre, Edmonton (AUMA Preconference)	Nov. 22	\$ 325.00 + GST	Registration available at AUMA Register Now
Municipal Finance Greenwood Inn, Edmonton	Nov. 25	\$ 330.75 + materials + GST	Registrations available at EOEP - Registration
Municipal Legislation Best Western Regency Inn, Airdrie	Dec. 8	\$ 330.75 + GST	Registrations available at EOEP - Registration

Early registration is encouraged to ensure a seat.

EOEP representatives will be in attendance at the AUMA/AMSC Annual Convention Trade Show on November 23 and 24, 2010. Please feel free to stop by booth number 77 in the AUMA/AMSC Partners block for additional information about the program or to inquire how your municipality can work with EOEP in regional program delivery initiatives.

Contact Us:

Ph.: 403-346-1040

E-mail eoep@telus.net

EOEP Office: 403-346-1040 or E-mail: [EOEP Registrar](#)



Program Introduction

For any elected official to respond to and be effective in municipal government they must have the skills and knowledge to not only adapt to change, but to also keep the end goal in sight and to keep moving steadily toward it. It is with this goal in mind, that of raising the quality of municipal government and enabling those in office to achieve the goals of their community, that the EOEP was created.

One of the first steps in the ongoing process of improving confidence and ability is to determine what it is a person actually needs to learn. Toward such identification, the EOEP is designed to help an elected official develop equally across the four primary pillars of good governance. Within the EOEP coursework, these “pillars” take the form of **Core Competencies**, each of which represent an area of government that requires its officials to have solid knowledge and skills in order to function effectively as a community leader. The core competencies are: strategy, effectiveness, collaboration, and influence.

Just as people and the governments they form are varied, so too are the courses of the EOEP; to be effective, they need to be. In addressing such variability, the EOEP courses are structured around four primary goals.

The first goal is to address issues that are important to officials. If the EOEP, itself, is to remain relevant to changing contexts, then this goal will always remain at the top of the list.

The second goal is to provide relevant content to elected officials. The EOEP recognizes the pressures of being an elected official and aims to provide you with the information that will help you move forward as efficiently as possible. To do this, the course material is specifically designed by experts in municipal government with the experience and knowledge to focus on only the most important and applicable information.

Of course, information that is not shared, does not create solutions, only secrets. With this in mind, all EOEP courses are offered in interactive and engaging formats that promote mentoring and networking, making it easy to share your insights with other members of your team.

The fourth and final goal of the EOEP is availability. By offering an accommodating course schedule, by hosting courses in a variety of locations throughout the province and with a convenient online learning option, the EOEP is now available to all elected officials in Alberta.

Curriculum Schedule Fall 2010 through to 2013

COURSE NAME	Course Type	2010	2011	2012	2013
Municipal Finance	Mandatory	November	October	September	November - AUMA
Municipal Governance	Mandatory	November	September	April	November
Communications and Media Relations	Core			October - AUMA	
Community Development	Core	January	May	May	
Effective Planning & Strategy	Core		September - AUMA		March
Ethics	Core				January
Municipal Leadership	Core	Online	Online	Online	Online
Addressing Local Infrastructure Issues	Secondary		November - AAMDC		
Affordable Housing	Secondary				
Developing an Emergency Preparedness Plan	Secondary		January		February
Economic Development	Secondary			March - AAMDC	
Effective Decision Making	Secondary	November		February	
Human Resource Planning	Secondary		February		
Land Use and Development Appeal Process	Secondary		May		
Municipal Legislation	Secondary	December		November - AAMDC	
Negotiation Skills	Secondary		March - AAMDC		
Performance Measurement	Secondary				March - AAMDC
Regional Partnerships and Collaboration	Secondary		March		November
Service Delivery	Secondary			January	April
Sustainability	Secondary		April		November - AAMDC
Team Building	Secondary		February	October	

Program Offerings at a Glance

(Unless otherwise stated courses are one day (approximately 7.5 hours))

Strategic

Designed to strengthen the core competency of Strategy and Business Acumen.

Municipal Finance

Ensure that municipal finances are well-governed. This course provides elected officials with a solid understanding of the core concepts involved in municipal financial management, accountability and reporting. Topics covered will include short and long-term financial decision-making, capital and operating budget processes and financial condition analysis, reporting and risk evaluation. Participants will learn about the role of the auditor regarding the financial condition and management practices of the municipality, and how municipalities raise revenue through property assessment and taxation, user fees and rate structures.

Core Course
Strategy and Business Acumen Core Competency

Learning Objectives

- Understand financial oversight responsibilities and financial accountability of elected officials under municipal legislation.
- Develop an understanding of effective municipal fiscal policies.
- Understand how to read and interpret a municipal financial statement.
- Learn how operating and capital budgets are prepared and administered.
- Understand the difference between “pay-as-you-go” and debt financing strategies.
- Understand property assessment and taxation processes.
- Understand the role of external auditors and learn to identify and mitigate financial risk.

Effective Planning and Strategy

Being strategic means understanding the present and past contexts, and looking to the future. Participants will learn how to develop effective strategic and business plans that are aligned with corporate priorities and are measurable and actionable. The relationship of policy and strategy will be examined and participants will learn how to engage stakeholders. The course will include identification and incorporation of sustainability principles into the planning process.

Core Course
Strategy and Business Acumen Core Competency

Learning Objectives

- Apply the fundamentals of strategic and business planning and understand the importance of identifying and setting realistic goals/objectives, key results, strategies and performance measures.
- Understand how to engage the public and stakeholders in the strategy development process.
- Assign accountability for action and develop performance measures.
- Understand the practices and benefits of long-term sustainability planning.

Performance Measurement

Citizens demand accountability from elected officials. Course participants will learn how to use performance indicators to support policy and program decisions. Participants will look at how to evaluate performance and analyze policy decisions, from selecting appropriate indicators to using data to make decisions. By learning about objective-setting and measuring progress towards objectives, elected officials will gain new insights into how to obtain meaningful performance improvement.

Supplementary Course
Strategy and Business Acumen Core Competency

Learning Objectives

- Understand different types of performance indicators and how they are used to monitor and improve organizational performance.
- Understand the difference between inputs and outcome measures and which are meaningful in reporting for municipal governments.
- Develop performance measures and tools for policy analysis, operational decisions and organizational performance.
- Create accountability for organizational performance.
- Understand how to report to stakeholders regarding organizational performance.

Program Offerings at a Glance

(Unless otherwise stated courses are one day (approximately 7.5 hours))

Human Resource Planning

Alberta's labour shortage is hitting every sector hard. This course examines the legislative responsibility of the CAO for the management of the municipality's human resources. Participants will learn how council can support an effective human resources strategy. Participants will discuss the challenges facing local governments in attracting, developing, and retaining qualified personnel needed to deliver effective and efficient municipal services. The course focuses on how to support corporate strategic priorities through the municipality's human resources.

Supplementary Course
Strategy and Business Core Competency

Learning Objectives

- Understand the CAO's responsibility for corporate human resource management and the impact on municipal service delivery.
- Understand strategic human resource management principles as they relate to recruitment, retention and evaluation of the CAO.
- Develop an appropriate performance management system that links corporate strategic priorities to the CAO's corporate goals and objectives.

Service Delivery

With increasing demands on resources, municipal governments are often called upon to be innovative in service delivery. Elected officials need tools to examine service delivery options and performance measures to evaluate service levels from internal and external providers. Participants will learn about selection processes, conducting service quality gap assessments and evaluating strategic partnerships. This course will also provide information on various delivery methods including e-government. The course examines the costs of service delivery, the elements of alternative service delivery, and how to monitor service delivery performance.

Supplementary Course
Strategy and Business Acumen Core Competency

Learning Objectives

- Understand Council's governance role in service delivery and administration's role in delivering services and reporting on outcomes.
- Explore and examine service delivery models and the tools to measure service delivery success.
- Examine different policy options for service delivery decisions.
- Understand the value and applicability of shared services models for the delivery of various corporate services.

Effective

Designed to strengthen the core competency of Effective Governance.

Municipal Governance

Governance is the fundamental means by which elected officials connect the public they serve to the municipal entity they represent. This course explores the roles and responsibilities of elected officials and how a council makes effective decisions within the legislative and governance framework in Alberta. Participants will gain an appreciation for basic governance principles of representation, decision making, stewardship and accountability and how to ensure that the powers, duties and functions of the municipality are appropriately discharged.

Core Course – 2 days
Effective Governance Core Competency

Learning Objectives

- Understand the relationship of provincial legislation, municipal policy and decision making.
- Clarify how a municipal council makes decisions and is accountable for action.
- Identify opportunities to engage public stakeholders.
- Identify ethical considerations in municipal decision making and understand pecuniary interest provisions contained in the Municipal Government Act.
- Understand the Council /CAO relationship.

Program Offerings at a Glance

(Unless otherwise stated courses are one day (approximately 7.5 hours))

Municipal Leadership

What qualities make for a strong leader? This course focuses on leadership qualities including creating a vision, setting priorities, seeking solutions, enabling others to act, and managing change. The goal of this course is to encourage elected officials to understand their leadership style, and how this affects decision-making, delegation of responsibility and collaboration with members of Council and the public. Participants will learn about personal leadership growth strategies.

Core Course
Effective Governance Core Competency

Learning Objectives

- Understand the differences between leadership and management.
- Understand the importance of effective leadership strategies and the roles and responsibilities of elected officials and the CEO.
- Identify personal leadership styles and how this affects performance and relationships.
- Identify leadership qualities that distinguish effective leaders.
- Develop techniques for improving teamwork and collaborative decision making.

Ethics

Ethics define the nature of public professions, and elected officials who are guided by ethics are more likely to make decisions using professional and moral criteria. This is critical in today's environment. This course is designed to help elected officials understand their fiduciary, ethical and moral obligations as public servants. Participants will examine pecuniary interest; the balance between transparency and confidentiality; the use of sound moral judgment; and actions that are ethically defensible. Expectations of municipal leaders, and managing competing demands in a way that keeps the public trust will be examined. Participants will learn about ethical principles and their application to situations where conflicting values exist.

Core Course
Effective Governance Core Competency

Learning Objectives

- Understand what constitutes ethical behaviour and decision making.
- Create codes of ethics and values. Special attention will be given to creating and strengthening a culture of ethics.
- Reflect on municipal ethical issues.
- Define fiduciary responsibilities of an elected official.

Regional Partnerships and Collaboration (Under Development)

Collaboration within regions is an important step towards effectively serving the public. This course will examine the value and opportunities of inter-municipal partnerships and partnerships between municipalities and non-governmental organizations (NGOs) within a region. Using a case study method, participants will learn how to identify collaborative opportunities and how to negotiate and establish the parameters for a service partnership. The scope of partnerships, governance structures, delivery mechanisms and cost sharing arrangements will be identified. Efficiency, effectiveness and innovation through regional collaboration will be explored.

Supplementary Course
Effective Governance Core Competency

Learning Objectives

- Identify the value and opportunities of working collaboratively within a region to foster the development of self-reliant and sustainable communities and regions.
- Examine the range of municipal services that can be delivered on a regional or collaborative basis.
- Understand the mechanisms and decision making processes under which regional partnerships can be established and operated.

Program Offerings at a Glance

(Unless otherwise stated courses are one day (approximately 7.5 hours))

Municipal / Provincial Legislation

The study of law can be intimidating, but knowledge of law is key to strong municipal governance. This course focuses on Alberta's legislative framework with a specific examination of the Municipal Government Act and municipal regulations. Other legislation to be reviewed is: Local Authorities Election Act, Environmental Protection and Enhancement Act, Safety Codes Act and the Police Act. Participants will explore ramifications of legal decisions impacting the actions of municipal government.

Supplementary Course
Strategy and Business Acumen Core Competency

Learning Objectives

- Review the history of municipal legislation in Alberta.
- Understand how the Government of Alberta develops legislation governing municipalities, and review proposed changes to legislation and what they mean to municipalities.
- Understand the Municipal Government Act (MGA) and other acts that directly impact the governance and operation of Alberta municipalities.
- Understand the policy/management dichotomy established in the MGA.
- Understand the legal ramifications of municipal actions that have been tested in Courts of Law and what these precedents mean to policy decisions.

Effective Decision Making

The complexity and time pressures of public office can leave elected officials with little time to consider public challenges. When elected officials possess a framework for discussing public issues and challenges, they are more likely to engage in effective problem solving. This course will examine techniques and models to assist elected officials with timely and informed decisions.

Core Course
Effective Governance Core Competency

Learning Objectives

- Learn how to analyze problems, uncover facts and use information to make effective decisions.
- Identify techniques to uncover underlying issues and use creative problem solving methods to address challenges.
- Examine frameworks and skill sets of collaborative problem solving and decision making, including decision implementation techniques.
- Determine which decision-implementation technique will work in different situations.

Land Use and Development Approval (Development Underway)

Land use and the development approval process are high profile activities in Alberta's booming economy and are core municipal functions. In this course, participants will learn how the process works. Participants will explore the role of council and other approval bodies, and factors council should consider in land use planning. Participants will examine how an orderly, consistent system of land use and development approval contributes to healthy and viable communities.

Supplementary Course
Effective Governance Core Competency

Learning Objectives

- Understand the importance of land use planning and its link to long-term sustainability.
- Understand the base planning requirements as well as the approval and appeals process for Alberta municipalities.
- Learn the role of council and government approval bodies in the planning process.
- Explain the similarities and differences between inter- and intra-municipal planning.
- Use tools such as MDPs and IDPs to assist in land use planning.

Program Offerings at a Glance

(Unless otherwise stated courses are one day (approximately 7.5 hours))

Collaborative

Designed to strengthen the core competency of Community Building.

Community Development / Citizen Engagement

As voter turnout continues to decrease so does the challenge for elected officials to engage citizens. This course will teach methods on how to remove common barriers to citizen and community engagement. Participants will be taught when to inform, discuss, gather information, engage or partner. The course will examine the role citizen participation plays in building strong, vibrant communities. Elected officials will discuss methods to empower community groups. Participants will also be given tools to guide and support the relationship between council, administration, the public and media.

Core Course
Community Building Core Competency

Learning Objectives

- Learn how to work with community groups, organizations and other governments to develop services and solutions.
- Develop effective approaches to managing change.
- Understand the impact that municipal governments have on communities and stakeholder groups.

Economic Development

A vibrant economy is the heart of any successful municipality. This course will serve as an introduction to the concepts around municipal economic development. Participants will look at ways to foster development through a variety of techniques including tourism, business development and regional collaboration. Participants will be better positioned to leverage their community's assets to create sustainable and vibrant places to live. Topics to be discussed include what to look for when doing market and financial feasibility analyses as well as the right approach to meeting both urban and rural needs.

Supplementary Course
Community Building Core Competency

Learning Objectives

- Understand the role of economic development in promoting the community.
- Identify opportunities to work with neighbouring communities to undertake joint economic development

Emergency Preparedness Planning

If disaster strikes, is your community ready? Is your emergency plan up-to-date and does it fully cover the short-term and long-term restoration of services? This course will examine the key components of an Emergency Preparedness Plan and your responsibilities as an elected official. Participants will be taught the importance of continuously refining, updating and improving existing emergency preparedness plans. Topics to be discussed include proven approaches to supporting response efforts as well as how to successfully recover from a disaster.

Supplementary Course
Community Building Core Competency

Learning Objectives

- Understand Alberta's emergency management legislation and framework.
- Explain the key elements of disaster preparedness and their roles in an emergency or disaster.
- Develop and maintain a municipal emergency preparedness plan.
- Identify and manage risks associated with municipal disaster planning

Program Offerings at a Glance

(Unless otherwise stated courses are one day (approximately 7.5 hours))

Infrastructure

Municipal governments face the daunting task of maintaining aging municipal infrastructure while at the same time coping with the increased demand for new infrastructure. This course will teach elected officials strategies to appropriately respond to these challenges. Participants will learn how to assess current resources and the approaches required to build and maintain an effective and sustainable infrastructure base.

Supplementary Course
Community Building Core Competency

Learning Objectives

- Create a comprehensive infrastructure development plan to guide capital planning decisions.
- Explain how infrastructure investment and maintenance relates to sustainability.
- Understand how infrastructure condition assessments directs a capital replacement plan.

Affordable Housing

Communities throughout Alberta are under more pressure than ever to provide adequate affordable housing. This course will look at the issue of affordable housing and present a number of innovative options to address the challenges surrounding it. An important discussion will focus on the roles of government, business and nonprofit providers and the importance of cooperation. Participants will be taught the tools and strategies required to engage all stakeholders and build sustainable communities.

Supplementary Course
Community Building Core Competency

Learning Objectives

- Define what affordable housing means and understand its impact on municipalities.
- Identify creative alternatives for providing affordable housing.
- Develop communication strategies regarding affordable housing that engage the community and manage expectations.

Sustainability (In Final Review Stage)

How do you want your community to look and how can you make this happen? In this course, participants will discuss the challenges faced by municipalities in developing sustainable communities while facing various constraints. Participants will explore how to bring about community-based change through sustainable development. Discussions will be held on the components of sustainability and on how healthy communities incorporate physical, financial, human, cultural, social and political capital into a model of community sustainability. Participants will be taught ways to invigorate local economies into financially viable, environmentally sound, and socially responsible models.

Supplementary Course
Community Building Core Competency

Learning Objectives

- Learn how to develop a future vision for the community based on different components of sustainability (example: economic, social, cultural, environmental, governance).
- Learn how to align existing and future plans with sustainability principles.
- Engage the community in a dialogue that will lead to a sustainable future.

Program Offerings at a Glance

(Unless otherwise stated courses are one day (approximately 7.5 hours))

Influential

Designed to strengthen the core competencies of Communication and Interpersonal Skills.

Communications and Media Relations

You have good ideas but how can you get the message out? This course examines proven communication techniques to best reach a wide range of stakeholders. Participants will come to understand the important role that body language, eye contact, gestures and tone has on the effectiveness of sending and receiving information. Elected officials will be taught how to prepare for and give effective media interviews as well as learn practical tips, tools and strategies for working with the media in a political environment.

Core Course
Communication and Interpersonal Skills Core Competency

Learning Objectives

- Identify the best means to communicate with stakeholders.
- Develop a strong and effective working relationship with the media.
- Prepare for an interview – what to do and what not to do.
- Develop effective and clear communication strategies.
- Improve public speaking skills to impact audiences.

Negotiation Skills

High quality negotiation skills are always in demand, especially when resources are scarce. This course will teach participants the basics of how to negotiate and how to further develop this skill. Elected officials will be shown how to maximize gains for all parties. Important topics covered will be interest-based negotiation, creative problem-solving, informal mediation, and effective techniques to build collaboration and manage conflicts.

Supplementary Course
Communication and Interpersonal Skills Core Competency

Learning Objectives

- Develop more effective negotiating skills.
- Understand collaborative management techniques.
- Examine the process of mutually beneficial and interest-based negotiating.
- Identify negotiating styles and related strengths and weaknesses.

Team Building

The success of an elected official depends not only on themselves but on how well they can work with others. This course will present strategies to improve teamwork, minimize conflict and develop an appreciation for how others work. Participants will analyze their own communication style and begin to understand how this style affects how others perceive them and its impact on council. Elected officials will look at ways to develop realistic expectations of one another and how to manage accountability and performance issues.

Supplementary course
Communication and Interpersonal Skills Core Competency

Learning Objectives

- Understand the stages of team development and their implications.
- Explore personal style and its impact on team dynamics.
- Examine effective approaches to teamwork and group problem solving.

2011 EOEP Registration Fees

Curriculum Type	2011 Fee*
Governance	\$ 580.00
Finance	\$ 425.00
Core	\$ 350.00
Secondary	\$ 350.00
Online	\$ 300.00
* Plus GST	

Withdrawal Fees:

Prior to registration deadline (2 weeks) \$ 75.00

After registration deadline to 1 week before the course date \$ 125.00

Less than one week before the course

Less than 1 week before the course date 50% of course fee

Sample Policy Statement for Professional Development and Education Opportunities for Elected Officials

[Name of Municipality] strives to ensure that its elected officials have access to professional development and education opportunities relevant to their roles and responsibilities, providing good government and maintaining a safe and viable community. This policy is in line with the requirements of the *Municipal Government Act* as well as our commitment to provide the best possible government for the residents of [Name of Municipality].

As such, [Name of Municipality] will make adequate resources (financial and otherwise) available to its elected officials to allow participation in Alberta's Elected Officials Education Program (EOEP).

To further this policy of excellence in government, [Name of Municipality] will, where possible, work with the EOEP in its Regional Program Delivery and support program offerings held in conjunction with relevant association meetings and regional council orientations.

— **CHRISTMAS SOCIAL (RSVP)** —
6:00 p.m. (Chinese Food) – Thursday, December 2, 2010
ORRSC Conference Room
3105 - 16 Avenue North, Lethbridge (use north parking lot and entrance)

Presentation of Service Recognition Awards

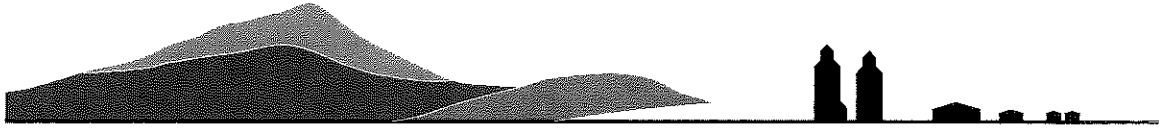
AGENDA - 4 (2010)

7:00 p.m. – Thursday December 2, 2010

**OLDMAN RIVER REGIONAL SERVICES COMMISSION
 ANNUAL ORGANIZATIONAL BOARD OF DIRECTORS' MEETING**

1. **Approval of Agenda** – December 2, 2010
2. **Approval of Minutes** – September 2, 2010..... (attachment)
3. **Recognition of Members and Alternate Members for 2010/2011** (attachment)
4. **Appointment of Officers and Executive Committee for 2010/2011** (attachment)
 - (a) Election of Chair.....
 - (b) Election of Vice-Chair
 - (c) Election of Executive Committee
 - (d) Destruction of Ballots
5. **Remarks – Paul Goldade, Outgoing Chair**
6. **Board Member Orientation**
7. **New Business**
 - (a) Proposed Budget 2011(attachment)
 - (i) Proposed Base Membership Rate
 - (ii) Proposed GIS Fees..... (attachment)
 - (iii) Proposed Subdivision Fee Increase (attachment)
 - (b) Municipal Planning Orientations..... (attachment)
 - (c) Land Use Framework Update
8. **Accounts**
 - (a) Annual Organizational Board of Directors' Meeting – December 2, 2010 (attachment)
 - (b) Summary of Balance Sheet and Income Statement for the 9-month period:
 January 1 - September 30, 2010 (attachment)
9. **Adjournment**.....

Please circulate to Mayor/Reeve and Council for information



OLDMAN RIVER REGIONAL SERVICES COMMISSION

**MINUTES - 3 (2010)
GENERAL BOARD OF DIRECTORS' MEETING
Thursday, September 2, 2010 – 7:00 p.m.
ORRSC Conference Room (3105 - 16 Avenue North, Lethbridge)**

BOARD OF DIRECTORS:

Bill Graff (absent) Village of Arrowwood
Del Bodnarek.....Village of Barnwell
Alf Olsen Village of Barons
Neal Miller (absent)..... Cardston County
Tim Court..... Town of Cardston
Art Cogdale (absent)..... Village of Carmangay
T. Wagenvoort (absent) Village of Champion
D. MacPherson (absent) Town of Claresholm
Vic Mensch (absent) Town of Coaldale
Dennis Cassie Town of Coalhurst
Tom Butler (absent) Village of Coutts
Garry Hackler (absent).....Village of Cowley
John Salus - alternate..... Mun. Crowsnest Pass
Ian MacLeod..... Mun. Crowsnest Pass
G. Wolstenholme (absent) . Town of Fort Macleod
Walter Gripping (absent)..... Town of Granum
Robert Wiebe (absent)..... Village of Hill Spring
Hans Rutz..... County of Lethbridge
Brad Koch (absent) Village of Lomond
Dennis Quinton (absent) Town of Magrath

Terry Michaelis.....Town of Milk River
Robert Phillips (absent) Village of Milo
Dick Fenton Town of Nanton
Anne Marie Philipsen County of Newell
Paul Goldade Village of Nobleford
Hank Hurkens..... Town of Picture Butte
John Russell (absent) M.D. of Pincher Creek
Doug ThorntonTown Pincher Creek
Ronald Davis (absent) M.D. of Ranchland
Jim Steed Town of Raymond
Barry JohnsonTown of Stavely
Miike Selk (absent) Village of Stirling
Cecil Wiest (absent)..... M.D. of Taber
Peter Van Uden (absent)Town of Vauxhall
Rod Ruark (absent) Vulcan County
Roy Elmer (absent)..... Town of Vulcan
Keith Palmer..... County of Warner
Vern Strain (absent).....Village of Warner
Henry Van Hierden.....M.D. Willow Creek

STAFF:

Lenze Kuiper Director
Steve Harty..... Senior Planner
Diane HorvathPlanner
Perry NeufeldPlanner

Michelle Denis.....Intern Planner
Mladen Kristic..... CAD/GIS Technologist
Jaime Thomas..... GIS Analyst
Barb Johnson Executive Secretary

AGENDA:

- 1. **Approval of Agenda** – September 2, 2010
- 2. **Approval of Minutes** – June 3, 2010..... (attachment)
- 3. **Business Arising from the Minutes**
 - (a) Land Use Framework Update – M.D. of Bighorn (attachment)
- 4. **GUEST SPEAKER**

Bev Thornton, Director – Alberta SouthWest Regional Alliance
“Regional Partnerships Working To Facilitate Sustainable Growth”
- 5. **Reports**
 - (a) Executive Committee Report (attachment)
- 6. **Business**
 - (a) Regional Assessment Services.....
 - (b) GIS Update.....
 - (c) Training and Orientations for Councils and CAOs
- 7. **Accounts**
 - (a) Summary of Balance Sheet and Income Statement for the
2-month period: January 1 to February 28, 2010..... (attachment)
- 8. **Adjournment** – December 2, 2010

CHAIR PAUL GOLDADE CALLED THE MEETING TO ORDER AT 7:05 P.M.

1. APPROVAL OF AGENDA

Moved by: Anne Marie Philipsen

THAT the Board of Directors approves the agenda of September 2, 2010, as presented.

CARRIED

2. APPROVAL OF MINUTES

Moved by: Doug Thornton

THAT the Board of Directors approves the minutes of June 3, 2010, as presented.

CARRIED

3. BUSINESS ARISING FROM THE MINUTES

(a) Land Use Framework Update – M.D. of Bighorn

- The Director has sent a letter to the M.D. of Bighorn regarding their letter of support but they have not responded yet. He will continue to follow up with them in the future.
- The Lower Athabasca Regional Advisory Council has recently released their “*Advice to the Government of Alberta Regarding a Vision for the Lower Athabasca Region*”. As this document is “advice”, the Government of Alberta doesn’t necessarily have to follow it. The RAC also put together a workbook, “*Working Towards the Lower Athabasca Regional Plan*” and will be holding a series of workshops throughout September for public consultation on their report.

4. GUEST SPEAKER

Bev Thornton, Director – Alberta SouthWest Regional Alliance
“Regional Partnerships Working To Facilitate Sustainable Growth”

- Alberta SouthWest Regional Alliance Ltd. is a non-profit corporation formed under Part 9 of The Companies Act (Alberta). It currently consists of the following 15 communities that choose to work together to support the economy of their region:

Cardston	Fort Macleod	MD of Pincher Creek
Cardston County	Glenwood	MD of Ranchland
Claresholm	Granum	Stavely
Cowley	Hill Spring	MD Willow Creek
Crowsnest Pass	Pincher Creek	Waterton Lakes

- Alberta has 14 Regional Economic Development Alliances (REDAs) funded by membership fees and grants which provide communities and businesses with information and support toward achieving long-term economic viability and prosperity. Some of the initiatives supported by Alberta SouthWest Regional Alliance include:
 - **Alberta Southwest Regional Business License** – for an additional fee, the regional sticker permits eligibility to do business in the other member communities
 - **Regional Visitor Magazine** – official Alberta Southwest travel guide
 - **Reel Adventures Alberta Movie Maps** – three driving tours highlight points of interest associated with film locations in southern Alberta
 - **Southern Alberta Alternative Energy Partnership** – completed projects with a total value of over \$450,000, funded by contributions from federal and provincial governments, educational institutions and industry partners
- For more information visit www.albertasouthwest.com.

5. REPORTS

(a) Executive Committee Report

Moved by: Alf Olsen

THAT the Executive Committee Report for the meeting of July 10, 2010 be accepted as information. **CARRIED**

6. BUSINESS

(a) Regional Assessment Services

- ORRSC was not able to set up a Regional Assessment Review Board for the 2010 tax season, but it is our goal to have a formal, one level, standardized appeal / complaint system in place by January 1, 2011.
- Our investigation of the service has revealed the following generalities:
 - All municipalities will be required to give the same information to appellants who request information about their assessment.
 - Assessment Notices must be sent out by May 1 each year, and ratepayers will have 60 days, rather than 30 days, to file an appeal.
 - There will be two types of ARBs: the Local Assessment Review Board (LARB) and the Composite Assessment Review Board (CARB).
 - Provincial training is required for all board members on the LARB and CARB.
 - All decisions must be written with reasons in support of and opposed to.
- A draft bylaw is currently being prepared which will establish the Board, fees and procedures.

(b) GIS Update

- ORRSC has chosen MapGuide Enterprise as the new GIS software and we hope to have some municipalities migrated over to the new platform by the end of the year.
- GIS staff will attend a meeting in Red Deer on September 15 to discuss standardizing addressing formats in Alberta and report back to the GIS Advisory Committee.
- ORRSC is a co-organizer for GIS day which will be hosted by the University of Lethbridge on November 17.
- ORRSC has been in contact with Iunctus Geomatics and Lethbridge College regarding a series of possible ventures, the reorganization of the Lethbridge Chapter of the AGG (Alberta Geomatics Group) as well as the possibility for public hosting of orthophotography by Iunctus Geomatics.

(c) Training and Orientations for Councils and CAOs

- Following the municipal elections, ORRSC will be holding 8 Orientation Workshops for the following rural municipalities and the urban municipalities within them:

Cardston	Taber
Lethbridge	Vulcan (December 14, 2010)
Newell	Warner
Pincher Creek / Ranchland / Crowsnest Pass	Willow Creek

- Orientation dates will be determined through CAOs, aiming for December and January. The 2-hour sessions will focus on:
 - Introduction to ORRSC
 - Overview of Planning, Subdivision, Development, Appeals & the MGA
 - Role of Council, CAO, MPC and Planner

Moved by: Dick Fenton

THAT items 6(a), 6(b) and 6(c) be accepted as information.

CARRIED

7. ACCOUNTS

- (a) Summary of Balance Sheet and Income Statement for the 2-month period:
January 1 to February 28, 2010**

Moved by: Hans Rutz

THAT the Board of Directors accepts the Summary of Balance Sheet and Statement of Income for the 2-month period: January 1 to February 28, 2010, as information.

CARRIED

8. ADJOURNMENT

Moved by: Doug Thornton

THAT we adjourn the General Board of Directors' Meeting of the Oldman River Regional Services Commission at 8:30 p.m. until Thursday, December 2, 2010.

CARRIED

/bj

CHAIR: _____

OLDMAN RIVER REGIONAL SERVICES COMMISSION
MEMBERS and ALTERNATE MEMBERS for 2010/2011

Municipality	Member (*21 new)	Alternate Member (*16 new)
Village of Arrowwood	Bill Graff	None
Village of Barnwell.....	* Jane Jensen	None
Village of Barons	Alf Olsen	None
Cardston County	* Roger Houghton	* Mike Loose
Town of Cardston.....	Tim Court	* David Dahl
Village of Carmangay.....	* Doug Smith	* Lorae Tompkins
Village of Champion.....	* Dick Ellis	* James Sparkes
Town of Claresholm	Doug MacPherson	* Judy Van Amerongen
Town of Coaldale	* Henry Pauls	None
Town of Coalhurst.....	* Marvin Slingerland	* Dennis Cassie
Village of Coutts.....	Tom Butler	None
Village of Cowley.....	* Wyatt Martin	* Garry Hackler
Municipality of Crowsnest Pass	* Larry Mitchell * Jerry Lonsbury	None
Town of Fort Macleod	Gordon Wolstenholme	* Sharon Monical
Town of Granum	Walter Gripping	Gerald Brown
Village of Hill Spring	* Monte Christensen	None
County of Lethbridge.....	* Henry Doeve	None
Village of Lomond	Brad Koch	None
Town of Magrath	Dennis Quinton	* Brenda Beck
Town of Milk River	Terry Michaelis	None
Village of Milo.....	* Laurie Duffield	* Katie Walker
Town of Nanton.....	Dick Fenton	* Dave Mitchell
County of Newell No. 4	Anne Marie Philipsen	None
Village of Nobleford.....	* Pete Pelley	* Tony Aleman
Town of Picture Butte.....	Hank Hurkens	* Sandy Roenen
M.D. of Pincher Creek No. 9	* Terry Yagos	* Bjorn Berg
Town of Pincher Creek	* Don Anderberg	None
M.D. of Ranchland No. 66.....	Ronald Davis	Harry Streeter
Town of Raymond.....	* Greg Robinson	None
Town of Stavely.....	Barry Johnson	Russell Holmes
Village of Stirling	Mike Selk	None
Municipal District of Taber	* Ben Elfring	* Donald Johnson
Town of Vauxhall	* Tony Dunphy	None
Vulcan County.....	Rod Ruark	Gord Nelson
Town of Vulcan	* Paul Taylor	None
County of Warner No. 5	* Phil Jensen	* Geoffrey Krokosh
Village of Warner	* Dannie Lien	None
M.D. of Willow Creek No. 26.....	Henry Van Hierden	Ian Sundquist

APPOINTMENT OF OFFICERS AND EXECUTIVE COMMITTEE FOR 2010/2011

The following is a list of members who wish to let their names stand for election for the positions of Chair, Vice-Chair and/or members of the Executive Committee. **Nominations can also be made from the floor at the Annual Organizational Meeting on December 2, 2010.**

(Names have been listed according to Part C, section 5.3 of the ORRSC Bylaw.)

CHAIR:

TERRY MICHAELIS – Town of Milk River

- ◆ Mayor: 1984 - 1992 and 2001 - present
- ◆ Councillor: 1969 - 1974 and 1980 - 1984
- ◆ ORRSC Member: 1984 - 1992 and 2001 - present
- ◆ ORRSC Executive Committee: 2004 - present
- ◆ ORRSC Vice-Chair: 2007 - present
- ◆ Cemetery Board
- ◆ School Trustee - Horizon School Division
- ◆ Vocation: Retired Teacher

DICK FENTON – Town of Nanton

- ◆ Councillor: 2004 - present
- ◆ ORRSC Member: 2006 - present
- ◆ ORRSC Executive Committee: 2007 - present
- ◆ Town representative to Nanton Quality of Life Foundation/Family and Community Support Services
- ◆ Chair of General Governance Committee; Member of the Assessment Review Board, Member of Subdivision and Development Appeal Board, Member of the Royal Canadian Legion, Nanton Branch, Member of the RCMP Veterans Association, Member of the Federal Superannuates National Association
- ◆ I believe in openness and transparency and not in censorship or the stifling of ideas. I believe in innovative and proactive thinking and that everyone in the organization should be encouraged to do the same. I believe in good governance. I believe Risk Management should be used and that Risk Assessments should be conducted on a regular basis. I believe in using "Duty of Care" and will encourage other board members and staff to do the same. I believe that our bylaws and policies should be updated on a regular basis in order to reflect the situation in the market place and the organization at any given time. We should be compiling a business plan annually so as to indicate what we plan to accomplish and how we plan to do it. Then check to see if we have achieved our goals. I promise that I will work for the best interests of ORRSC and the member communities. I believe in getting the best dollar value for our member communities. Please support and vote for Dick Fenton.
- ◆ Vocation: Retired from the RCMP in 2001. I then worked in the transportation industry for one year. At present I am retired.

VICE-CHAIR:

TERRY MICHAELIS – Town of Milk River

- ◆ Mayor: 1984 - 1992 and 2001 - present
- ◆ Councillor: 1969 - 1974 and 1980 - 1984
- ◆ ORRSC Member: 1984 - 1992 and 2001 - present
- ◆ ORRSC Executive Committee: 2004 - present
- ◆ ORRSC Vice-Chair: 2007 - present
- ◆ Cemetery Board
- ◆ School Trustee - Horizon School Division
- ◆ Vocation: Retired Teacher

GORDON WOLSTENHOLME – Town of Fort Macleod

- ◆ Councillor: 2004 - present
- ◆ ORRSC Member: 2004 - present
- ◆ ORRSC Executive Committee: 2007 - present
- ◆ Town of Fort Macleod Municipal Planning Commission and Land Sales Committee
- ◆ M.D. of Willow Creek Subdivision and Development Appeal Board
- ◆ Vocation: Retired Teacher

WALTER GRIPPING – Town of Granum

- ◆ Councillor: 2008 - present
- ◆ ORRSC Member: 2008 - present
- ◆ Involved in founding of the Reform Party of Canada
- ◆ Publicity and Policy Chair for candidates in a federal election
- ◆ Member of nominating committee for Ted Menzies
- ◆ Organize work trips to third-world countries through church
- ◆ Taught archery to various youth and church groups
- ◆ Vocation: Semi-retired house builder (now gunsmithing)

EXECUTIVE COMMITTEE: (elect 5)

DICK FENTON – Town of Nanton

- ◆ Councillor: 2004 - present
- ◆ ORRSC Member: 2006 - present
- ◆ ORRSC Executive Committee: 2007 - present
- ◆ Town representative to Nanton Quality of Life Foundation/Family and Community Support Services
- ◆ Chair of General Governance Committee; Member of the Assessment Review Board, Member of Subdivision and Development Appeal Board, Member of the Royal Canadian Legion, Nanton Branch, Member of the RCMP Veterans Association, Member of the Federal Superannuates National Association
- ◆ I believe in openness and transparency and not in censorship or the stifling of ideas. I believe in innovative and proactive thinking and that everyone in the organization should be encouraged to do the same. I believe in good governance. I believe Risk Management should be used and that Risk Assessments should be conducted on a regular basis. I believe in using "Duty of Care" and will encourage other board members and staff to do the same. I believe that our bylaws and policies should be updated on a regular basis in order to reflect the situation in the market place and the organization at any given time. We should be compiling a business plan annually so as to indicate what

we plan to accomplish and how we plan to do it. Then check to see if we have achieved our goals. I promise that I will work for the best interests of ORRSC and the member communities. I believe in getting the best dollar value for our member communities. Please support and vote for Dick Fenton.

- ◆ Vocation: Retired from the RCMP in 2001. I then worked in the transportation industry for one year. At present I am retired.

DOUG MACPHERSON – Town of Claresholm

- ◆ Councillor: 2004 - present
- ◆ ORRSC Member: 2004 - present
- ◆ ORRSC Executive Committee: 2007 - present
- ◆ Utility Planning Committee
- ◆ Assessment & Review Board
- ◆ I work within the industry and understand the importance of ORRSC
- ◆ Vocation: Custom Home Builder

WALTER GRIPPING – Town of Granum

- ◆ Councillor: 2008 - present
- ◆ ORRSC Member: 2008 - present
- ◆ Involved in founding of the Reform Party of Canada
- ◆ Publicity and Policy Chair for candidates in a federal election
- ◆ Member of nominating committee for Ted Menzies
- ◆ Organize work trips to third-world countries through church
- ◆ Taught archery to various youth and church groups
- ◆ Vocation: Semi-retired house builder (now gunsmithing)

GORDON WOLSTENHOLME – Town of Fort Macleod

- ◆ Councillor: 2004 - present
- ◆ ORRSC Member: 2004 - present
- ◆ ORRSC Executive Committee: 2007 - present
- ◆ Town of Fort Macleod Municipal Planning Commission and Land Sales Committee
- ◆ M.D. of Willow Creek Subdivision and Development Appeal Board
- ◆ Vocation: Retired Teacher

HENRY VAN HIERDEN – M.D. of Willow Creek

- ◆ Councillor: 2001 - present
- ◆ Reeve: 2008 - present
- ◆ ORRSC Member: 2007 - present
- ◆ ORRSC Executive Committee: 2007 - present
- ◆ M.D. of Willow Creek Subdivision and Development Appeal Board: 1997 - 2001
- ◆ Municipal Planning Commission: 2001 - 2010
- ◆ Family: married to Shannon and have 4 children
- ◆ Vocation: Farmer/Rancher

TERRY MICHAELIS – Town of Milk River

- ◆ Mayor: 1984 - 1992 and 2001 - present
- ◆ Councillor: 1969 - 1974 and 1980 - 1984
- ◆ ORRSC Member: 1984 - 1992 and 2001 - present
- ◆ ORRSC Executive Committee: 2004 - present
- ◆ ORRSC Vice-Chair: 2007 - present
- ◆ Cemetery Board
- ◆ School Trustee - Horizon School Division
- ◆ Vocation: Retired Teacher

ORRSC - 2011 BUDGET						
COMPARATIVE INCOME STATEMENT	Acct No.	Actual Oct 31/2010	Budget 2010	Percent	Draft Budget 2011	Notes
REVENUE						
Membership Fees, Fee-for-Service						
Membership Fees	4010	\$443,127.25	\$442,374.00	-0.17	\$465,283.61	5%
GIS Member Fees	4030	\$269,966.73	\$253,000.00	-6.71	\$279,800.00	5% + \$0.05 EMS Data Set
Fee for Service(member)	4040	\$176,207.63	\$125,000.00	-40.97	\$200,000.00	
GIS Fee for Service (member)	4045	\$0.00	\$10,000.00	100.00	\$0.00	
Fee for Service(non-member)	4060	\$0.00	\$10,000.00	100.00	\$0.00	
GIS Fee for Service (non-member)	4065	\$97,408.28	\$105,000.00	7.23	\$107,694.00	
Allocation - Op Reserve Acct	4080	\$0.00	\$194,596.00	100.00	\$196,822.39	Olds, Janistfal, Penhold, RMH
TR Membership Fees, Fee-for-Service		\$986,709.89	\$1,139,970.00	13.44	\$1,249,600.00	
Approval Fees, Plans&Interest						
Approval Fees	4140	\$333,244.89	\$400,000.00	16.69	\$400,000.00	
Sales of Plans & Publications	4160	\$20,239.49	\$10,000.00	-102.39	\$20,000.00	
GIS Sale of Maps	4165	\$670.00	\$6,000.00	88.83	\$1,000.00	
Interest Earned	4180	\$9,924.48	\$24,000.00	58.65	\$10,000.00	
Proceeds from Sale of Capital Asset	4190	\$0.00	\$0.00			
Rental Income	4150	\$270.00	\$1,000.00	73.00	\$1,000.00	
Other Income	4200	\$85.00	\$0.00			
Grant Revenue	4210	\$62,000.00	\$60,000.00	-3.33	\$19,000.00	
Total Approval Fees, Plans & Interest		\$426,433.86	\$501,000.00	14.88	\$451,000.00	
TOTAL REVENUE		\$1,413,143.75	\$1,640,970.00	13.88	\$1,700,600.00	
EXPENSE						
Staff Salaries						
Permanent Employees	5020	\$990,572.71	\$1,097,400.00	9.73	\$1,200,000.00	
Temporary Employees	5030		\$33,000.00	100.00		
Planning Intern	5041	\$36,800.79	\$60,000.00	38.67	\$60,000.00	1 Intern
Total Staff Salaries		\$1,027,373.50	\$1,190,400.00	13.70	\$1,260,000.00	
Staff Benefits						
Employment Insurance	5070	\$18,034.61	\$18,500.00	2.52	\$20,000.00	
Group Life Insurance	5080	\$7,862.79	\$6,370.00	-23.43	\$8,000.00	
LAPP	5090	\$88,578.41	\$101,100.00	12.39	\$105,000.00	
CPP	5100	\$36,237.37	\$38,000.00	4.64	\$40,000.00	
AMS Health & Dental	5120	\$21,633.87	\$16,300.00	-32.72	\$22,000.00	
Total Staff Benefits		\$172,347.05	\$180,270.00	4.40	\$195,000.00	
Staff Travel & Meetings						
Staff Mileage	5150	\$1,557.01	\$4,000.00	61.07	\$3,000.00	
Vehicle Gas & Maintenance	5151	\$7,014.15	\$9,000.00	22.07	\$8,000.00	
Staff Field Expense	5160	\$4,408.00	\$9,500.00	53.60	\$7,000.00	
Staff Conf & Out of Area	5170	\$7,289.57	\$9,000.00	19.00	\$8,000.00	
Staff Development	5180		\$4,000.00	100.00	\$4,000.00	
Planning Intern Expenses	5185	\$10,031.65	\$11,000.00	8.80	\$8,000.00	
Total Staff Benefits		\$30,300.38	\$46,500.00	34.84	\$38,000.00	
Members Travel & Meetings						
Members Meeting Fees	5210	\$9,311.00	\$18,000.00	48.27	\$15,000.00	
Members Mileage	5220	\$7,082.00	\$9,000.00	21.31	\$9,000.00	
Members Conf & Out of Area	5230	\$6,303.40	\$5,500.00	-14.61	\$4,000.00	
TR Members Travel & Meetings		\$22,696.40	\$32,500.00	30.16	\$28,000.00	
Office						
Renovations	5270	\$90,696.80	\$50,000.00	-81.39	\$25,000.00	
Utilities	5265	\$12,965.77	\$15,000.00	13.56	\$15,000.00	
Janitorial Services	5280	\$4,650.00	\$5,500.00	15.45	\$5,500.00	
Building Maintenance	5285	\$9,015.24	\$3,000.00	-200.51	\$5,000.00	
Total Office		\$117,327.81	\$73,500.00	-59.63	\$50,500.00	
Telephone & Supplies						
Telephone	5310	\$12,673.99	\$11,000.00	-15.22	\$12,000.00	
General Office Supplies	5320	\$2,305.34	\$2,500.00	7.79	\$2,500.00	
Dues & Subscriptions	5330	\$2,410.65	\$4,200.00	42.60	\$4,200.00	
Books & Publications	5340	\$237.00	\$700.00	66.14	\$700.00	
Postage & Perty Cash	5350	\$9,193.43	\$5,500.00	-67.15	\$7,000.00	
Total Telephone & Supplies		\$26,820.41	\$23,900.00	-12.22	\$26,400.00	
Printing & Printing Supplies						
Printing & Printing Supplies	5380	\$4,237.08	\$4,500.00	5.84	\$4,500.00	
Graphic & Drafting Supplies	5390	\$7,078.22	\$1,000.00	-607.82	\$8,000.00	
Total Printing & Drafting Supplies		\$11,315.30	\$5,500.00	-105.73	\$12,500.00	
Other Operating Expenses						
Accounting & Audit Fees	5420	\$21,495.00	\$17,000.00	-26.44	\$17,000.00	
Aerial Photos & Maps	5430	\$1,779.36	\$0.00		\$1,500.00	
Land Titles Office	5440	\$4,443.00	\$5,000.00	11.14	\$5,000.00	
Legal Fees	5450	\$0.00	\$1,500.00	100.00	\$1,500.00	
Public Relations	5460	\$4,089.06	\$8,500.00	51.89	\$7,500.00	
Computer Software	5470	\$16,244.70	\$5,000.00	-224.89	\$5,000.00	
Recruitment & Relocation	5480	\$0.00	\$2,500.00	100.00	\$0.00	
Consultants	5490	\$20,885.00	\$0.00		\$1,500.00	
Subdivision Notification	5500	\$8,735.17	\$7,000.00	-24.79	\$9,000.00	
Insurance	5510	\$9,392.00	\$8,000.00	-17.40	\$10,000.00	
Meetings	5520	\$37.55	\$1,500.00	97.50	\$1,500.00	
Coffee & Supplies	5530	\$452.87	\$700.00	35.30	\$500.00	
Other	5540	\$331.84	\$200.00	-65.92	\$200.00	
Total Other Operating Expenses		\$87,885.55	\$56,900.00	-54.46	\$66,200.00	
Fixed Assets						
Equipment Repairs & Maintenance	5570	\$6,140.21	\$11,500.00	46.61	\$10,000.00	
Equipment & Furniture Rental	5580	\$13,282.99	\$5,000.00	-165.66	\$10,000.00	
Equipment & Furniture Purchases	5590	\$20,039.98	\$15,000.00	-33.60	\$10,000.00	
Bad Debts Expense	5617	\$14,031.50	\$0.00		\$0.00	
Total Fixed Assets		\$53,494.68	\$31,500.00	-69.82	\$30,000.00	
TOTAL EXPENSE		\$1,549,561.08	\$1,640,970.00	5.57	\$1,700,600.00	
NET INCOME		-\$136,417.33	\$0.00	0.00	\$0.00	

Proposed GIS Fees

Municipality	2010 Municipal Affairs Population	Factor		Rate Per Capita	FEE
Taber	7821	110.00%	8,603	4.00	34,412.40
High River	11346	110.00%	12,481	4.00	49,922.40
Rosemary	388	110.00%	427	4.00	1,707.20
Coaldale	6943	100.00%	6,943	4.00	27,772.00
Pincher Creek	3712	100.00%	3,712	4.00	14,848.00
Claresholm	3700	100.00%	3,700	4.00	14,800.00
Cardston	3578	100.00%	3,578	4.00	14,312.00
Raymond	3674	100.00%	3,674	4.00	14,696.00
Fort Macleod	3072	100.00%	3,072	4.00	12,288.00
Magrath	2254	100.00%	2,254	4.00	9,016.00
Nanton	2124	100.00%	2,124	4.00	8,496.00
Vulcan	1940	100.00%	1,940	4.00	7,760.00
Picture Butte	1592	100.00%	1,592	4.00	6,368.00
Coalhurst	1811	100.00%	1,811	4.00	7,244.00
Milk River	846	100.00%	846	4.00	3,384.00
Stirling	1106	100.00%	1,106	4.00	4,424.00
Nobleford	877	100.00%	877	4.00	3,508.00
Barnwell	613	100.00%	613	4.00	2,452.00
Stavelly	497	100.00%	497	4.00	1,988.00
Granum	445	100.00%	445	4.00	1,780.00
Warner	383	100.00%	383	4.00	1,532.00
Coutts	305	100.00%	305	4.00	1,220.00
Cowley	219	100.00%	219	4.00	876.00
Arrowwood	224	100.00%	224	4.00	896.00
Lomond	175	100.00%	175	4.00	700.00
Milo	122	100.00%	122	4.00	488.00
Barons	297	100.00%	297	4.00	1,188.00
Carmangay	261	100.00%	261	4.00	1,044.00
Champion	384	100.00%	384	4.00	1,536.00
Hillspring	192	100.00%	192	4.00	768.00
Vauxhall	1069	100.00%	1,069	4.00	4,276.00
Crowsnest Pass	5749	100.00%	5,749	4.00	22,996.00
Glenwood	280	100.00%	280	4.00	1,120.00
	<u>67,999</u>		<u>69,955</u>		<u>279,818.00</u>
Olds	7,248	110.00%	7,973	4.00	31,891.20
Innisfail	7,883	110.00%	8,671	4.00	34,685.20
Rocky Mtn House	7,231	110.00%	7,954	4.00	31,816.40
Penhold	2,114	110.00%	2,325	4.00	9,301.60
	<u>24,476</u>		<u>26,924</u>		<u>107,694.40</u>

ORRSC - Proposed Subdivision Fees 2011

	Application	Per Lot	Multi Lot	Per Lot	Title Search	AutoCad Fee	Endorsement per Lot	Extension
ORRSC	\$ 300.00	\$ 300.00					\$ 150.00	\$ 300.00
Leduc County	\$ 440.00	\$ 220.00			\$ 10.00	\$ 200.00	\$ 165.00	\$ 100.00
M.D.Bonnyville	\$ 150.00	\$ 100.00	\$ 300.00	\$ 100.00	\$ 12.00		\$ 150.00	\$ 50.00
Sturgeon County	\$ 1,175.00	\$ 200.00	\$ 200.00	\$ 600.00	\$ 20.00		\$228/application	
County of Barrhead	\$ 200.00	\$ 250.00			\$ 10.00		\$ 150.00	\$50 Endorse / applic.
Spruce Grove	\$ 250.00	\$ 200.00					\$ 175.00	\$ 50.00
Grand Prairie	\$ 500.00	\$ 100.00					\$ 150.00	\$ 500.00
Brooks	\$ 500.00	\$ 100.00					\$ 250.00	\$ 200.00
Mackenzie	\$ 525.00	\$ 100.00	\$ 675.00	\$ 100.00	\$ 20.00		\$ 100.00	
Palliser	\$ 450.00	\$ 150.00					\$ 200.00	
Parkland	\$ 1,000.00		\$ 1,200.00	\$ 200.00				
Parkland County	\$ 300.00	\$ 250.00					\$ 250.00	250
Athabasca	\$ 200.00	\$ 150.00					\$ 150.00	rezoning fees
Camrose	\$ 200.00	\$ 100.00					\$ 100.00	
Yellowhead County	\$ 425.00	\$ 50.00						
Municipal Planning Services (edm)	\$ 200.00	\$ 100.00	\$ 350.00	\$ 100.00				
ORRSC Proposal	\$ 500.00	\$ 300.00					\$ 150.00	\$ 300.00

Municipal Planning Orientation Workshop

ORRSC Municipal Planning Orientation Workshops

Location	Date	Time	Place
Town of Vulcan	December 14, 2010	7:00-9:00 pm	Vulcan Lodge Hall 231 Centre Street Vulcan
City of Brooks	January 11, 2011	7:00-9:00 pm	Lecture Theatre, Medicine Hat College, Brooks Campus 200 Horticultural Station Rd East Brooks
Village of Cowley	January 13, 2011	7:00-9:00 pm	Cowley Community Hall 122 Cameron Street Cowley
Village of Stirling	January 17, 2011	7:00-9:00 pm	Stirling Lions Community Centre 417 - 2nd Street Stirling
Town of Cardston	January 20, 2011	7:00-9:00 pm	Town Office 2nd Floor, 67 - 3rd Avenue West Cardston
Town of Taber	January 24, 2011	7:00-9:00 pm	Taber Legion Hall 5205 - 48th Avenue Taber
City of Lethbridge	January 26, 2011	7:00-9:00 pm	ORRSC Conference Room 3105 - 16th Avenue North Lethbridge
M.D. of Willow Creek	January 27, 2011	7:00-9:00 pm	M.D. of Willow Creek Council Chambers 5 kms west of Claresholm on Hwy 520 West

Please feel free to contact us:

3105 - 16th Avenue North, Lethbridge, Alberta T1H 5E8

PHONE: (403) 329-1344 | FAX: (403) 327-6847



OLDMAN RIVER REGIONAL SERVICES COMMISSION

8. ACCOUNTS

(a) Annual Organizational Board of Directors' Meeting – December 2, 2010

THAT the following members' accounts for the Annual Organizational Board of Directors' Meeting of the Oldman River Regional Services Commission, held on Thursday, December 2, 2010, be approved and authorized paid, subject to attendance:

Member	Municipality	Return Mileage	Total Mileage + Meeting Fee
Bill Graff	Village of Arrowwood	288 km	\$243.00
Jane Jensen	Village of Barnwell	90 km	144.00
Alf Olsen	Village of Barons	100 km	149.00
Roger Houghton	Cardston County	192 km	195.00
Tim Court	Town of Cardston	150 km	174.00
Doug Smith	Village of Carmangay	135 km	166.50
Dick Ellis	Village of Champion	170 km	184.00
Doug MacPherson	Town of Claresholm	186 km	192.00
Henry Pauls	Town of Coaldale	35 km	116.50
Marvin Slingerland	Town of Coalhurst	23 km	110.50
Tom Butler	Village of Coutts	220 km	209.00
Wyatt Martin	Village of Cowley	220 km	209.00
Larry Mitchell	Mun. of Crowsnest Pass	296 km	247.00
Jerry Lonsbury	Mun. of Crowsnest Pass	296 km	247.00
Gordon Wolstenholme	Town of Fort Macleod	104 km	151.00
Walter Gripping	Town of Granum	154 km	176.00
Monte Christensen	Village of Hill Spring	180 km	189.00
Henry Doeve	County of Lethbridge	14 km	106.00
Brad Koch	Village of Lomond	178 km	188.00
Dennis Quinton	Town of Magrath	80 km	139.00
Terry Michaelis	Town of Milk River	175 km	186.50
Laurie Duffield	Village of Milo	252 km	225.00
Dick Fenton	Town of Nanton	266 km	228.00
Anne Marie Philipsen	County of Newell No. 4	376 km	287.00
Pete Pelley	Village of Nobleford	80 km	139.00
Hank Hurkens	Town of Picture Butte	60 km	129.00
Terry Yagos	M.D. of Pincher Creek No. 9	274 km	236.00
Don Anderberg	Town of Pincher Creek	220 km	209.00
Ronald Davis	M.D. of Ranchland No. 66	280 km	239.00
Greg Robinson	Town of Raymond	70 km	134.00
Barry Johnson	Town of Stavely	200 km	199.00
Mike Selk	Village of Stirling	70 km	134.00
Ben Elfring	Municipal District of Taber	150 km	174.00
Tony Dunphy	Town of Vauxhall	200 km	199.00
Rod Ruark	Vulcan County	260 km	229.00
Paul Taylor	Town of Vulcan	200 km	199.00
Phil Jensen	County of Warner No. 5	70 km	134.00
Dannie Lien	Village of Warner	138 km	168.00
Henry Van Hierden	M.D. of Willow Creek No. 26	160 km	179.00

NOTE: The current mileage rate is 50¢ per km and the meeting fee is \$99.00 for ½ day or \$166.00 for a full day. Effective January 1, 2011, the mileage rate will be 50¢ per km and the meeting fee \$101.00 for ½ day or \$170.00 for a full day.

If these mileage figures are not accurate, please notify the ORRSC Secretary.

OLDMAN RIVER REGIONAL SERVICES COMMISSION				
Balance Sheet (9 months) Unaudited				
as of September 30, 2010				
Assets				
Total Operating Fund		\$	692,298.37	
Total Capital Fund		\$	733,007.19	
Total Assets				\$ 1,425,305.56
Liabilities & Equity				
Total Operating Fund		\$	103,967.76	
Total Capital Fund		\$	1,279,384.95	
Excess Rev/Exp		\$	41,952.85	
Total Liabilities & Equity				\$ 1,425,305.56
OLDMAN RIVER REGIONAL SERVICES COMMISSION				
Income Statement (9 months) Unaudited				
as of September 30, 2010				
		<u>ACTUAL</u>	<u>BUDGET</u>	<u>Variance</u>
TOTAL REVENUE	\$	1,321,624.71	\$ 1,640,970.00	\$ 19.46
Expenditures				
Total Staff Salaries	\$	917,730.19	\$ 1,190,400.00	22.91%
Total Staff Benefits	\$	156,968.53	\$ 180,270.00	12.93%
Total Staff Travel & Mtgs	\$	26,270.44	\$ 46,500.00	43.50%
Total Members Travel & Mtgs	\$	22,646.40	\$ 32,500.00	30.32%
Total Office & Renovations	\$	115,195.84	\$ 73,500.00	-56.73%
Total Telephone & Supplies	\$	25,118.10	\$ 23,900.00	-5.10%
Total Printing & Duplication	\$	10,718.62	\$ 5,500.00	-94.88%
Total Other Operating Exps	\$	87,751.74	\$ 56,900.00	-54.22%
Total Fixed Assets	\$	51,524.18	\$ 31,500.00	-63.57%
TOTAL EXPENDITURES	\$	1,413,924.04	\$ 1,640,970.00	13.84%
TOTAL BUDGET EXCESS REV/EXP	\$	(92,299.33)	\$ -	

CLARESHOLM AND DISTRICT TRANSPORTATION SOCIETY
Board of Directors October 16, 2010

- ATTENDEES:** Debbie Millar – Wandering Willows
Neil Ohler – Lay Representative
Bob Thompson – Seniors Center
Lyal O’Neill – Office Coordinator
Brydon Saunders – Lay Representative
Anna-Mae Mifflin – Porcupine Hills Lodge
Howard Paulsen - Lay Representative
Shirley Isaacson – Town of Claresholm
- REGRETS:** Ron Hanson – Town of Granum
Earl Hemmaway – M. D. of Willow Creek

Howard Paulsen, Chair called the meeting to order at 10:00am.

- 1.0 APPROVAL OF ADDITIONS TO AGENDA**
Moved by Anna-Mae Mifflin seconded Neil Ohler to accept the agenda. Carried.
- 2.0 APPROVAL OF MINUTES**
Moved by Neil Ohler seconded Bob Thompson to accept the minutes of the meeting held **September 10, 2010**. Carried.
- 3.0 BUSINESS ARISING**
1. Sale of PHL VAN 2 - were getting some calls.
 2. GPS/Dispatch Solutions – next meeting
 3. Shirley Isaacson & Earl Hemmaway needs to sign yet.
- 4.0 CORRESPONDENCE**
1. Letter from Stavely Elks donating \$2,000. Howard Paulsen & Brydon Saunders will accept the ck Tuesday evening.
- 5.0 REPORTS**
1. Financial Report – Moved by Lyal O’Neill seconded Debbie Millar to accept the financial report. Carried.
 2. Office Coordinator Report- Moved by Shirley Isaacson seconded Anna-Mae Mifflin to accept the report. Carried,. No of trips are down from 1 year ago, however the 12 month average is still consistent.
 3. Advertising & Fundraising- A good response from letters sent out to the service clubs. Casino 2011 please return your worker forms in!
 4. Chairman’s report. Nothing new to report.
- 6.0 NEW BUSINESS**
1. Signage for the garage with a phone number.
 2. Photo of the Directors & Drivers before the next meeting. Meet at the garage at 10:00
- 7.0 NEXT MEETING is 10:00 am. Friday, November 19, 2010 at Town of Claresholm, Conference Room**
- 8.0 The meeting was adjourned at 10:45 by Bob Thompson.**

REGION 3 FAMILY BASED CARE SOCIETY

Rowan House Emergency Shelter

Box 610, Black Diamond, AB T0L 0H0

Office Phone: (403) 938-6785

Office Fax: (403) 938-0821



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

Dear Claresholm Mayor and Council:

Congratulations to those of you that are new to your position and those that are returning. We are writing this letter to let you know that in Alberta, November is Family Violence Prevention Month.

Rowan House Emergency Shelter is a crisis shelter for women and children fleeing family violence. We are currently located in the foothills area on an acreage between Turner Valley and Black Diamond. We are a six bed facility and are in the basement of a group home for adolescence. The area that Rowan House serves is from Claresholm to the southern rural area around Calgary and from Vulcan to Cochrane. We currently have one outreach worker who will travel to all of the communities we serve to meet with women and children that have been affected by family violence.

From April 1st 2009 to March 31 2010, shelter's for women fleeing family violence in Alberta housed 5965 women and 5238 children. During the same period 9934 women and 6342 children were turned away.

From April 1st 2009 to March 31 2010, Rowan House housed 32 women and 16 children and our one outreach worker served 61 women and 68 children in their communities.

We know that our rural communities are affected by family violence and we know the importance of working together to end it.

Family Violence Prevention Month is an opportunity for communities to come together to End the Silence and Stop the Violence.

Thank you for supporting us by signing the proclamation for Family Violence Prevention Month. Please find information enclosed about Rowan House Emergency Shelter.

Thank you,

Erica Rowntree

Program Manager

Rowan House Emergency Shelter

www.rowanhouseonline.org

Subject: Pincher Creek Parade of Lights November 19
From: "Pincher Creek & District Chamber" <info@pincher-creek.com>
Date: Thu, 25 Nov 2010 15:54:40 -0700
To: "Town of Claresholm" <karine@townofclaresholm.com>

Hi

This is just a quick note to thank the Town of Claresholm for sending a float to our Parade of Lights last Friday evening.

What great community spirit you have!

We really appreciate your town taking the time to do this and hope to see you in our August 20th, 2011 Parade.

Cheers!

Chamber Board
Pincher Creek Chamber of Commerce

_____ Information from ESET NOD32 Antivirus, version of virus signature database 5649
(20101125) _____

The message was checked by ESET NOD32 Antivirus.

<http://www.eset.com>

[Manager <info@pincher-creek.com>](mailto:info@pincher-creek.com)

Pincher Creek & District Chamber