



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

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

CALL TO ORDER

AGENDA: ADOPTION OF AGENDA

MINUTES: REGULAR MEETING MINUTES SEPTEMBER 27, 2010

ACTION ITEMS:

1. **BYLAW #1552 – Southwest Residential Area Structure Plan**
RE: 3rd Reading
2. **BYLAW #1555 – Friends of the Claresholm Public Library Loan**
RE: 2nd & 3rd Readings
3. **BYLAW #1556 – Traffic Amendment**
RE: All Readings
4. **CORRES: Rita Burton**
RE: Food at Health Facilities
5. **NEWS RELEASE: Southern Alberta Energy from Waste Alliance**
6. **CORRES: Claresholm Community Centre Association**
RE: 2010 Insurance
7. **CORRES: Cicon Engineering**
RE: South Sanitary Sewer – Final Costs
8. **CORRES: Amanda Zimmer**
RE: Rental of Arena Mezzanine
9. **CORRES: Len Briemon**
RE: 1974 GMC Fire Truck
10. **POLICY MANUAL UPDATE**
11. **ADOPTION OF INFORMATION ITEMS**

INFORMATION ITEMS:

1. Claresholm Communities in Bloom Meeting Minutes – May 31, 2010
2. Communities in Bloom Claresholm Committee Financial Statement – January 1 - September 24, 2010
3. Claresholm Communities in Bloom Meeting Minutes – September 27, 2010
4. West Meadow Elementary School Newsletter – September 2010
5. West Meadow Elementary School Update – September 20, 2010
6. West Meadow Elementary School Newsletter – October 2010
7. Recycling Council of Alberta – Sustainability of Alberta's Waste Stewardship Programs
8. Cheque Listing for Accounts Payable – September 2010
9. SouthGrow Regional Initiative – call for Nominations – Deadline November 22, 2010
10. West Meadow Elementary School Update – October 4, 2010
11. Oldman Watershed Council Science Forum – October 20, 2010

ADJOURNMENT:



**TOWN OF CLARESHOLM
PROVINCE OF ALBERTA
REGULAR COUNCIL MEETING MINUTES
SEPTEMBER 27, 2010**

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

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

ABSENT: None

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

CARRIED

MINUTES: **REGULAR MEETING – SEPTEMBER 13, 2010**

Moved by Councillor Sutter that the Regular Meeting Minutes of September 13, 2010 be accepted as presented.

CARRIED

PUBLIC HEARING: 1. BYLAW #1551 – Municipal Development Plan

Mayor Steel declared the hearing open at 7:02 pm.

Mayor Steel made the first, second and third calls for submissions from the public.

No submissions verbal or written were noted.

Mayor Steel declared the hearing closed at 7:05pm.

2. BYLAW #1552 – Southwest Residential Area Structure Plan

Mayor Steel declared the hearing open at 7:06 pm.

Mayor Steel made the first call for submissions from the public.

Approximately twenty-seven residents were present.

Doug Eaves asked for information regarding the public utility lot, which is going to be used in times of high storm flow where the water would be retained and released slowly.

Don Petlak wanted to know if there is going to be a pump house in the new area, but there are no plans for that. His concern is for mosquitoes and dandelions in the standing water, and also regarding storm drainage.

This process is merely preliminary and all the properly engineered plans are still to come later in the process.

Barry Mitchell was wondering about the section of land that is planned for public utility and how the land owner will be compensated for that.

Bonnie Gordon thinks that the land should be zoned for certain uses and not be available to be changed. She is also concerned about traffic on fourth street.

Concerns were voiced regarding a street being put in from this subdivision to fourth street and where it would be.

Doug Kemery stated that people should have come to the open house regarding the area structure plan rather than showing up for the public hearing and complaining after the fact.

Another resident was wondering if the Town could be asked to build the infrastructure for the developer rather than developing it piecemeal. This is not generally the Town's vision however.

Bonnie Gordon was wondering if the developer could be encouraged to make it a green development. The Town would be open to that.

The Mayor made the second and third calls for submissions from the public.

No other submissions verbal or written were noted.

Mayor Steel declared the hearing closed at 7:44pm.

DELEGATIONS: **LEAVINGS WATER CO-OP – Bob Mackin**

Mr. Bob Mackin spoke to Council regarding the Leavings Water Co-op and how their plans are proceeding. Some preliminary engineering has been done and they are moving ahead and may be a potential customer to the treated water line from Claresholm to Granum. May be bigger than the Town of Stavely for the actual number of users. They are looking for government funding as their project cannot proceed without it. Apparently there is some allocation still available from Pine Coulee, but Alberta Environment clawed back 10% from the Town of Claresholm. Allocation and funding are the two primary concerns.

ACTION ITEMS:

**1. BYLAW #1546 – Curfew
RE: 2nd Reading**

Moved by Councillor Leonard to give Bylaw #1546, regarding a curfew, 2nd Reading.

CARRIED

Moved by Councillor MacPherson to give Bylaw #1546, regarding a curfew, 3rd and Final Reading.

CARRIED

**2. BYLAW #1548 – Solid Waste Management
RE: 1st Reading**

Referred to Utilities Planning Committee.

**3. BYLAW #1549 – Claresholm & District FCSS Board
RE: 1st Reading**

Moved by Councillor Sutter to give Bylaw #1549, regarding the Claresholm & District FCSS Board, 1st Reading.

CARRIED

Moved by Councillor MacPherson to give Bylaw #1549, regarding the Claresholm & District FCSS Board, 2nd Reading.

CARRIED

Moved by Councillor Leonard to give unanimous consent to give Bylaw #1549, regarding the Claresholm & District FCSS Board, 3rd and Final Reading at this meeting.

CARRIED

Moved by Councillor Moore to give Bylaw #1549, regarding the Claresholm & District FCSS Board, 3rd and Final Reading.

CARRIED

**4. BYLAW #1551 – Municipal Development Plan
RE: 2nd Reading**

Moved by Councillor Leonard to give Bylaw #1551, the Municipal Development Plan, 2nd Reading.

CARRIED

Moved by Councillor Isaacson to give Bylaw #1551, the Municipal Development Plan, 3rd and Final Reading.

CARRIED

**5. BYLAW #1552 – Southwest Residential Area Structure Plan
RE: 2nd Reading**

Moved by Councillor MacPherson to give Bylaw #1552, regarding the Southwest Residential Area Structure Plan, 2nd Reading.

CARRIED

**6. BYLAW #1553 – TIPP Amendment
RE: 2nd Reading**

Moved by Councillor Moore to give Bylaw #1553, the TIPP Amendment, 2nd Reading.

CARRIED

Moved by Councillor Isaacson to give Bylaw #1553, the TIPP Amendment, 3rd and Final Reading.

CARRIED

**7. BYLAW #1554 – Special Street Maintenance Tax
RE: 1st Reading**

Referred to Utilities Planning Commission.

**8. DELEGATION RESPONSE: Claresholm History Book Committee
RE: Funding for the Book**

Received for information.

**9. BYLAW #1555 – Friends of the Claresholm Public Library Loan
RE: 1st Reading**

Moved by Councillor MacPherson to give Bylaw #1555, regarding Friends of the Claresholm Public Library Loan, 1st Reading.

CARRIED

**10. DELEGATION RESPONSE: Claresholm Animal Rescue Society
RE: Future Plans**

Received for information.

**11. CORRES: Hon. Hector Goudreau, Minister of Municipal Affairs
RE: Local Authorities Election Act (LAEA)**

Received for information.

**12. CORRES: FORTIS ALBERTA
RE: Electric Distribution Franchise Fee**

Moved by Councillor Moore to keep the electric distribution franchise fee from Fortis Alberta the same at 2% for 2011.

CARRIED

**13. CORRES: Claresholm Healthy Community Coalition
RE: Free Swim Initiative Funding**

Moved by Councillor Quayle to donate sixteen hours of pool time to the Claresholm Healthy Community Coalition's free swim on Saturdays initiative at the Claresholm Aquatic Centre.

CARRIED

**14. CORRES: Oldman River Regional Services Commission
RE: Subdivision Approval Extension Request**

Moved by Councillor Leonard to approve the subdivision approval extension request of 1364335 Alberta Inc. to April 14, 2011.

CARRIED

15. Local Assessment Review Board Members Appointment

Moved by Councillor Sutter to replace Rick Rogers and Gwen Smith on the Local Assessment Review Board with Councillors Henry Van Hierden and Phil Wakelin from the MD of Willow Creek.

CARRIED

16. POLICY MANUAL UPDATE

Referred to administration.

17. ADOPTION OF INFORMATION ITEMS

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

CARRIED

19. IN CAMERA

Moved by Councillor MacPherson that this meeting go In Camera.

CARRIED

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

CARRIED

ADJOURNMENT: Moved by Councillor Moore that this meeting adjourn at 9:02pm.

CARRIED

Mayor – Rob Steel

Chief Administrative Officer – Kris Holbeck, CA

ACTION ITEMS



**TOWN OF CLARESHOLM
PROVINCE OF ALBERTA
BYLAW #1552**

A Bylaw of the Town of Claresholm in the Province of Alberta, to adopt Bylaw# 1552, being the Southwest Residential Area Structure Plan.

WHEREAS the Council of the Town of Claresholm wishes to adopt a comprehensive land use plan for certain land contained within the SW ¼ of 26-12-27 W4M; and

WHEREAS the purpose of an area structure plan is to provide a framework for the subsequent orderly subdivision and development of land within a defined area; and

WHEREAS the Council wishes to regulate and control development of these said land, but also to promote these lands as a residential area.

NOW THEREFORE under the authority and subject to the provisions of the Municipal Government Act, Revised Statutes of Alberta 2000, Chapter M-26, as amended, the Council of the Town of Claresholm in the Province of Alberta duly assembled does hereby enact the following:

1. Council shall adopt an area structure plan in accordance with the provisions of the Act.
2. This plan attached as Schedule 'A', upon adoption, shall be known as the Southwest Residential Area Structure Plan.
3. This bylaw shall come into effect upon third and final reading hereof.

Read a first time in Council this **13th** day of **September** 2010 A.D.

Read a second time in Council this **27th** day of **September** 2010 A.D.

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

Rob Steel, Mayor

Kris Holbeck, CAO

**TOWN OF CLARESHOLM
DEVELOPMENT DEPARTMENT**

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



STAFF REPORT

To: Council
From: Jeff Gibeau, Planner / Development Officer
Gavin Scott, Planner – Oldman River Regional Services Commission
Date: October 12th, 2010
Re: Proposed Bylaw 1552 – Southwest Residential Area Structure Plan

BACKGROUND:

The Oldman River Regional Services Commission (ORRSC) received a subdivision application on behalf of Jim and Shirley Pedersen in July of 2008. The subdivision application was approved with conditions by the Municipal Planning Commission (MPC) in October of 2008. During the review process it became apparent to the MPC that the Town needed to take a leadership role in the preparation of the Area Structure Plan (ASP) and directed the Development Department to begin preparations. In September of 2008 the Development Department met with land owners and stakeholders within the ASP boundary to discuss the purpose and need for an ASP. May through to August of 2009 the Development Department, ORRSC and the Saddle Ranch Developments (developer of the Pedersen Estates) worked together to develop concept plans for the area, ultimately resulting in the design of the proposed ASP. In January 2010, the Development Department authorized the preliminary engineering work. In February of 2010 the Development Department again met with land owners and stakeholders within the ASP boundary to discuss development goals, objectives, constraints and preliminary design options. On September 1st, 2010, the Development Department, in conjunction with the ORRSC, held a public open house, unveiling the draft ASP for comments. Attached are several comments submitted by the public, staff, and members of the MPC. On September 13th, 2010 Claresholm Town Council gave the proposed bylaw first reading. The Development Department circulated a notice for the public hearing that clearly stated the purpose of an ASP and that the entire plan was available for review at the administration office. In addition, a public notice was run in the local press for two consecutive weeks. On September 27th, 2010, Council held a public hearing. Later that same meeting the proposed Bylaw 1552 received second reading.

PROPOSED AREA STRUCTURE PLAN:

Purpose

Section 633 of the Municipal Government Act states that the purpose of an ASP is to provide a framework for subsequent subdivision and development of an area of land. Typically, an ASP provides land uses, access and servicing, and policy direction for specific neighbourhoods or areas of the municipality. The principles and objectives established in each plan guide the growth of future neighbourhoods by laying out a framework that describes:

- the location of proposed land uses (eg. residential, commercial, industrial, schools and parks),
- density of population sequence of development,
- general location of major roadways,
- the general location public utilities and major municipal serving,
- trail system, and
- any additional requirements that council may require.

Normally Council adopts an Area Structure Plan by bylaw. The intent of the Southwest Area Structure Plan is not to compel landowners to develop their properties, but rather to provide landowners, developers and town representatives with a guide for sound neighbourhood planning. The Southwest ASP will provide certainty to landowners, citizens and interested parties as to the design of future development in the area. Any significant departure from the plan once adopted by bylaw will require a bylaw amendment process, which prompts three readings of the amendment and a public hearing by Town Council.

Engineering

The Town of Claresholm insisted that detailed engineering was provided by the developer before the first phase of the Pedersen Estates development was commenced. The Town of Claresholm commissioned the same Engineer to provide preliminary engineering for the entire subject lands contained within Southwest Residential ASP. The scope of report included population projections, future water system, road composition and layout, future sanitary sewer system and future storm sewer system.

Public Utility Lot / Storm Water Management

The Municipal Government Act specifies that a “public utility” means a system or works used to provide water or steam, sewage disposal, public transportation operated by or on behalf of the municipality, irrigation, **drainage**, fuel, electric power, heat, waste management and/or telecommunications for public consumption, benefit, convenience or use. The proposed ASP makes use of this ability to provide for adequate storm water management by the use of a shallow dry pond. During storm conditions the 2 acre dry pond (public utility lot) will have a water depth of no more than 0.8 metres with the 200mm outfall that connects to the storm sewer on 46th Avenue West draining the dry pond within 36 hours.

Green Space / Pedestrian Connection

Parks and open spaces are integral features of an attractive and enjoyable neighbourhood. They provide not only beauty, but also functionality, due to their ability to act as pedestrian corridors, storm water management facilities and outdoor recreation amenities. The Southwest ASP contains one large open space and four linear parks (see Map 6 in the proposed ASP). The large open space is located in the southeast portion of the plan area and will be used primarily for storm water management. There may be an opportunity for a pedestrian trail and passive activity around the storm water facility. The location of the storm water facility in the southeast of the plan area has the added benefit of providing a good pedestrian connection to Centennial Park. The linear park in the north portion of the plan area provides a good linkage to Lion’s Park, which is a ¾ acre neighbourhood park that includes picnic tables and a variety of playground equipment. The three linear parks in the south of the plan area create opportunities for pedestrian connections to the large open space in the ASP’s southeast, Willow Park a few blocks south, and to the pathway along 8th Street West. The Southwest ASP design creates an opportunity to add a numerous pedestrian connections and pathways for the Town of Claresholm. The Southwest ASP design proposes an east-west pathway along the entire southern boundary of the plan area connecting 8th Street West to 4th Street West. This eastwest pathway is connected to a series of north-south pedestrian connections that include: a proposed trail along 8th Street West, pathway and sidewalks along 7th Street West, sidewalks along 6th Street West and existing sidewalk along 4th Street West. 48th Avenue West provides an east-west pedestrian connection along the northern portion of the plan area. Together the pathways, sidewalks and linear parks will create a comprehensive pedestrian network for the plan area. The pedestrian system and park system within the plan area and the surrounding area will enrich the overall access to and movement through Claresholm’s park system. The location of the subject lands will be one of the most desirable areas in Town because of its proximity (and connections) to many parks and recreational areas.

Alleys

The alleys what were incorporated into the plan were done so to continue the pattern of the existing development which made use of alleys.

RECOMMENDATION:

Staff recommends that the proposed Bylaw 1552 be given third reading. The Southwest Area Structure Plan has been prepared to provide a framework for subdivision and development within the plan boundaries for the Town of Claresholm. The Southwest ASP puts forward a vision for a residential neighbourhood that maintains the Town's high-quality of life and integrates well into the Town's existing development. The proposed neighbourhood offers a large number of residential lots, complimented with the provision of five open spaces and an extensive pedestrian network. The road network has been designed to give safety to the area's residents by promoting local traffic only, while still offering easy connections to the Town's major thoroughfares. The development of the Southwest Area Structure will benefit the Town through the provision of a new residential neighbourhood within the Town's existing boundaries.

Regards,

Jeff Gibeau
Planner / Development Officer



townofclaresholm.com

Phone: (403) 625-3381

Fax: (403) 625-3869



**TOWN OF CLARESHOLM
PROVINCE OF ALBERTA
BYLAW #1555**

A Bylaw of the Town of Claresholm for the purpose of loaning money to the Friends of the Claresholm Public Library, which is a not-for-profit organization.

WHEREAS pursuant to Section 264(2) of the *Municipal Government Act* RSA 2000 Chapter M-26 and amendments thereto, a Council may pass a bylaw to loan funds to a not-for-profit organization;

AND WHEREAS the Friends of the Claresholm Public Library is a non-profit organization which fundraises for the Claresholm Public Library;

NOW THEREFORE the Council of the Town of Claresholm in the Province of Alberta duly assembled does hereby enact the following:

1. That the Town of Claresholm hereby undertakes to provide a loan to the Friends of the Claresholm Public Library.
2. The maximum amount of money to be loaned is twenty thousand dollars Canadian (\$20,000Cdn) to be loaned over a period not to exceed eighteen (18) months in its entirety, for the purpose of providing funding to retire the debt associated with the Claresholm History Book Committee.
3. The rate of interest to be paid on the loan is zero percent (0%) for the eighteen (18) month term.
4. Should the loan to the Friends of the Claresholm Public Library not be repaid within the eighteen (18) month term, the Friends of the Claresholm Public Library must attend Council and negotiate future repayment terms.
5. This bylaw comes into effect upon third and final reading.

Read a first time in Council this **27th** day of **September** 2010 A.D.

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

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

Rob Steel, Mayor

Kris Holbeck, CAO



**TOWN OF CLARESHOLM
PROVINCE OF ALBERTA
BYLAW #1556**

A Bylaw of the Town of Claresholm to amend Bylaw #1429, being the Traffic Bylaw.

WHEREAS pursuant to the provisions of the *Municipal Government Act*, Revised Statutes of Alberta 2000, Chapter M-26, as amended, Council of the Town of Claresholm (hereafter called Council) has adopted the Traffic Bylaw #1429; and

WHEREAS Council deems it necessary to amend the existing Bylaw #1429;

NOW THEREFORE under the authority and subject to the provisions of the *Municipal Government Act*, the Council of the Town of Claresholm, in the Province of Alberta, duly assembled does hereby enact the following:

1. The Town of Claresholm Traffic Bylaw #1429 shall be amended as follows:

101(1) “**Act**” means the *Traffic Safety Act* RSA 2000 Chapter T-6 and amendments thereto.

2. This bylaw comes into full force and effect upon third and final reading.

3. Bylaw #1429 is hereby amended.

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

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

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

Rob Steel, Mayor

Kris Holbeck, CAO

Rita Burton
Box 1077
Claresholm, Alberta T0L 0T0

September 25, 2010

Councillor Daryl Sutter
Town of Claresholm
Claresholm, Alberta T0L 0T0

Dear Daryl and Members of Council;

For the past few months the residents and patients at the General Hospital, Willow Creek Continuing Care Centre, the Care Centre and the users of Meals on Wheels have been served processed frozen food that has been reheated. This is a plan recently implemented by the Government that uses primarily pre-packaged and frozen food. Health Canada tells us that we should eat freshly prepared food instead of processed food which contains too much sodium and unhealthy additives. The food being served here does not follow this recommendation.

In Claresholm we have well over 200 people who have no choice but to eat the processed foods chosen under this plan. There are 100 residents at the WCCCC, and for the most part they will be there for the rest of their lives. Meal times have traditionally been the highlight of their day, with the wonderful aroma of freshly cooked food permeating the dining room. How sad that our government has so little regard for these helpless people, the very people that helped build our province, that they will not provide fresh nutritious meals for them. It must be remembered that each resident of WCCCC pays nearly \$2000.00 per month for their "room and board". There seems to be an imbalance between various departments of government when seniors have to pay a significant amount of money for their food and care, yet prisoners in Alberta jails do not have to pay for the food that is prepared on site for them.

Under the menu plan, the residents have a choice of two entrees, and someone then estimates how much to prepare. Whatever is excess is discarded, as it cannot be reheated. Many residents find the meal unpalatable and return it uneaten. There is considerable waste with this system. When the meals are cooked on site, leftovers can be incorporated into soups, or other nutritious meals.

The menu plan does not take into consideration that the residents are from a farming and ranching community who are used to eating traditional meals with fresh vegetables and fruits. They are also of a generation who were brought up to accept things without complaining. When their meal is placed before them, they eat what they can, leaving the unappetizing mushy vegetables and hard bits of meat. Complaints from family members do not seem to make a difference.

The staff is aware of the dissatisfaction with the food plan, which looks better on paper than it does on the plate. They see that residents don't eat much of the food. They can not voice their concerns because they are aware that their jobs could be at risk. In a situation like this, moral has decreased.

Many of us are very concerned and have written letters to the government members, ministers, the Super Board, the premier, etc. Those letters that were answered did not address our concerns. A friend and I were fortunate enough speak with David Savage, a vice president of Food Systems Consulting Inc., who did seem interested in listening to our concerns. This may or may not lead to any improvement in the food quality at the WCCCC.

I have attached a report submitted by Region 2 to the AGA News (Alberta Council on Aging news letter). This report expresses many of the concerns that we have.

It would be much appreciated if the Town of Claresholm would help us improve this situation. Our seniors who are in auxiliaries and long-term care facilities deserve to have good wholesome old-fashioned food prepared on site.

Sincerely



Rita Burton



food systems consulting inc.

David Savage, CFE
vice president

Tel: 905-829-2225 ext. 305

Cell: 905-520-5173

Fax: 905-829-2898

2898 South Sheridan Way, Suite 200, Oakville, ON L6J 7L5
david savage@foodsystems.com www.foodsystems.com

NEWS FOR SENIORS

New menu in long-term care raises concerns for Seniors

Seniors should be concerned about the 21-day menu plan that was recently implemented in 114 hospitals and auxiliary long-term care facilities. Government-owned facilities with 125 beds or less are forced to use the food provided to them. The menu rotates every 21 days.

Because Seniors are the largest consumers of the food under this plan, they should be concerned. Not only do Seniors make up the vast majority of residents in auxiliary care beds, they, too, are the largest users of Meals on Wheels.

Most of this food is pre-packaged and a great deal of it is frozen. Soups are purchased in bulk from Tim Hortons and frozen entrees from places like McCains. All dairy products come from Saputo and bread products from Canada Bread. Campbells is also a large supplier of other products.

Some of the areas of concern are as follows:

- Food that is being served is not palatable, is low in calories, and is often returned uneaten.
- The number of people purchasing Meals on Wheels has decreased dramatically.
- There is a shortage of fresh fruits and vegetables. Without these valuable sources of fibre there will be a greater need for laxatives among residents.
- Family members are bringing in food for their loved ones. This food cannot be shared with other residents nor can leftovers be stored in the refrigerators in the kitchen due to fear of cross-contamination.
- Many Seniors cannot open the pre-packaged food due to arthritis and general weakness.

This is not cost-effective when you consider that almost all of the kitchen staff is needed to reheat and serve this food, kitchens are still costing money to operate, transportation and shipping costs are high, the cost of reheating and freezing is high, and that wastage in small facilities as a result of bulk buying is huge.

There are safety concerns. There has never been a case in Alberta where someone has become fatally ill from food prepared on site. Under this new system, there are many opportunities for food to become contaminated. If there is contamination at source then everyone in the 114

Call to action

From a letter signed by 568 Seniors in ACA Region 2 and sent Health Minister Gene Zwozdesky and other MLAs:

- A. A return to food that is prepared on site with residents'/patients needs and likes is a must.
- B. I ask you to overturn this plan while our hospitals and auxiliary care facilities still have kitchens and the staff to operate them..

facilities could be at risk of becoming ill. Also, the vendor in an effort to make a profit will import food from countries that do not have regulated food standards.

There also are concerns about standardized nutrition. Sodium and fat content in some foods is too high. Others have no seasoning and are not palatable. Cultural and ethnic needs are overlooked.

Residents often do not recognize what they are eating by sight, taste, or smell and often ask staff who sometimes have to consult the menu board to answer them.

Food is described as rubbery and tough. Residents with dentures can have a difficult time eating the food.

Residents who have complained have been told that trouble makers will be evicted, so many are intimidated and afraid to complain.

There is an increase of packaging going into landfills, so this program is not environmentally friendly.

A return to food prepared on site is a must. Kitchen staff and equipment are still in place, so it would be easy to return to the previous method of food preparation.

For many residents in auxiliary long-term care, meals are the highlight of the day; they often have little else to look forward to.

Perhaps everyone who works for Alberta Health Services should eat this "nutritious" food for the rest of their lives!

Submitted by Edith Read,
President, Region 2, ACA



c/o Vulcan County

P.O. Box 180, Vulcan, Alberta, T0L 2B0
403-485-2241 (Voice) - 403- 485-2920 - FAX
execassist@vulcancounty.ab.ca
www.saewa.ca

MEDIA RELEASE

September 28, 2010

Southern Alberta Waste Solution Proposed (*Vulcan*)

The Southern Alberta Energy-from-Waste Alliance (SAEWA) is pleased to announce the initiation of a research project to explore the potential to develop a long-term, local, and sustainable waste management solution that will see residual waste generated in Southern Alberta utilized as a resource rather than simply waste to be disposed. The engineering firms of HDR and AECOM will jointly investigate the range of waste materials that remain after recycling and composting to identify opportunities to recover additional recyclable materials and energy through the use of state-of-the-art waste processing technologies.

While new to Alberta, these technologies are being utilized today around the world, as an alternative to landfill disposal, providing a clean, safe and reliable waste management and energy generation alternative. This study will research how and where these technologies could be developed in Southern Alberta.

The Southern Alberta Energy from Waste Alliance (SAEWA) is a coalition of waste management jurisdictions, representing about 60 communities, approximately 225,000 citizens, and is committed to researching and recommending for implementing technological applications for recovering energy from non-recyclable waste materials, and reducing reliance on landfills.

The funding for this exciting project comes from the Rural Alberta Development Funding, as well as per capita Membership fees.

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for more information, please contact:

www.saewa.ca

Mayor Kim Craig, Chair
403-315-3468

Councillor Paul Ryan, Vice Chair
403-609-7465

Nadine Epp, Executive Assistant
403-485-3102

Claresholm Community Centre Association

Sept 23, 2010

Kris Holbeck
Town Administrator
Town of Claresholm
PO Box 1000
Claresholm, AB T0L 0T0

Dear Kris:

Enclosed is an invoice for the Community Centre Insurance in the amount of \$957.00. In past years the Town has paid the insurance on our behalf. Please accept this request for the reimbursement of \$957.00 that we have paid to AMSC Insurance for the AUMA General Insurance Program.

Sincerely,



Pat O'Dell
Treasurer

Encl.



AUMA General Insurance Program - Renewal Invoice 19874

Certificate Holder:	Claresholm Community Centre BOX 998 CLARESHOLM, AB T0L 0T0	Invoice No:	19874
Member Code:	CRHCC	Invoice Date:	December 31, 2009
Certificate No:	5078	Due Date:	March 01, 2010
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Premium Distribution

Auto	0
Aviation	0
Boiler	0
Crime	165
EIL	0
Liability-MUNIX 0 to 10,000 Coverage	112
Liability-MUNIX 10,000 to 1M Coverage	438
Liability-Excess Coverage	139
Liability-NOA Coverage	103
Property-MUNIX Coverage	0
Property-Excess Coverage	0
Umbrella	0
Standard Garage Auto	0

2010 Annual Premium	\$957
Total Premium Payable	\$957

Account Balance Prior to Invoice
Account Balance Incl This Invoice \$957

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

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



File: 506110

September 28, 2010

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

Attn: Karine Wilhauk, Secretary-Treasurer

Dear Madame:

RE: South Sanitary Sewer – Final Costs

Thank you for your September 17, 2010 ledger history.

Final costs for South Sanitary Sewer are outlined below.

Contractor – Foran Equipment Ltd.	\$ 2,031,165.07 + GST
Engineer – Cicon Engineering	160,946.60 + GST
Easement - Land Owner – Hoffman	31,122.00

Town Expenditures

- Sone balls for buried manhole rims
- Flashing lights, plywood, red paint for airport runway closure
- Material for water main extension, @ airport - PVC pipe, fittings, valve
- Material for storm sewer crossings @ airport
- Material for signs and sign post
 - a) At road crossing
 - b) At manholes in following agricultural fields (to be installed this fall)
 - 1) East of disused runway
 - 2) Across Bridge Development land
 - 3) Across Christie Estates land

- Sign rental for 43 Avenue (Hwy #520) xing

Are ALL the above Town expenditures covered by

#41855	\$ 250.08
#41905	720.00
#41900	33.69
#41912	2,832.00
#42867	742.60

4,578.37

As shown on your Sept 17, 2010 ledger history?

Total Final Costs \$ 2,227,812.04 + GST

Our December 09, 2009 cost estimate was \$2,683,000.00 plus GST. Therefore, providing that "Town Expenditures" have all been accounted for, the project has been completed under budget by \$455,187.96. Please note that engineering fees did not exceed original quote.

Should you have any questions, please do not hesitate to contact our office.

Yours truly,



I.D. Chrapko, P.Eng.
CICON ENGINEERING

c.c. Kris Holbeck, Town of Claresholm, CAO
Mike Schuweiler, Town of Claresholm, Town Superintendent

From the Desk of



Amanda Zimmer

P.O. Box 1108

Claresholm, AB

T0L 0T0

Phone (403) 625-1599

Work (403) 625-4475

Town of Claresholm

Council

Box 1000

Claresholm, AB T0L 0T0

September 29, 2010

To whom it may concern:

I am writing to request use of the mezzanine at the arena. I am interested in renting the space on an hourly basis for 10 weeks starting October 13 until December 15.

When I called the Town office in regards to this matter I was told I would have to rent the space for the entire evening at a rate of \$50. That would add \$500 to my bill, which is out of my budget.

I would like to hold a belly dancing class in this space, because it is a great space, but there's no way I can afford that rate. I would be able to afford something that is more comparable to other spaces available in town, at a rate of \$20-30/hour. The cost for the classes needs to stay under \$15/class/person to ensure affordability and enrolment, but with a \$50/week rental fee we can't reach that mark.

What I am asking, is if you would consider changing your policy to rent the mezzanine for the evening, to allow a guaranteed 10 week booking at a comparable rate to the other facilities on an hourly basis.

Thank you for your time and consideration. I look forward to hearing from you. I can be contacted at the numbers above.

Thank you;

Amanda Zimmer

Mayor and Council

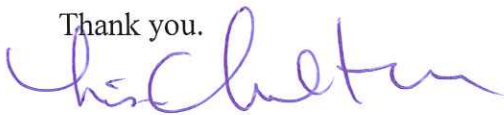
September 30, 2010

Re: Evening rates for the use of the arena mezzanine

I spoke to Amanda Zimmer and told her of the rates for the use of the mezzanine. These rates were set and approved as part of our Recreational Facility & Miscellaneous User Fee/Charges. (See attached). The rates were set to allow groups to rent a facility at a reasonable rate for classes etc. As the evenings are a prime time for such activities we would be losing out on the potential to collect as much as \$50.00 per evening if we scheduled a class that used it for only 1 hour for \$15.00. I explained to Amanda that if she could have the classes during the day, any day including weekends, we could work out an hourly rate for her as that is not prime time.

At this time we only have 1 group in there on Thursday evenings for dance so there are evenings available but the Recreational Facility & Miscellaneous User Fee/Charges would have to be changed, and an hourly fee set, for these circumstances. Keep in mind that if we agree to this and a group comes along that would be willing to pay the \$50.00 per evening fee we would be losing out on the extra revenue.

Thank you.



Lisa Chilton
Accounts Receivable

April 2010

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

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

SEPT 29, 2010

I WOULD LIKE TO SUBMIT

A + ~~BID~~ OF \$2500⁰⁰/_{XX}. FOR THE
1974 G.M.C. FIRE TRUCK.

LEN BRIEMON
(403) 646-2633.

Box 333 DARTON,
TOL - IRO

Council,

Only Bid on Firetruck received. Town Superintendent thinks it may bring more at public auction in Calgary, however, there are costs to haul it up there + if it isn't sold @ auction there are costs to haul it home or store it @ auction. Town Superintendent estimates cost (one way) to haul to auction = \$800 as no longer insured.

K. Halbeck, CA CAO
10/4/10.

**Town of Claresholm
Policy Manual Updates
October 2010**

GA 09-07 – Consolidated Policies #44 & 66

GA 09-07a – Revised wording from Policy #67

GA 10-10(a) – Changes made per Council's suggestions

GA 10-10(b) – Consolidated Policies #9 & 9.01

GA 10-10(c) – Changes made per Council's suggestions

PROT 10-10 – Consolidated Policies #6, 31 & 48

PLDE 10-10 – Replaces Policy #15

PLDE 10-10(a) – Replaces Policy #25

CEDC 10-10 – Replaces Policy #12

CEDC 10-10(a) – Changes made per Council's suggestions



Staff Training & Development Policy #GA 09-07

PURPOSE: To establish a consistent policy regarding staff training and development.

POLICY: **All training and development to be completed by Town staff must be approved by the department head and/or the Chief Administrative Officer (CAO). All costs associated with the approved course will be covered by the Town subject to Town guidelines.**

GUIDELINES:

1. Requests for employee enrolment and/or reimbursement for payment of courses, seminars or conferences must be included in the Town's annual budget.
2. All courses, seminars and conferences must relate directly to improving the employee's current job performance or be related to the employee's future job responsibilities.
3. To reduce costs, staff will travel together if possible, either in a Town owned vehicle or a personal vehicle. Staff will also, where possible, stay in a room with double occupancy.
4. Hotel/motel costs are not to exceed one hundred and fifty dollars (\$150) per night plus taxes and fees, or two hundred dollars (\$200) for double occupancy. Any overage will be paid by the employee(s).
5. Meal costs will be reimbursed by the Town when they are supported by receipts. Even with receipts, the maximum allowed per day is fifty one dollars (\$51) in total.
6. Meals costs, without receipts to verify them, will be reimbursed but limited to the following amounts: Breakfast \$10, Lunch \$15, Supper \$20.
7. Time spent travelling to/from the course/seminar is considered time worked and is chargeable to the Town.
8. Mileage will be reimbursed, when a personal vehicle is used, based on Canada Revenue Agency's suggested vehicle rates per their website. This rate will be updated on January 1st of each year based on CRA's changes.
9. Time spent in the course/seminar is considered time worked and is chargeable to the Town.

EFFECTIVE DATE:

TOWN OF CLARESHOLM
POLICY

POLICY # 44
REPLACING POLICY # _____
EFFECTIVE DATE February 26, 2001

SUBJECT: Staff Training and Development

DEPARTMENT: All

AUTHORITY: Council Resolution DATE PASSED _____

PURPOSE: To establish a consistent policy relating to staff training and development in conjunction with the current collection agreement between the Town and CUPE Local 3023.

- POLICY:
1. The Town of Claresholm recognizes the value of staff training and development in improving the employees' job performance.
 2. All planned courses, seminars and conferences must relate directly to improving the employees current job performance or be related to the employees' future job responsibilities.
 3. Requests for employee enrollment and/or reimbursement for payment of courses, seminars, or conferences must be included in the Town's annual budget. Training should be scheduled as closely as possible to the point where the acquired skills will be used on the job.

GUIDELINES:

1. Employees wishing to enrol in training and development courses should meet with the administration to discuss the individual's requested training plans projected over the next fiscal year indicating the time frame when the training is to occur.
2. All planned costs for the training courses, seminars and conferences will be paid by the Town of Claresholm, in accordance with the current collective agreement or as determined by administration, upon successful completion of the course. Costs associated with tuition fees and text books are determined to be part of the course costs.

TOWN OF CLARESHOLM

POLICY

POLICY # 66

REPLACING POLICY # _____

EFFECTIVE DATE September 10, 2007

SUBJECT Staff Education and Training

DEPARTMENT Administration

AUTHORITY Council Resolution

DATE PASSED September 10, 2007

PURPOSE: To establish a policy relating guidelines for what expenses are eligible for reimbursement by staff on Town authorized training courses and seminars.

POLICY:

- 1) The course / event must be approved by the department head and / or Chief Administrative Officer.
- 2) The cost of the course will be paid for by the Town if it is an approved course.
- 3) To reduce costs, if possible, staff will travel together, either in a Town owned vehicle or a personal vehicle. Staff will also, where possible, in a room with double occupancy.
- 4) Hotel / motel costs are not to exceed \$150 per CUPE contract per night plus taxes and fees. Any overage will be paid by the employee.
- 5) Meal costs will be reimbursed by the Town when they are supported by receipts. Even with receipts, the maximum allowed per day is \$51 per day in total.

- 6) Meal costs without receipts to verify them will be reimbursed but limited to the following amounts:
 - a. Breakfast \$10
 - b. Lunch \$15
 - c. Supper \$20
- 7) Time spent traveling to / from the course / seminar is considered time worked and will be charged to the Town.
- 8) Mileage will be reimbursed based on Canada Revenue Agency's suggested vehicle rates per CRA's website (ie. 2006 rate in Alberta is \$.475 per kilometer and this will be paid for mileage in 2008). This rate will be updated on January 1st of each year based on the CRA's changes.
- 9) Time spent in the course / seminar is considered time worked and is chargeable to the Town.



Town Owned Vehicle Usage Policy #GA 09-07a

PURPOSE: To establish a consistent policy regarding Town vehicle usage after normal scheduled working hours.

POLICY:

1. The following vehicles are to be parked at the employee's Claresholm residence when not in use on Town business:
 - a) Public Works – Superintendent
 - b) Water Plant Operator(s).
2. These vehicles are only to be used for Town related business outside of normal working hours:
 - a) Administration – Chief Administrative Officer
 - b) Public Works – Superintendent
 - c) Bylaw / Community Peace Officer
 - d) Development Officer / Planner
 - e) Water Plant Operator(s)

EFFECTIVE DATE:

TOWN OF CLARESHOLM

POLICY

POLICY # 67

REPLACING POLICY # _____

EFFECTIVE DATE September 10, 2007

SUBJECT Town Owned Vehicle Usage Policy

DEPARTMENT Bylaw / Development / Public Works / Administration

AUTHORITY Council Resolution DATE PASSED September 10, 2007

PURPOSE: To establish a policy relating to Town vehicle usage after normal scheduled working hours.

- POLICY:
- 1) The following vehicles are to be parked at the employee's Claresholm residence when not in use on Town business:
 - A) Administration – Chief Administrative Officer
 - B) Public Works – Superintendent
 - C) Bylaw – Peace Officer
 - D) Development – Development Officer
 - E) Water – Plant Operator(s)
 - 2) These vehicles are only to be used for town related business outside normal working hours.



Policy #GA 10-10(a)

Fair Hiring

PURPOSE:

The Town of Claresholm practices equal opportunity and fair hiring processes when filling positions, and hires only the most qualified individuals to ensure the success of our municipality. The Town of Claresholm has adopted this policy to ensure that all employees and potential candidates are considered for employment opportunities in a fair and consistent manner.

This policy shall:

- 1) Provide guidelines for all personnel requests;
- 2) Detail procedures for all job postings;
- 3) Describe the application process for potential candidates;
- 4) Outline the interview process;
- 5) Discuss employee eligibility for internal transfers;
- 6) Summarize the process for background checks and references;
- 7) Supply procedures for offers of employment;
- 8) Present resolutions for conflict in the hiring process.

POLICY:

Personnel Requests

The Town of Claresholm requires that all requests for new or additional personnel be directed in writing to the Town of Claresholm's Chief Administrative Officer (CAO) or his/her designate for approval. Personnel requests shall include the position title, essential job functions, necessary qualifications, reasons for the opening, and the hours/shifts required.

Job Postings

Internal:

- The Town of Claresholm requires that all new postings of non union employment be circulated internally on the Town's message boards for a period of one week before being made public.
- This process is designed to give current Town of Claresholm employees first priority in consideration for new employment with the Town, and to promote applicable employees whenever possible.
- The Town of Claresholm requires union job postings be in accordance with the current collective agreement.
- Qualified applicants under the employ of the Town of Claresholm shall remain subject to the normal hiring processes, including interviews, etc.

External:

- After a period of one week, for non-union positions, if internal postings have not yielded a sufficient field of fully qualified candidates to choose from, the Town of Claresholm shall make public any new employment opportunities.

- For union positions, external posting will be done per the current collective agreement.
- External job postings for union positions shall be in accordance with the current collective agreement,
- External job postings shall be based on necessity and budget requirements.
- Administration shall be responsible for the placement of all recruitment advertisements.

Application Process

- The Town of Claresholm requires applicants to submit a resume and letters of reference and an application on the consideration of employment.
- The Town of Claresholm will review all properly completed applications and resumes and interview the most qualified candidates.
- Candidates that for any reason do not meet the requirements for employment shall remain classified as applicants and may re-apply for reconsideration if the posting is re-advertised.

Interviews

- Interviews shall be scheduled and conducted by, or in conjunction with, Administration.
- Interview questions shall be compiled and reviewed by Administration to ensure their efficacy.
- Upon completion of all scheduled interviews, the results shall be reviewed by the CAO and his/her designate.
- The CAO shall make hiring decisions at his/her discretion.
- Applications and resumes of applicants that were not selected for employment shall be forwarded to office staff to ensure the appropriate retention of information.
- Administration shall notify interviewed applicants not selected for employment regarding the closure of the position.

Internal Transfers

- Employees are encouraged to apply for internal job openings, and will have their applications considered on the basis of their qualifications and potential for success at the position.
- Internal applicants who are not selected for the position shall be notified by Administration.
- In the event that an employee is selected for employment pertaining to an internal job posting, following their transfer to the new position, they will begin a new probationary period.

References and Background Checks

- The CAO and/or his/her designate shall conduct reference checks, and may request the potential candidate obtain a RCMP background checks for employment at the Town of Claresholm.
- Background checks are designed to protect the safety of the employees by minimizing the hiring of potentially dangerous individuals with violent criminal backgrounds.
- References shall be checked to ensure a candidate's qualification for the position.

Offer of Employment

- The Town of Claresholm shall give a conditional offer of employment to applicants that have been selected through the application and interview process.
- Job offers shall be contingent on the applicant's agreement to policies, successful reference and background check, and any other condition applicable to the position that are required of the employee.
- Should the applicant accept an offer of employment from the Town of Claresholm, he/she will be considered an employee, and provided with a start date and required location to report for duty. Employee orientation shall be provided, and will include workplace duties, rules and regulations, and other job specific information designed to assist the employee in his/her duties. Authorization forms and policies shall be signed during this period of orientation.
- Non union employees will be asked to sign a confidentiality agreement.

Potential Hiring Conflicts

Family Members:

- The Town of Claresholm shall accept applications from, and consider a member of an employee's immediate family for employment if the candidate has all the requisite qualifications.
- An immediate family member shall not be considered for employment if by doing so, it might create a direct managerial/subordinate relationship with the family member or council, or if his/her employment could create a conflict of interest.
- For the purposes of this policy, immediate family members shall be defined as: wife, husband, mother, father, brother, sister, son, daughter, or any in-laws.

Employee Relationships:

- Employees engaging in romantic relationships and employees that become married or live in the same household may continue their employment with the Town of Claresholm provided that there is neither a direct managerial / subordinate relationship between the employees, or a conflict of interest created as a result of the relationship.
- In the event that either a managerial/subordinate, or conflict of interest issue arises, the Town of Claresholm will work with the employees to accommodate them in a reasonable fashion. Possible resolution may require one of the employees to transfer to another position within the municipality. If this is not possible, one of the employees may be asked to resign.

Former Employees:

- A former employee that left the Town of Claresholm on amicable terms may be eligible for re-employment, and could be asked to complete another probationary period.
- Former employees that left the Town of Claresholm without proper notice, or whose employment was terminated for disciplinary reasons, shall not be eligible for re-employment.

EFFECTIVE DATE OF POLICY:

Acknowledgment and Agreement

I, _____ (employee name) acknowledge that I have read and understand the Fair Hiring Policy of the Town of Claresholm. I agree to adhere to this policy and will ensure that employees working under my direction adhere to this policy. I understand that if I violate the rules set forth by this policy, I may face legal, punitive or corrective action.

SIGNATURE: _____

DATE: _____

WITNESS: _____

SIGNATURE: _____

DATE: _____



Policy #GA 10-10(b)

Tendering – Banking & Audit Services

PURPOSE: To establish guidelines for the tendering of banking and auditing services which will provide for consistent direction to Administration.

REPLACING POLICIES: 9 and 9.01

POLICY:

1. The provision of banking and auditing services will be established by the acceptance of tender proposals which will provide for a five (5) year term contract to the successful firm.
2. Requests for new tender proposals for banking and auditing services will be requested by administration every five (5) years.
3. All tender proposals will be reviewed by Council and will be accepted by resolution of Council.

EFFECTIVE DATE:

TOWN OF CLARESHOLM

POLICY

POLICY # 9

EFFECTIVE DATE November 18, 1991

SUBJECT Tendering - Banking & Audit Services

DEPARTMENT Administration

AUTHORITY Municipal Government Act DATE PASSED November 18, 1991

POLICY: To establish guidelines for the tendering of Banking and Auditing Services which will provide for consistent direction to Administrative personnel.

GUIDELINES:

1. The provision of Banking & Auditing Services will be established by the acceptance of tender proposals which will provide for a 3 year term contract to the successful firm.
2. Requests for new tender proposals for banking and auditing services will be requested by administration every 3 years.
3. All tender proposals will be reviewed by Council and will be accepted by resolution of Council.

TOWN OF CLARESHOLM

POLICY

POLICY # 9(01)

REPLACING POLICY # 9

EFFECTIVE DATE March 2011

SUBJECT Tendering - Banking & Audit Services

DEPARTMENT Administration

AUTHORITY Municipal Government Act DATE PASSED _____

POLICY: To establish guidelines for the tendering of Banking and Auditing Services which will provide for consistent direction to Administrative personnel.

GUIDELINES:

1. The provision of Banking & Auditing Services will be established by the acceptance of tender proposals which will provide for a 5 year term contract to the successful firm.
2. Requests for new tender proposals for banking and auditing services will be requested by administration every 5 years.
3. All tender proposals will be reviewed by Council and will be accepted by resolution of Council.



Policy #GA 10-10(c)

Cell Phone Policy

PURPOSE: To outline the use of personal cell phones at work, the personal use of business cell phones and the safe use of cell phones by Town employees while driving, or anytime while performing their employment duties.

POLICY: All employees (full time, part time, contractors, etc) of the Town of Claresholm will exercise caution, restraint and common sense when using company or personally owned cellular phones during working hours.

PARAMETERS:

Cellular phones at work

While at work, employees are expected to exercise the same discretion in using cellular phones as is expected for the use of all business phones. Personal calls during the work hours, regardless of the phone used, can interfere with employee productivity and be distracting to others. Personal cell phones are not to be carried on the job. If you need a cell phone for your job, one will be provided for you by the Town of Claresholm.

Employees are therefore only allowed to make personal calls during breaks and lunch period and to ensure that friends and family members are aware of this policy. The Town of Claresholm will not be liable for the loss of personal cellular phones brought into the workplace. Employees are not authorized to use personal cell phones in place of Town of Claresholm provided two-way radios.

Personal use of Town of Claresholm provided cell phones, beepers and radios

Where job needs demand immediate access to an employee, the Town of Claresholm may issue a business cell phone, beeper and/or two-way radios to an employee for work-related communications. In order to protect the employee from incurring a tax liability for the personal use of equipment, such equipment is to be used for business reasons only. Phone logs may be audited regularly to ensure no unauthorized use has occurred. If an employee experiences a personal emergency that results in the need to use the business cellular phone, he or she is required to report this to their supervisor. Failure to report such use may result in disciplinary action. Employees in possession of Town of Claresholm provided equipment such as cellular phones, beepers and radios are expected to protect the equipment from loss, damage or theft. Upon registration or termination of employment, or at any time upon request, the employee may be asked to produce the equipment for return or inspection. Employees unable to present the equipment in good working condition within the time period requested (ie. 24 hours) might be expected to bear the cost of a replacement. Employees who separate from employment with outstanding debts for equipment loss or unauthorized charges will be considered to have left employment on unsatisfactory terms and may be subject to legal action for recovery of the loss.

Safety issues for cellular phone use

Employees whose job responsibilities include regular or occasional driving and who are issued a cell phone for business use are expected to not use their phone while driving. Safety must come before all other concerns. Special care should be taken in situations where there is traffic, inclement weather or the employee is driving in an unfamiliar area. In situations where job responsibilities include regular driving and accepting of business calls, hands-free equipment may be provided to facilitate the provisions of this policy. Under no circumstances are employees allowed to place themselves at risk to fulfill business needs. Employees who are charged with traffic violations resulting from the use of their phones while driving will be solely responsible for all liabilities that result from such actions. (Violations of this policy will be subject to the highest forms of discipline, including termination.)

EFFECTIVE DATE:

Acknowledgment and Agreement

I, _____ (employee name) acknowledge that I have read and understand the Cell Phone Policy of the Town of Claresholm. I agree to adhere to this policy and will ensure that employees working under my direction adhere to this policy. I understand that if I violate the rules set forth by this policy, I may face legal, punitive or corrective action.

SIGNATURE: _____

DATE: _____

WITNESS: _____

SIGNATURE: _____

DATE: _____



Policy #PROT 10-10

Fire Department Charges

PURPOSE: To establish a policy for Fire Department call out charges.

REPLACING POLICIES: 6, 31 and 48

POLICY:

1. All fire calls shall be charged at the established rates as set out in #6 (below) and shall be billed to the insurance company or owner of the property.
2. Actual time for a fire call out shall be noted by the Fire Chief on the Fire Report and this report shall be the basis of the billing.
3. The number of vehicles responding to a fire department call out and any materials used shall be noted on the Fire Report and this report shall be the basis of the billing.
4. Where a false alarms occurs due to a failure to notify the fire department of testing procedures and previous warnings have been given as to notification prior to testing, then the full cost of the call out will be billed for that false alarm.
5. Call outs for false alarms shall be charged at the established rates set out in #6 (below).
6. Rates shall be as follows:
 - a) Fire truck and rescue van (flat rate includes manpower) \$200/hr/unit
 - b) Where a vehicle is used only for transportation of firemen \$100/hr/unit
 - c) Any material used shall be billed at cost
 - d) A \$300 credit shall be allowed on the first call out to any residential or commercial call, including false alarms, per calendar year. This credit shall not apply to motor vehicle related calls. The credit would apply only to fire fighting charges. Credits are not cumulative.
7. If it is required that fire departments from other jurisdictions respond to fire calls or provide back up assistance to the Claresholm Fire Department, then the billing shall include the actual cost as established by that municipality.
8. These rates may be adjusted from time to time by resolution of Council.

EFFECTIVE DATE:

TOWN OF CLARESHOLM

POLICY

*Amended
#31*

POLICY # 6

EFFECTIVE DATE Aug 28, 1989

SUBJECT FIRE DEPARTMENT CHARGES

DEPARTMENT PROTECTIVE SERVICES

AUTHORITY Mun. Govt Act DATE PASSED Aug 28, 1989

POLICY:

The purpose of this policy is to establish charges for Fire Department responses to Fire calls and false alarm calls and to establish rates for those call outs.

GUIDELINES:

1. All fire calls of a duration of one hour or more shall be charged at the established rates as set out in item #6 and shall be billed to the insurance company or owner of the property.
2. All fire calls of a duration of less than one hour shall be financed by the general revenue of the Town.
3. Actual time for a fire call out shall be noted by the Fire Chief on the Fire Report and this report shall be the basis of the billing.
4. False alarms in excess of two per calendar year for any establishment or residence shall be charged at established rates as set out in item #6.

Page Two
Town of Claresholm
Policy
Subject: Fire Department Charges

5. Where a false alarm occurs due to a failure to notify the fire department of testing procedures and previous warnings have been given as to notification prior to testing, then the full cost of the call out will be billed for that false alarm.
6. Rates shall be established as follows:

Fire truck and rescue van	\$40.00/hr.
Fire chief	\$15.00/hr.
Firemen	\$12.00/hr.

These rates may be adjusted from time to time by resolution of Council.

If it is required that fire departments from other jurisdictions respond to fire calls or provide back up assistance to the Claresholm Fire Department then the billing shall include the actual cost as established by that municipality.

TOWN OF CLARESHOLM
POLICY

POLICY # 31

REPLACING POLICY # 6

EFFECTIVE DATE December 17/96

*Replaced
by #48*

SUBJECT Fire Department Charges

DEPARTMENT Protective Services

AUTHORITY Municipal Gov't Act

DATE PASSED December 16/96

PURPOSE: To establish a policy for Fire Department Call Out Charges.

POLICY: The purpose of this policy is to establish charges for Fire Department responses to Fire Calls and false alarm calls and to establish rates for those call outs.

GUIDELINES:

1. All fire calls shall be charged at the established rates as set out in item #5 and shall be billed to the insurance company or owner of the property.
2. Actual time for a fire call out shall be noted by the Fire Chief on the Fire Report and this report shall be the basis of the billing.
3. Call outs for false alarms shall be charged to established rates as set out in item #5.
4. Where a false alarm occurs due to a failure to notify the fire department of testing procedures and previous warnings have been given as to notification prior to testing, then the full cost of the call out will be billed for that false alarm.
5. Rates shall be established as follows:

Fire truck and rescue van	\$70.00/hr
Fire Chief	15.00/hr
Firemen	14.00 12.00 /hr

These rates may be adjusted from time to time by resolution of Council.

If it is required that fire departments from other jurisdictions respond to fire calls or provide back up assistance to the Claresholm Fire Department then the billing shall include the actual cost as established by that municipality.

TOWN OF CLARESHOLM

Current AS at
10/27/05

POLICY

POLICY # 48

REPLACING POLICY # 31

EFFECTIVE DATE January 1, 2002

SUBJECT Fire Department Charges

DEPARTMENT Protective Services

AUTHORITY Municipal Gov't Act

DATE PASSED January 14, 2002

PURPOSE: To establish a policy for Fire Department Call Out Charges.

POLICY:

1. All fire calls shall be charged at the established rates as set out in item #4 and shall be billed to the insurance company or owner of the property.
2. The number of vehicles responding to a fire department call out and any materials used shall be noted on the Fire Report and this report shall be the basis of the billing.
3. Call outs for false alarms shall be charged at the established rates set out in item #4.
4. Rates shall be established as follows:

Fire truck and rescue van (flat rate includes manpower) \$200.00/hr/unit
 Where a vehicle is used only for transportation of firemen \$100.00/hr/unit
 Any material used shall be billed at cost
 A \$300.00 credit shall be allowed on the first call out to any residential or commercial call. This credit shall not apply to motor vehicle related calls.
 The credit would apply only to fire fighting charges. Credits are not cumulative.

These rates may be adjusted from time to time by resolution of Council.

If it is required that fire departments from other jurisdictions respond to fire calls or provide back up assistance to the Clareholm Fire Department then the billing shall include the actual cost as established by that municipality.

including false alarms,
per calendar year.



Policy #PLDE 10-10

Offsite Levies

PURPOSE: To establish an equitable developer contribution towards the future expansion of utility services and the transportation network and to establish a consistent method as to which developments will require offsite levies.

GUIDELINES: Per Section 648 of the *Municipal Government Act*, municipalities have the authority to charge offsite levies on land that is to be developed or subdivided.

REPLACING POLICY: 15

POLICY:

1. Offsite levies will be compiled based on those infrastructure projects that are directly affected by or connected to the new development.
2. Offsite levies will be calculated based on the area of the development in proportion to the total area within the municipal boundary.
3. Offsite levies will be prorated based on the intensity of use of the proposed development.
4. Offsite levies apply to any land which is subdivided and a new parcel being created.
5. Offsite levies will be calculated as part of the terms of the development agreement and the offsite levies being paid will continue as a condition of subdivision.
6. Offsite levies will be paid by the developer prior to final subdivision approval unless otherwise approved by Council.

EFFECTIVE DATE:

TOWN OF CLARESHOLM

POLICY

POLICY # 15

EFFECTIVE DATE NOVEMBER 2, 1992

SUBJECT ACREAGE ASSESSMENT

DEPARTMENT PLANNING & DEVELOPMENT

AUTHORITY MUNICIPAL GOVERNMENT ACT DATE PASSED NOVEMBER 2, 1992

POLICY:

To establish a consistent developer contribution toward future expansion of utility services and to establish a consistent method as to which developments will require acreage assessment contribution.

GUIDELINES:

1. That an acreage assessment of \$1,500.00 per acre be established as the developer contribution to provide for further expansions to utility services and facilities.
2. That the acreage assessment apply to any land which is subdivided.
3. That the acreage assessment be paid by the developer prior to final subdivision approval unless otherwise approved by Council.
4. That the acreage assessment be included in the terms of the development agreement and continue as a condition of subdivision.



Policy #PLDE 10-10(a)

Offers to Purchase Land

PURPOSE: To establish a consistent policy for the sale of commercial, industrial and residential lands owned by the Town of Claresholm.

REPLACING POLICY: 25

POLICY:

1. Prospective buyers must submit an Offer to Purchase to the Town of Claresholm in an approved format with sufficient information and details for the offer to be considered. This format will include an Option to Purchase with the Town of Claresholm as the Grantee.
2. The Town of Claresholm does not have a templated land sale agreement.

EFFECTIVE DATE:

TOWN OF CLARESHOLM

POLICY

POLICY # 25

REPLACING POLICY # _____

EFFECTIVE DATE December 4, 1995

SUBJECT Land Sales Agreement

DEPARTMENT Economic Development

AUTHORITY Council Resolution

DATE PASSED December 4, 1995

PURPOSE: To establish a consistent policy for the sale of commercial, industrial and residential lands.

POLICY: 1) The attached land sale agreement shall be used by Town Administration for the sale of commercial, industrial, and residential lands.

Agreement made in duplicate this day of A.D.

BETWEEN:

of Box
 Claresholm, Alberta, T0L 0T0
 (hereinafter called "The Purchaser")
 of the First Part
and

The Town of Claresholm
 (hereinafter called "The Vendor")of the Second Part

WHEREAS the parties wish to confirm the terms of their respective agreement in writing;

NOW, THEREFORE in consideration of the premises and mutual covenants herein contained, the parties agree each with the other as follows:

1. The Purchaser agrees to purchase and the Vendor hereby agrees to sell those lands situated in the Town of Claresholm, Province of Alberta, which are legally described as:

Plan Claresholm
 Block
 Lot
 Excepting Thereout all Mines and Minerals

hereinafter referred to as "the said lands"

for the sum of Dollars-----(\$)
 exclusive of Goods and Services Tax, payable as follows:

(A) \$ paid herewith, the receipt of which is acknowledged by the Vendor.

2. The Purchaser shall construct upon the said lands a residential dwelling, plans and specifications of which shall be approved by the Town's Building Inspector prior to commencement of construction.
3. The Purchaser shall commence construction of such building within twelve (12) months from the execution of this agreement and the Purchaser shall complete construction of such building within eighteen (18) months from the date of the execution of this agreement.
4. The Purchaser shall pay to the Town as from the date of the execution of this Agreement all taxes levied against the said lands, or, if the said lands are exempt from assessment and taxation, the Purchaser shall pay to the Town a sum equal to what the taxes would be as if the said lands were

assessable and taxable.

5. Upon payment of the full purchase price the Vendor will execute and deliver a registerable transfer of land and the Purchaser will be entitled to become registered owner of the property subject to any exceptions or encumbrances shown on the title. Prior to the delivery of a registerable transfer the purchaser will be required to provide a reverse transfer which the Town may use if the construction has not commenced within the time limit noted in Section 4.
6. If the Purchaser fails to comply with the terms hereof, the Vendor may treat the deposit forfeited on account of liquidated damages and not as a penalty or require specific performance of the terms hereof or take what other remedies the Vendor may have at law. Should the Purchaser fail to comply with the terms hereof once same are accepted by the Vendor and should the Vendor choose to treat the deposit herein before provided forfeited on account of liquidated damages, the Purchaser agrees that in the event he shall deem to have granted, released and quit claimed to the Vendor of all the estate, right, title interest, claim and demand whatsoever both at law and in equity or otherwise howsoever, whether in possession or expectancy of possession that the Purchaser had in the property.
7. The Purchaser acknowledges that he has inspected the property and in relying entirely on his own inspection, agrees that there are no representations or warranties, collateral agreements or conditions affecting the property, or this offer except as expressed herein. All verbal or previous written understandings if any are hereby cancelled or rendered null and void.
8. The Purchaser acknowledges that the said lands are presently zoned for single family residential use and that no change in zoning is within the present contemplation either as a prerequisite to or as a result of this transaction.
9. The Purchaser acknowledges that the lands are presently serviced and that the Vendor is responsible only for water and sewer services to the property line. All other services are the responsibility of the Purchaser.
10. The Purchaser acknowledges that the Town will not be under any obligation to provide water and sewer services prior to the payment of the balance of the purchase price.
11. In the event that the Purchaser fails to construct the said buildings within the time limits hereinbefore set forth in accordance with the plans and specifications approved by the Town's Building Inspector, or in the event that the Purchaser fails to pay to the Town any monies required to be paid by the terms of this Agreement, the rights of the Purchaser under this Agreement shall immediately terminate and the Town shall be at liberty to remove any building or structure placed on or brought on to the said lands, and may sell the same, and may fill in any excavations and deduct the expenses for so doing, paying any surplus to the Purchaser.
12. The Purchaser further covenants and agrees not to assign any of his rights under this Agreement without the express written approval of the Town, it being further understood that the Town may withhold such approval unless the Assignee enters into a written Agreement with the Town for the purposes of the Assignee completing the obligations of the Purchaser as herein set forth; provided further, that such assignment shall not be approved unless the Purchaser satisfies the

Town that the total consideration payable to him in connection with the assignment of this Agreement does not involve any profit to the Purchaser.

- 13. In the event that the Building Inspector refuses to approve the plans and specifications as submitted by the Purchaser, or in the event of the Building Inspector refuses to certify completion of the said buildings within the time limit and in accordance with the plans and specifications, the Purchaser may appeal to the Town Council whose decision in the matter shall be final and conclusive.
- 14. Town will allow 4 truck loads of top-soil per lot (48 yards), owners expense to move soil.
- 15. Additional fill if required can be arranged by contacting the Town office.
- 16. Wherever the singular or masculine is used throughout this Agreement the same shall be construed as including the plural or feminine unless otherwise required by the context.
- 17. Time shall be of the essence in this Agreement.
- 18. This Agreement shall enure to the benefit of, and be binding upon, the successors and assigns of the Parties hereto and their respective executors, administrators, successors and assigns.

IN WITNESS WHEREOF the parties hereto have set their hands and affixed their corporate seals

by their respective officers duly appointed this _____ day of _____, 200 A.D.

TOWN OF CLARESHOLM

Per: _____
Mayor

Per: _____
Secretary-Treasurer

SIGNED, SEALED AND DELIVERED

by the PURCHASER
In the Presence of:

WITNESS

PURCHASER



Policy #CEDC 10-10

Volunteer Appreciation Dinner

PURPOSE: To establish a consistent policy for the Town of Claresholm to promote volunteerism by holding a Volunteer Appreciation Dinner.

REPLACING POLICY: 12

POLICY:

1. A Volunteer Appreciation Dinner is to be held once a year in conjunction with National Volunteer Week.
2. The Volunteer Appreciation Dinner is to be partially sponsored by the Town of Claresholm.

EFFECTIVE DATE:

TOWN OF CLARESHOLM

POLICY

POLICY # 12

EFFECTIVE DATE MAY 25, 1992

SUBJECT VOLUNTEER APPRECIATION DINNER

DEPARTMENT ECONOMIC DEVELOPMENT (5400)

AUTHORITY POLICY DATE PASSED MAY 25, 1992

POLICY:

The Claresholm Town Council desires to promote volunteerism by the holding of a Volunteer Appreciation Dinner.

GUIDELINES:

1. Volunteer Appreciation Dinners to be held once every 3 years (2nd year of Council) in conjunction with proclaimed Volunteer Week.
2. Volunteer Appreciation Dinners to be sponsored by Council.



Policy #CEDC 10-10(a)

Municipal Sustainability Initiative (MSI) Operating Grant

PURPOSE: To provide a consistent policy for administration to follow when disbursing funds from the Municipal Sustainability Initiative (MSI) Operating Grant.

Town Council endeavours to support the local community in its philanthropic efforts related to societal / cultural and recreational development in the Town of Claresholm through the MSI Operating Grant received from the provincial government.

POLICY:

1. Applicants will provide a written letter of request to Town Council for funding from the MSI Operating Grant.
2. Town Council will decide on each letter of request based on the benefits Claresholm will reap in relation to the organization's plan / mission / event.
3. All letters of request must contain the following information:
 - a) name and contact information;
 - b) description of the nature of operations of the organization and how it benefits societal / cultural and recreational development in Claresholm;
 - c) the amount of funding requested and why it is needed;
 - d) the specific audience that benefits from the funding received and how the Town in general benefits from the work done;
 - e) a copy of the most recent financial statements and bank statement of the organization.
4. Criteria for eligibility is that of a group holding a "not-for-profit" / association or society status.
5. Deadline for submissions will be May 31st. Upon approval, submissions may be received after the May 31st deadline and will be considered on an individual basis. Once money is completely disbursed, letters of request will no longer be accepted until the next calendar year.
6. Organizations, associations and societies must remit a report by March 31st the year following the year the funds were received, explaining how the funds helped the organization's mission with an accounting of how the funds were spent. The allowable expenses are attached as Appendix "A" to this policy.
7. Town Council will review all applications and determine those that will receive funding.
8. This policy will be reviewed annually to determine if the program continues to be an effective and efficient way to meet the needs of organizations in Claresholm to help fund societal / cultural and recreational events.

EFFECTIVE DATE:



Policy #CEDC 10-10(a)

Municipal Sustainability Initiative (MSI) Operating Grant

Appendix "A"

Allowable Expenses

1d. Assistance to Non-Profit Organizations

Municipalities can access operating funding to enhance their support of non-profit organizations. Often, non-profit organizations provide cost-effective infrastructure and services to communities. Each municipality would have to determine the non-profit organization or organizations that it wants to provide operational funding support to, and in what amount. **Projects that support non-profit organizations are exempt from the minimum MSI funding threshold.**

Municipalities should consider organizations with a charitable and benevolent purpose that benefit the general public in the local community. Non-profit organizations can include either formally incorporated or informally structured organizations. Funding can also be directed to municipal grant funding boards, such as recreation boards, for further disbursement to non-profit organizations.

Funding cannot be used for activities and projects outside Alberta, for religious purposes, for political or lobbying activities, for commercial or for-profit purposes, and for expenses related to fundraising activities such as casinos and bingos. Further, funding cannot be provided to individuals.

Once the project has been accepted by the Minister, the municipality will be able to provide funding to the non-profit organization.

See **Schedule 2** for a list of qualifying operating expenses outlined under the *Assistance to Non-Profit Organizations* category and **Schedule 3** for more information on allocating MSI operating funds to non-profit organizations.

Schedule 2 – Qualifying Operating Expenses

Further to the general definitions in **Section 3**, qualifying operating expenses include, but are not limited to the following:

		Project Categories			
		Capacity Building	Planning Activities	Municipal Services	Assistance to Non-Profit Organizations
Qualifying Expenses	Resources				
	Salaries, wages, and benefits	○	●	○*	●
	Training costs	●	●	●	●
	Consultant fees	●	●	●	●
	Honoraria	○	●	○*	●
	Volunteer development	●	●	●	●
	Support Costs				
	Rent	○	●	●	●
	Utilities	○	●	●	●
	Insurance costs	○	●	●	●
	Computer and software maintenance contracts	●	●	●	●
	Property taxes	○	●	●	●
	Technology support and training	●	●	●	●
	Membership fees for regional organizations	●	●	●	●
	Operating Supplies and Small Equipment				
	Computer hardware and software	●	●	●	●
	Copiers and Fax Machines	○	●	●	●
	Furniture	○	●	●	●
	Phones	○	●	●	●
	Program supplies	○	●	●	●
	Specialized equipment	○	●	●	●
	Handheld/hand-operated tools	○	●	●	●
	Maintenance				
	Paint	○	●	●	●
	Carpet	○	●	●	●
	Cleaning supplies	○	●	●	●
	Roof repairs	○	●	●	●
	HVAC repairs	○	●	●	●
	Window replacements	○	●	●	●
	Other life cycle maintenance	○	●	●	●

Legend	
●	Expense qualifies under this project category.
○	Expense only qualifies under this project category if it is incurred as part of a joint initiative.

* Expense qualifies under this project category if the project supports libraries.

Expenses that do not qualify

The following costs **do not qualify** for MSI operating project funding:

- capital costs, excluding any of the qualifying expenses identified above;
- depreciation;
- Goods and Services Tax (GST);
- income taxes;
- interest;
- loan fees;
- debt principal payments;
- contributions to individuals; and
- costs funded under other grant programs.

INFORMATION ITEMS

COMMUNITIES IN BLOOM - CLARESHOLM
MINUTES OF MEETING HELD MAY 31st, 2010

Call – to order at 4:00 PM

Present: Rosemary Wishart, Arnold McAulay, Norm Elford, Bill Erickson, Daryl Sutter

Minutes of last meeting read, moved and accepted

Financial report was given and adopted

- Projects reports:
- (1) “Welcome” signs - progress of repaint is unknown, this aspect having been handed to Town of Claresholm EDC. Blocks to build containment around earth placed at the signs are in Town lot. Local handyman has been offered the job of building them
 - (2) Downtown Planters - Flowers to fill the planters and half-barrels will be purchased this week. Everyone is requested to help plant on Monday evening. Meet at main downtown parking lot at 7:00
 - (3) Business Recognition - no report
 - (4) “Pitch-in Canada” – the one day blitz scored about 45 bags of garbage and had participation from many groups and citizens
 - (5) Anti-Litter Campaign - Chamber of Commerce has been offered this as a project. They have agreed to purchase 250 decals , but how they plan to use them is not known.

Correspondence from FCSS regarding annual Resource & Registration Fair to be held September 2nd was read. To participate we must register and buy a table for \$25.00 . It was MOVED by Daryl, SECONDED by Bill that we participate. CARRIED.

It was MOVED by Norm, SECONDED by Bill that we purchase a share in the Chamber of Commerce’s Hanging Basket program to the value of \$100.00 – CARRIED

Moved by Arnold meeting adjourn.

COMMUNITIES IN BLOOM - CLARESHOLM COMMITTEE

Financial Statement for the period January 1,2010 to September 24, 2010

INCOME:

Donations	\$ 1,100.00
Bank credit interest	5.92
	<hr/>
	\$ 1,1105.92

EXPENDITURES:

Membership, Chamber of Commerce	\$ 50.00	
Donation – Chamber of Commerce	100.00	
Registration – CiB Alberta	100.00	
Repaint “flash” signs for Town signs	198.25	
Printing	105.87	
Stationery	114.73	
Advertising	228.68	
PROJECTS:		
(i) “Welcome to Claresholm” highway sign rejuvenation:		
Blocks	\$ 2,190.54	
Plants	748.14	
Other	<u>106.38</u>	
-	\$ 3,045.06	3,045.06
(ii) Girl Guide wildflower garden		117.96
(iii) Business and individual awards		115.35
(iv) Flowers and planters		696.74
TOTAL EXPENDITURES:	\$ 4,872.64	

Balance at credit in Bank – Dec.31,2009	\$ 5,076.50
ADD: Incomes	+ 1,105.92
LESS: Expenditures	< 4,872.64 >
Balance at credit in Bank – Sep. 24,2010	<hr/> 1,309.78

COMMUNITIES IN BLOOM - CLARESHOLM
Minutes of Meeting held September 27th,2010

Meeting held Board Room Porcupine Hills Lodge - Call to Order at 4:03 PM

Present: Rosemary Wishart, Arnold McAulay, Kris Holbeck, Norm Elford, Bill Erickson, Daryl Sutter, Michelle Day

Minutes of meeting held May 31st,2010 read, moved and accepted

Financial Statement presented, discussed, moved and accepted.

Correspondence from: K. Holbeck re: Xeriscape Garden project
K. Hart withdrawing from committee
K. Holbeck re: beautification of electrical boxes
Newspaper article by mayor Rob Steel

To: Thank-you to all donors, and outgoing mayor Steel to be composed by secretary and sent.

Project Reports:

(1) "Welcome to Claresholm" highway signs were nearly finished but for four trees in each and perhaps a few more shrub plants.

2) Downtown planters were lush and attractive – watering done by Town gardener person (Laura Markle). In appreciation of her attention, it was **MOVED BY Bill, SECONDED by Daryl** that we give her a certificate for \$50.00 – **CARRIED**.

(3) Recognition Awards were presented recently to residents of Porcupine Hills lodge and to two of three businesses singled out for excellence. Photos and an article will be sent to Claresholm Local Press.

(4) Girl Guides Wildflower garden – hasn't been looked after very well, but the plants can and most likely will be saved for inclusion in a Xeriscape garden planned for the same site.

Under Old Business, it was noted that Town have made three plantings of three evergreen trees each on the boulevard east of Dairy Queen. It was noted that Chamber of Commerce have not completed their proposed anti-litter campaign.

Under New Business, to assist in direction for 2011, it was **MOVED by Daryl, SECONDED by Bill** that we plan and hold a joint strategy meeting with Claresholm Garden Club to formulate a direction and needs for 2011, and present same to Town at earliest possible date. – **CARRIED**.

To renew our association with Chamber of Commerce, it was: **MOVED by Michelle, SECONDED by Kris** that we renew membership with Chamber of Commerce for 2011 – **CARRIED**.

To assist in the creation of a demonstration xeriscape garden in downtown Claresholm, part of the funding of which might be borne by Oldman Watershed Council, we have offered to draft and submit possible plans and specifications, but we can not be involved in watering or maintenance.

We are aware that we will likely be asked by Chamber of Commerce to place winter foliage in their hanging baskets. We decided unanimously against this.

MOVED by Michelle we adjourn.



September

For an updated listing of upcoming events, including additional information and extra-curricular activities, visit our website.

Newsletter September 2010

West Meadow Elementary School

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
5	6 Staff Planning Day No School for Students	7 First day of School 10:10 am Student Assembly	8	9	10 WMES Grand Opening <i>Join us for lunch!</i>	11
12	13	14	15	16	17	18
19	20	21	22	23 School Council Meeting – 6:30 pm	24 Staff Planning Day No School for Students	25
26	27	28	29	30		

Notes for this month

- An agenda for the upcoming School Council meeting will be posted on our website and Facebook next week.
- Our annual Terry Fox Walk/Run will be happening on October 1. More information will be shared in the coming weeks.

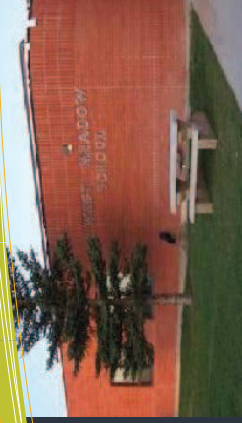


Visit us online at
www.lrsd.ab.ca/school/westmeadow



Join our Facebook Group

for discussions, event updates, video entries and photos



5613 – 8th St. W.

Box 130

Claresholm, AB

T0L 0T0

Ph: (403) 625-4464

Fax: (403) 625-4283

Principal

Mr. Kurtis Hewson

Assistant Principal

Mrs. Kathy Charchun

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

- Creative and critical thinkers
 - Responsible and self-directed
 - Ethical and involved citizens
 - Able to adapt to change
 - Team-oriented
 - Effective communicators
- While achieving the provincially defined outcomes.



West Meadow
Elementary School
Claresholm Schools
CREATE Success!

A New Beginning...

What an exciting time to be a K-6 student, family or staff in our community! After three years of transition, we are opening the door on our new K-6 school and redefining the face of education for our youngest children in the community of Claresholm. Staff have been busy over the last two weeks, physically preparing our space and engaging in discussion regarding how to best meet the learning needs of our students. School starts in 2010-2011 with an air of renewal and new beginnings!

Throughout the year, numerous references will be made to our school mission stated to the left, as we strive to CREATE success for our students! One area is building effective communicators. Taking the lead on this, our school will have an innovative web presence, both through our website and Facebook group. We encourage you to join the **West Meadow Elementary School Facebook group** to stay up to date through videos, photos, discussion areas and frequent updates as to learning and activities happening in the school.



At our **School Council General Meeting on September 23**, there will be a mini-workshop for parents on this technology and how to be involved and aware of what is happening in your child's school.

We wish you the very best in the new school year and aim to continue to ensure the best learning possible for all!



West Meadow Elementary School

Grand Opening

Friday, September 10, 2010
at 10:15 a.m.
5613 - 8th Street West
Clareholm, Alberta

Livingstone Range

Join us this Friday for our Grand Opening! Starting at 10:15 am, our K-6 school will be celebrated, followed by a tour of the school by our students.

Parents are invited to stay to eat lunch with their children in their classrooms, meet your child's teacher and find out about learning in their classroom this year! Classes will then work together to create a classroom Time Capsule to celebrate our first year in our new building.

Plan to join us for this exciting day!



Breakfast Program

Mrs. Deb Bronson will once again be coordinating the Brakfast Program every morning at our school. This is available for all students and will be served from the School Kitchen in the common area. **This program will begin on Monday, September 13.**

Hot Lunch Coordinators Needed

If interested in applying for one of two Hot Lunch Coordinator positions (with an honorarium to be paid by the School's Fundraising Society) or for more information, please contact Mr. Hewson by Friday, September 10.



The hot lunch program and milk program will begin in October. Information will be sent home to families once Hot Lunch Coordinators are hired.

Please note that students will need to have a lunch this Friday and families are encouraged to bring along a lunch and join their child. Some refreshments will be delivered to classrooms to celebrate our grand opening!



School Fees

School fees are due by September 30. Please contact the office for payment.

Kindergarten Grades 1-6

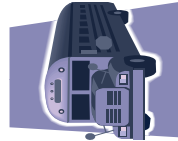
- \$25 - Supplies fee
- \$40 - LRSD Classroom Materials
- \$10 - LRSD Technology Fee
- \$40 - Supplies fee

As determined by School Council last year, supplies fees will need to be paid prior to families taking part in the hot lunch program. For more information or assistance, please contact the school office



LRSD Bussing

Livingstone Range School Division's plan for Divisional Transportation is in it's second year, which includes the elimination of in-town bussing. If you have any questions or need assistance with bussing issues, please call Central Office at 625-3356.



Did You Know

Students in grades 3-6 will have lockers and provided the opportunity to have a lock. K-2 students have cubbies for their coats and backpacks.



Safety Patrol

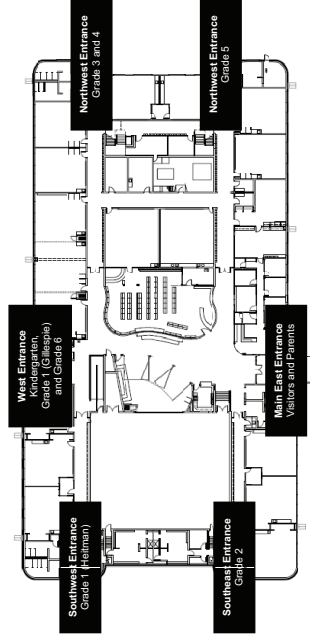
With students needing to cross the street to access the busses that will be parked at the High School, we will have a Safety Patrol to ensure safety at our crosswalk. Training for interested students in grades 5-6 will begin Wednesday, September 8, with notes going home for parental permission and further information.



Students are scheduled to come to library weekly to sign out books. However, students are able to and encouraged to come in and change their library books whenever they wish. In addition, students may sign out books before school, at first recess, lunch recess and after school.

Please note Friday's dismissal time will be 1:10 pm.

Student Entrances



Students will be asked to enter and exit their assigned doors (these will shift in the coming weeks as more boot racks are added). All doors with the exception of the main entrance will be locked during the day. All visitors please report to the office.

School Schedule

Students are asked to not arrive at the school prior to 8:15 am.

- 8:25 am Warning Bell
- 8:32 am Announcements
- 8:35 am Period 1
- 9:15 am Period 2
- 9:55 am Recess
- 10:10 am Period 3
- 10:50 am Period 4
- 11:30 am Literacy Block
- 11:50 am Recess
- 12:05 pm Lunch
- 12:25 pm Period 5
- 1:05 pm Period 6
- 1:35 pm Period 7
- 2:05 pm Recess
- 2:20 pm Period 8
- 2:50 pm Period 9
- 3:25 pm Dismissal

Bells will only sound at the highlighted times above.

Please note that this year we will be having recess before lunch, based on the success of a pilot for grade 4 students last year, as well as research on the benefits of students playing before their lunchtime.

We are asking that parents when picking up their children at the end of the day gather in the large common area of our school, rather than proceed to their child's classroom. If needing to see your child's teacher, please proceed there following the dismissal bell, to limit congestion in our hallways.

West Meadow Elementary School

September 20, 2010

Update



School Council Meeting Thursday



Reminder for all WMES families that our Annual School Council General Meeting will happen this Thursday, September 23 at 6:30 pm. Please see the back of this Update for the agenda (and check the website for the complete agenda package).

Staff Planning Day Friday, September 24

To view an agenda of this planning day for staff, please check the website. No school for students on this day.

School Schedule



Students are asked to not arrive at the school prior to 8:15 am.

8:25 am	Warning Bell
8:32 am	Announcements
8:35 am	Period 1
9:15 am	Period 2
9:55 am	Recess
10:10 am	Period 3
10:50 am	Period 4
11:30 am	Literacy Block
11:50 am	Recess
12:10 pm	Lunch
12:30 pm	Period 5
1:10 pm	Period 6
1:40 pm	Period 7
2:10 pm	Recess
2:25 pm	Period 8
2:55 pm	Period 9
3:30 pm	Dismissal

Bells will only sound at the highlighted times above.

Please ensure your child arrives at the school prior to the 8:25 am warning bell.

Beginning Monday, September 27, our school schedule will be adjusted to add five minutes to our lunch recess, resulting in our dismissal time being five minutes later. This will provide more time for students at lunch recess and more closely align with the WCCHS dismissal times. Friday dismissal time will be 1:15 pm.



Magazine subscriptions are coming! More information will be sent home to families next week!

School Fees

School fees are due by September 30. Please contact the office for payment.

Kindergarten

- \$25 - Supplies fee

Grades 1-6

- \$40 – LRSD Classroom Materials
- \$10 – LRSD Technology Fee
- \$40 - Supplies fee



As determined by School Council last year, supplies fees will need to be paid prior to families taking part in the hot lunch program. For more information or assistance, please contact the school office

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

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

Principal
Mr. Kurtis Hewson

Assistant Principal
Mrs. Kathy Charchun

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

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

While achieving the provincially defined outcomes.



West Meadow
Elementary School

Claresholm Schools
CREATE Success!

If you would like free babysitting in order to attend, please contact Deb Bronson at 625-3371 or email at bronsond@lrsd.ab.ca

West Meadow Elementary School School Council

Meeting Agenda



Thursday,
September 23, 2010

6:30 pm

West Meadow
Elementary School

Next School Council
Meeting Date

Tuesday, October 19

Claresholm Schools
Fundraising Society
Meeting Date

Tuesday, September 28

Business Items

Approval of Agenda

Review of May 18 minutes

Elections

- Chair, Secretary, Fundraising Society – 3 parents

Discussion Items

Learning Clubs Overview

Review of WMES Learning Clubs – discussion for possible instructors, committee to coordinate volunteers

Parent Involvement Survey (to be provided)

Share a draft and get feedback on a parent involvement survey to be sent home in October

Future School Council Meetings

Compile list of possible discussion topics for future school council meetings.

Facebook Workshop for Parents

Share how the school is planning to utilize social networking, with a tutorial for parents on navigating the world of Facebook

Looking Ahead (items for future meetings)

School Data Review

School Success Planning Review



West Meadow
Elementary School

5613 – 8th St. W.
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Claresholm Schools
CREATE Success!



Visit us online at

www.lrsd.ab.ca/school/westmeadow



Join our Facebook
Group

for discussions, event updates, video
entries and photos

Three-Way Conferences October 5 & 6



We are very excited to meet with students and parents during our first three-way conference of the year. Different than the traditional parent/teacher interview, a three-way conference allows students to take the lead as they provide the teacher and their parents with examples of their academic progress. It encourages students to take responsibility for their learning and to share their work. Please call the school to book a three-way conference with your child's teacher. Conference times are scheduled for 15 minutes and can be booked for Tuesday, October 5 from 4 -7 pm or Wednesday, October 6 from 4 - 6 pm. **We recognize that there may be some issues to be discussed with the teacher that should not involve the child. If parents are wishing a separate meeting with just the teacher, they may:**

- Schedule a 10 minute conference with just the teacher between 6-7 pm on Wednesday, October 6. This time will be reserved for just parent-teacher conference times.

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

Fundraising Society Meeting TONIGHT!

Tuesday, September 28
6:30 pm

Come join us tonight at our Fundraising Society meeting. An agenda will be shared at the meeting.



Library Corner: We will be hosting a Book Fair from September 30 to October 7.

Have you thought about Christmas gifts? Stocking Stuffers? This is an excellent opportunity to purchase high quality books and educational resources for your child or for that special child on your list.

Author Georgia Graham will be visiting October 30 for K. to Gr. 3 Students



We are currently collecting email addresses for sending out information and important event information directly to parents. Please provide any email addresses you would like us to use to your child's teacher.

School Council Open House

**Tuesday, October 19
6:30 pm**

Plan to join us for our next school council meeting, which will be an open house to share what school council is all about and how you can be involved! Door prizes and a movie night for kids will be part of the evening. More information to come – plan to join us!

School Pictures Friday, October 15

Kindergarten parents are reminded to bring in their child starting at 8:30 a.m



Principal Podcasts and a **Principal's Blog** have been added to the school website. These will be updated regularly to continue to engage in two-way communication with our school community!



Halloween Dress Up Day Friday, October 29.

For more information on the spookie activities contact your teacher.



Learning Clubs

Schools should not only be places where students learn the curriculum but also where they discover their talents and areas of interest that can open up possibilities in the future! Our mission points towards the importance of developing life long learners and one of the ways we hope to do that is through the introduction of **Learning Clubs!!**



What are Learning Clubs?

Learning Clubs are an opportunity to explore and learn about activities, hobbies and skills that they may not ordinarily have a chance to learn about in school. The club offerings is only limited by the members of our community that express interest in being involved!

When are Learning Clubs?

Learning Clubs happen every Friday from 12:25 pm to 1:10 pm. We will run three cycles of Learning Clubs throughout the year, giving students the chance to experience three different clubs. Each cycle will involve 7-10 learning sessions, with the final club date being a Learning Fair for students to share their learning with other students, families and community members.



Who facilitates Learning Clubs?

Staff members (teachers and teacher assistants) will be involved in leading a Learning Club. However, community members are essential to our success!! We will be seeking community members with special interests, talents and expertise to volunteer to lead a Learning Club.

Learning Clubs will be starting on October 15, with students selecting their club on Monday, October 11. More information will be sent home to parents early next week but we are looking for Learning Club leaders!!! If interested in learning more, please contact the school.

More information will be coming home next week about Learning Clubs! Also watch our website for a new Learning Clubs section to be added.

Birth Certificates

Alberta Education requires that a birth certificate be on file for each student registered in school. If you have not provided a birth certificate for your child already – please send a copy to the office as soon as possible.

Did you know that two missing children were returned to their correct parent as a result of this program. – Huh!

School Fees

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- \$10 – LRSD Technology Fee
- \$40 - Supplies fee

As determined by School Council last year, supplies fees will need to be paid prior to families taking part in the hot lunch program. For more information or assistance, please contact the school office



School Immunization Program

Each year public health nursing provides a variety of vaccinations through our school health program. Routinely, vaccination is offered in grades 5 and 9 to eligible students. We offer catch up vaccinations to students in grades 1, 5, and 9, as well as to students new to the school in all grades who need updates.

If you are unsure if your child is up to date please contact your local Health Unit.

Consent Forms

Early in the school year children who are eligible for vaccination will come home with an envelope containing information about what vaccinations they need, and consent forms to sign and return to the school. Please look for this package in your child's backpack and/or ask your child about where this package is!



DID YOU KNOW: "Vaccines have saved the lives of more babies and children than any other medical intervention in the past 50 years" (Public Health Agency of Canada-June 26, 2009)



Magazine Fundraising Campaign

West Meadow Elementary will be engaging in magazine sales once again, with all funds raised going to support Fundraising Society activities in our school. The campaign will kick off on Wednesday, September 29 with sales going until October 13. This year, the focus is not on individual sales but rather whole school sales. Incentives are in place to work towards as a school so we encourage families to get involved! The more we raise, the more funds come back to our Fundraising Society!

Please ensure that students are not going door to door. Focus on neighbors, friends and families.

More information, including access codes for simple ordering on-line, will come home with students on Wednesday.



In October, our school will be initiating a new program aimed at tutoring and after-school help for our students. The **Student 2 Student** program will partner with the high school to connect WCCHS student tutors with interested families, as well as provide after-school help for students in Language Arts, Math and other homework areas. More information will be shared with families next week!

To Late to Publish: See the website for information on the Van Rootselaar Quadruplets Fundraiser. Remember to keep us in mind when recycling plastic bags, magazines, old birthday and Christmas cards.

Babysitting Course

Cost \$35/person (subsidy available through FCSS).

Course details announced once there are 12 registrations. Call FCSS at 625-4417 to register.



Students are asked to bring a **TOONIE FOR TERRY** this Friday!

Terry Fox Walk/Run

Friday, October 1

Plan to join us this Friday. Our agenda for the day will include:

9:15 am Student Assembly
Learning about Terry's legacy!

Following morning recess, classes will participate in a Terry Fox Walk/Run, with two courses planned around the community (one short course for our younger students and a longer one for older classes). RCMP have been notified of our course routes.

12:25 pm Head Shave for Isaac Peddle

Join us after lunch for an assembly to raise money for Isaac Peddle, the brother of one of our students diagnosed with cancer. A number of community members will be shaving their heads to raise money for the family and students will sport green ribbons, the color representing liver cancer.

Donations will be accepted all week to go directly to the Peddle family.



Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
				30 <i>Book Fair</i> Morning & Lunch Recess M-Th 2:30-3:30 Fri 12:30-1:30 and during Three-Way Conferences	1 National Terry Fox Run <i>Book Fair</i> Roan C	2 Emma M
3	4 Student Assembly 2:20 p.m. <i>Book Fair</i> Cade P	5 <i>Book Fair</i> Three-Way Conferences 4-7 p.m. Breanna D	6 <i>Book Fair</i> Three-Way Conferences 4-7 p.m.	7 <i>Book Fair</i>	8 Divisional Collaboration Day No school for students Seth T	9 Kenneth E
10	11 Thanksgiving Cole D Teagen D	12	13	14 Bailey K	15 School Pictures Van Rootselaar Quadruplets Fundraiser 4-7pm Baptist Church Sofia H	16
17	18	19 School Council Open House 6:30 pm	20 Author: Georgia Graham visits – K-Gr.3	21 Matheau A Keisha M	22 Nicholas A	23 Thomas L Kyler M
24 Ali H Terril O Daniel S	25	26 Fundraising Society Meeting 6:30 pm	27	28	29 Winnie L	30 Kane P 31 Happy Halloween Jared E.

Notes for this month

- Learning Clubs start on October 15 – more information to come next week!
- October 15, see website for fundraiser fun and details.
- Book Fair times are posted on September 30 date, and at 3 way conferences.





*Recycling Council
of Alberta*

Sustainability of Alberta's Waste Stewardship Programs

Background: Alberta has a strong history of successful waste stewardship programs. Currently, Alberta's programs include beverage containers; used oil, containers and filters; tires; electronics and paint. These programs are managed at arm's-length from government through Delegated Administrative Organizations (DAOs). A DAO takes the administrative burden of the program from government and places that responsibility with key stakeholders directly involved in the industry, providing the opportunity for valuable input and accountability from a variety of stakeholders directly affected by the stewardship programs. DAOs do not receive any funding from government for the administrative operations of their respective programs.

Function: The DAOs function as non-profit organizations that manage their respective stewardship programs under the direction of a Board of Directors made up of stakeholders that may represent industry, municipalities, and environmental organizations. The DAOs report annually to their stakeholders and the Minister of Environment, who approves the organizations' annual business plans. The DAOs make daily administrative decisions regarding program operation, and funding for program delivery is provided from the advance disposal fees charged on program materials.

Advance Disposal Fees: Program funding is secured through advance disposal fees (ADF) on materials managed under each program. These fees are charged either at the wholesale or retail level, and are administered by the DAOs or program delivery agents (in the case of the beverage container management system, the fees are paid by manufacturers to the Alberta Beverage Container Recycling Corporation, who uses the monies collected to pay for the collection and recycling of beverage containers). It is important to note that these fees are not taxes and are assigned to the management and recycling of the materials for which the fee is charged. With the exception of the beverage container recycling program, for which the fees are set by industry (manufacturers or their agent), the amount of the ADF is set within the respective stewardship regulations.

Financial Planning: Having the fees set in regulation creates a budgeting challenge for all DAOs (or their operating agents), as adjusting the fees to match the reality of program operating costs is a cumbersome process that can take months, or even years. This can leave the programs in a serious deficit situation in the event that program costs exceed the amount of fees collected. In the past, this has also led to the accumulation of significant program surpluses, as the DAOs are reluctant to lower fees in anticipation of future cost increases. In the case of the beverage container recycling program, ADFs are adjusted on a regular basis without any requirement for legislative or regulatory changes.

Responsible Management: DAOs that are managing programs on a daily basis are in the best position to determine the appropriate fees to charge to run their respective programs. Therefore, it is more efficient and effective to give these organizations the mandate to control the revenue stream required to carry out their program management role. This also prevents the impression that government is "raising taxes" when fees need to be increased, and instead places that responsibility where it belongs – with industry. The Environment Minister maintains the authority to approve business plans so this retains the important government oversight that provides public accountability.



TOWN OF CLARESHOLM

CHEQUE LISTING FOR ACCOUNTS PAYABLE

Cheque #	Cheque Date	CEO	CAO	Vendor # Name	Amount
					Batch # 14165
42865	2010-09-07			900100 TAYLOR, AMY DANYELE &	779.96
					<hr/> 779.96
					Batch # 14167
42866	2010-09-07			786545 ACKLANDS- GRAINGER INC.	276.29
42867	2010-09-07			600 ALBERTA ASSOCIATION OF M.D.'S	997.94
42868	2010-09-07			13160 AMBERTEC ROAD TECHNOLOGY LTD.	23,596.97
42869	2010-09-07			786813 ATCOM	302.40
42870	2010-09-07			786195 Benchmark Assessment Consultants Inc.	3,515.40
42871	2010-09-07			6390 BISHOFF AUTO & AG CENTRE	1,178.67
42872	2010-09-07			786893 CLARESHOLM LOCK & KEY	27.30
42873	2010-09-07			14085 CLARESHOLM NAPA AUTO	837.50
42874	2010-09-07			786141 CLARESHOLM TAXI	265.50
42875	2010-09-07			786502 CLV HOME SPRING WATER LTD.	20.25
42876	2010-09-07			786202 EXOVA	2,139.28
42877	2010-09-07			786257 FOOTHILLS FORD SALES	1,101.19
42878	2010-09-07			786908 GOESEELS, DEBRA L	491.75
42879	2010-09-07			786672 HOCKLEY, CLAIR	17.50
42880	2010-09-07			786618 HTS LTD CLARESHOLM	28.30
42881	2010-09-07			56019 L.W. DENNIS CONTRACTING LTD.	109,044.50
42882	2010-09-07			786812 MCGREGOR FILTERING EQUIPMENT (1974) LTD.	46.20
42883	2010-09-07			49900 MEGA-TECH	124.27
42884	2010-09-07			786192 NOBLE CONCRETE (1987) LTD	85.05
42885	2010-09-07			786197 PARCON CONSTRUCTION LTD.	216,566.69
42886	2010-09-07			76300 PEDERSEN TRANSPORT LTD.	976.29
42887	2010-09-07			786722 PLANET CLEAN (CALGARY) LTD.	15.23
42888	2010-09-07			786453 PRAXAIR CANADA INC.	787.50
42889	2010-09-07			786156 Q.E.D. ENTERPRISES LTD.	881.49
42890	2010-09-07			786536 R P WATERWORKS INC.	5,502.52
42891	2010-09-07			86153 RANCHLAND EMBROIDERY	347.92
42892	2010-09-07			13525 SOBEYS CLARESHOLM	421.67
42893	2010-09-07			786111 STEEL, ROB	124.80
42894	2010-09-07			786571 SUTTER, DARYL	112.80
42895	2010-09-07			900 TELUS	75.13
42896	2010-09-07			786076 THOMAS RADIATORS LTD.	155.40
42897	2010-09-07			786649 VIPER OILFIELD SERVICES LTD	850.50
42898	2010-09-07			23500 W.R. MEADOWS OF WESTERN CANADA	2,291.81
42899	2010-09-07			111705 WC CLASS II REGIONAL LANDFILL	7,725.30
42900	2010-09-07			900000 BRAYLEY, ROBERT (LORNE)	500.00
42901	2010-09-07			900000 BRENT HALL	225.51
42902	2010-09-07			900000 DR. FRASER LEISHMAN	1,500.00
42903	2010-09-07			900000 LEISTER'S HOME CARE	268.59
42904	2010-09-07			900000 WATT, ROBERT & MARILYN	500.00
42905	2010-09-07			900000 WELLS, HARTFORD & JUDY	100.00
					<hr/> 384,025.41
					Batch # 14174
42906	2010-09-08			786197 PARCON CONSTRUCTION LTD.	805,525.98
					<hr/> 805,525.98



TOWN OF CLARESHOLM
CHEQUE LISTING FOR ACCOUNTS PAYABLE

Cheque #	Cheque Date	CEO	CAO	Vendor #	Name	Amount
42907	2010-09-15			900100	BIG SKY DODGE CHRYSLER 2008 LTD.	835.38
						Batch # 14197
						835.38



TOWN OF CLARESHOLM

CHEQUE LISTING FOR ACCOUNTS PAYABLE

Cheque #	Cheque Date	CEO	CAO	Vendor # Name	Amount
					Batch # 14201
42908	2010-09-20			850 AG-LINE	2,389.19
42909	2010-09-20			600 ALBERTA ASSOCIATION OF M.D.'S	5,806.49
42910	2010-09-20			650 ALBERTA BLUE CROSS	4,953.14
42911	2010-09-20			1025 ALBERTA ONE CALL LOCATION CORP	91.35
42912	2010-09-20			786517 AMSC INSURANCE SERVICES LTD.	2,808.14
42913	2010-09-20			786168 BLACK PRESS GROUP LTD.	831.84
42914	2010-09-20			786427 BOUNDARY EQUIPMENT (CALGARY) LTD.	2,143.08
42915	2010-09-20			785929 BOW MARK PAVING LTD.	288,124.06
42916	2010-09-20			786254 CLARESHOLM FLORAL & CANDY SHOPPE	78.07
42917	2010-09-20			13400 CLARESHOLM GLASS '88' LTD	142.80
42918	2010-09-20			786465 CLARESHOLM GOLF CLUB	950.37
42919	2010-09-20			13660 CLARESHOLM LOCAL PRESS	1,408.26
42920	2010-09-20			13125 Claresholm Mental Health & Addictions	49.82
42921	2010-09-20			786141 CLARESHOLM TAXI	675.00
42922	2010-09-20			785973 CLEARTECH INDUSTRIES INC.	136.44
42923	2010-09-20			786058 Corporate Express	89.24
42924	2010-09-20			14570 CREATIVE INDUSTRIES	157.24
42925	2010-09-20			785937 DEADWOOD PUBLISHING	18.00
42926	2010-09-20			58000 DHL EXPRESS (CANADA) LTD.	205.60
42927	2010-09-20			786540 DIRECT ENERGY REGULATED SERVICES	31.90
42928	2010-09-20			23000 ELJAY IRRIGATION LIMITED	257.46
42929	2010-09-20			76356 Excel Telecommunications (Canada) Inc.	34.32
42930	2010-09-20			111288 GARDEN SOUL	325.41
42931	2010-09-20			31675 GLENTEL WIRELESS CENTRE	119.54
42932	2010-09-20			786908 GOESEELS, DEBRA L	66.41
42933	2010-09-20			31955 GREYHOUND COURIER EXPRESS	21.22
42934	2010-09-20			49980 HARRY'S TIRE SALES (1984) LTD.	84.95
42935	2010-09-20			36800 HOME HARDWARE	789.79
42936	2010-09-20			26900 IRON ROCK ENTERPRISES LTD	441.00
42937	2010-09-20			786183 KIWI WELDING LTD.	113.40
42938	2010-09-20			786267 LAWSON PRODUCTS INC.	16.40
42939	2010-09-20			56200 LOCAL AUTHORITIES PENSION PLAN	8,212.81
42940	2010-09-20			786533 MCGILL'S INDUSTRIAL SERVICES	3,367.88
42941	2010-09-20			786755 MEDTRONIC OF CANADA LTD.	498.75
42942	2010-09-20			786664 MIFFLIN, TOVE	11.33
42943	2010-09-20			786704 MINISTER OF FINANCE (LT)	5.00
42944	2010-09-20			786872 MPE ENGINEERING LTD.	17,550.42
42945	2010-09-20			65040 MUNICIPAL INFORMATION SYSTEMS	867.34
42946	2010-09-20			65050 NANTON RENTALS LTD.	288.75
42947	2010-09-20			786428 NEXEN MARKETING	25,070.39
42948	2010-09-20			71400 Oldman River Regional Services Commission	5,263.75
42949	2010-09-20			786905 ONECONNECT SERVICES INC. T46194	81.39
42950	2010-09-20			76300 PEDERSEN TRANSPORT LTD.	164.90
42951	2010-09-20			786454 PRAXAIR DISTRIBUTION	28.83
42952	2010-09-20			786536 R P WATERWORKS INC.	3,066.65
42953	2010-09-20			86300 RECEIVER GENERAL FOR CANADA	16,621.45
42954	2010-09-20			786180 RICOH CANADA INC.	125.10
42955	2010-09-20			786488 SUBWAY SANDWICHES & SALADS	55.13
42956	2010-09-20			900 TELUS	225.39



TOWN OF CLARESHOLM
CHEQUE LISTING FOR ACCOUNTS PAYABLE

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October 05, 2010
12:59:28 PM

Cheque #	Cheque Date	CEO	CAO	Vendor #	Name	Amount
42957	2010-09-20			786437	THE WRITE SOURCE	27.92
42958	2010-09-20			101400	UNITED FARMERS OF ALBERTA	988.12
42959	2010-09-20			786284	UNIVERSITY OF ALBERTA	2,214.00
42960	2010-09-20			111800	WORKERS' COMPENSATION BOARD	3,433.50
42961	2010-09-20			900000	ALBERTA / NWT COMMAND	425.00
42962	2010-09-20			900000	CHINOOK CAMERA CLUB	17.60
42963	2010-09-20			900000	Claresholm & District Health Foundation	500.00
42964	2010-09-20			900000	CORBETT, KRISTEN	37.96
42965	2010-09-20			900000	D.A. ELECTRIC LTD.	26,250.00
42966	2010-09-20			900000	DIAMOND L & J ENTERPRISES LTD.	5,250.00
42967	2010-09-20			900000	DONNA BISHARA &	234.60
42968	2010-09-20			900000	HUGZZ INC.	91.34
42969	2010-09-20			900000	JOHN DEDOMICIS	285.00
42970	2010-09-20			900000	SYN-CORE DIRECTIONAL LTD.	5,250.00
						439,870.23



TOWN OF CLARESHOLM
CHEQUE LISTING FOR ACCOUNTS PAYABLE

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October 05, 2010
12:59:28 PM

Cheque #	Cheque Date	CEO	CAO	Vendor # Name	Amount
					Batch # 14221
42971	2010-09-27			11250 CANADIAN LINEN SUPPLY	338.54
42972	2010-09-27			786095 CHILTON, LISA	289.80
42973	2010-09-27			786718 CICON ENGINEERING	28,357.81
42974	2010-09-27			56100 CIMCO REFRIGERATION	1,113.00
42975	2010-09-27			76150 Claresholm Animal Rescue Society	150.00
42976	2010-09-27			786141 CLARESHOLM TAXI	261.00
42977	2010-09-27			14205 CLEAN BRITE CHEMICAL SERVICES LTD.	539.45
42978	2010-09-27			786161 EBA ENGINEERING CONSULTANTS LTD.	2,849.03
42979	2010-09-27			21351 EDUFUN INC.	238.77
42980	2010-09-27			26201 FERG'S SEPTIC SERVICE	897.75
42981	2010-09-27			26480 FORAN EQUIPMENT LTD.	213,272.34
42982	2010-09-27			42321 IOS FINANCIAL SERVICES	400.46
42983	2010-09-27			26900 IRON ROCK ENTERPRISES LTD	220.50
42984	2010-09-27			786136 JOE JOHNSON EQUIPMENT INC.	3,172.05
42985	2010-09-27			56200 LOCAL AUTHORITIES PENSION PLAN	8,328.02
42986	2010-09-27			786812 MCGREGOR FILTERING EQUIPMENT (1974) LTD.	46.20
42987	2010-09-27			61450 MCNALLY CONTRACTORS LTD.	474.86
42988	2010-09-27			66100 NATIONAL SECRETARY-TREASURER	1,181.09
42989	2010-09-27			76300 PEDERSEN TRANSPORT LTD.	296.73
42990	2010-09-27			786205 PIPELINE WATER CO-OP LTD.	50.00
42991	2010-09-27			786536 R P WATERWORKS INC.	3,496.50
42992	2010-09-27			786434 RAYMAX EQUIPMENT SALES	420.88
42993	2010-09-27			86300 RECEIVER GENERAL FOR CANADA	15,517.42
42994	2010-09-27			786188 Reynolds Mirth Richards & Farmer LLP	1,420.93
42995	2010-09-27			91286 SEWARD CONSTRUCTION	21,741.04
42996	2010-09-27			900 TELUS	4,166.60
42997	2010-09-27			786187 Western Canada Welding Products Ltd.	84.00
42998	2010-09-27			900000 ARCHER PHOTOWORKS	30.60
42999	2010-09-27			900000 DR. BAHN AL-YOUSIF	4,500.00
43000	2010-09-27			900000 DR. FRASER LEISHMAN	4,500.00
43001	2010-09-27			900000 DR. SCOTT SMITH	4,500.00
43002	2010-09-27			900000 SALERNO, ANNA MARIA & VINCENZO	50.00
43003	2010-09-27			900000 SWAN ROOFING CONSULTANTS	693.00
43004	2010-09-27			900000 VINCENT KING	57.20
43005	2010-09-27			900000 WES ALM	60.00
					323,715.57



TOWN OF CLARESHOLM
CHEQUE LISTING FOR ACCOUNTS PAYABLE

Page 6 of 6
October 05, 2010
12:59:29 PM

Cheque #	Cheque Date	CEO	CAO	Vendor # Name	Amount
					Batch # 14236
43006	2010-09-30			6441 BOB HONG JANITORIAL LTD.	231.00
43007	2010-09-30			13660 CLARESHOLM LOCAL PRESS	31.50
43008	2010-09-30			786502 CLV HOME SPRING WATER LTD.	20.25
43009	2010-09-30			785951 DB PERKS & ASSOCIATES LTD.	56.01
43010	2010-09-30			786908 GOESEELS, DEBRA L	388.88
43011	2010-09-30			786370 NANTON NEWS	34.67
43012	2010-09-30			786722 PLANET CLEAN (CALGARY) LTD.	506.23
43013	2010-09-30			786468 SHAW CABLE	57.70
43014	2010-09-30			786571 SUTTER, DARYL	304.02
43015	2010-09-30			900 TELUS	273.32
43016	2010-09-30			126060 ZEP SALES & SERVICE OF CANADA	166.49
43017	2010-09-30			900000 CLARESHOLM HISTORY BOOK	80.00
43018	2010-09-30			900000 HENRIETTE WESSELS	60.00
					<hr/> 2,210.07
				Total	1,956,962.60

Fourth Annual Celebrating Creating Opportunities ... Awards

Nomination Form

We are looking for individuals, businesses, organizations, communities and/or agencies that should be recognized for the part they have played in attracting, retaining and/or growing business and industry as well as innovating and partnering/collaborating in order to develop the local and regional economy.



I nominate the following Individual/Business/Organization/Community/Agency (list only one except in the case of "Excellence in Collaboration/Partnership"):

Name: _____

Address: _____

Municipality: _____

Telephone: _____

Fax: _____

E-mail: _____

Website Address: _____

Put and "X" beside the award category in which the business/organization/municipality/agency is being nominated:

- () Excellence in Investment/Business Attraction
- () Excellence in Business Retention/Growth/ Expansion
- () Excellence in Collaboration/Partnership
- () Excellence in Innovation

*please, see criteria for each award

Please list the names and contact information of the others if nominating for Excellence in Collaboration/Partnership:

Please provide details on why the above mentioned is eligible for and best suited to win this award.

Nominated by: _____ Phone: _____

(Print Name)

*** Valid nominations must include nominator name and contact information.

Awards will be presented at the **4th Annual SouthGrow Celebration of Creating Opportunities... Awards** on January 20, 2011

Please complete this form and forward it to SouthGrow Regional Initiative by fax: 403-381-5741 e-mail (info@southgrow.com) or mail to the SouthGrow Regional Initiative

105, 200-5th Avenue South S., Lethbridge, AB. T1J 4L1, Phone: 403-381-5414

DEADLINE – NOVEMBER 22, 2010

The SouthGrow Regional Initiative Awards Committee will follow up with those nominated.

Fourth Annual Celebrating Creating Opportunities ... Awards



Award Criteria

SouthGrow Regional Initiative is a member-driven, non-profit regional economic development alliance for south central Alberta. Twenty-seven communities are involved in the regional initiative that serves the south central region of Alberta. SouthGrow Regional Initiative's mission is **to encourage regional collaborations, focus on regional economic development issues and ensure the south central region has equal opportunity for growth and development within Alberta's global possibilities.** SouthGrow Regional Initiative's economic development and investment attraction philosophy includes: Attraction, Retention, Growth, Innovation and Collaboration.

We are looking for individuals, businesses, organizations, communities and/or agencies that should be recognized for the part they have played in attracting, retaining and/or growing business and industry as well as innovating and

collaborating/partnering in order to develop the local and regional economy. Nominations are open to any individual, business, organization, community and/or agency in the SouthGrow Regional Initiative area.

Excellence in Investment/Business Attraction Award

Eligibility: MUNICIPALITIES/INDIVIDUALS/ORGANIZATIONS/BUSINESSES who can describe efforts taken to attract business or investment in their community and who can provide examples of the results of attraction efforts are eligible for this award. Only one municipality/organization can be listed on the nomination. An individual or a group of individuals can be eligible for this award.

Excellence in Business Retention/Growth/Expansion

Eligibility: MUNICIPALITIES/ORGANIZATIONS/INDIVIDUALS/BUSINESSES who can describe efforts taken to retain businesses, or who can describe successful business growth or expansion efforts are eligible for this award. Nominees must show results of the efforts. Only one municipality, organization or business can be listed on the nomination. An individual or a group of individuals can be eligible for this award.

Excellence in Collaboration or Partnership

Eligibility: PARTNER AGENCIES (such as Chambers, CFDCs, etc.), MUNICIPALITIES, and/or BUSINESSES who can show how they collaborated successfully to improve the business/investment/economic development environment are eligible. This is a collaborative or partnership award and therefore the nomination must include multiple partners/organizations/businesses/ municipalities.

Excellence in Innovation

Eligibility: INDIVIDUALS/BUSINESSES/MUNICIPALITIES/ORGANIZATIONS who can describe innovative practices to improve productivity or the use of an innovation to improve productivity or the introduction of an innovative program to improve the quality of life or business are eligible for this award. Innovation is defined as a new product, process or program that people/organizations/industry/communities are utilizing/implementing. Innovation can take place in any industry: agriculture, manufacturing, retail & service, tourism, metal fabrication, etc. Nominees must show results of the innovation. That is, how does it improve the quality of life or business or operations. Only one business, municipality or organization can be listed on the nomination. An individual or a group of individuals can be eligible for this award.

Past Award Recipients:

Adora Kitchens
Alberta Birds of Prey and Town of Coaldale
B&B Ag Service
Blood Tribe Economic Development
Community Futures Chinook
Community Futures Chinook, Taber Chamber of Commerce, and Economic Development Lethbridge
Economic Development Lethbridge
Horizon School Division
Lomond Multi-Purpose Facility
Picture Butte Pharmacy
Sudo Farms Ltd.
Village of Nobleford

West Meadow Elementary School

October 4, 2010

Update




Three-Way Conferences

We are striving for **100% parent participation** at our three-way conferences this week, as it is an incredibly important process for students to set their goals as a learner and see parents and teachers willing to work together to help them achieve their goals. Please call the office to book a time. *If unable to make Tuesday or Wednesday night, please contact your child's teacher to set up an alternate time.*
Plan to stop at our Book Fair on both evenings!

Tuesday, October 5
Wednesday, October 6
4:00 – 7:00 pm



An RCMP officer will be set up each evening from 5:00 – 6:30 pm, for any parents wishing to have a criminal record check completed in order to volunteer in the school.



Magazine Sales are happening until October 13. If you would like an extra booklet to take to work or share with family, they can be picked up at the office. We need parent involvement to make this fundraiser a success and meet our subscription goals!

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

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

Principal

Mr. Kurtis Hewson

Assistant Principal

Mrs. Kathy Charchun

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

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

While achieving the provincially defined outcomes.

Hot Lunch and Milk Program



Our Hot Lunch and Milk program is ready to begin in the final week of October, with forms going home to families after Thanksgiving.

Janet O'Brien and Marci Woodruff will be our Hot Lunch Coordinators and are looking for assistance.

Please complete and send back the pink Parent Involvement Feedback Form sent home last week (or print a form from the website) and you will be contacted if you are able to help with the program.

As determined by School Council last spring, student supply fees (\$40 grades 1-6 and \$25 Kindergarten) will need to be paid before families can participate in the Hot Lunch Program. This fee covers all school supplies provided by the school (pencils, scribblers, etc.). Please contact the office to arrange payment.



Regularly check the school website and become a member of the school's Facebook group for updated calendar dates, **Principal Podcast and Blog entries, announcements, and photos and videos on the Facebook group (closed to the public).**



Self-Defense Instruction This Week for Students

Two weeks ago, a letter was sent home to families alerting them to the presence of an unknown male at the school. Although this situation has been dealt with through our relationship with the RCMP, it has led to our local Taekwondo instructor Mike Brown volunteering to lead our grades 1-6 students through some basic self-defense, a valuable skill for any child to have. This instruction will be happening during students' normal Phys Ed times on Tuesday and Thursday this week, providing yet another physical activity for our students to be involved in. **We will be strongly communicating that this instruction is not to be used aggressively or on our playgrounds.**



West Meadow
Elementary School

Claresholm Schools
CREATE Success!

From: "Natalie Kromrey" <Natalie.Kromrey@gov.ab.ca>
Subject: Science Forum - Oldman Watershed Council at the U of L Oct 20th, 2010
Date: 10/07/10 18:43:26
To: <murray@cardstoncounty.com>, <cypress@cypress.ab.ca>, <mdfthls@mdfoothills.com>, <info@fortymile.ab.ca>, <dshigematsu@lethcounty.ca>, <stephensonk@countyofnewell.ab.ca>, <info@mdpincercreek.ab.ca>, <cao@ranchland66.com>, <dkrizsan@mdtaber.ab.ca>, <administration@vulcancounty.ab.ca>, <county5@telusplanet.net>, <cindy@mdwillowcreek.com>, <cao@crownsnestpass.com>, <admin@coaldale.ca>, <town@taber.ca>, <commdev@medicinehat.ca>, <carly.kleisinger@lethbridge.ca>, <jody.meli@lethbridge.ca>, <info@cardston.ca>, <administration@fortmacleod.com>, <clerk@town.nanton.ab.ca>, <karine@townofclaresholm.com>, <reception@pinchercreek.ca>, <reception@crownsnestpass.com>
Cc: "Shannon Frank" <shannon@oldmanbasin.org>, "Wendell Koning" <Wendell.Koning@gov.ab.ca>
Attachments: [OWC Science Forum 2010 Agenda.pdf \[83 KB \]](#), [OWC Science Forum Poster 2010.pdf \[241 KB \]](#)

Hello Municipalities,

We are trying to get the word out about the OWC Science Forum. Would you be able to send the advertisement out to your contacts or include it in your weekly updates, Please?

Thank you in advance
Natalie

You're invited to the Oldman Watershed Council Science Forum!
Learn about current research in the Oldman watershed through presentations and posters.

Wednesday, October 20 from 9am - 4pm
University of Lethbridge Student Union Ballrooms
FREE! Lunch, parking, coffee and snacks are provided.

Registration REQUIRED online **before October 13th** - www.oldmanbasin.org/science_forum.html or by calling Shannon at 403-381-5801.

Poster submissions are still being accepted until October 8th. Contact Natalie.Kromrey@gov.ab.ca.

See the attached event poster and agenda for more information.

Oldman Watershed Council

SCIENCE FORUM

Learn about current research in the
Oldman Watershed through presentations and posters.

2010/20/10

Everyone Welcome

Where: University of Lethbridge
Student Union Building (Ballroom A & B)

When: **October 20, 2010**

Time: 9:00 am to 4:00 pm
(registration 8:30 – 9:00 am)

The event is FREE, lunch, coffee, snacks and parking is provided.

Please register by October 13, 2010.

For more information and to register,
visit www.oldmanbasin.org/science_forum.html
or call Shannon Frank at 403-381-5801

Submissions for the poster session still being
accepted until October 8.
Contact Natalie.Kromrey@gov.ab.ca

University of
Lethbridge



OWC OLDMAN
WATERSHED
COUNCIL

watershed management – watershed health

8:30 – 9:00 Registration (Coffee/Tea and Snacks Provided)

Opening Session (Chair: TBD)

9:00 – 9:10 Welcoming Remarks (TBD)

9:10 – 9:20 Greetings from the U of L (TBD)

9:20 - 9:30 Greetings from OWC Water Sciences Team – Wendell Koning

Session 1 (Chair: TBD)

9:30-9:50 Water yields and streamflow trends in the Oldman River Watershed - *Stefan W. Kienzle, U of L*

9:50-10:10 Assessing the potential impacts of environmental change on stream temperature - *Ryan MacDonald, U of L*

10:10-10:30 Assessing water management in the South Saskatchewan River Basin (SSRB) using the OASIS-SSRB modelling tool - *Michael Nemeth, U of L*

10:30-11:00 Refreshment and Poster Viewing Break

Session 2 (Chair: TBD)

11:00-11:20 Regional assessment of source water quality: A case study in the headwaters of the Oldman River Basin, Alberta – *Jocelyn Howery, U of A*

11:20-11:40 Watershed Evaluation of Beneficial Management Practices in the Lower Little Bow River Basin - *Jim Miller, AAFC*

11:40-12:00 Reproductive endpoints of fathead minnows (*Pimephales promelas*) exposed to agricultural drain waters in southern Alberta - *Robert Annett, U of L*

12:00 – 1:00 Lunch (provided)

Session 3 (Chair: John Derksen, LC)

1:00 1:20 The role of water in the epidemiology of campylobacteriosis in southwestern Alberta - *Doug Inglis, AAFC*

1:20 – 1:40 Headwaters Recreation Management - *Carolyn Campbell, AWA*

1:40 – 2:00 Application of comparative genomics-based genotyping to the molecular epidemiology of *Campylobacter jejuni* from the Oldman River watershed - *Eduardo N. Taboada, PHAC*

2:00 – 2:30 Refreshment and Poster Viewing Break

Session 4 (Chair: Robert Rippin, AHS)

2:30 – 2:50 Watershed-scale controls on snow distribution in a montane watershed Star Creek, Crownsnest Pass, Alberta Canada - *David Dixon, U of L*

2:50 – 3:10 Alberta's Wet Areas Mapping Initiative: an Innovative Approach to Facilitate Stewardship - *Barry White, ASRD*

3:10 – 3:30 Effects of Triclosan and 2,4-D on the Stress Response of Rainbow trout - *Andrea Dann, U of L*

3:30 – 3:45 Closing
