



**TOWN OF CLARESHOLM
PROVINCE OF ALBERTA
REGULAR COUNCIL MEETING
FEBRUARY 14, 2011
AGENDA**

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

CALL TO ORDER

AGENDA: ADOPTION OF AGENDA

MINUTES: REGULAR MEETING MINUTES JANUARY 24, 2011

ACTION ITEMS:

1. **BYLAW #1558 – Fire Protection**
RE: 2nd and 3rd Readings
2. **LETTER OF UNDERSTANDING – CLARESHOLM FIRE DEPARTMENT**
RE: Clarification of wording in Bylaw #1558
3. **CORRES: Fortis Alberta Ltd.**
RE: Franchise Agreement Extension
4. **CORRES: Chinook Emergency Services Ltd.**
RE: Ambulance Service
5. **CORRES: Claresholm Curling Club**
RE: 2011 General Liability Insurance
6. **CORRES: Claresholm Curling Club**
RE: 2011 General Liability Insurance
7. **CORRES: MD of Willow Creek**
RE: 2011 Recycling Memorandum of Agreement
8. **CORRES: Frame Aviation**
RE: Utilization of the Claresholm Airport
9. **Claresholm Community Centre – Income Statement 2010**
10. **Claresholm Public Library – Income Statement 2010 & Proposed Budget 2011**
11. **CORRES: John Koop**
RE: Property in Northeast Part of Town
12. **CORRES: SouthGrow**
RE: Productivity and Competitiveness Conference
13. **CORRES: SouthGrow**
RE: Proposed Memorandum of Understanding
14. **CORRES: Claresholm Communities in Bloom Committee**
RE: Sustainability of Program
15. **MUSEUM REPORT – Councillor MacPherson**
16. **CORRES: Animal Services Building CFEP grant**
17. **YEAR TO DATE REVENUE & EXPENDITURE REPORT AND
PRELIMINARY BUDGET NUMBERS FOR REVIEW**
18. **ADOPTION OF INFORMATION ITEMS**
19. **IN CAMERA: PERSONNEL**

INFORMATION ITEMS:

1. Claesholm Schools Joint School Council Meeting Minutes – January 20, 2011
2. West Meadow Elementary School Fundraising Society Minutes – January 25, 2011
3. Inter-Agency Meeting Minutes – January 14, 2011
4. Oldman Watershed Council – Thank you for your Support
5. Claesholm & District Transportation Society Minutes – November 19, 2010
6. Claesholm Community Hall Association Minutes – November 23, 2010
7. Claesholm Public Library Board Regular Meeting Minutes – November 15, 2010
8. MD of Willow Creek – Thank you to Chinook EMS
9. Broyce Jacobs, MLA, Cardston – Taber – Warner – Cabinet Tour, February 17, 2011
10. Porcupine Hills Lodge Foundation Meeting February 11, 2011

ADJOURNMENT:



**TOWN OF CLARESHOLM
PROVINCE OF ALBERTA
REGULAR COUNCIL MEETING MINUTES
JANUARY 24, 2011**

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

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

ABSENT: None

AGENDA: Moved by Councillor Hubka to give unanimous consent to add the following items to the Agenda.

7. Southern Alberta Library Conference – March 4 & 5, 2011

9. IN CAMERA: PERSONNEL

CARRIED

Moved by Councillor Hubka that the Agenda be accepted as amended.

CARRIED

MINUTES: REGULAR MEETING – JANUARY 10, 2010

Moved by Councillor Quayle that the Regular Meeting Minutes of January 10, 2011 be accepted as presented.

CARRIED

FINANCES: DECEMBER 2010 BANK STATEMENT

Moved by Councillor Sutter to accept the December 2010 bank statement as presented.

CARRIED

ACTION ITEMS:

1. SouthGrow Regional Initiative & Exhibition Park Presentation

RE: 13 Ways to Kill Your Community

Received for information.

2. CORRES: Southern Foothills Community Stewardship Initiative

RE: Community Forums

Received for information.

3. CORRES: Chinook Credit Union

RE: Annual General Meeting February 9, 2011

Received for information.

4. CORRES: Texas 4000 Committee

RE: Request for Free Stay in Centennial Park Campground

Moved by Councillor Van Amerongen to allow the Texas 4000 team to stay at Centennial Park Campground for one night on July 9, 2011.

CARRIED

5. CORRES: Claresholm Minor Hockey Association

RE: Request for Donation of Ice Time

Moved by Councillor Quayle to donate the ice time for the Claresholm Minor Hockey Association's Isaac Peddle Benefit Hockey Tournament the weekend of February 4 – 6, 2011.

CARRIED

6. POLICY #GA 01-11(a) – Scent-Free Workplace

Moved by Councillor Fieguth to adopt Policy #GA 01-11(a) regarding Scent-Free Workplace effective January 24, 2011.

CARRIED

7. Southern Alberta Library Conference – March 4 & 5, 2011

Moved by Councillor MacPherson to allow Councillor Sutter to attend the Southern Alberta Library Conference in Lethbridge on March 4 & 5, 2011.

CARRIED

8. ADOPTION OF INFORMATION ITEMS

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

CARRIED

9. IN CAMERA: PERSONNEL

Moved by Councillor MacPherson that this meeting go In Camera.

CARRIED

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

CARRIED

ADJOURNMENT: Moved by Councillor Quayle that this meeting adjourn at 8:15pm.

CARRIED

Mayor – David Moore

Chief Administrative Officer – Kris Holbeck, CA

ACTION ITEMS



**TOWN OF CLARESHOLM
PROVINCE OF ALBERTA
BYLAW #1558**

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

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

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

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

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

SECTION 1 NAME OF BYLAW

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

SECTION 2 DEFINITIONS

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

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

SECTION 3

ESTABLISHMENT OF DEPARTMENT

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

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

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

SECTION 4 JURISDICTION

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

SECTION 5 HEALTH AND SAFETY

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

SECTION 6 FIRE CHIEF

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

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

SECTION 7 FILLING A VACANCY FOR FIRE CHIEF

- 7.1 The CAO will first inform Council.

- 7.2 The employment posting for the position will be displayed in the Fire Hall for two (2) consecutive weeks. In the event there proves to be no suitable internal applicants, the position will then be advertised in the local newspaper for two (2) consecutive weeks, and on the Alberta Urban Municipalities Association (AUMA) website for a period of one (1) month. All advertisements will state the deadline for submitting applications. Priority consideration for hiring will be given to those qualified applicants who are currently employed as members of the Department. Only in the event that the Recruitment Committee determines there are no suitable internal applicants will outside applicants be sought.
- 7.3 Applications received after the posted deadline will not be considered.
- 7.4 The Recruitment Committee (hereinafter referred to as the "Committee") will consist of:
- a) The Town CAO or his/her designate;
 - b) A representative of Town Council;
 - c) Four (4) representatives of the Department as selected by the majority vote of the Department members;
 - d) The Municipal District of Willow Creek CAO or his/her designate;
 - e) An additional representative may be asked by the CAO to participate in the recruitment process as a technical/procedural advisor only. This advisor shall not have voting rights in relation to the selection. Individuals eligible for this selection include a representative of the Fire Commissioner's Office, a current Fire Chief from a neighboring municipality, a professional human resource or recruitment consultant, or a senior member of the Department.
- 7.5 The Committee will meet within one (1) week of the deadline date to review all applications and select those candidates who are to be interviewed. All information presented to the Committee is to remain confidential. The CAO will schedule the interviews to occur within the following two (2) weeks. The Committee will then, by consensus, determine which candidate is preferred.
- 7.6 Once the preferred candidate is determined, the CAO will conduct reference checks of this candidate.
- 7.7 The results of the reference checks will be reviewed by the Committee and, on the basis of the interview, the Committee will identify the preferred candidate. It remains the responsibility of the CAO to make the final decision in this matter. In the event the preferred candidate is not approved, the CAO will explain his reasons for this decision to the Committee.
- 7.8 The CAO will contact the successful candidate and make the offer of employment. Prior to the new employee beginning work, or any other employment conditions being made, he/she will be required to review and sign a formal written offer of employment.
- 7.9 The CAO will advise Council and members of the Department of the selection at the first available opportunity. The CAO will advise all remaining candidates who received an interview of the decision.

SECTION 8 MEMBERSHIP

- 8.1 Membership in the Fire Department directly operated by the Town of Claresholm will be covered by Sections 8.1 to 8.7 and Policy #GA 01-11.
- 8.2 An individual interested in becoming a member may be considered for membership if the individual:
- a) Has completed, or commits to completing a training program prescribed by the Fire Chief, or has already completed a separate training program or has sufficient experience, which in the opinion of the Committee is equivalent to the prescribed training program; and,
 - b) Is in reasonable physical condition to perform the duties requested of the Member. The Committee may, at their sole discretion request that the member or prospective member provide written documentation from a physician that there is no medical reason for them not to perform the duties requested; and
 - c) Meets the standards established in the Department's Standard Operational Procedures or Operational Guidelines, together with any Provincial Occupational Health and Safety Program or training.
- 8.3 Individuals wishing to become Members will supply the Hiring Committee with the following documentation, if requested:
- f) His/her criminal record check report as provided by the RCMP;
 - g) A signed form acknowledging his/her agreement to comply with this bylaw;
 - h) A photocopy of his/her driver's license;
 - i) A valid Social Insurance Number;
 - j) A Driver's Abstract generated within the past 30 days;

- k) Any other information as deemed necessary by the Committee to establish compliance with requirements established by the Municipality.
- 8.4 Current members may be required to provide the Committee with the documentation noted in 8.3 upon the Municipality's request.
- 8.5 Fire Department Members must possess the following attributes:
- a) Be between the age of eighteen (18) and sixty-five (65) years inclusive. Persons over 65 may continue to serve in specific capacities as approved by the Fire Chief;
 - b) Possess at minimum a valid Class Five (5) driver's license. A Q Endorsement is required if a member is driving any apparatus equipped with air brakes. If a Member's Driver's License is suspended for administrative or criminal reasons the Member will immediately inform the Fire Chief;
 - c) Must possess Basic First Aid with Health Care Provider level CPR training. If the Member does not have this required training, they must obtain it at the first available opportunity after being employed;
 - d) Be legally entitled to work in Canada. The Fire Chief may request proof of such entitlement;
 - e) Be physically capable of performing assigned duties as a Member;
 - f) Be able to communicate in English clearly and precisely, including under stressful circumstances;
 - g) Be able to understand and follow oral and written communication in English;
 - h) Participate in certified programs respecting Fire Protection and Emergency Services;
 - i) Be willing to undergo a periodic review by an Officer respecting the Member's fire protection skills and compliance with personal requirements;
 - j) Endeavour to develop knowledge and skills for fire protection, including the proper operation of Apparatus and Equipment;
 - k) Endeavour to develop knowledge of rules and regulations of the Fire Department and Municipality;
 - l) Be able to receive and respond appropriately to Fire Alarm and other emergency calls;
 - m) Endeavour to skillfully and safely operate and maintain Apparatus and Equipment including:
 - i) Laying and connecting hose;
 - ii) Holding nozzles and directing water streams;
 - iii) Raising and climbing ladders;
 - iv) Using Self Contained Breathing Apparatus;
 - v) Conducting firefighting, suppression and rescue activities;
 - vi) Operating fire pumps;
 - vii) Operating ventilation equipment;
 - viii) Operating extrication equipment;
 - ix) Operating safety and warning devices detectors and other equipment; and
 - x) Driving Fire Department Vehicles.
- 8.6 An Officer shall:
- a) Be elected by a majority of Members and in addition to the Fire Chief, include the Deputy Chief and three (3) Crew Captains;
 - b) Must have all the attributes required of other members and referred to in 8.5 above;
 - c) Be able to assist the Fire Chief in developing and facilitating any training and education programs provided for Members;
 - d) Assist to complete all Fire, Incident and Accident reports required by law, the Quality Management Plan, Municipal Policy and for the Fire Departments own records;
 - e) Assist the Fire Chief in performing maintenance of all Apparatus and Equipment, including routine checks for such maintenance;
 - f) Assist the Fire Chief in establishing rules, regulations and guidelines for the efficient operation of the Fire Department;
 - g) Organize and assume command of Fire Protection resources and equipment, as required;
 - h) Provide leadership and develop and implement long-range plans and programs;
 - i) Participate in the preparation of all necessary reports, records and correspondence;
 - j) Establish and maintain effective working relationships with other Members, members of other Fire Departments, Emergency Services, Police Authorities and the public;
 - k) Maintain discipline and morale, exercise sound judgment, cooperate with others, and serve as a mentor to junior Members;
 - l) Develop knowledge of:
 - i) Firefighting and Rescue practices and procedures;
 - ii) Dangerous Goods identification and isolation procedures;
 - iii) Water supply practices and hydraulics for Fire Protection; and
 - iv) Incident Command.

- m) Inform the Fire Chief immediately if a Member's driver's license is suspended or invalid for any reason.
- n) Attend a minimum number of fire calls per year (based on a percentage). Members that do not attend the minimum number shall have their membership reviewed by the Department's officers. This minimum number of fire calls shall be set by the Fire Chief and the Department's officers and documented in the Fire Department's Standard Operating Procedures.

SECTION 9 FILLING A VACANCY FOR VOLUNTEER FIREFIGHTER

- 9.1 The Fire Chief will first inform the CAO.
- 9.2 Advertisements will be placed in the local newspaper for two (2) consecutive weeks. All advertisements will state the deadline for submitting applications.
- 9.3 Applications received after the posted deadline date will not be considered.
- 9.4 The Recruitment Committee (hereinafter referred to as the "Committee") consist of:
 - a) The Fire Chief or his/her designate;
 - b) The Town CAO or his/her designate;
 - c) A representative of Town Council;
 - d) Three (3) representatives of the Department as selected by the majority vote of Department members.
- 9.5 The Committee will meet within one (1) week of the deadline date to review all applications and select those candidates who are to be interviewed. All information presented to the Committee is to remain confidential. The Fire Chief will schedule the interviews to occur within the following two (2) weeks. The Committee will then, by consensus, determine which candidate is preferred.
- 9.6 Once the preferred candidate is determined the Fire Chief will conduct reference checks on the candidate.
- 9.7 The results of the reference checks will be reviewed by the Committee and, on the basis of the review, the Committee will make a final recommendation for selection to the CAO. It remains the responsibility of the CAO to make the final decision in this matter. In the event the preferred candidate is not approved, the CAO will explain his/her reasons for this decision to the Committee.
- 9.8 The Fire Chief will contact the successful candidate and make the offer of employment. Prior to the new employee beginning work, or any other employment/commitment being made, he/she will be required to review and sign a formal written offer of employment.
- 9.9 The Fire Chief will advise members of the Department of the selection at the first available opportunity. The Fire Chief will advise all remaining candidates who received an interview of the decision.

SECTION 10 TRAINING

- 10.1 Only certified training courses will be paid for by the Town (course cost and member time) and must be taught by a certified trainer.
- 10.2 Training will be in accordance with the Department's Standard Operational Procedures and Operational Guidelines. The Fire Chief will schedule at least twenty-four (24) practices annually. These practices will take place at the discretion of the Fire Chief or his/her designate.
- 10.3 Each Member is expected to attend a minimum of Sixteen (16) practices annually. Members that miss three (3) consecutive practices shall have their membership reviewed by the department's officers.
- 10.4 Practices will commence at the discretion of the Fire Chief or his/her designate.
- 10.5 The Fire Chief will ensure the implementation of a certified training program for Members of the Fire Department.
- 10.6 The training program should include, but is not limited to, a 300 level of training in all of the following at awareness level:
 - a) Fire Suppression and Operations;
 - b) Vehicle Extrication;
 - c) Dangerous Goods Awareness;
 - d) Firefighter Safety;
 - e) Fire Apparatus Operations.

10.7 The Fire Chief will ensure that accurate training records are maintained for each member of the department.

SECTION 11 INCIDENT COMMANDER

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

SECTION 12 EMERGENCY MANAGEMENT

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

SECTION 13 POWERS OF MEMBERS

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

SECTION 14 POWERS OF MEMBERS IN CHARGE AT INCIDENTS

- 14.1 The Incident Commander shall have control, direction and management of any Department apparatus, equipment or manpower assigned to an Incident and he or she shall continue to act until relieved by an Officer authorized to do so.
- 14.2 The Incident Commander may at his or her discretion establish boundaries or limits and keep persons from entering the area within the prescribed boundaries or limits unless authorized to enter by him or her.
- 14.3 The Incident Commander may request Enforcement Officers to enforce restrictions on persons entering within the boundaries or limits outlined in Section 14.2.
- 14.4 The Incident Commander is empowered to enter to take all steps he or she deems necessary in order to directly or indirectly combat, control or deal with an Incident including:
 - a) Passing through or over buildings or property adjacent to an Incident and to causing Members of the Fire Department and the apparatus and equipment of the Fire Department to enter or pass through or over the building or property;
 - b) Ordering the evacuation of any building or area which is directly or indirectly involved in an Incident;
 - c) Causing a building, structure or thing to be pulled down, demolished or otherwise removed, and;
 - d) Upon extinguishment of a fire or resolution of an Incident, access, enter, pass through, or over buildings or property adjacent to a fire or Incident, and cause a building, structure or thing to be pulled down, demolished or otherwise removed in accordance with the *Safety Codes Act*, R.S.A. 2000, Chapter S-1, as amended, and any regulations thereto.

SECTION 15 FIRE BANS

- 15.1 The Fire Chief or CAO may, from time to time, prohibit all Fires within the Town including Recreational Fires when, in the discretion of the Fire Chief or CAO, the prevailing environmental conditions give rise to an increased risk of a Fire becoming a Running Fire.
- 15.2 A Fire ban imposed by the Fire Chief or CAO under Section 15.1 shall be in force either until the date established by the Fire Chief or CAO in the notice provided to the public pursuant to Section 15.3, or until such time as the Fire Chief or CAO gives notice to the public that the ban has been lifted.
- 15.3 The Fire Chief or CAO shall give notice of the Fire ban in effect causing signs to be posted at the entrance roads to the Town, facing both incoming and outgoing traffic. Such a sign shall indicate that the Fire ban is in place, the date if any that the ban shall be lifted, and the penalty for failing to comply with the Fire ban.
- 15.4 When a Fire Ban is in effect, **NO PERSON** shall ignite a Recreational Fire, or cause or allow a Recreational Fire to be ignited on his or her Property or Property under his or her control.

SECTION 16 PROPERTY IDENTIFICATION

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

SECTION 17 FIRE HYDRANTS

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

SECTION 18 CONTROL OF FIRE HAZARDS

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

SECTION 19 REQUIREMENT TO REPORT

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

SECTION 20 OPEN FIRES

- 20.1 "Open Fire" means a fire which is not contained within an incinerator or outdoor fireplace or barbeque in accordance with Section 21.
- 20.2 Except where provided following in 20.3, no person shall cause an open fire to be ignited or allow an open fire to continue burning.
- 20.3 An open fire is only permitted as required by town employees in performance of their assigned duties.

SECTION 21 FIRE PITS, OUTDOOR FIREPLACES, STATIONARY & PORTABLE BARBECUES

- 21.1 No person shall set, or cause to be set, any fire within the boundaries of the Town except as otherwise provided for under this Bylaw.
- 21.2 No person shall burn, or cause to be burned, any refuse, waste, junk, garbage, structures, debris or other noxious substance within the boundaries of the Town.
- 21.3 Subject to Section 22, no person shall use fireworks or permit the use of fireworks on his or her property or property under his or her control, within the boundaries of the Town. For the enjoyment of dwelling residents use of fire pits, outdoor fireplaces and stationary barbeques may be permitted.
- 21.4 Subject to Section 21, a person may, on property owned or controlled by him or her, set a Recreational Fire, so long as that Recreational Fire is set within a fire pit, outdoor fireplace, or other structure designed for the purpose of containing the recreational fire within a small, controlled area.
Fire pits, outdoor fireplaces, and stationary barbecues that burn combustible material shall:
- a) Be located in a rear yard with a minimum of 3.4 meters (10 feet) clearance from buildings, property lines and combustible materials, or as approved by the Fire Chief;
 - b) Be constructed of bricks or concrete blocks, or heavy gauge metal, or other suitable non-combustible components;
 - c) Have a spark arrestor mesh screen of 1.30 centimeters (.50 inches) expanded metal (or equivalent) to contain sparks over the fire at all times;
 - d) Be the sole responsibility of the owner or tenant of the property;
 - e) Be supervised at all times by a responsible adult person over the age of eighteen (18) until such time as the fire has been completely extinguished. For the purpose of this clause, a fire shall be deemed to include any hot ashes and smoldering embers resulting from the fire;
 - f) Only burn clean wood, charcoal briquettes, propane or natural gas;
 - g) Have flames no higher than ninety (90) cm (3.28 feet) above the fire pit or the barbeque fire box.
- 21.5 When a fire is set in contravention of this Bylaw or during a fire ban pursuant to Section 13, the owner or occupier of the land, or the person having control of the land upon which the fire is lit shall:
- a) Extinguish the fire immediately; or
 - b) If unable to extinguish the fire immediately, report the fire to the Department as soon as possible.

SECTION 22 FIREWORKS

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

SECTION 23 ILLEGAL FIRES

- 23.1 Any Member, Enforcement Officer or Employee of the Town may extinguish an illegal fire using whatever apparatus or procedure that the individual may deem appropriate or necessary to extinguish an illegal fire.

- 23.2 The costs of controlling or extinguishing any illegal fire shall be recovered from the person causing the illegal fire under the provisions of the Municipal Government Act.

SECTION 24 RECOVERY OF COSTS

- 24.1 Upon the Town issuing an order or taking steps under Sections 27 or 28 or upon the Department providing Fire Protection services to property within or outside the Town boundaries, resulting in the Town incurring fees or charges, the Town may in its sole and absolute discretion charge any or all of the following persons, namely:
- a) The person causing or contributing to the fire; or
 - b) The owner or occupant of the property;
- a Fire Protection Charge, and all individuals charged are jointly and severally responsible for payment of the Fire Protection Charge to the Town.
- 24.2 The schedule of fees for Fire Protection Charges are set out in Schedule "A" attached hereto and forming part of this Bylaw.
- 24.3 Without limiting the foregoing, a Fire Protection Charge may be imposed in the event of a False Alarm.
- 24.4 A Fire Protection Charge shall be paid within thirty (30) days of being levied.
- 24.5 Collection of unpaid Fire Protection Charges may be undertaken by civil action in a court of competent jurisdiction, and any civil action does not invalidate any lien which the Town is entitled to place on the property in respect of which the indebtedness is incurred.
- 24.6 The owner of a parcel to which Fire Protection is provided is liable for Fire Protection Charges incurred, and the Town may add to the tax roll of a parcel of land all unpaid Fire Protection Charges and interest charges accrued one hundred and twenty (120) days after the Fire Protection Charge has been levied.

SECTION 25 OFFENCES

- 25.1 No person shall damage or destroy Department apparatus or supplies.
- 25.2 No person shall obstruct the Fire Chief or any other person authorized to inspect property or to perform any work necessary to remedy a condition, from performing his or her duties under this Bylaw.
- 25.3 No person shall:
- a) Contravene any provision of this Bylaw;
 - b) Impede, obstruct or hinder a Member, or other person assisting or acting under the direction of a Member;
 - c) Damage or destroy Fire Department Property or Equipment;
 - d) At an incident, drive a vehicle over any Apparatus or Equipment without permission from the Fire Chief or Incident Commander;
 - e) Obstruct a Member from carrying out any function or activity related in any way to Fire Protection;
 - f) Falsely represent themselves as a Member or wear or display any Fire Department badge, cap, button, insignia, or other paraphernalia which may leave the false impression that the person is a Member;
 - g) Obstruct or otherwise interfere with access roads or streets or other approaches to any Fire alarm, fire hydrant, cistern or body of water designated or intended to be used for Fire Protection or any connections provided to a fire main, pipe, stand pipe, sprinkler system, cistern, or other body of water designated or intended to be used for Fire Protection;
 - h) Either directly, or indirectly, personally or through an agent, servant or employee kindle a Fire or let it become a Running Fire on any land not his or her own property or allow a Running Fire to pass from his or her own property to that of another.
 - i) Light a Fire without first taking sufficient precautions to ensure that the Fire can be kept under control at all times;
 - j) Light a Fire when weather conditions are conducive to creating a Running Fire;
 - k) Fail to take reasonable steps to control a Fire for the purpose of preventing it from becoming a Running Fire or from spreading onto Property other than his or her own;
 - l) Deposit, discard or leave any burning matter or substance where it might ignite other materials and cause a Fire;
 - m) Conduct any activity that involves the use of Fire that might reasonably be expected to cause a Fire unless that person exercises reasonable care to prevent the Fire from occurring;
 - n) Use a Fire to burn:
 - i. Material that will result in the production of dense black smoke, including insulation from electrical wiring or equipment, asphalt

- roofing materials, hydrocarbons, plastics, or other materials or creosoted wood; or
- ii. Herbicides, pesticides or other toxic materials or substances;
- o) Conduct any activity that involves the use of a Fire, where smoke from the Fire may impede visibility of the vehicular traffic on any Highway as defined in the *Traffic Safety Act*, R.S.A. 2000 Chapter T-6, as amended; or
- p) Light a Fire on lands owned or controlled by the Town except with the Town's express written consent if a Recreational Fire, in a fireplace or campfire provided by the Town for that purpose.

SECTION 26 PENALTIES

ENFORCEMENT

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

PENALTIES

26.2 Any person who:

- a) Violates any provision of this Bylaw;
- b) Suffers or permits any act or thing to be done in contravention of or in violation of any provision of this Bylaw;
- c) Neglects to do or refrains from doing anything required to be done by the provisions of this Bylaw; or
- d) Does any act or thing or omits any act or thing, thus violating any provision of this Bylaw;

is guilty of an offence under this Bylaw, and upon a conviction, is liable to a fine as set out in Schedule "B" attached hereto and forming a part of this Bylaw.

26.3 No person found guilty of an offence pursuant to this Bylaw shall be liable to imprisonment.

VIOLATION TAGS & TICKETS

26.4 Where an Enforcement Officer has reasonable grounds to believe that a provision of this Bylaw has been contravened, that Enforcement Officer is authorized and empowered to issue a Violation Tag to any person who the Enforcement Officer has reasonable grounds to believe is responsible for this contravention.

26.5 A Violation Tag issued pursuant to this Bylaw shall be in a form approved by the CAO and may be delivered to the Person reasonably believed to have contravened this Bylaw by means of actual service upon the person or by mailing a copy to the Person at his or her address as it appears on the Town's tax roll.

26.6 Where a Violation Tag is issued pursuant to this Bylaw, the Person to whom the Violation Tag is issued may, in lieu of being prosecuted for the offence, pay to the Town, the penalty specified on the Violation Tag within seven (7) business days if delivered by actual service to the person and within fourteen (14) business days if served by mail.

26.7 Where a Violation Tag has been issued and the specified penalty not paid within the prescribed time, the right of the Person named on the Violation Tag to pay the penalty in lieu of prosecution shall expire and the Enforcement Officer is authorized to issue a Violation Ticket pursuant to Part 2 of the *Provincial Offences Procedure Act*, R.S.A. 2000, c. P-34, as amended, or repealed and replaced from time to time, to any person the Peace Officer has reasonable grounds to believe has contravened any provision of this Bylaw.

26.8 Notwithstanding Section 26.6, an Enforcement Officer is hereby authorized and empowered to immediately issue a Violation Ticket to any person whom the Enforcement Officer has reasonable grounds to believe has contravened or is responsible for a contravention of any provision of this Bylaw regardless of whether a Violation Tag has first been issued. Nothing in the Bylaw shall prevent an Enforcement Officer from immediately issuing a Violation Ticket.

26.9 The specified penalty payable in respect of a contravention of a provision of this Bylaw is the amount provided for in Schedule "B" of this Bylaw in respect of that provision.

26.10 Where any Person contravenes the same provision of this Bylaw twice within one twelve (12) month period, the specified penalty payable in respect of the second such contravention shall be double the amount provided for in Schedule "B" of this Bylaw.

26.11 Where any Person contravenes the same provision of this Bylaw three or more times within one twelve (12) month period, the specified penalty payable in respect of the third

and subsequent such contravention shall be triple the amount provided for in Schedule "B" of this Bylaw.

SECTION 27 NOTICE

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

SECTION 28 LIABILITY

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

SECTION 29 SCHEDULES

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

SECTION 30 SEVERABILITY

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

SECTION 31 REPEALED

- 31.1 Bylaw No. 1511, the "Fire Bylaw" and any amendments, are hereby repealed.

SECTION 32 PASSAGE OF BYLAW

- 32.1 This Bylaw shall come into effect upon passage of 3rd Reading.

READ a first time in Council this **10th** day of **January** 2011 A.D.

READ a second time in Council this day of 2011 A.D.

READ a third time in Council and finally passed this day of 2011 A.D.

David Moore, Mayor

Kris Holbeck, CAO

**TOWN OF CLARESHOLM
BYLAW NO. 1558
SCHEDULE "A"
FIRE DEPARTMENT CHARGES**

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

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

Any material used shall be billed at cost.

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

**TOWN OF CLARESHOLM
BYLAW NO. 1558
SCHEDULE "B"
FINES & PENALTIES**

- 19.1 The owner or authorized agent of any property damaged by fire, shall immediately report to the Department particulars about the fire, which are satisfactory to the Fire Chief
- \$300 first offence \$500 second offence
- 19.2 The owner or authorized agent of any property containing dangerous goods shall immediately report to the Department any particulars regarding any accidental or unauthorized release of such dangerous goods.
- \$500 first offence \$750 second offence
- 20.1 No person shall cause an open fire to be ignited or allow an open fire to continue burning, except where provided in 20.2.
- \$500 first offence \$750 second offence
- 21.4 Fire pit, outdoor fireplaces, stationary & portable barbecue regulations.
- \$300 first offence \$500 second offence
- 22.2 No person shall discharge any fireworks within the corporate limits of the Town, subject to the exceptions set out in 22.3.
- \$250 first offence \$500 second offence
- 22.5 No person shall be permitted to sell fireworks within the Town.
- \$300 first offence \$500 second offence
- Section 22 – all subsections 22.1, 22.3 and 22.4
- \$500 first offence \$750 second offence

**TOWN OF CLARESHOLM
FIRE BYLAW # 1558
ALTERNATIVE WORDING FOR SECTION 9**

SECTION 9 FILLING A VACANCY FOR VOLUNTEER FIREFIGHTER

- 9.1 The Fire Chief will first inform the CAO.
- 9.2 Advertisements will be placed in the local newspaper annually (at a minimum) calling for applications for two (2) consecutive weeks. All advertisements will state the deadline for submitting applications.
- 9.3 Applications received after the posted deadline date will not be considered.
- 9.4 The Recruitment Committee (hereinafter referred to as the "Committee") consist of:
- a) The Fire Chief or his/her designate;
 - b) The Town CAO or his/her designate;
 - c) A representative of Town Council;
 - d) Three (3) representatives of the Department as selected by the majority vote of Department members.
- 9.5 The Committee will meet within one (1) week of the deadline date to review all applications and select those candidates who are to be interviewed. All information presented to the Committee is to remain confidential. The Fire Chief will schedule the interviews to occur within the following two (2) weeks. The Committee will then, by consensus, determine which candidates are preferred.
- 9.6 Once the preferred candidates are determined, these names and contact information will be forwarded to the Fire Department to keep on file.
- 9.7 The results of the reference checks will be reviewed by the Committee and, on the basis of the review, the Committee will make a final recommendation for selections to the CAO. It remains the responsibility of the CAO to make the final decision in this matter. In the event preferred candidates are not approved, the CAO will explain his/her reasons for this decision to the Committee.
- 9.8 The Fire Chief will keep the list of names and contact information at the Fire Hall in a secure area. These successful applicants will be considered in the event a vacancy on the Department becomes available.
- 9.9 Successful applicants' information will stay on file with the Fire Chief until such a time that the applicant is hired or withdraws their name for a Fire Department Member position.

February 1, 2011

Kelly Starling, Chief
Claresholm Fire Department
P.O. Box 433
Claresholm, AB T0L 0T0

RE: LETTER OF UNDERSTANDING – BYLAW #1558 FIRE & EMERGENCY SERVICES BYLAW

This Letter of Understanding clarifies Sections 7.8 and 9.7 of Bylaw #1558 – Fire and Emergency Services bylaw regarding the CAO's veto power within the hiring committee process. All provisions of the Town of Claresholm Policy GA 01-11 that was approved by Council on January 10, 2011 continue to apply within the Department. The following clarifies the application of specific bylaw provisions with respect to the Department.

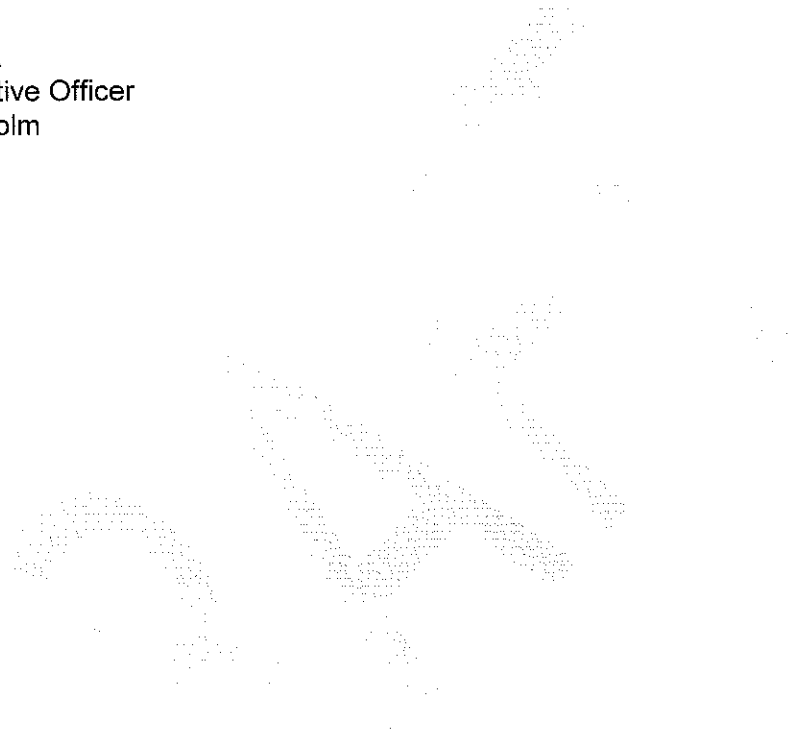
The CAO of the Town of Claresholm will advise all Department members that all information presented to the hiring committee for their consideration is deemed confidential (according to the provisions of the Freedom of Information and Protection of Privacy Act). As a result, committee members are not permitted to divulge this information to anyone outside of the committee. The only information that is authorized to be released is information of a generic nature (such as the number of applications received), and the identity of the successful applicants. Any committee member found divulging confidential information during the course of the recruitment process will be dismissed from the committee and the remaining existing committee members will complete the process. Any committee member found divulging confidential information at any point in time (whether it is during or after the recruitment process) may subject him/herself to further disciplinary action up to and including dismissal from the Department.

The CAO will clarify that the responsibility for making the final decision in selecting the successful candidate continues to rest with the CAO. In this regard, I confirm that the CAO will give the highest possible regard to the selection recommendation put forth by the committee. Only in the event significant, identifiable and defensible deficiencies are found with respect to the recommended candidate will the CAO refuse to accept the selection recommendation. In the unlikely event that this were to occur, the CAO will meet again with the committee to explain the rationale behind the decision.

If you have any questions or concerns regarding this issue, please contact the undersigned at your convenience.

Yours truly,

Kris Holbeck, CA
Chief Administrative Officer
Town of Claresholm





Dave Hunka
Manager, Customer Relations
Customer Service

FortisAlberta Inc.
100 Chippewa Road
Sherwood Park, AB T8A 4H4
(780) 464-8311 Direct Line
(780) 868-7040 Cellular
(780) 464-8398 Fax
(780) 235-8025 Truck
Dave.Hunka@FortisAlberta.com
www.FortisAlberta.com

December 2, 2010

Ms. Kris Holbeck
Chief Administrative Officer
PO Box 1000
Claresholm, AB T0L 0T0

RE: Franchise Agreement Extension

Dear Ms. Holbeck,

Your existing Franchise term is due to be renewed at the end of 2011.

Section 3 of the current agreement requires that FortisAlberta provide written notice to the municipality no less than 12-months prior to the expiry of the initial term and of its intention to extend the current agreement. Attached to this document is the Franchise Agreement Extension that we require your response prior to 6 months before the expiry date of the initial term.

As you may be aware, FortisAlberta, ATCO and the Alberta Urban Municipality Association (AUMA) have been in negotiations and are developing a new Franchise Agreement template. Although progress has been made to date, the new franchise agreement will be subject to more consultation and ultimately approval from the Alberta Utilities Commission (AUC). This process to finalize the new Franchise Agreement could extend beyond the expiry of the initial term of the agreement.

FortisAlberta is committed to the development of the new Franchise Agreement template. We recognizing that the adoption of the new agreement may be advantageous to municipalities, and therefore, we propose that once it is in place, this extension would be replaced, at the choice of the municipality, by the new Franchise Agreement template once approved by the AUC.

Please feel free to contact your Stakeholder Relations Manager or myself at your convenience if you have any questions or concerns. The AUMA supports FortisAlberta and recommends to municipalities to sign this Extension agreement if they have agreements that need to be replaced at the end of 2011.

Sincerely,

A handwritten signature in blue ink that reads "Dave Hunka".

Dave Hunka
Manager, Customer Relations

c.c. Brian Jackowich – Senior Director, Energy Services
John MacGowan -AUMA



INTERIM EXTENSION AGREEMENT

Pursuant to Section 3(a) of the Franchise Agreement (the "Current Agreement") dated January 28, 2002 between FortisAlberta Inc. ("FortisAlberta") and Town of Claresholm (the "Municipality"), FortisAlberta hereby gives written notice to the Municipality of its intention to extend the Current Agreement for a further period of 5 years from the date that the Initial Term (as defined in the Current Agreement) expires, subject to the following conditions:

- 1. FortisAlberta shall continue to negotiate in good faith a new template Franchise Agreement (the "New Agreement") with the Alberta Urban Municipalities Association (the "AUMA") for the purpose of arriving at a New Agreement acceptable to the AUMA and to FortisAlberta, which New Agreement then shall be subject to the approval of the Alberta Utilities Commission (the "AUC").
2. Upon the New Agreement being accepted by both the AUMA and FortisAlberta, and then approved by the AUC to replace the Current Agreement in the FortisAlberta service territory, the parties hereto agree that if the Municipality wishes to replace the Current Agreement with the New Agreement, it may provide notice to FortisAlberta of its wish to have the Current Agreement expire, and thereafter the Current Agreement shall expire on the effective date of the New Agreement.

We ask that you indicate whether the Municipality agrees to the extension of the Current Agreement, subject to the conditions set forth above, by signing below as indicated.

FortisAlberta Inc.

Per: _____

Per: _____

Agreed to by Town of Claresholm this ____ day of _____, 2010.

Per: _____

Per: _____

December 15, 2010

Dear CAO:

RE: FortisAlberta Franchise Agreement Extension

Recently, you should have received a letter from FortisAlberta regarding your existing Electric Franchise term coming due at the end of 2011. FortisAlberta's letter is indeed sent in compliance to Section 3 of the current Franchise Agreement requiring Companies (FortisAlberta) to provide written notice to the municipality no less than 12-months prior to the expiry of the initial term and of its intention to extend the current agreement "up to 5 years". AUMA is supportive of this recommendation while we work through the final processes of obtaining municipal input of the proposed changes and finally having the template approved by the Alberta Utilities Commission (AUC). Please note at the time this extension request only applies to municipalities located within the FortisAlberta service territory.

During this past year, AUMA has been negotiating with FortisAlberta and ATCO Electric to revise the current Electric Franchise Agreement Template. Early in 2011, AUMA is planning to deliver an online survey to obtain input on the proposed amendments to date from your municipality. Upon completion of the survey, a series of information road shows will be scheduled to provide members with a final opportunity for input prior to our seeking AUC approval. As always, members are encouraged to weigh all available options prior to signing any contract. Please watch for AUMA announcements in the near future, while we continue planning the next steps.

For further information on the Electric Franchise Agreement Template, please do not hesitate to contact Brian Jackowich (780-409-4316; bjackowich@auma.ca) or your FortisAlberta Stakeholder Relations Manager if you have any questions or concerns.

Yours truly,



John McGowan
AUMA CEO

cc: Brian Jackowich, AMSC Senior Director, Energy and New Business
Dave Hunka, FortisAlberta, Manager – Customer Relations, Customer Service

CHINOOK EMERGENCY SERVICES LTD.

◆◆◆ Box 307 Claresholm, Alberta T0L 0T0 ◆◆◆

Chris Moore EMT-A
Phone: (403) 625-3219
Cell: (403)625-0178
Fax: (403) 775-4280
chems@telus.net

Jan 12, 2011

Claresholm Mayor and Council;

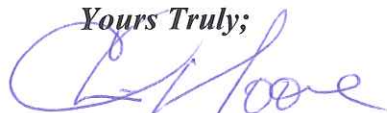
It is with great sadness that I inform your community that after 31 years Chinook Emergency Services Ltd. will cease to supply ambulance service, this will occur on July 14, 2011.

During the past 30 months it has become increasingly difficult to work for Alberta Health Services as their reporting and demands are becoming ever larger. Trusting what they say and do has become difficult.

It has been my honor to work throughout the MD and with all the great people of our area. I would encourage your council to contact the Minister of Health and demand that the service in Claresholm remain as a 2 ambulance service. This is very important as we have gone from 650 calls a year to 1200 calls a year since Alberta Health has taken over funding of Chinook Emergency Services. The fact is there are many hours every week where there are no ambulances in our area and closest back up is High River in the north to Lethbridge in the south. I am also encouraging that this discussion with the Minister should lend support to the dedicated staff we have that live in this area, we are fortunate that most staff members are citizens of the area, unlike the majority of other services where workers come out of the city each morning.

In closing if anyone has any question or concerns please feel free to contact me.

Yours Truly;



Chris Moore
Operations Manager/Owner

Claresholm Curling Club
Box 1976
Claresholm, AB T0L 0T0

February 1, 2011

Town of Claresholm
Box 1000
Claresholm, AB T0L 0T0

Dear Sir:

Enclosed please find a copy of the Commercial General Liability Insurance Policy for the Claresholm Curling Club. We would ask the Town to reimburse the Claresholm Curling Club the \$1,500.00 relating to the General Liability coverages.

Yours truly,



Dale P. Seeman
Treasurer

Town paid \$1500 in
2010
[Signature]

DPS/mrk
Enclosure (1)



Head Office: 1200, 321 - 6th Avenue S.W., Calgary, Alberta T2P 4W7

Business Insurance Policy

Policy Number: 5V0163556

Insurance provided subject to the Declarations, Terms, and Conditions of the policy and its Forms only for the coverages for which specific Forms are attached and for which a specific Limit or Amount of Insurance is shown hereunder.

THE FOLLOWING COVERAGES APPLY TO ALL LOCATIONS UNLESS OTHERWISE SPECIFIED.

GENERAL LIABILITY COVERAGES

FORM#	FORM AND COVERAGE(S)	DEDUCTIBLE	LIMIT OF INSURANCE
LR02	Commercial General Liability		
	Coverage A - Bodily Injury and Property Damage Liability	Each Occurrence Limit	\$ 5,000,000
	Coverage A - Bodily Injury and Property Damage Liability	General Aggregate Limit	\$ 5,000,000
	Coverage A - Products-Completed Operations	Aggregate Limit	\$ 5,000,000
	Coverage A - Property Damage Deductible: Per Occurrence	\$ 1,000	
	Coverage B - Personal Injury and Advertising Injury Liability		\$ 5,000,000
	Coverage C - Medical Payments	Per Person	\$ 10,000
	Coverage D - Tenants' Legal Liability	\$ 1,000	\$ 500,000
L156	Athletic Participants Exclusion		

Form Of Business: Organization

RATING INFORMATION:

Rating Description: Curling Club

Rating Base: Receipts

Rating Units: Per \$1000

Rating Base Amount: \$ 94,206

Adjustable Rate: 16.305

Advance Premium: \$ 1,500

PROFESSIONAL LIABILITY COVERAGES

FORM#	FORM AND COVERAGE(S)	DEDUCTIBLE	LIMIT OF INSURANCE
PR04	Non-Profit Organization Liability Insurance Form (Claims Made)		
	<i>DLC Coverage</i>	Aggregate	\$ 5,000,000
	1.A. Individual and Organization Entity Liability Coverage		\$ 5,000,000
	1.B. Non-Profit Outside Directorship Liability Coverage		\$ 5,000,000
	1.C. Employment Practices Liability Defence Costs Coverage		\$ 250,000
P025	Prior Acts Exclusion		

PROFESSIONAL SERVICES: curling club



Claresholm Child Care Society
Box 271 ~ 221 - 45 Ave. W.
Claresholm, AB
TOL 0T0

January 28, 2011

Claresholm Child Care Society
P.O. Box 271
Claresholm, Alberta TOL 0T0
(403) 625-4543

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

CGL only = \$2817 xx
2010 Town paid \$1260 xx

Dear Mayor and Council:

Re: Public Liability Insurance

The Claresholm Child Care Society and Kidz Zone Out of School Care Program is once again respectfully requesting that the Town of Claresholm pay our General Liability and Contents Insurance which we have through Western Financial. The total amount is \$3,391.00 for the 2011 year. The day care and kidz zone is pleased to provide quality child care for the community, and we certainly appreciate any support that the Town is willing to provide on our behalf. Thank you for your consideration in this matter.

Please feel free to contact the undersigned at your convenience should you have any questions.

Sincerely,

Cheryl Cochlan
Office Administrator ~ Claresholm Child Care Society
(403) 625-4543

Lombard General Insurance Company of Canada

Declaration Page

Agency: Western Financial Group	Agency Number: 6100154
Insured's Name and Address Claresholm Childcare Society Box 271 Claresholm, AB, T0L 0T0	Policy Number : CBC 1918750 05 Policy Effective Date : December 31, 2010 Policy Expiry Date : December 31, 2011 <small>(12:01 a.m. Standard Time at Insured's Mailing Address)</small>
Form of Business: Corporation	
Description of Operations: Child Care Centres licensed for 90 spaces (location #1: 37 spaces, location #2: 53 spaces)	

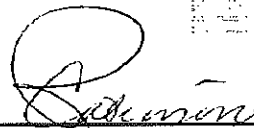
Insurance is provided only for those coverages for which a specific limit/amount of insurance or premium is stated below:

Summary of All Locations	Limit of Liability*	Deductible* (per occurrence)	Annual Premium*
Part I - Property Coinsurance: See Coverage Schedule Building Business Personal Property Boiler & Machinery Chargeable Endorsements	not covered \$130,000 not covered none	not covered \$1,000 not covered none	not covered \$580 not covered N/A
Part II - Business Income Coverage Chargeable Endorsements	not covered none	not covered none	not covered N/A
Part III - Commercial General Liability Each Occurrence General Aggregate Tenants Legal Liability Chargeable Endorsements	\$5,000,000 \$5,000,000 \$500,000 see schedule of coverages	\$1,000 PD \$1,000 see schedule of coverages	\$2,430 Included \$125 \$262
Part IV - Non-Owned Auto Legal Liability for Damage to Hired Automobiles	\$5,000,000 not covered	as per policy not covered	Included not covered
Part V - Umbrella Each Occurrence Aggregate Chargeable Endorsements	not covered none	not covered not covered none	not covered not covered N/A
Part VI - Crime	see schedule of coverages	see schedule of coverages	Included
Part VII - Automobile	not covered	not covered	not covered
Part VIII - Additional Coverages	not covered	not covered	not covered

* For Limits of Liability and Annual Premium applicable to each location, see attached Coverage Schedule.

Premium (Sub Total): \$3,397

Method of Payment : Refer to Billing Invoice



Authorized Signature

Lombard General Insurance Company of Canada
December 30, 2010

MEMORANDUM OF AGREEMENT

MEMORANDUM OF AGREEMENT made this ___ day of _____, A.D. 2011

BETWEEN:

The Municipal District of Willow Creek No. 26, a body corporate, under the Municipal Government Act, R.S.A. 2000, Chapter M-26, the Town of Claresholm, a body corporate, under the Municipal Government Act, R.S.A. 2000, Chapter M-26, hereinafter referred to as "the municipalities";


AND:

Willow Creek Recycling and Bottle Depot Inc. of Claresholm, Alberta and its representative, Shelley O'Neil, hereinafter referred to as Willow Creek Recycling.

WHEREAS the municipalities are desirous of diverting recyclable materials from the Regional Landfill, located within The Municipal District of Willow Creek No. 26;

NOW, THEREFORE, THE PARTIES DO HEREBY ENTER INTO THIS AGREEMENT AS FOLLOWS:

1. The Willow Creek Recycling shall provide for the recycling of the following materials, but not limited to those stated: cardboard, paperboard, newsprint, paper, tin and plastics;
2. That Willow Creek Recycling shall provide documentation showing the tonnage of recycled materials diverted from the Regional Landfill and said documentation shall be forwarded to The Municipal District of Willow Creek No. 26, on a quarterly basis or as the recycled materials are being sold or disposed of;
3. That the municipalities shall pay to Willow Creek Recycling on a quarterly basis, upon receipt of the documentation showing diverted tonnage, a sum of \$157.50 per tonne in 2011, to be cost shared on a 50/50 basis between the municipalities, that amount being \$78.75 per tonne in 2011 per municipality;
4. That The Municipal District of Willow Creek No. 26 shall pay the quarterly sum, in its entirety, to Willow Creek Recycling and shall submit on a quarterly basis, to the Town of Claresholm for reimbursement of 50% of each payment;
5. That this agreement shall be deemed to have been in effect on the 1st day of January, 2011 and expiring on the 31st day of December, 2011;
6. That the municipalities may at all reasonable times by their agents enter and inspect the premises of Willow Creek Recycling including documentation required under this agreement;




7. That this agreement may be terminated by either party, by giving 30 days written notice, with reasons stated for said termination, either party meaning the municipalities jointly or Willow Creek Recycling.

IN WITNESS WHEREOF the parties of the first part have hereunto affixed their corporate seals as attested by its officers duly authorized on their behalf and the party of the second part has hereunto set his hand the day and year first written.

Signed, Sealed and Delivered
in the presence of

**THE MUNICIPAL DISTRICT OF
WILLOW CREEK NO. 26**



REEVE



MUNICIPAL ADMINISTRATOR

TOWN OF CLARESHOLM

MAYOR

TOWN MANAGER

**WILLOW CREEK RECYCLING AND
BOTTLE DEPOT**

Witness to the Signature of Shelley O'Neil,
representative of Willow Creek Recycling
and Bottle Depot Inc.

Shelley O'Neil



TWA

Frame Aviation div. of High River Aviation Services Ltd.

273081 TWP RD #123 Claresholm Airport, PO Box 39, Claresholm, AB T0L 0T0
Bus#: 403-625-3782, Fax#: 403-625-3706 Email: frameaviation@hotmail.com

Open Letter and Report to Claresholm Town Council

Ladies and Gentlemen:

It was recently brought to our attention here at Frame Aviation that, although it is common knowledge that the Claresholm Airport is under utilized, the town council and some senior staff members of the Town of Claresholm are of the belief that the airport is being used "dramatically less" than it actually is. This is apparently due to the town "only" using the aircraft registration sheets located in the terminal building. These sheets showed only 28 movements (landings and take offs) for the entire year of 2010. And, we understand, it is for this reason the town feels that applying for any infrastructure type grants for the airport (from the province) would be a waste of time.

As both residents and business operators at the airport, we would like to state that this number of movements would only represent 5% "or less" of the actual number of landings and take offs annually. We have compiled the following report for council's consideration.

1) Visitors/Customers coming to Frame Aviation

When Frame Aviation relocated to Claresholm in 2001, we observed that very few visitors parked at or went into the terminal and "none" of Frame Aviation's customers went there. Because of this, we borrowed a blank registration sheet, photocopied it and have been keeping records of our visitors ever since. We have been turning these sheets into the town office on average every 6 months. Why these "visits" aren't included in the total we're not sure (lost in the files?). We did not keep copies for ourselves but have attached the remaining sheets that we have for 2010. They begin June 5, 2010 and end December 21, 2010. On these sheets are 47 "movements" (none of which overlap the terminal entries). Considering that March through May can be our busiest months (those sheets should be in the town office) we extrapolated that Frame Aviation could have had 30 to 40 more visits in 2010 (for a total of 75-85 visits). Considering that 2010 was a slower than normal year and that in the future more aircraft will be stopping for fuel, we expect to typically see 100 "plus" visits in 2011.

2) Aircraft that park in public parking or at Frame Aviation and don't register.

Compared to the aircraft that register at the terminal or Frame Aviation, an estimated additional 30-35% "don't register". This is mainly due to Frame Aviation only being open regular business hours. Frame Aviation is closed at times when recreational pilots and student pilots do most of their flying, particularly during summer months. The aircraft arrive, park in the public parking or on Frame Aviation's ramp, and are picked up by taxi or friends and relative. They stay as little as a couple of hours or up to 2 weeks. During arrival and departure they do not go into the terminal or come to Frame Aviation.

3) Aircraft that park east of the old town hangar site.

Numerous aircraft utilize the area just east of the old town hangar site to park (which is 1/4 mile from the terminal). In particular, large aircraft that need maneuvering room (twin engine piston and turbo prop., aerial applicators, government aircraft, etc.). These aircraft could add as little as 50-60% and up to 200% to the number of annual "movements".

Examples:

- VJV Auctions from Ponoka (who own the Stavely Auction) have aircraft that they use to fly in staff and customers. They use the airport 8-12 times a year.
- Medivac aircraft also park at this location. Although Stars uses the helipad at the hospital, twin turboprops are also used. They visit the airport up to 6 times per year.
- Alberta Government turbo props park here up to 6 times per year.
- Aerial applicators from Lethbridge, Taber, Mossleigh, and Stavely use this location to park aircraft and mix units. On slow years, they would typically have 50-60 movements and on busy years (insect infestation) up to 300 movements.

4) Flying Schools that use the airport

Flying schools from Lethbridge, High River, and Okotoks use Claresholm as an “overflow” airport (for times when their home airport is too busy) plus flying schools from Sringsbank, Calgary, Bassano and Medicine Hat use the airport for cross country training in navigation. Rarely do these aircraft “stop”, but instead they do a “Touch and Go”. We would estimate that these schools may be doing up to 150 “Touch and Go’s” per year.

5) Aircraft based at the Claresholm Airport.

There are (9) aircraft and (2) gliders based at Claresholm that “never” register their flights as they are not required to (being home base). These aircraft collectively account for no less than 150 movements and up to 250 movements per year (based on log entries).

Summary:

As you can see, the Claresholm Airport typical has no less than 300 movements per year and potentially could have up to 500 or 600 movements per year. We realize these numbers are based on observation and estimates but we have (2) suggestions on how to prove these number.

- 1) A car counter across the centre of the runway as High River Airport did several years ago. This is not 100% accurate as aircraft coming and going would trip the counter twice, touch and go aircraft would only trip it once and some short field aircraft that only need half the runway may not trip it at all. But, it would still be a “good” baseline.
- 2) Write letters to the individuals, schools, or companies that we know frequent the airport and ask them how much they use the airport annually. This, of course would not include the “one time” or occasional visitors.

In closing, it is our feeling that the airport is stuck in a “loop” situation. We need upgrades and maintenance to be done to attract more “permanently based” aircraft but, we need more activity on the airport for the government to justify infrastructure grants. An example would be, if lots were available (even un-serviced), we could conceivably “double” or “triple” the number of hangars and aircraft on this airport in an 18 months to 3 year timeline, but, without lots and with rundown runways and taxiways, it will never happen.

Thank you,


Murray Frame, Director of Maintenance/President
Frame Aviation/High River Aviation Services Ltd

AIRPORT REGISTER

DAILY AIR TRAFFIC RECORD

Sheet No. _____

DATE	TYPE OF AIRCRAFT	REG.	OWNER	HOME ADDRESS	ARRIVED FROM	TIME IN	PILOT	DEPARTED FOR	DATE	TIME OUT	OFFICE USE ONLY
JUN 5	M20E	C-FUNU	K. STOSKY	ATHABASCA	ATHABASCA	9:25	K. STOSKY	CAMP ROSE	AUG. ?	?	1
" 8	PA28-140	KCCN	C. FLEWELD	OKOTOKS.	FX2	10:20	C. FLEWELD	FX2	JUN 8	11:40	2
" 22	PA30	U.S.?	?	BAKER'S FIELD, CA.	WITAKWIN	17:30	OWNER.	GTF	JUN 23	9:30	3
" "	PA34-950	NT836P	TOM, PETERSEN	BELLEVILLE, WA.	WITAKWIN	17:30	T. PETERSEN	BELLEVILLE	" "	12:40	4
" 23	C170A	X22	A. BYL	OKOTOKS	FX2	11:25	A. BYL	FX2	JUN 23	11:55	5
26	C172	G-GRCU	CALCART FLYING CLUB	SPRINGBANK	SYBW	10:10	R. COATS	CYBW	JUNE 26	10:30	6
26	EAGLE	C-GMBD	PAT SPENCER	CALCART	CYBW	11:45	PAT SPENCER	CYBW	JUN 26	?	7
July 9/10	8GCBC	C-FEAC	MINTON AIR	HANNA, AB.	PIPELINE PATROL	17:50	I. THORISSON	PIPELINE PATROL	July 15/10	14:25	8
" 15/10	C172	C-GGTO	MURRAY HURT	CROSSFIELD	CROSSFL'D.	11:20	M. HURT	RED DEER	" "	11:40	9
" 25/10	STINSON 108	CF-ABC	DAVIATION	WILLIAMS LAKE	SPARWOOD	17:45	D. CHAPIN	INVERMERE	July 26/10	9:45	10
" 26/10	PA34-900T	C-FASL	SEASNY HOLDINGS	HIGH RIVER	ENY	08:15	I. THORISSON	ENY	July 26/10	18:15	11
" 29/10	C185F	C-GYSU	S. CHRISTIANSEN	OKOTOKS - PRIVATE	HANNA	07:35	S. CHRISTIANSEN	HANNA	July 29/10	11:15	12
" 30	M20E	C-FQOE	WADE ?	OKOTOKS	FX2	9:30	WADE ?	FX2	July 30/10	10:15	13
AUG 4/10	PARMANY	C-FSPQ	BLAINE MOORE	RED DEER	ASS	13:00	MOORE	RED DEER	AUG 4/10	13:30	14
" 3/10	M20E	G02P	N. BOIVIN	CAYLEY No. 5.	AJ7	11:35	?	AIRDRIE, AB.	Aug 3/10	19:30	15
" "	112B	FYGO	N. KITTLESSEN	LEINBRIDGE	YAL	18:15	N. KITTLESSEN	YAL	AUG 3/10	18:20	16
" 4/10	8GCBC	FEAC	MINTON AIR.	HANNA	HANNA	11:00?	I. THORISSON	HANNA	AUG 6/10	14:10	17
" 7/10	415C	GRTM	RUSSIG KOCH	MEDICINE NAT	YXH	8:50	R. KOCH	YXH.	AUG 7/10	10:55	18

5

AIRPORT REGISTER

DAILY AIR TRAFFIC RECORD

Sheet No. _____

~~Aug~~ AUG/2010

DATE	TYPE OF AIRCRAFT	REG.	OWNER	HOME ADDRESS	ARRIVED FROM	TIME IN	PILOT	DEPARTED FOR	DATE	TIME OUT	OFFICE USE ONLY
AUG 14/10	A185F	C-GYJU	S. CHRISTIANSEN	OKOTOKS/ACREAGE	HATTE	9:30	S. LAMSK	HATTE	Aug 14/10	13:30	1
" 17/10	M20F	C-GLJA	J. SATASKA ETAL	SPRINGBANK	YBLW	14:00	J. SATASKA	YBLW	Aug 17/10	16:30	2
" 19/10	172L	CF-QTO	M. HURT	CROSSFIELD FARM	CROSS.	8:10	M. HURT	CROSS	Aug 19/10	19:00	3
Aug 23/10	172M	GEBR	D. OETTERS	ASHLEIGH FARM	FARM	11:40	D. OETTERS	FARM	Aug 23/10	12:35	4
" 24	M20E	FODE	W. BONELTZ	OKOTOKS	OKO	12:30	W. BONELTZ	OKO	" 24	16:30	5
" 25	445CX	FDMT	R. KOCH	MEDICINE HAT	YXH	8:50	R. KOCH	YXH	Aug 25/10	17:50	6
Sept. 2	C-185	G-IOZ	R. Umscheid	Beiseker	YEG	9:00	R. Umscheid	Villeneuve	Sept 2	12:00	7
" 2	PA28-140	FBUS	K. SIDSKY	CARROSE	CARROSE	16:10	K. SIDSKY	CARROSE	" 2	16:25	8
SEP 7	Piper 235	CFYMN	Maclean-Zach	Medicine Hat	Med. Hat	?	D. Maclean	Med. Hat	SEP 7	?	9
SEP. 11/10	8GCBC	FEAC	HINTON AIR	HANNA	HANNA	?	I. MORRISON	PIPELINE	" 23/10	15:30	10
" 23/10	"	"	"	"	"	12:35	"	"	" 23/10	14:30	11
SEP. 30/10	AA5A	WBW	J. PAISLEY	SPRINGBANK	YBLW	14:20	J. PAISLEY	YBLW	SEP. 30/10	15:15	12
OCT. 2/10	PA28-140	DZB	D. WHITE	HIGH RIVER	EN4	15:40	D. WHITE	EN4	OCT. 2/10	16:00	13
" 8/10	"	CCN	C. FLEVELO	OKOTOKS	FX2	14:50	C. FLEVELO	FX2	OCT. 8/10	15:40	14
" 16/10	C150	TRV	P. BENTLEY	HIGH RIVER	EN4	16:00	P. BENTLEY	EN4	OCT. 16/10	16:15	15
" 17	AA5A	GFFU	S. POLLOCK	CARDSTON	CARD.	15:00	S. POLLOCK	CARD.	"	15:45	16
" 17	C172	QNN	C. LOGIE	CAYLEY	YQL	15:45	C. LOGIE	YQL	"	16:45	17
" 17	AA5A	GFFU	S. POLLOCK	CARDSTON	CARD.	15:35	S. POLLOCK	CARD.	OCT. 17/10	16:10	18
" 18	8GCBC	FEAC	HINTON AIR	HANNA	HAN	9:45	I. MORRISON	PIPELINE PATROL	OCT. 18/10	16:20	

Oct.
2010.

AIRPORT REGISTER
DAILY AIR TRAFFIC RECORD

Sheet No. _____

DATE	TYPE OF AIRCRAFT	REG.	OWNER	HOME ADDRESS	ARRIVED FROM	TIME IN	PILOT	DEPARTED FOR	DATE	TIME OUT	OFFICE USE ONLY
Oct. 20/10	170A	GX22	A. BYL	OKOTOKS	FX2	10:15	A. BYL	FX2	Oct. 27/10	12:30	1
" 24/10	AAS	GFEV	S. POLLOCK	CARSTON	EAG	12:45	S. POLLOCK	CARSTON	" 31/10	10:20	2
Nov 3/10	172M	GCKC	R. NEUNHART	OKOTOKS	FX2	10:25	C. LOGIE	FX2	Nov. 13/10	10:45	3
" 6/10	PA38-140	FCCN	C. FLEWELD	OKOTOKS	FX2	12:35	C. FLEWELD				4
" 8/10	860BC	FEC	MINTON AIR	HANNA AB.	HANNA	10:30	T. DELRISON	PIPELINE PATROL	Nov. 9/10	15:50	5
Dec. 3/10	C185F	GYSU	S. CHRISTIANSEN	OKOTOKS ACRAGE	ACRAGE	9:10	S. CHRIST.	ACRAGE	DEC. 3/10	14:30	6
Dec 13/10	111M	EN2D	L. MASHOWSKI	OKOTOKS	EN4	12:30	L. MASH.	EN4	"	13:00	7
" 13/10	860BC	FEC	MINTON AIR	HANNA	HANNA	11:40	I. JOHANSON	PIPELINE PATROL @ TILLY	DEC 14/10	10:50	8
" 16/10	MD500D	GLHU	MUSTANG HELI.	BLACKENDES AB.	SEBASTIAN FORT HILLS	16:45	PIERRE?	SEBASTIAN WEST	" 17/10	8:15	9
" 17/10	MD500D	"	"	"	"	16:30	"	"	" 18/10	8:00	10
" 21/10	R44 II	FICW	ALAN JONES	BROOKS, AB.	STAVLEY	13:15	A. JONES	BROOKS	" 21/10	13:35	11
END OF											12
2010											13
											14
											15
											16
											17
											18

Claresholm Community Center - Income Statement - 2010

Period Starting:	Jan-09	Feb-09	Mar-09	Apr-09	May-09	Jun-09	Jul-09	Aug-09	Sep-09	Oct-09	Nov-09	Dec-09	Totals
Income													
Main Hall	-	2,604.00	663.04	474.00	893.00	372.00	1,858.00	1,676.00	1,118.52	819.00	1,497.00	1,492.00	13,466.56
Lodge Room	393.00	292.00	336.00	168.00	876.00	-	536.00	438.00	484.00	-	1,102.00	613.00	5,238.00
Meeting Room	139.00	150.00	312.00	-	73.00	-	1,924.00	-	-	-	-	-	2,598.00
Kitchen	68.00	336.00	68.00	-	71.00	142.00	213.00	205.50	205.50	71.00	-	231.00	1,611.00
Pop	237.50	-	65.00	-	104.00	-	-	-	78.00	338.00	-	-	822.50
Gun Range	1,210.63	-	-	-	-	-	-	-	-	-	-	-	1,210.63
Donations	-	-	300.00	250.00	-	200.00	-	-	-	-	-	-	750.00
Rental Deposits Received	-	-	969.60	250.00	250.00	-	-	-	200.00	300.00	800.00	400.00	3,169.60
Miscellaneous	-	-	-	-	1,554.98	7.22	7.20	6.21	499.31	957.00	0.66	0.56	3,033.14
GST Received	127.35	147.60	72.20	32.10	100.85	25.70	225.75	115.70	65.98	61.40	79.95	177.33	1,231.91
Other	9.99	10,008.98	-	-	10,000.00	-	-	-	-	-	-	-	20,018.97
Total Income	2,185.47	13,538.58	2,785.84	1,174.10	13,922.83	746.92	4,763.95	2,441.41	2,651.31	2,546.40	3,479.61	2,913.89	53,150.31
Less Cost of Income													
Pop	-	1,064.25	-	-	-	-	314.48	540.60	652.20	-	407.90	-	2,979.43
Rental Deposits Redeemed	-	300.00	260.00	-	-	-	300.00	300.00	-	250.00	-	-	1,410.00
GST Paid	148.60	63.76	163.90	695.41	81.91	227.12	340.11	161.45	203.40	161.35	121.97	129.48	2,498.46
Total Cost of Goods Sold	148.60	1,428.01	423.90	695.41	81.91	227.12	954.59	1,002.05	855.60	411.35	529.87	129.48	6,887.89
Gross Profit	2,036.87	12,110.57	2,361.94	478.69	13,840.92	519.80	3,809.36	1,439.36	1,795.71	2,135.05	2,949.74	2,784.41	46,262.42
Operating Expenses													
Hall Supplies	416.24	-	-	1,408.99	41.90	226.96	107.43	-	1,052.75	382.83	180.17	157.53	3,974.80
Office Supplies	-	-	-	-	-	9.99	-	-	28.00	17.10	66.85	-	121.94
Legal/Accounting	-	-	-	-	-	-	1,150.00	-	-	-	-	-	1,150.00
Repairs and maintenance	477.43	-	-	8,287.61	-	2,315.00	-	621.51	510.00	150.00	270.00	-	12,631.55
Caretaker/Bookings	2,812.50	2,790.00	2,745.00	2,655.00	2,820.00	1,050.00	2,737.50	2,655.00	2,865.00	2,782.50	3,022.50	3,266.71	32,201.71
Gas	1,306.45	-	2,334.48	1,580.23	1,042.43	141.83	423.69	241.74	136.75	435.64	800.49	1,316.70	9,476.77
Power	608.90	-	781.60	2,316.91	399.44	461.42	861.07	1,066.03	755.51	1,509.64	980.95	917.89	10,659.36
Telephone	166.48	170.49	166.37	332.53	169.52	152.59	161.10	163.54	163.02	163.62	-	160.80	1,970.06
Miscellaneous	-	45.00	-	94.50	-	1,506.69	3,673.65	1,618.58	1,297.21	568.93	-	120.00	8,924.56
Total Operating Expenses	5,788.00	3,005.49	6,027.45	16,675.77	4,473.29	5,580.82	9,114.44	6,366.40	6,808.24	6,010.26	5,320.96	5,939.63	81,110.75
Net Income or Loss	- 3,751.13	9,105.08	- 3,665.51	-16,197.08	9,367.63	-5,061.02	- 5,305.08	- 4,927.04	- 5,012.53	- 3,875.21	- 2,371.22	- 3,155.22	- 34,848.33

Don't Balance 14,178.97
 + Lions 10,000
 24,178.97

Furnace
 Floor redone Budgeted amount
 Casino May 4/5, 2010
 End of Aug ~ +35K.

Lions Bar + 10,000
 Monthly Billing + 6,000
 + 16,000
 32,000 (39,421.87)

Claresholm Public Library
PROPOSED BUDGET FOR 2011

REVENUES		
PARTICULARS	2010 ACTUAL	2011 PROPOSED
Book Sales	\$1,258.45	1,200.00
Donations	346.63	350.00
Fund Raising		
Transfer from Friends	395.59	12,000.00
Money from Reserves	25,000.00	15,557.00
Investment Interest	3,684.23	1,000.00
Memberships & Fines:		
Residents	8,559.00	8,600.00
Fines	2,927.15	2,900.00
Sub-total	11,486.15	11,500.00
M.D. of Willow Creek/Ranchlands	8,040.00	8,285.00
Other Grants	2,928.57	16,000.00
Other Service Revenues:		
Coffee	442.00	400.00
Equipment Rental	195.00	175.00
Fax	412.75	400.00
Miscellaneous	156.25	150.00
Photocopies	291.35	300.00
Printer Copies	1,003.75	1,050.00
Sub-total	2,501.10	2,475.00
Programs		
Province of Alberta (Claresholm) <i>Chinook Arch</i>	19,980.00	19,980.00
Province of Alberta (M.D. WC & Ranchlands)	7,257.18	7,257.00
Room Rental	4,345.00	4,300.00
Town of Claresholm	106,000.00	109,180.00
TOTAL	\$193,222.90	\$209,084.00
DISBURSEMENTS		
PARTICULARS	ACTUAL	
Administration:		
Accounting/Legal/Bank		\$50
Advertisizing/Promotions	\$1,396.47	\$1,000
Equipment Rental	2,725.45	3,000
Library Supplies	4,241.30	3,500
Memberships (Associations)	170.00	200
Postage	116.78	125
Program Expenses	1,359.40	1,700
Volunteers	1,211.42	1,250
Fund Raising Expenses		
Stationary, printing, copier supplies	2,266.65	2,500
Travel & Hospitality	257.83	500
Sub-total	13,745.30	13,825
Board	3,144.61	3,200
Building Maintenance/Recycling	237.00	500
Capital Items	8,626.88	13,950
Committed Capital Expenditures		
Employees:		
Salaries & Benefits	131,151.44	140,000
Staff/Education/Training	2,397.95	2,700
Sub-total	133,549.39	142,700.00
Materials:		
Audio/Visual	2,707.34	3,000
Bindery	140.38	500
Books	14,676.28	15,000
Toys	49.85	500
Periodical Subscriptions	2,691.00	2,700
Sub-total	20,264.85	21,700
Transfer Payments:		
Chinook Arch	13,209.00	13,209
TOTAL	\$192,777.03	\$209,084.00
Profit/(Loss)	\$445.87	\$0.00

*Approved
Jan 24/11*

Claresholm Public Library

Comparative Income Statement

	Budget 01/01/2011 to 12/31/2011	Actual 01/01/2010 to 12/31/2010	Difference
REVENUE			
Revenue			
Book Sales	1,700.00	1,258.45	441.55
Membership Fees	8,900.00	8,559.00	341.00
Donations	200.00	346.63	-146.63
Friends of the Library-Donations	15,000.00	395.59	14,604.41
Fundraising	2,000.00	0.00	2,000.00
Other Grants	5,000.00	2,928.57	2,071.43
Reserves	28,075.00	0.00	28,075.00
Fines	3,000.00	2,927.15	72.85
GST Refund	0.00	1,782.88	-1,782.88
M.D of Willow Creek Ranchlands	15,405.00	15,297.18	107.82
Province of Alberta	19,980.00	19,980.00	0.00
Town of Claresholm	106,000.00	106,000.00	0.00
Net Sales	205,260.00	159,475.45	45,784.55
Other Revenue			
Interest Revenue	2,000.00	3,684.23	-1,684.23
Coffee	700.00	442.00	258.00
Equipment Rental	300.00	195.00	105.00
Fax	250.00	412.75	-162.75
PC Copies	1,000.00	1,003.75	-3.75
Photocopier	400.00	291.35	108.65
Room Rental	3,200.00	4,345.00	-1,145.00
Miscellaneous	100.00	156.25	-56.25
Total Other Revenue	7,950.00	10,530.33	-2,580.33
TOTAL REVENUE	213,210.00	170,005.78	43,204.22
EXPENSE			
Administration			
Friends of Library Purchases	0.00	60.00	-60.00
Equipment Rental & Maintenance	2,200.00	2,725.45	-525.45
Legal Fees, Bank charges	50.00	0.00	50.00
Library Supplies	2,500.00	4,241.30	-1,741.30
Association Fees	250.00	170.00	80.00
Postage	150.00	116.78	33.22
Fund Raising	3,000.00	0.00	3,000.00
Programs	3,000.00	1,359.40	1,640.60
Volunteers	1,200.00	1,211.42	-11.42
Stationary, printing, & copier supp	1,500.00	2,266.65	-766.65
Travel & Hospitality	700.00	257.83	442.17
Total Administration	14,550.00	12,408.83	2,141.17
Board			
Board Insurance	750.00	714.29	35.71
Course & Conference	2,000.00	2,296.80	-296.80
Board Other	300.00	133.52	166.48
Total Board	3,050.00	3,144.61	-94.61
Staff			
Course & Conference Fees	2,500.00	1,889.05	610.95
Salaries	122,000.00	123,297.39	-1,297.39
Staff other	0.00	508.90	-508.90
Total Staff	124,500.00	125,695.34	-1,195.34
Transfer Payments			
Chinook Arch Regional Library S...	13,220.00	13,209.00	11.00
Total Transfer Payments	13,220.00	13,209.00	11.00
Operating Expenses			
Audio-Visual	3,000.00	2,707.34	292.66
Bindery	950.00	140.38	809.62
Books	15,000.00	14,686.28	313.72
Digital & Electronic Resources	500.00	307.59	192.41
Periodical Subscriptions	2,500.00	3,258.04	-758.04
Toys	0.00	9.86	-9.86
Accounting	50.00	0.00	50.00
Advertising & Promotions	1,500.00	1,396.47	103.53
Capital Purchases for Toy Library	5,000.00	39.99	4,960.01
General Capital Purchases	20,000.00	8,626.88	11,373.12
EI Expense	2,700.00	2,691.00	9.00
CPP Expense	4,700.00	4,680.90	19.10
WCB Expense	350.00	482.15	-132.15
Miscellaneous	0.00	0.03	-0.03
Repair & Maintenance	1,550.00	72.00	1,478.00
Recycling	90.00	165.00	-75.00
Golden Eagle Program	0.00	51.05	-51.05
History Book	0.00	-458.00	458.00
Total General & Admin. Expen...	57,890.00	38,856.96	19,033.04
TOTAL EXPENSE	213,210.00	193,314.74	19,895.26
NET INCOME	0.00	-23,308.96	23,308.96

January 25, 2011

Introduction Letter to Claresholm Mayor and Council

Mayor – David Moore email – david.moore@townofclaresholm.com
Council email – clares@telusplanet.net

My name is John Koop of Sparwood, British Columbia, being involved in the housing market in Sparwood and have engineers from Lethbridge, Alberta – Martin Geomatics – being Ed and Ray Martin as my engineers and consultants.

The name of my Company is Elk Valley Investments Ltd. being registered as a BC Corporation.

I am interested in a parcel of land in the Northeast corner of your town along Division Avenue and 5th Street East and Patterson Heights Boulevard and East of Porcupine Hills Road, as well Pine Ridge Crescent to the south of Patterson Heights Boulevard. (Copy enclosed)

I would like to correspond with council upon the acceptance and willingness of council to engage on the said property, working towards a development agreement and an arrangement to purchase the said lands.

Please add this letter to your agenda for the February 14, 2011 council meeting.

I am requesting a response from council as to the availability of the land to me.

Thank you in advance.

P.S.

*Please confirm
this agenda
for council meeting
Feb 14, 2011.*

Yours truly,

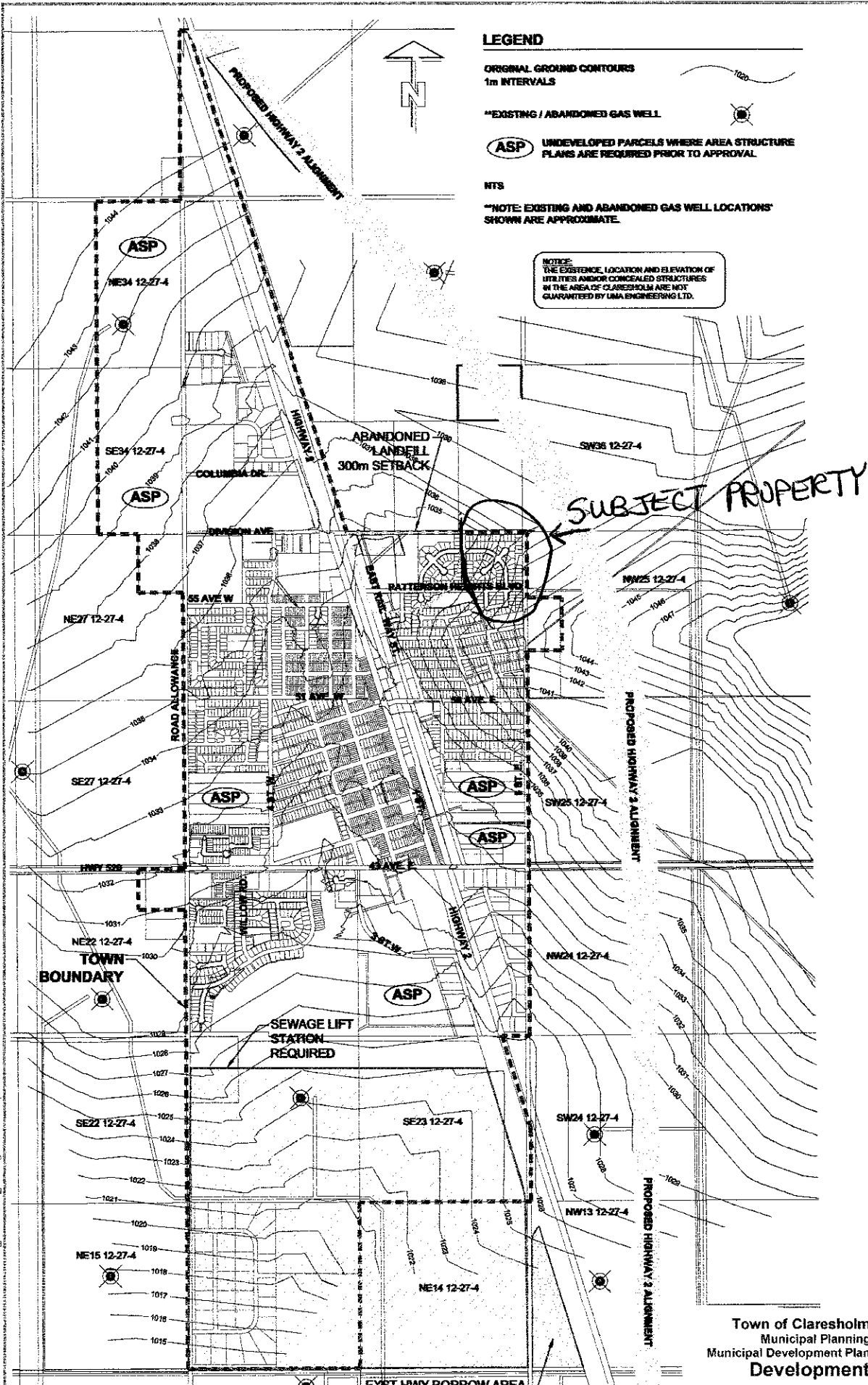


President of Elk Valley Investments Ltd.
John Koop
Box 383
Sparwood, B.C. V0B 2G0
Phone: 250-425-4424
Fax 250-425-4452
Cell 250-433-6987
Email biglor@shaw.ca

B SIZE 11" x 17" (279.4mm x 431.8mm)

PLOT: 718/2007 11:29:40 AM

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LEGEND

ORIGINAL GROUND CONTOURS
1m INTERVALS

*EXISTING / ABANDONED GAS WELL

(ASP) UNDEVELOPED PARCELS WHERE AREA STRUCTURE PLANS ARE REQUIRED PRIOR TO APPROVAL

NTS

*NOTE: EXISTING AND ABANDONED GAS WELL LOCATIONS SHOWN ARE APPROXIMATE.

NOTICE:
THE EXISTENCE, LOCATION AND ELEVATION OF UTILITIES AND/OR CONCEALED STRUCTURES IN THE AREA OF CLARESHOLM ARE NOT GUARANTEED BY UMA ENGINEERING LTD.

Subject: Productivity and Competitiveness Conference
From: "Mary Swanek" <Mary.Swanek@gov.ab.ca>
Date: Wed, 2 Feb 2011 15:25:24 -0700
CC: "Elvira Smid" <Elvira.Smid@gov.ab.ca>

Attention: SouthGrow Member Communities, CAOs, EDOs and Member Designates:

Please Mark Your Calendar !

SouthGrow Regional Initiative would like to announce the Alberta Productivity and Competitiveness Conference which will take place in Lethbridge on March 3, 2011 from 8:00 a.m. to 4:00 p.m. at the Lethbridge Lodge Hotel & Conference Centre. This one-day conference will bring Alberta's productivity leaders together to share their knowledge and stories about productivity improvement in their companies. Please circulate to all council members, and industry leaders in your municipalities. **Online registration will open Friday, February 4, 2011.**

The conference features two keynote speakers:

One of Canada's foremost futurists, Mr. Jim Bottomley, will be the morning keynote speaker. The big picture of leadership and management and the connection with productivity improvement will be set by our keynote presenter in this entertaining session.

Best Selling Author, David Irvine, is the keynote luncheon speaker. The only thing for certain in today's business world is that change is happening faster than ever and is affecting everyone. Learn how to manage this change and use it to drive your organization's long-term success.

The day also features concurrent session streams. Productivity improvement is happening in SouthGrow's own backyard. In the afternoon's concurrent sessions, you will hear from some of the region's most productive companies about how they are improving productivity in the areas of innovation, leadership and management, and operations.

Please contact the SouthGrow office at 403-381-5414 if you have any questions.

Thanks Everyone!

<<APCC_Save_the_Date.pdf>>

Mary J. Swanek

Client Service Representative

Alberta Finance and Enterprise

Administrator, SouthGrow Regional Initiative

Lethbridge, Alberta

Ph: (403) 381-5414

Alberta PRODUCTIVITY & COMPETITIVENESS Conference

Bring 2 or more from
your company, get \$20
off per person!

Presented by

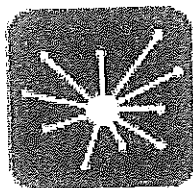
Productivity
ALBERTA
Collaboration Innovation Transformation

 **SouthGrow**
Regional Initiative

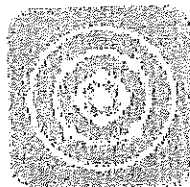
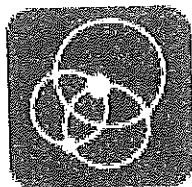
Regional Conference Partner

MARCH 3, 2011
8.00am to 4.00pm
Lethbridge Lodge Hotel
& Convention Centre

CONFERENCE STREAMS



PRODUCTIVITY • OPERATIONS • LEADERSHIP
INNOVATION



MANAGEMENT

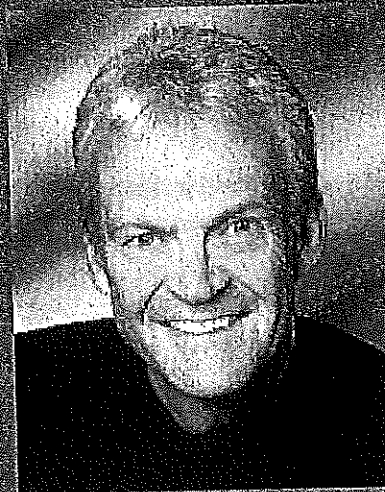
Hear from local and Alberta companies
already finding success through
productivity improvement.

Go to productivityalberta.ca/conference for
more details and to register.

KEYNOTE SPEAKERS



Jim Bottomley
Entrepreneur, Futurist, Innovator



David Irvine
Author, Mentor, Leader

TO: SouthGrow Management Board
FROM: Productivity Alberta
RE: Alberta Productivity & Competitiveness Conference (APCC)

Thank you for your ongoing support of Productivity Alberta and your support of the Alberta Productivity & Competitiveness Conference (APCC).

We are grateful for your partnership, and as our planning efforts ramp up, would like to provide you with a summary of roles and a brief progress report.

Role of SouthGrow:

- Assist with the marketing of the conference to SouthGrow's member communities, and regional and business networks
- By way of sporting an identifying ribbon on your conference nametag (both to be provided at the event), perform the role of a SouthGrow Ambassador for the attendees at the Conference
- Provide registration support [i.e. Mary Swaneck*] to assist with 'day of' registration duties
- If available, attend the APCC Speakers' Dinner on Wednesday, March 2, from 6:00 to 8:00 pm (Lethbridge Lodge)

* for consistency, Mary Swaneck will remain the SouthGrow Board's point of contact for the duration of the planning and delivery phases of the event.

Role of Productivity Alberta:

- Manage conference logistics including:
 - the venue, including requirements such as food and beverage
 - all necessary event suppliers [audio/video, signage, photography, etc]
- Provide speaker management:
 - Confirm expectation of their presentations
 - Confirm their requirements [accommodation, audio/video, etc]
 - Liaise with speakers regarding logistics, as required
 - Collect their bios, session titles and descriptions
 - Speaker dinner, night prior
- Manage province-wide marketing and awareness [not including local SouthGrow marketing efforts]
- Provide registration and financial management
- Provide on-site event management
- Share conference evaluation summary with SouthGrow

EVENT FACTS

Dates	Thursday, March 3, 2011
Event Name	Alberta Productivity & Competitiveness Conference
Themes	Productivity Innovation – Operations – Leadership Management
Presenting Organizations	<ul style="list-style-type: none"> • Productivity Alberta (provincial) • SouthGrow Regional Initiative (regional conference partner)
Target Audience	Managers, Supervisors, Plant Superintendents, Academics, Students, Entrepreneurs
Expected Numbers	120 registered delegates plus approximately 20 'others' [Others = speakers, planning team and possibly Southgrow Management Board]
Fee to Participate	\$119 per person \$99 if two or more people register from the same company/organization
Speaker Dinner	Wednesday, March 2, 2011 Botanica Restaurant – Main Level, Lethbridge Lodge 6:30 to 8:30 pm 20 to 30 expected to attend
Conference Materials	PA tote bags containing: <ul style="list-style-type: none"> - SouthGrow pads and pens for delegates - SouthGrow productivity publication - Agenda with session descriptions / spkr bios - Event evaluation - Hard copy of presentations
On-Site Conference Roles	<ul style="list-style-type: none"> - SouthGrow Ambassadors – SouthGrow Management Board - Emcee – John Carstairs - Logistics Lead – Jeff Baker, Chris Buerger - Registration Lead – Tracy Dalzell-Heise - Speaker Hosts – Lori Schmidt, Jeff Baker, Elvira Smid - Registration Support & SouthGrow Liaison – Mary Swanek - Moderators – Productivity Alberta

CONFERENCE AGENDA – updated February 7, 2011

Time	Activity
8:00 am	Registration Breakfast
8:30 am – 9:00 am	Welcome: - John Carstairs [emcee] Greetings: - GoA representative – Justin Riemer - SouthGrow representative – Sandra Nelson - PA representative – Lori Schmidt
9:00 am – 10:15 am	Keynote & Q&A The Age of Innovation: Improving the Organization - Jim Bottomley
10:15 am – 10:30 am	BREAK.
10:30 am – 11:30 am [15 minutes each plus 15 minutes Q&A, at end]	Panel presentation: - Big Brothers & Big Sisters – Kim Collister - Kitchen Partners – Jeff Clark - Werklund Enterprises – Andy Mackintosh Moderated by John Carstairs
11:45 am – 1:15 pm [60 minutes including Q&A]	LUNCH Keynote & Q&A The High Performance Company: Get Maximum Productivity Through The Power Of An Aligned Culture - David Irvine
1:30 pm – 2:15 pm [30 min plus 15 for Q&A]	Break out sessions: - Similar Challenges, Different Approaches, Great Results o Lucerne – Brent Bosley - Similar Challenges, Different Approaches, Great Results o Kodiak – Jeff Heggie
2:15 pm – 2:35 pm	BREAK
2:35 pm – 3:20 pm [30 min plus 15 for Q&A]	Break out sessions repeated: - Rising Above the Challenges of Difficult Times

	<ul style="list-style-type: none"> o Ring - Bill Halley - <u>Title TBC</u> <ul style="list-style-type: none"> o Flexahopper - Bill Spenceley
3:30 pm - 4:00 pm 5 minutes each plus 15 minutes for Q&A at end	Closing Remarks: <ul style="list-style-type: none"> - Jim Bottomley - David Irvine - Lori Schmidt Moderated by John Carstairs
4:00 pm	Conference concludes

If you have any questions about the Conference or SouthGrow's role, please direct enquiries to Elvira Smid at Alberta Finance and Enterprise's office in Lethbridge.

All of us at Productivity Alberta look forward to working with everyone at SouthGrow to produce a wildly successful Conference.

Best regards,



Jeff Baker
 Manager, Education and Awareness

**PROPOSED MEMORANDUM OF UNDERSTANDING BETWEEN
ALBERTA FINANCE AND ENTERPRISE AND THE REGIONAL ECONOMIC DEVELOPMENT
ALLIANCES (REDAs)**

SouthCrow

SYNOPSIS OF KEY CHANGES

ELEMENT	"Next Level" 2010 MOU	NEW 2011 MOU
Purpose	Coordinated and enhanced delivery of regional economic development services	<ul style="list-style-type: none"> • Principles of cooperation, coordination and collaboration to support regional economic development will continue
Term	5 Years	<ul style="list-style-type: none"> • 3 Years
Financial Support	<p>AFE commits to provide annual core operating funding to each REDA according to the following formula:</p> <ul style="list-style-type: none"> - \$60,000 based on 3:1 matching formula (\$20,000 in REDA member funds), and - an additional unmatched amount to be determined annually. 	<ul style="list-style-type: none"> • Provides for annual core funding to each REDA of \$75,000, based on a 1:1 matching formula. • Provides for 2011-12 as a transitional year where AFE funding can be committed on a 2:1 basis. • Limits use of AFE core funding for administrative activities to a maximum of 20% (\$15,000). • Emphasis on use of AFE funding to undertake activities and initiatives with measurable outcomes related to the Shared Goals.
Shared Goals	<ol style="list-style-type: none"> 1. Support sustainable economic growth and prosperity; 2. Encourage and support economic diversification 3. Identify and develop new investment opportunities 4. Facilitate regional cooperation and collaboration 5. Support Government of Alberta initiatives deemed relevant to the region's economic development and that support the REDA's strategic plan 6. Build the REDA's organizational capacity 7. Engage in the exchange of regional economic information 8. Measure participants' performance. 	<p>Emphasis on the outcomes of strategic goals and objectives that can directly impact economic growth in Alberta's regions.</p> <ol style="list-style-type: none"> 1. Encourage and support economic diversification and <u>value added sector development</u> 2. Identify and <u>communicate</u> new investment opportunities 3. Support the attraction, retention and growth of business enterprises (new) 4. Enhance Alberta's competitiveness by promoting innovation and productivity (new) 5. Facilitate regional cooperation and collaboration 6. Identify opportunities to streamline regulatory processes to enhance regional competitiveness (new) 7. Support strategic economic development planning (new) 8. Demonstrate inclusiveness of regional stakeholders in planning processes and establishment of priorities (new) 9. Engage in the exchange of regional economic information

**PROPOSED MEMORANDUM OF UNDERSTANDING BETWEEN
ALBERTA FINANCE AND ENTERPRISE AND THE REGIONAL ECONOMIC DEVELOPMENT
ALLIANCES (REDAs)**

SYNOPSIS OF KEY CHANGES

ELEMENT	"Next Level" 2010 MOU	NEW 2011 MOU
Performance Measures	<ol style="list-style-type: none"> 1. Engagement in at least two (2) major economic development projects per year that are deemed significant by the REDA. 2. Delivery of at least two economic development services per year as defined and prioritized by the REDA's membership. 3. Undertaking at least one REDA governance improvement per year. 4. Undertaking at least two networking and collaboration activities per year. 5. Demonstrating financial accountability and transparency. 	<ol style="list-style-type: none"> 1. Annual performance measures for all REDAs will reflect progress made towards achieving the shared goals. 2. The annual funding agreements will outline the specific format and elements of performance to be evaluated. 3. REDAs will demonstrate financial accountability and transparency in reporting and communications.
AFE Advisory Support	<p>Focus on AFE management and administrative support to REDAs and on direct facilitation of REDA Annual Operational Plans.</p> <p>Wording referred to "management advisory, <u>implementation</u> and support services".</p>	<p>Focus on strategic advisory services and on identification of specific areas where AFE staff will provide advice and support.</p> <p>AFE staff will no longer be providing "hands on" management or administrative services for REDAs.</p>
REDA Administrative and Management Support	<p>Reference to REDA staff and financial resources as incremental to those provided by AFE for regional economic development service delivery.</p> <p>Delineation of specific REDA responsibilities with respect to the management of ongoing operations of their organization.</p>	<p>REDAs retain <u>sole responsibility</u> for <u>all</u> management and administration including implementation of their Annual Operating Plan, initiatives and projects.</p> <p>Enhances REDA self-reliance.</p>

FAQs RESULTING FROM AFE'S RESTRUCTURING OF SUPPORT TO REDAs**GENERAL:****Q. Why is the provincial government restructuring its support for Regional Economic Development Alliances (REDAs) and regional development?**

- A. Over the past 10 years the government has committed significant financial and human resources to support the establishment and development of REDAs. However, after more than 10 years of experience with the REDA initiative, we realize that it is time for REDAs to become more independent of government support. This has provided the opportunity to realign the limited resources available for supporting regional economic development.

These changes will ultimately allow us to work with a greater variety of economic development and business organizations in communities and regions across the province. It will also allow us to implement new programs, such as partnerships to provide small business information and advice in their local communities in their local communities.

Q. Does the province still value their partnership with REDAs?

- A. Absolutely. Government recognizes the important contribution that REDAs and their 240 member communities have made to improving their regional economies, and remains committed to working in partnership with the REDAs to identify and implement initiatives that will have real impact in enhancing regional prosperity.

In addition, we will be providing new opportunities for REDAs to provide input to government, such as the proposed establishment of a REDA advisory committee, which could meet bi-annually with members of the Alberta Economic Development Authority and the Minister of Finance and Enterprise.

Q. Is the province still committed to economic development?

- A. The government remains very supportive of economic development. Government policies and programs, together with resource abundance and industry know-how, have made Alberta one of the most competitive jurisdictions in North America.

Q. What else will the Government of Alberta and Alberta Finance and Enterprise be doing to support economic prosperity and business growth in my region?

- A. The Government has identified a number of priorities that will improve Alberta's long-term economic growth including the Competitiveness Initiative, Productivity Alberta and the value-added strategy. Improving the delivery of business information to small businesses and entrepreneurs in rural Alberta will also be emphasized.

Q. Is the Minister of Finance and Enterprise prepared to enter into a Memorandum of Understanding with the REDAs?

- A. The Minister of Finance and Enterprise is prepared to enter into a new 3-year Memorandum of Understanding with REDAs commencing April 1, 2011. The new MOU will reflect a true partnership between government and the REDAs.

Q. What are the key conditions of the MOU?

- A. 1. Funding of \$75,000 per year for each REDA contingent on demonstration of matching funding from REDA members.
2. REDAs will have sole control and responsibility for the management and administration of their affairs and the work they do.
3. Renewed emphasis on shared goals and on demonstrating results.

Q. Will there be transition support to help our REDA make these changes?

A. We recognize that making the transition may cause difficulties to some REDAs so we are prepared to offer one-time transitional funding to help REDAs who do not already have their own management or administrative support to put this in place.

For the upcoming 2011-12 fiscal year only, we are also prepared to provide our grant on the basis of 2:1. This means that the ministry will provide a grant of \$75,000, based on demonstration of \$37,500 available in matching REDA funds.

REDA GOVERNANCE:

Q. What, if any, impacts will the new funding formula have on the governance of REDAs in Alberta?

A. Since REDAs are independent, self-governing, non-profit organizations they will continue to govern their affairs in accordance with their Articles of Incorporation, bylaws, policies and procedures. Each REDA should review its current membership code and fee structure to determine whether or not it is in a position to access the full amount of REDA Initiative grant funding available from Alberta Finance and Enterprise, based on the new funding formula in both the initial transition year (2011-12) and subsequent years.

REDA MANAGEMENT & ADMINISTRATION:

Q. What do REDAs need to consider given that AFE will no longer provide direct management and/or administrative services to REDAs?

A. REDAs need to prepare for taking over management and administration of their Alliance by June 30, 2011. A transition phase will be in place from April 1 – June 30, 2011 where limited support will remain available to help REDAs bridge the change over from reliance on AFE staff. This assistance will be provided from the Regional office assigned to your REDA or by our Edmonton-based staff as appropriate.

Each alliance will need to determine what staff and/or financial resources they will require to become self-reliant. This may include the need to recruit qualified personnel to manage the organization and its priority projects, handle administration and communication roles, and support the governing body.

AFE will make available generic job descriptions and a recruitment process that REDAs can utilize and customize to suit their situation. As mentioned above, AFE will also provide up to \$50,000 in one time transition funding to eligible REDAs, to assist in the recruitment of management and/or administrative support. Application for transition funding must be made by March 10, 2011.

Q. What happens to the shared office space where REDAs are currently co-located with AFE?

A. Those REDAs who are currently in a co-location situation will need to identify their own off-site office requirements (including space, furnishings, equipment and communication infrastructure) based on their individual needs, and relocate to a different premises by March 31, 2011. AFE's regional office can assist the REDA in transferring REDA records and assets if required.

Q. What happens to the REDA staff and/or contractors that are currently co-located with AFE?

A. Any REDA staff or contractors will need to relocate from the AFE office premises by March 31, 2011. In circumstances where this could pose an undue hardship or jeopardize a project in progress, we are prepared to discuss extending this on a case-by-case basis. However, AFE regional staff will no longer provide supervision to REDA contractors.

AFE REGIONAL ADVISORY SUPPORT:

Q. What services will AFE regional staff provide to REDAs?

- A.** Regional staff will provide strategic economic development advice to support REDA planning processes, identify alternative resources that could support REDA initiatives, assist in proposal and partnership development, and communicate and encourage the use of best practices. They will also identify opportunities to help REDAs and other economic development organizations understand the potential benefits and opportunities for their region from broader provincial economic development strategies and initiatives.

Q. What else will AFE Regional Managers be responsible for?

- A.** AFE Regional Managers will be responsible for maintaining relationships and providing advisory support to local and regional economic development organizations and business organizations throughout their regions.

Q. Who will be providing advisory services to our REDA from AFE?

- A.** AFE advisory services and support will be provided as follows:

Lethbridge Regional Office:	Alberta Southwest Regional Alliance, SouthGrow Regional Initiative, Palliser Economic Partnership
Red Deer Regional Office:	Central Alberta Economic Partnership, Battle River Alliance for Economic Development
St. Paul Regional Office:	Alberta Northeast Information HUB; Regional Municipality of Wood Buffalo
Edson Regional Office:	Grande Alberta Economic Region; Grizzly Regional Economic Alliance Society
Grande Prairie Regional Office:	Lesser Slave Lake Economic Alliance; Peace Region Economic Development Alliance; Regional Economic Development Alliance Association for Northwest Alberta
Metro Regions:	Calgary Regional Partnership and Edmonton Capital Region will be supported from Edmonton

Q. Who will be assigned to each office?

- A.** We are currently restructuring the Regional Development Branch to ensure that we will be able to provide effective service to all regions of the province. Identification of staff assigned to each location will be finalized by March 2011 and the REDAs will be informed at that time. Until then, please contact your current regional manager, or the Executive Director, Diane Simsovic.

Q. Where else will AFE have regional offices?

- A.** Management of the South Region, including Lethbridge and Red Deer offices, will be based in Medicine Hat. A project support office will also be maintained in High Level.

Q. Who do we call if we have other concerns with regards to the REDA's relationship with AFE?

- A.** Diane Simsovic, Executive Director, Regional Development Branch is available to discuss your concerns. Diane can be reached via e-mail at; diane.simsovic@gov.ab.ca or by office phone at; 780-427-6656 or cell; 780-909-6701.

Communities in Bloom
Claresholm Committee

February 9th,2011

Mayor and Council
Town of Claresholm
Claresholm, AB
T0L0T0

Dear Mayor Moore and Council:

We are certain that you are aware of the activities undertaken by our committee in the past three years. We hope that you consider the program to be as worthwhile as we do.

We wish to advise that former chairperson, Rosemary Wishart, and former secretary-treasurer, Arnold McAulay have resigned from the committee to become the new executive of Claresholm Garden Club.

The absences of these two key people leave our committee seriously wanting for manpower and resources, and we, the remaining committee members feel strongly that the program is too beneficial to abandon.

To keep the program sustainable we ask that it affiliate under the Economic Development Committee. For the last three years the Communities in Bloom program has carried out the program with volunteers and financial support from the Town of Claresholm. We ask that the Town of Claresholm take ownership and provide future direction of this program through the E.D.C. which is a recognized Municipal Committee.

Please consider this request and advise your decision in due course.

Yours truly,

Michelle Day
Member, Communities in Bloom – Claresholm Committee

Staff Report

To: Council
From: CAO
Date: February 11, 2011
Re: Meeting regarding Museum

BACKGROUND

Councillor Doug MacPherson met with former Museum Board Chairperson, Rae Trimble, to discuss her concerns regarding the mezzanine project at the new museum building.

Councillor MacPherson explained that the original mezzanine design was changed due to cost constraints and that the new Museum Board was aware of the changes to the design and use of the mezzanine and had approved them.

Councillor MacPherson also explained that the new Museum Board was aware of the *Standard Practices Handbook for Museums* and this document was referred to and considered in the Board's decisions and oversight of the facility and its artifacts.

Councillor MacPherson stated that the Museum Board was requesting budget to hire a full time Executive Director to oversee the museum operations.

Councillor MacPherson stated that the Board is made up of volunteers and he will not interfere in the direction they are taking with the Museum based on this meeting.

Kris Holbeck, CA CAO

Town of Claresholm

Staff Report

To: Council
From: CAO
Date: February 11, 2011
Re: Animal Services Building

BACKGROUND

The Town has been notified by the Community Facilities Enhancement Program that municipalities are no longer eligible to request grants under this program.

The Claresholm Animal Rescue Society has now redone the grant proposal for this funding under their Society and Registered Charity. CAReS has asked Administration to request a letter of support from the Town of Claresholm for their grant proposal for the animal services building to be built on the land allocated by the Town at 424 – 41st Avenue East.

Kris Holbeck, CA CAO

Town of Claresholm

TOWN OF CLARESHOLM

REVENUE AND EXPENDITURE REPORT



GL Number	Description	2010 YTD Budget	2010 YTD Actual	2010 YTD \$ Variance	2011 YTD Budget	2011 YTD Actual	2011 YTD \$ Variance
TAXES AND GRANTS IN LIEU							
1-00-00-104-00	TAXES VACANT RES/FARMLAND	85,381.00	86,584.60	(1,203.60)	86,000.00	0.00	86,000.00
1-00-00-105-00	TAXES NON RES LAND & IMPROVE	800,765.00	834,091.49	(33,326.49)	834,000.00	0.00	834,000.00
1-00-00-107-00	TAXES MACHINERY & EQUIPMENT	0.00	0.00	0.00	0.00	0.00	0.00
1-00-00-108-00	TAXES LINEAR PROPERTY	92,434.00	92,433.69	0.31	92,400.00	0.00	92,400.00
1-00-00-110-00	TAXES RES LAND & IMPROVEMENTS	2,664,850.00	2,647,227.73	17,622.27	2,645,000.00	0.00	2,645,000.00
1-00-00-230-00	FEDERAL GRANTS IN LIEU	6,214.00	6,214.18	(0.18)	6,200.00	0.00	6,200.00
1-00-00-240-00	PROVINCIAL GRANTS IN LIEU	76,192.00	76,191.57	0.43	76,000.00	0.00	76,000.00
*	TOTAL TAXES AND GRANTS IN LIEU	3,725,836.00	3,742,743.26	(16,907.26)	3,739,600.00	0.00	3,739,600.00
REVENUE GENERAL MUNICIPAL							
1-00-00-510-00	PENALTIES & COSTS TAXES	55,000.00	75,518.68	(20,518.68)	75,000.00	31,945.29	43,054.71
1-00-00-514-00	PEN & COSTS ACCTS RECEIVABLE	200.00	151.57	48.43	125.00	39.58	85.42
1-00-00-540-00	CONCESSION & FRANCHISE	100,000.00	108,736.72	(8,736.72)	105,000.00	13,964.25	91,035.75
1-00-00-550-00	INTEREST ON INVESTMENTS	10,000.00	24,192.88	(14,192.88)	15,000.00	414.75	14,585.25
1-00-00-560-00	SUNDRY	5,000.00	1,453.66	3,546.34	1,000.00	525.00	475.00
1-00-00-740-00	MUNICIPAL ASSISTANCE GRANT	10,526.00	0.00	10,526.00	0.00	0.00	0.00
1-00-00-746-00	OTHER PROVINCIAL GRANTS	7,000.00	7,856.00	(856.00)	7,000.00	0.00	7,000.00
*	TOTAL REVENUE GEN MUNICIPAL	187,726.00	217,909.51	(30,183.51)	203,125.00	46,888.87	156,236.13
**	GROSS TOTAL MUNICIPAL REVENUE	3,913,562.00	3,960,652.77	(47,090.77)	3,942,725.00	46,888.87	3,895,836.13
REQUISITIONS							
2-12-00-995-00	HOME FOR AGED-POR: HILLS LODGE	80,240.08	80,240.08	0.00	81,000.00	0.00	81,000.00
2-12-00-997-00	SCHOOL FOUNDATION PROGRAM	1,012,517.00	1,012,517.75	(0.75)	1,015,000.00	0.00	1,015,000.00
**	TOTAL REQUISITIONS	1,092,757.08	1,092,757.83	(0.75)	1,096,000.00	0.00	1,096,000.00
***P	NET REVENUE MUN PURPOSES	2,820,804.92	2,867,894.94	(47,090.02)	2,846,725.00	46,888.87	2,799,836.13

TOWN OF CLARESHOLM

REVENUE AND EXPENDITURE REPORT



GL Number	Description	2010 YTD Budget	2010 YTD Actual	2010 YTD \$ Variance	2011 YTD Budget	2011 YTD Actual	2011 YTD \$ Variance
COUNCIL & OTHER LEGIS							
2-11-00-100-00	WAGE BENEFITS LEGISLATIVE	1,300.00	1,510.30	(210.30)	1,500.00	157.49	1,342.51
2-11-00-120-00	MAYOR FEES PER DIEM, MEETINGS	9,000.00	11,924.00	(2,924.00)	13,000.00	973.33	12,026.67
2-11-00-130-00	COUNCIL FEES PER DIEM MEETINGS	27,000.00	33,591.26	(6,591.26)	46,500.00	4,249.96	42,250.04
2-11-00-220-00	MAYORS EXPENSE TRAVEL & SUB	4,500.00	1,704.39	2,795.61	2,000.00	0.00	2,000.00
2-11-00-230-00	COUNCIL FEES TRAVEL & SUB	10,500.00	6,815.45	3,684.55	8,000.00	0.00	8,000.00
2-11-00-240-00	COMMITTEE MEETINGS EXPENSES	1,000.00	1,292.43	(292.43)	1,500.00	0.00	1,500.00
* TOTAL COUNCIL & OTHER LEGIS		53,300.00	56,837.83	(3,537.83)	72,500.00	5,380.78	67,119.22
***P NET COSTS COUNCIL & LEGIS		(53,300.00)	(56,837.83)	3,537.83	(72,500.00)	(5,380.78)	(67,119.22)

TOWN OF CLARESHOLM

REVENUE AND EXPENDITURE REPORT



GL Number	Description	2010 YTD Budget	2010 YTD Actual	2010 YTD \$ Variance	2011 YTD Budget	2011 YTD Actual	2011 YTD \$ Variance
REV GEN ADMIN & OTHER							
1-12-00-414-00	SALE OF MATERIAL	5,000.00	781.43	4,218.57	500.00	0.00	500.00
1-12-00-416-00	CERTIFICATE FEES	4,000.00	4,428.75	(428.75)	4,000.00	350.00	3,650.00
1-12-00-510-00	BUSINESS LICENSES - HOME OCC	9,000.00	8,900.00	100.00	9,000.00	0.00	9,000.00
1-12-00-520-00	BUSINESS LICENSES - DOWNTOWN	8,500.00	8,505.00	(5.00)	9,500.00	18,850.00	(9,350.00)
1-12-00-530-00	BUSINESS LICENSES - REGIONAL	1,200.00	1,320.00	(120.00)	1,200.00	1,400.00	(200.00)
1-12-00-540-00	BUSINESS LICENSES - OUT OF TOWN	14,000.00	9,625.00	4,375.00	9,500.00	0.00	9,500.00
1-12-00-550-00	BUSINESS LICENSES - SALES	1,000.00	1,200.00	(200.00)	1,000.00	0.00	1,000.00
1-12-00-562-00	FARM LAND RENTAL	5,000.00	4,782.00	218.00	4,500.00	100.00	4,400.00
1-12-00-568-00	ADMIN BLDG/MODULAR RENT	8,000.00	3,459.00	4,541.00	3,000.00	422.00	2,578.00
1-12-00-570-00	SUNDRY RENTALS	4,000.00	21,785.34	(17,785.34)	10,000.00	11.00	9,989.00
1-12-00-595-00	PROCEEDS ON PROPERTY SALES	0.00	0.00	0.00	0.00	0.00	0.00
1-12-00-596-00	GAIN (LOSS) SALE OF LAND INVENTORY	0.00	0.00	0.00	0.00	0.00	0.00
1-12-00-597-00	GAIN (LOSS) ON DISPOSAL OF TCA	0.00	(12,368.08)	12,368.08	0.00	0.00	0.00
1-12-00-900-00	PROV OPERATING GRANTS (MSI/MSP)	105,900.00	151,061.54	(45,161.54)	0.00	0.00	0.00
1-12-00-950-00	SUNDRY	1,500.00	2,437.30	(937.30)	500.00	75.00	425.00
1-12-00-960-00	INTERDEPARTMENT SECRETARY	25,700.00	25,700.00	0.00	32,125.00	0.00	32,125.00
1-12-00-963-00	INTERDEPARTMENT POST & TELE	13,800.00	13,800.00	0.00	17,250.00	0.00	17,250.00
1-12-00-967-00	INTERDEPARTMENT INSURANCE	12,000.00	12,000.00	0.00	15,000.00	0.00	15,000.00
1-12-00-969-00	INTERDEPART OFFICE SUPPLIES	6,000.00	6,000.00	0.00	7,500.00	0.00	7,500.00
5-00-00-555-00	ISF CAPITAL GRANT FUNDING	1,494,000.00	1,452,013.19	41,986.81	0.00	0.00	0.00
5-00-00-590-00	OTHER FINANCES ACQUIRED	45,000.00	290,287.09	(245,287.09)	0.00	0.00	0.00
5-00-00-990-00	GRANTS NON GOVT & OTHER SOURCE	0.00	17,100.00	(17,100.00)	0.00	0.00	0.00
5-00-00-830-00	FEDERAL CAPITAL GRANTS (NDCC)	0.00	0.00	0.00	0.00	0.00	0.00
5-00-00-840-00	PROV CAPITAL GRANTS (SIP)	222,000.00	308,864.11	(86,864.11)	0.00	0.00	0.00
5-00-00-841-00	PROV CAPITAL GRANTS (MSI/AMIP)	697,954.00	1,442,342.70	(744,388.70)	0.00	0.00	0.00
5-00-00-845-00	PROV CAP GRANTS (AMWWP)	2,513,000.00	2,265,706.49	247,293.51	0.00	0.00	0.00
*	TOTAL REV GEN ADMIN & OTHER	5,196,554.00	6,039,730.86	(843,176.86)	124,575.00	21,208.00	103,367.00
**		5,196,554.00	6,039,730.86	(843,176.86)	124,575.00	21,208.00	103,367.00

TOWN OF CLARESHOLM

REVENUE AND EXPENDITURE REPORT



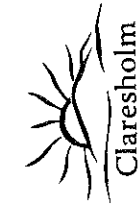
GL Number	Description	2010 YTD Budget	2010 YTD Actual	2010 YTD \$ Variance	2011 YTD Budget	2011 YTD Actual	2011 YTD \$ Variance
EXPENSES GEN ADMIN & OTHER							
2-12-00-100-00	WAGE BENEFITS ADMINISTRATION	63,000.00	66,328.11	(3,328.11)	75,000.00	9,183.79	65,816.21
2-12-00-130-00	SALARY ADMIN MANAGEMENT	177,000.00	160,563.58	16,436.42	196,500.00	22,641.30	173,858.70
2-12-00-131-00	MANAGEMENT CONSULTING FEES	15,000.00	13,290.28	1,709.72	15,000.00	0.00	15,000.00
2-12-00-135-00	SALARY ADMIN STAFF	75,000.00	92,989.18	(17,989.18)	77,500.00	8,911.56	68,588.44
2-12-00-140-00	ADMIN JANITOR WAGES	22,000.00	19,428.34	2,571.66	34,000.00	3,885.00	30,115.00
2-12-00-150-00	ELECTIONS STAFF	1,500.00	600.00	900.00	0.00	0.00	0.00
2-12-00-155-00	ELECTION NON STAFF	3,000.00	0.00	3,000.00	0.00	0.00	0.00
2-12-00-200-00	ADMIN. - CONTRACTED SERVICES	15,000.00	12,692.69	2,307.31	15,000.00	6,693.38	8,306.62
2-12-00-210-00	ALLOWANCES & OTHER EXPENSES	3,000.00	1,929.99	1,070.01	2,500.00	476.19	2,023.81
2-12-00-211-00	STAFF DEVELOPMENT & TRAINING	5,000.00	6,473.94	(1,473.94)	7,000.00	275.00	6,725.00
2-12-00-212-00	DELEGATE CONVENTION EXPENSES	8,000.00	10,178.75	(2,178.75)	6,000.00	0.00	6,000.00
2-12-00-215-00	OFFICE EXP, MILEAGE, FREIGHT	750.00	237.00	513.00	250.00	0.00	250.00
2-12-00-216-00	POSTAGE	13,000.00	12,533.30	466.70	14,000.00	0.00	14,000.00
2-12-00-217-00	TELEPHONE / FAX	8,000.00	8,192.53	(192.53)	9,000.00	593.11	8,406.89
2-12-00-220-00	PRINTING & STATIONERY	7,000.00	5,315.49	1,684.51	6,000.00	0.00	6,000.00
2-12-00-221-00	ASSOCIATION FEES	5,500.00	5,630.06	(130.06)	6,000.00	4,668.99	1,341.01
2-12-00-230-00	ASSESSOR	41,000.00	40,293.79	706.21	41,500.00	3,348.00	38,152.00
2-12-00-232-00	AUDITOR	20,000.00	10,050.00	9,950.00	11,000.00	0.00	11,000.00
2-12-00-234-00	LEGAL EXPENSES	5,000.00	1,494.24	3,505.76	5,000.00	0.00	5,000.00
2-12-00-235-00	TAX RECOVERY	500.00	0.00	500.00	250.00	0.00	250.00
2-12-00-237-00	LAND TITLES FEES	500.00	776.50	(276.50)	1,000.00	0.00	1,000.00
2-12-00-251-00	BUILDING MTCE. - CONT. SERVICE	1,000.00	630.57	369.43	1,000.00	0.00	1,000.00
2-12-00-252-00	MODULAR RENTAL COSTS	5,000.00	0.00	5,000.00	5,000.00	0.00	5,000.00
2-12-00-274-00	PUBLIC LIABILITY INSURANCE	135,000.00	123,473.38	11,526.62	135,000.00	4,343.28	130,656.72
2-12-00-509-00	ADVERTISING - GENERAL	20,000.00	15,833.05	4,166.95	15,000.00	0.00	15,000.00
2-12-00-511-00	COMPUTER HARDWARE AND SOFTWARE	5,000.00	7,082.00	(2,082.00)	20,000.00	0.00	20,000.00
2-12-00-512-00	OFFICE SUPPLIES	22,000.00	21,391.25	608.75	20,000.00	153.48	19,846.52
2-12-00-514-00	ELECTIONS - MATERIALS	2,500.00	193.66	2,306.34	0.00	0.00	0.00
2-12-00-516-00	JANITORIAL SUPPLIES	2,500.00	2,160.14	339.86	3,000.00	132.15	2,867.85
2-12-00-518-00	BUILDING MTCE. - MATERIALS	30,000.00	1,643.31	356.69	2,000.00	0.00	2,000.00
2-12-00-541-00	OFFICE UTILITIES	3,500.00	28,420.01	1,579.99	25,000.00	0.00	25,000.00
2-12-00-550-00	MACKIN HALL UTILITIES	7,000.00	3,635.81	(135.81)	3,500.00	71.64	3,428.36
2-12-00-711-00	OFFICE EQUIPMENT RENTALS	8,000.00	13,178.74	(6,178.74)	15,000.00	325.48	14,674.52
2-12-00-750-00	TAXI SUBSIDY	6,600.00	7,610.00	390.00	8,000.00	430.00	7,570.00
2-12-00-770-00	AMORTIZATION EXP - ADMIN	90,500.01	7,133.22	(533.22)	0.00	0.00	0.00
2-12-00-771-00	GRANTS	10,000.00	91,550.00	(1,049.99)	60,000.00	30,000.00	30,000.00
2-12-00-772-00	FAIR DAYS	5,000.00	6,492.55	3,507.45	10,000.00	0.00	10,000.00
2-12-00-810-00	CANADA DAY	200.00	4,406.79	593.21	5,000.00	0.00	5,000.00
	TEMPORARY LOAN INTEREST		429.34	(229.34)	500.00	0.00	500.00

TOWN OF CLARESHOLM

REVENUE AND EXPENDITURE REPORT



GL Number	Description	2010 YTD Budget	2010 YTD Actual	2010 YTD \$ Variance	2011 YTD Budget	2011 YTD Actual	2011 YTD \$ Variance
2-12-00-811-00	EXCHANGE & BANK CHARGES	2,166.92	2,319.71	(152.79)	2,500.00	0.00	2,500.00
2-12-00-986-00	PROPERTY CLEANUP	500.00	240.00	260.00	500.00	700.00	(200.00)
2-12-00-987-00	GENERAL BAD DEBTS W/OFF	1,500.00	0.00	1,500.00	1,000.00	0.00	1,000.00
2-12-00-989-00	ECONOMIC DEVEL & PROMOTION	65,000.00	65,776.80	(776.80)	40,000.00	4,564.06	35,435.94
2-12-00-990-00	PUBLIC RELATIONS/ENTERTAINMENT	5,000.00	8,327.46	(3,327.46)	6,000.00	150.00	5,850.00
2-12-00-992-00	DISCOUNT ON CURRENT TAXES	1,500.00	1,307.32	192.68	1,500.00	0.00	1,500.00
2-12-00-993-00	CURRENT LEVY CANCELLATIONS	25,000.00	42,519.44	(17,519.44)	45,000.00	0.00	45,000.00
2-12-00-994-00	DAMAGE CLAIMS	500.00	0.00	500.00	500.00	0.00	500.00
	* TOTAL EXP GEN ADMIN & OTHER	945,716.94	924,752.32	20,964.62	947,500.00	101,536.41	845,963.59
	***P NET COSTS GEN ADMIN & OTHER	4,250,837.06	5,114,978.54	(864,141.48)	(822,925.00)	(80,328.41)	(742,596.59)



TOWN OF CLARESHOLM

REVENUE AND EXPENDITURE REPORT

GL Number	Description	2010 YTD Budget	2010 YTD Actual	2010 YTD \$ Variance	2011 YTD Budget	2011 YTD Actual	2011 YTD \$ Variance
REVENUE FIRE FIGHTING							
1-23-00-850-00	M.D. CONT TO FIRE DEPARTMENT	9,000.00	9,000.00	0.00	9,000.00	0.00	9,000.00
1-23-00-990-00	NON GOVT CONTR TO FIRE DEPT	6,000.00	6,000.00	0.00	6,000.00	200.00	5,800.00
*	TOTAL REVENUE FIRE FIGHTING	15,000.00	15,000.00	0.00	15,000.00	200.00	14,800.00
EXPENSES FIRE FIGHTING							
2-23-00-100-00	WAGE BENEFITS - FIRE DEPT.	2,000.00	4,002.22	(2,002.22)	4,500.00	242.18	4,257.82
2-23-00-120-00	FIRE DEPARTMENT - WAGES/TRAINING	15,000.00	15,063.00	(63.00)	15,000.00	0.00	15,000.00
2-23-00-200-00	FIRE DEPARTMENT - FIRE CALLS	20,000.00	9,729.00	10,271.00	10,000.00	0.00	10,000.00
2-23-00-210-00	FIRE DEPARTMENT - TELEPHONE	3,500.00	3,016.25	483.75	3,500.00	256.31	3,243.69
2-23-00-250-00	FIRE DEPARTMENT - NOT JOINT SUPPLIE	3,000.00	1,065.13	1,934.87	2,000.00	0.00	2,000.00
2-23-00-510-00	FIRE DEPARTMENT - JOINT SUPPLIES	30,000.00	18,509.09	11,490.91	80,000.00	111.17	79,888.83
2-23-00-511-00	FIRE DEPT. - BLDG. & REPAIRS	1,000.00	1,391.04	(391.04)	1,500.00	0.00	1,500.00
2-23-00-512-00	FIRE DEPARTMENT - GAS & OIL	250.00	99.81	150.19	250.00	0.00	250.00
2-23-00-513-00	FIRE DEPARTMENT - EMERGENCY RESPO	13,500.00	13,295.39	204.61	14,000.00	6,762.25	7,237.75
2-23-00-540-00	FIRE DEPARTMENT - UTILITIES	12,000.00	9,981.23	2,018.77	10,000.00	0.00	10,000.00
2-23-00-750-00	AMORTIZATION EXP - FIRE	16,500.00	10,649.95	5,850.05	0.00	0.00	0.00
*	TOTAL EXPENSES FIRE FIGHTING	116,750.00	86,802.11	29,947.89	140,750.00	7,371.91	133,378.09
***P	NET COSTS FIRE FIGHTING	(101,750.00)	(71,802.11)	(29,947.89)	(125,750.00)	(7,171.91)	(118,578.09)

TOWN OF CLARESHOLM

REVENUE AND EXPENDITURE REPORT



GL Number	Description	2010 YTD Budget	2010 YTD Actual	2010 YTD Variance	2011 YTD Budget	2011 YTD Actual	2011 YTD Variance
REVENUE BYLAW ENFORCEMENT							
1-21-00-845-00	PROVINCIAL FINES COLLECTED	30,000.00	20,614.91	9,385.09	25,000.00	3,818.00	21,182.00
1-26-00-524-00	DOG LICENSES/IMPOUND FEES	4,000.00	4,265.00	(265.00)	4,000.00	2,550.00	1,450.00
1-26-00-530-00	MUNICIPAL STATUTE FINES	42,999.99	16,590.99	26,409.99	15,000.00	0.00	15,000.00
1-26-00-531-00	MUNICIPAL BYLAW FINES	500.00	0.00	500.00	500.00	0.00	500.00
*	TOTAL REVENUE BYLAW ENFORCE	77,499.99	41,469.91	36,030.08	44,500.00	6,368.00	38,132.00
EXPENSES BYLAW ENFORCE							
2-26-00-111-00	WAGES - PEACE OFFICER	60,000.00	56,436.56	3,563.44	64,000.00	7,275.76	56,724.24
2-26-00-101-00	WAGE BEN - PEACE OFFICER	13,000.00	6,699.27	6,300.73	13,500.00	2,340.63	11,159.37
2-26-00-200-00	BYLAW - ANIMAL SERVICES	1,000.00	269.80	730.20	31,000.00	0.00	31,000.00
2-26-00-210-00	LEGAL SERVICES - ENFORCEMENT	1,500.00	0.00	1,500.00	1,000.00	0.00	1,000.00
2-26-00-512-00	SUPPLIES - ENFORCEMENT	7,000.00	7,982.38	(982.38)	7,000.00	324.90	6,675.10
2-26-00-513-00	PEACE OFFICER TRAINING	2,500.00	2,734.68	(234.68)	3,000.00	0.00	3,000.00
2-26-00-514-00	PEACE OFFICER MONITORING	0.00	0.00	0.00	2,000.00	2,000.00	0.00
2-26-00-520-00	UNIFORM COSTS - ENFORCEMENT	1,500.00	462.44	1,037.56	2,500.00	0.00	2,500.00
2-26-00-750-00	AMORTIZATION EXP - BYLAW	6,500.00	5,071.38	1,428.62	0.00	0.00	0.00
*	TOTAL EXPENSES BYLAW ENFORCE	93,000.00	79,656.51	13,343.49	124,000.00	11,941.29	112,058.71
***P	NET COSTS BYLAW ENFORCEMENT	(15,500.01)	(38,186.60)	22,686.59	(79,500.00)	(5,573.29)	(73,926.71)



TOWN OF CLARESHOLM

REVENUE AND EXPENDITURE REPORT

GL Number	Description	2010 YTD Budget	2010 YTD Actual	2010 YTD \$ Variance	2011 YTD Budget	2011 YTD Actual	2011 YTD \$ Variance
REVENUE EQUIPMENT POOL							
1-12-00-560-00	MACHINERY & EQUIPMENT RENTALS	800.00	629.40	170.60	500.00	0.00	500.00
1-31-00-960-00	EQUIPMENT POOL RENTAL	56,000.00	56,000.00	0.00	70,000.00	0.00	70,000.00
*	TOTAL REV EQUIPMENT POOL	56,800.00	56,629.40	170.60	70,500.00	0.00	70,500.00
EXP EQUIPMENT POOL							
2-31-00-100-00	WAGE BEN. COMMON SERVICES	52,000.00	55,290.61	(3,290.61)	60,000.00	4,089.31	55,910.69
2-31-00-110-00	SALARY - SUPERINTENDENT	33,000.00	33,855.55	(855.55)	35,000.00	9,196.70	25,803.30
2-31-00-130-00	ENVIRONMENTAL/ENGINEERING COSTS	15,000.00	18,534.39	(3,534.39)	5,000.00	0.00	5,000.00
2-31-00-160-00	EQUIPMENT EXPENSE	50,000.00	41,182.22	8,817.78	45,000.00	4,199.63	40,800.37
2-31-00-170-00	YARD & BLDG. MTCE. - WAGES	34,999.99	44,136.51	(9,136.52)	45,000.00	3,029.84	41,970.16
2-31-00-200-00	YARD & BLDG. MTCE.-CONT. SERV.	120,000.00	119,725.54	274.46	70,000.00	1,265.00	68,735.00
2-31-00-215-00	RURAL OWNED LAND MTCE	5,000.00	2,185.00	2,815.00	3,500.00	0.00	3,500.00
2-31-00-216-00	SHOP EXPENSE - TELEPHONE	3,500.00	3,567.13	(67.13)	4,000.00	295.67	3,704.33
2-31-00-217-00	SHOP EXPENSE - FREIGHT	5,000.00	6,357.91	(1,357.91)	6,000.00	265.71	5,734.29
2-31-00-513-00	ENG. SERVICE - MATERIALS	1,000.00	126.00	874.00	500.00	126.00	374.00
2-31-00-515-00	SHOP EXPENSE - MATERIALS	32,000.00	18,355.17	13,644.83	20,000.00	463.36	19,536.64
2-31-00-516-00	YARD & BLDG. MTCE - MATERIALS	80,000.00	38,700.14	41,299.86	40,000.00	(260.00)	40,260.00
2-31-00-518-00	EQUIPMENT INSURANCE	10,000.00	8,922.00	1,078.00	10,000.00	0.00	10,000.00
2-31-00-520-00	EQUIPMENT PARTS & REPAIRS	90,000.00	126,281.25	(36,281.25)	120,000.00	2,682.84	117,317.16
2-31-00-521-00	EQUIPMENT OIL & GAS	75,000.00	69,830.27	5,169.73	75,000.00	0.00	75,000.00
2-31-00-525-00	COMMON TRAINING	6,000.00	10,522.69	(4,522.69)	10,000.00	0.00	10,000.00
2-31-00-540-00	SHOP EXPENSE - UTILITIES	15,000.00	15,708.23	(708.23)	15,000.00	0.00	15,000.00
2-31-00-750-00	AMORTIZATION EXP - EQUIPMENT	69,000.00	(1,746.90)	70,746.90	0.00	0.00	0.00
*	TOTAL EXP EQUIPMENT POOL	696,499.99	611,533.71	84,966.28	564,000.00	25,354.06	538,645.94
***P	NET COSTS EQUIPMENT POOL	(639,699.99)	(554,904.31)	(84,795.68)	(493,500.00)	(25,354.06)	(468,145.94)



TOWN OF CLARESHOLM

REVENUE AND EXPENDITURE REPORT

GL Number	Description	2010 YTD Budget	2010 YTD Actual	2010 YTD \$ Variance	2011 YTD Budget	2011 YTD Actual	2011 YTD \$ Variance
REVENUE ROADS & STREETS							
1-32-00-120-00	LOCAL IMPROV CHARGES - PAVING	40,000.00	40,059.21	(59.21)	40,000.00	0.00	40,000.00
1-32-00-990-00	NON GOVT GRANT-STREET CLEANING	1,200.00	1,000.00	200.00	1,000.00	0.00	1,000.00
*	TOTAL REVENUE ROADS & STREETS	41,200.00	41,059.21	140.79	41,000.00	0.00	41,000.00
EXPENSE STREETS & ROADS							
2-32-00-100-00	WAGE BEN. ROADS, STREETS	34,000.00	31,610.38	2,389.62	35,000.00	5,799.53	29,200.47
2-32-00-110-00	STS. LANES,BLVDS. MTCE - WAGES	40,000.00	42,492.52	(2,492.52)	45,000.00	23.55	44,976.45
2-32-00-120-00	STREET CLEANING - WAGES	15,000.00	11,971.95	3,028.05	13,000.00	0.00	13,000.00
2-32-00-130-00	SNOW REMOVAL - WAGES	34,999.99	23,284.79	11,715.20	30,000.00	23,739.04	6,260.96
2-32-00-140-00	TRAFFIC & PARK CONTROL - WAGES	5,000.00	3,661.39	1,338.61	4,000.00	178.00	3,822.00
2-32-00-214-00	ROAD ENGINEERING COSTS	1,000.00	878.00	122.00	1,000.00	0.00	1,000.00
2-32-00-260-00	STREET LIGHTS	120,000.00	132,969.95	(12,969.95)	130,000.00	0.00	130,000.00
2-32-00-500-00	STS.LANE,BLVD MTCE - MATERIALS	80,000.00	81,442.39	(1,442.39)	95,000.00	0.00	95,000.00
2-32-00-530-00	TRAFF. & PARK. CONTROL - MAT.	9,000.00	3,605.48	5,394.52	7,000.00	0.00	7,000.00
2-32-00-750-00	AMORTIZATION EXP - STREETS	751,000.00	4,587.42	746,412.58	0.00	0.00	0.00
*	TOTAL EXPENSE STREETS & ROADS	1,089,999.99	336,504.27	753,495.72	360,000.00	29,740.12	330,259.88
***P	NET COSTS STREETS & ROADS	(1,048,799.99)	(295,445.06)	(753,354.93)	(319,000.00)	(29,740.12)	(289,259.88)



TOWN OF CLARESHOLM

REVENUE AND EXPENDITURE REPORT

GL Number	Description	2010 YTD Budget	2010 YTD Actual	2010 YTD Variance	2011 YTD Budget	2011 YTD Actual	2011 YTD Variance
REV AIRPORT SERVICES							
1-33-00-560-00	AIRPORT HANGAR RENTAL	0.00	0.00	0.00	0.00	0.00	0.00
1-33-00-564-00	AIRPORT FACILITY RENTAL	0.00	2,000.00	(2,000.00)	0.00	0.00	0.00
1-33-00-850-00	AIRPORT LOCAL GOVT GRANTS	500.00	800.00	(300.00)	500.00	0.00	500.00
*	TOTAL REV AIRPORT SERVICES	500.00	2,800.00	(2,300.00)	500.00	0.00	500.00
EXP AIRPORT SERVICES							
2-33-00-100-00	WAGE BEN AIRPORT SERVICES	500.00	536.63	(36.63)	600.00	51.62	548.38
2-33-00-110-00	AIRFIELD - WAGES	2,000.00	1,447.80	552.20	1,500.00	205.40	1,294.60
2-33-00-500-00	AIRFIELD - MATERIALS	2,500.00	1,143.13	1,356.87	1,500.00	0.00	1,500.00
2-33-00-540-00	AIRFIELD - UTILITIES	5,500.00	6,961.22	(1,461.22)	7,000.00	0.00	7,000.00
2-33-00-580-00	AIRFIELD - INSURANCE	4,100.00	3,022.00	1,078.00	3,100.00	0.00	3,100.00
2-33-00-750-00	AMORTIZATION EXP - AIRPORT	2,100.00	4,618.18	(2,518.18)	0.00	0.00	0.00
*	TOTAL EXP AIRPORT SERVICES	16,700.00	17,728.96	(1,028.96)	13,700.00	257.02	13,442.98
****P	NET COSTS AIRPORT SERVICES	(16,200.00)	(14,928.96)	(1,271.04)	(13,200.00)	(257.02)	(12,942.98)



TOWN OF CLARESHOLM

REVENUE AND EXPENDITURE REPORT

GL Number	Description	2010 YTD Budget	2010 YTD Actual	2010 YTD \$ Variance	2011 YTD Budget	2011 YTD Actual	2011 YTD \$ Variance
REV STORM SEWER & DRAIN							
1-37-00-120-00	LOCAL IMPROV CHARGES - CURB & GUTT	6,000.00	6,140.35	(140.35)	6,000.00	0.00	6,000.00
*	TOTAL REV STORM SEWER & DRAIN	6,000.00	6,140.35	(140.35)	6,000.00	0.00	6,000.00
EXP STORM SEWER & DRAIN							
2-37-00-100-00	WAGE BENEFITS - DRAINAGE	3,000.00	3,276.85	(276.85)	3,500.00	113.82	3,386.18
2-37-00-120-00	STORM SEWER MAINTENANCE-WAGES	2,500.00	1,898.99	601.01	2,000.00	377.87	1,622.13
2-37-00-130-00	DRAINAGE - WAGES	6,000.00	5,824.43	175.57	6,250.00	80.64	6,169.36
2-37-00-200-00	SIDEWALK MTCE-CONTRACTED SERV.	75,000.00	78,104.75	(3,104.75)	120,000.00	0.00	120,000.00
2-37-00-210-00	STORM SEWER MTCE-CONTR. SERV.	1,000.00	0.00	1,000.00	0.00	0.00	0.00
2-37-00-511-00	STORM SEWER MTCE. - MATERIAL	2,000.00	825.37	1,174.63	1,000.00	0.00	1,000.00
2-37-00-512-00	STORM DRAINAGE - ENGINEERING	5,000.00	1,984.00	3,016.00	5,850.00	0.00	5,850.00
2-37-00-750-00	AMORTIZATION EXP - STORM SEWER	48,500.00	20,814.12	27,685.88	0.00	0.00	0.00
*	TOTAL EXP STORM SEWER & DRAIN	143,000.00	112,728.51	30,271.49	138,600.00	572.33	138,027.67
***P	NET COSTS STORM SEWER & DRAIN	(137,000.00)	(106,588.16)	(30,411.84)	(132,600.00)	(572.33)	(132,027.67)



TOWN OF CLARESHOLM

REVENUE AND EXPENDITURE REPORT

GL Number	Description	2010 YTD Budget	2010 YTD Actual	2010 YTD \$ Variance	2011 YTD Budget	2011 YTD Actual	2011 YTD \$ Variance
REVENUE WATER SERVICES							
1-00-00-512-00	PENALTIES & COSTS UTILITIES	6,000.00	6,937.30	(937.30)	6,900.00	975.18	5,924.82
1-41-00-410-00	SALE OF WATER RESIDENTIAL	530,000.00	526,467.67	3,532.33	525,000.00	163.17	524,836.83
1-41-00-411-00	SALE OF WATER COMMERCIAL/INDUSTRIAL	249,000.00	238,388.69	10,611.31	240,000.00	39,569.69	200,430.31
1-41-00-420-00	GRANUM METER VAULT	20,000.00	32,451.70	(12,451.70)	30,000.00	5,486.45	24,513.55
1-41-00-425-00	WEST WATERLINE CO-OP	2,000.00	497.45	1,502.55	500.00	216.79	283.21
1-41-00-590-00	OTHER REVENUE WATER	15,000.00	25,876.31	(10,876.31)	15,000.00	2,429.41	12,570.59
1-41-00-990-00	CONTRIB. TO HIGH PRESSURE SYST	2,800.00	3,095.94	(295.94)	2,800.00	0.00	2,800.00
1-41-00-992-00	PROVINCIAL GOV'T GRANTS	0.00	193,939.66	(193,939.66)	0.00	0.00	0.00
*	TOTAL REVENUE WATER SERVICES	824,800.00	1,027,654.72	(202,854.72)	820,200.00	48,840.69	771,359.31
EXPENSE WATER SERVICE							
2-41-00-100-00	WATER SUPPLY WAGE BENEFITS	53,000.00	56,149.49	(3,149.49)	58,000.00	2,774.38	55,225.62
2-41-00-110-00	SALARY- SUPERINTENDENT	25,000.00	25,000.00	0.00	25,000.00	0.00	25,000.00
2-41-00-120-00	WAGES - OPERATOR	72,000.00	73,218.70	(1,218.70)	75,000.00	6,913.78	68,086.22
2-41-00-130-00	T & D WAGES	45,000.00	53,064.49	(8,064.49)	55,000.00	2,843.23	52,156.77
2-41-00-132-00	METER READINGS - WAGES	500.00	114.76	385.24	150.00	0.00	150.00
2-41-00-134-00	AIRPORT SYSTEM MTCE WAGES	15,000.00	11,284.44	3,715.56	12,500.00	1,330.20	11,169.80
2-41-00-135-00	HI PRESSURE MTCE WAGES	2,000.00	4,748.29	(2,748.29)	5,000.00	472.96	4,527.04
2-41-00-200-00	WATER COOP MEMBERSHIP	1,000.00	4,300.00	(3,300.00)	1,000.00	0.00	1,000.00
2-41-00-216-00	TELEPHONE - WATER SUPPLY	17,000.00	14,332.92	2,667.08	15,000.00	720.88	14,279.12
2-41-00-217-00	TELE NEW TREATMENT PLANT	2,500.00	3,504.19	(1,004.19)	3,500.00	234.30	3,265.70
2-41-00-218-00	WATERPLANT FREIGHT CHARGES	5,000.00	3,358.75	1,641.25	3,500.00	1,340.80	2,159.20
2-41-00-230-00	WATER - ENGINEERING & LEGAL	2,000.00	0.00	2,000.00	1,000.00	0.00	1,000.00
2-41-00-509-00	CHEMICALS NEW TREATMENT PLANT	25,000.00	68,324.50	(43,324.50)	70,000.00	12,016.45	57,983.55
2-41-00-512-00	CHEMICALS OLD TREATMENT PLANT	2,000.00	560.32	1,439.68	0.00	0.00	0.00
2-41-00-513-00	OLD WATERPLANT MAINTENANCE	5,000.00	3,189.19	1,810.81	3,000.00	0.00	3,000.00
2-41-00-514-00	PUMPING STATION MTCE - MAT	500.00	0.00	500.00	0.00	0.00	0.00
2-41-00-515-00	T & D - MATERIALS	60,000.00	103,521.48	(43,521.48)	85,000.00	1,047.20	83,952.80
2-41-00-516-00	IRON CONTRACT (METERS)	1,500.00	1,466.39	33.61	1,500.00	0.00	1,500.00
2-41-00-517-00	AIRPORT SYSTEM MTCE MATERIALS	2,500.00	1,394.99	1,105.01	1,500.00	102.01	1,397.99
2-41-00-518-00	NEW WATERPLANT MAINTENANCE	10,000.00	207,767.76	(197,767.76)	15,000.00	0.00	15,000.00
2-41-00-538-00	POWER NEW TREATMENT PLANT	40,000.00	59,959.04	(19,959.04)	60,000.00	0.00	60,000.00
2-41-00-539-00	AIRPORT SYSTEM POWER	8,000.00	9,676.76	(1,676.76)	9,500.00	0.00	9,500.00
2-41-00-540-00	POWER - TREATMENT PLANT	36,000.00	7,696.38	28,303.62	3,000.00	0.00	3,000.00
2-41-00-541-00	POWER - NEW BOOSTER STATION	500.00	379.20	120.80	500.00	0.00	500.00
2-41-00-542-00	PUMPING STATION - POWER	18,000.00	19,580.67	(1,580.67)	20,000.00	0.00	20,000.00
2-41-00-544-00	HEATING - EXIST TREATMENT PLNT	18,000.00	14,182.90	3,817.10	12,000.00	0.00	12,000.00
2-41-00-545-00	HEATING - NEW BOOSTER STATION	1,500.00	1,382.63	117.37	1,500.00	0.00	1,500.00

TOWN OF CLARESHOLM

REVENUE AND EXPENDITURE REPORT



GL Number	Description	2010 YTD Budget	2010 YTD Actual	2010 YTD \$ Variance	2011 YTD Budget	2011 YTD Actual	2011 YTD \$ Variance
2-41-00-546-00	HEATING PUMPING STATION	2,500.00	1,814.72	685.28	2,000.00	0.00	2,000.00
2-41-00-547-00	AIRPORT SYSTEM HEATING	2,000.00	1,862.12	137.88	2,000.00	0.00	2,000.00
2-41-00-548-00	HEATING NEW TREATMENT PLANT	9,000.00	10,114.33	(1,114.33)	10,000.00	0.00	10,000.00
2-41-00-750-00	AMORTIZATION EXP - WATER	292,000.00	364,201.60	(72,201.60)	0.00	0.00	0.00
2-41-00-832-00	WATER DEBENTURES INTEREST	204,299.00	204,104.15	194.85	199,808.87	0.00	199,808.87
2-41-00-960-00	OFFICE PERSONNEL	20,250.00	20,250.00	0.00	25,300.00	0.00	25,300.00
2-41-00-961-00	TELEPHONE ADMINISTRATION	7,000.00	7,000.00	0.00	8,750.00	0.00	8,750.00
2-41-00-962-00	POSTAGE	6,800.00	6,800.00	0.00	8,500.00	0.00	8,500.00
2-41-00-963-00	WATER INTERDEPART INSURANCE	10,000.00	10,000.00	0.00	12,500.00	0.00	12,500.00
2-41-00-964-00	WATER TRUCK RENTAL	8,960.00	8,960.00	0.00	11,200.00	0.00	11,200.00
2-41-00-965-00	OFFICE SUPPLIES ADMINISTRATION	1,300.00	1,300.00	0.00	1,625.00	0.00	1,625.00
2-41-00-966-00	WATER PLANT WATER TESTING	10,000.00	6,729.00	3,271.00	7,500.00	138.00	7,362.00
2-41-00-987-00	WATER BAD DEBTS W/OFF	1,500.00	520.76	979.24	500.00	0.00	500.00
*	TOTAL EXPENSE WATER SERVICE	1,044,109.00	1,391,814.92	(347,705.92)	826,833.87	29,934.19	796,899.68
***P	NET COSTS WATER SERVICES	(219,309.00)	(364,160.20)	144,851.20	(6,633.87)	18,906.50	(25,540.37)

TOWN OF CLARESHOLM

REVENUE AND EXPENDITURE REPORT



GL Number	Description	2010 YTD Budget	2010 YTD Actual	2010 YTD \$ Variance	2011 YTD Budget	2011 YTD Actual	2011 YTD \$ Variance
REVENUE SEWER SERVICES							
1-42-00-120-00	LOCAL IMPROV CHARGES - SEWER	0.00	0.00	0.00	0.00	0.00	0.00
1-42-00-410-00	SEWER SERVICE FEES & CHARGES	280,000.00	277,224.97	2,775.03	275,000.00	16,340.77	258,659.23
1-42-00-990-00	NON GOVT CONTRIB SEWER	13,000.00	13,785.82	(785.82)	0.00	0.00	0.00
*	TOTAL REVENUE SEWER SERVICES	293,000.00	291,010.79	1,989.21	275,000.00	16,340.77	258,659.23
EXPENSES SEWER SERVICES							
2-42-00-100-00	SAN SEWER SERV ADMIN WAGE BEN	1,300.00	1,069.60	230.40	1,200.00	0.00	1,200.00
2-42-00-101-00	SEWER MTCE. - WAGE BENEFITS	13,000.00	11,434.70	1,565.30	12,500.00	582.23	11,917.77
2-42-00-110-00	SALARY - SUPERINTENDENT	8,000.00	8,000.00	0.00	8,000.00	0.00	8,000.00
2-42-00-140-00	SEWER MAINTENANCE - WAGES	16,000.00	13,753.83	2,246.17	15,000.00	545.83	14,454.17
2-42-00-150-00	SEWER LAGOON MAINTENANCE-WAGES	16,000.00	15,636.84	363.16	16,000.00	1,827.36	14,172.64
2-42-00-200-00	SEWER LAGOON MTCE-CONTRAC SERV	2,000.00	0.00	2,000.00	95,600.00	0.00	95,600.00
2-42-00-201-00	SEWER MTCE - CONTRACTED SERVICES	5,000.00	6,523.88	(1,523.88)	6,000.00	0.00	6,000.00
2-42-00-510-00	SEWER MAINTENANCE - MATERIALS	5,000.00	15,441.09	(10,441.09)	7,000.00	0.00	7,000.00
2-42-00-520-00	SEWER LAGOON MAINT - MATERIALS	1,500.00	109.99	1,390.01	500.00	0.00	500.00
2-42-00-832-00	SEWER DEBENTURE - INTEREST	47,495.00	46,826.34	668.66	45,214.78	0.00	45,214.78
2-42-00-960-00	OFFICE SECRETARY	6,750.00	6,750.00	0.00	8,450.00	0.00	8,450.00
2-42-00-961-00	SEWER INTERDEPART INS	2,000.00	2,000.00	0.00	2,500.00	0.00	2,500.00
2-42-00-962-00	SEWER ADMIN TRUCK RENTAL	3,360.00	3,360.00	0.00	4,200.00	0.00	4,200.00
2-42-00-963-00	SEWER MTCE TRUCK RENTAL	8,400.00	8,400.00	0.00	10,500.00	0.00	10,500.00
2-42-00-964-00	SEWER OFFICE SUPPLIES	2,100.00	2,100.00	0.00	2,625.00	0.00	2,625.00
2-42-00-550-00	LIFT STATION POWER & HEAT	3,500.00	2,138.23	1,361.77	2,500.00	0.00	2,500.00
2-42-00-551-00	LIFT STATION - HEAT	2,500.00	1,521.25	978.75	2,000.00	0.00	2,000.00
2-42-00-552-00	SEWER LAGOON POWER	10,000.00	14,189.86	(4,189.86)	13,000.00	0.00	13,000.00
2-42-00-750-00	AMORTIZATION EXP - SAN SEWER	229,000.00	140,037.67	88,962.33	0.00	0.00	0.00
*	TOTAL EXPENSES SEWER SERVICES	382,905.00	299,293.28	83,611.72	252,789.78	2,955.42	249,834.36
***P	NET COSTS SEWER SERVICES	(89,905.00)	(8,282.49)	(81,622.51)	22,210.22	13,385.35	8,824.87

TOWN OF CLARESHOLM

REVENUE AND EXPENDITURE REPORT



GL Number	Description	2010 YTD Budget	2010 YTD Actual	2010 YTD \$ Variance	2011 YTD Budget	2011 YTD Actual	2011 YTD \$ Variance
REVENUE GARBAGE COLLECTION							
1-43-00-410-00	GARBAGE COLLECT & DISPOSAL FEE	300,000.00	305,115.69	(5,115.69)	300,000.00	23,230.90	276,769.10
*	TOTAL REVENUE GARBAGE	300,000.00	305,115.69	(5,115.69)	300,000.00	23,230.90	276,769.10
EXP GARBAGE COLLECTION							
2-43-00-100-00	GARBAGE ADMIN - WAGE BENEFIT	1,500.00	1,099.00	401.00	1,200.00	0.00	1,200.00
2-43-00-101-00	GARBAGE COLLECTION-WAGE BEN	32,000.00	32,730.02	(730.02)	34,000.00	2,547.18	31,452.82
2-43-00-110-00	SALARY - GARBAGE ADMIN SUPT	10,000.00	10,000.00	0.00	10,000.00	0.00	10,000.00
2-43-00-120-00	GARBAGE COLLECTION - WAGES	65,000.00	74,995.43	(9,995.43)	77,000.00	8,151.30	68,848.70
2-43-00-140-00	RECYCLING MTCE - WAGES	16,000.00	10,971.06	5,028.94	12,000.00	1,219.52	10,780.48
2-43-00-210-00	LANDFILL MTCE - CONTRACTED SER	73,000.00	85,448.14	(12,448.14)	90,000.00	0.00	90,000.00
2-43-00-211-00	WASTE MANAGEMENT - CONT. SERV.	26,000.00	26,196.00	(196.00)	27,000.00	0.00	27,000.00
2-43-00-212-00	RECYCLING CENTRE - CONTRACTED SER	40,000.00	37,678.61	2,321.39	45,000.00	0.00	45,000.00
2-43-00-213-00	LANDFILL CLOSURE - CONT. SERV.	12,000.00	(7,117.85)	19,117.85	5,000.00	0.00	5,000.00
2-43-00-520-00	GARBAGE COLLECTION - MATERIALS	15,000.00	6,177.99	8,822.01	10,000.00	0.00	10,000.00
2-43-00-750-00	AMORTIZATION EXP - GARBAGE	15,500.00	68,396.92	(52,896.92)	0.00	0.00	0.00
2-43-00-960-00	GARBAGE ADMIN TRUCK RENTAL	2,800.00	2,800.00	0.00	3,500.00	0.00	3,500.00
2-43-00-961-00	GARBAGE COLL TRUCK RENTAL	32,480.00	32,480.00	0.00	40,600.00	0.00	40,600.00
2-43-00-962-00	GARBAGE ADMIN OFFICE SUPPLIES	1,300.00	1,300.00	0.00	1,625.00	0.00	1,625.00
*	TOTAL EXP GARBAGE COLLECTION	342,580.00	383,155.32	(40,575.32)	356,925.00	11,918.00	345,007.00
***P	NET COSTS GARBAGE COLLECTION	(42,580.00)	(78,039.63)	35,459.63	(56,925.00)	11,312.90	(68,237.90)

TOWN OF CLARESHOLM

REVENUE AND EXPENDITURE REPORT



GL Number	Description	2010 YTD Budget	2010 YTD Actual	2010 YTD \$ Variance	2011 YTD Budget	2011 YTD Actual	2011 YTD \$ Variance
REVENUE FCSS							
1-51-00-100-00	FCSS - PROVINCIAL FUNDING	87,695.01	87,695.00	0.01	87,695.00	20,920.00	66,775.00
1-51-00-100-01	SUBSIDY ASC	3,000.00	8,017.23	(5,017.23)	0.00	0.00	0.00
1-51-00-100-05	GRANTS - ASC	0.00	0.00	0.00	0.00	0.00	0.00
1-51-00-101-00	FCSS - TOWN OF CLARESHOLM	21,924.00	21,924.00	0.00	21,924.00	0.00	21,924.00
1-51-00-102-00	FCSS - MD OF WILLOW CREEK	39,269.48	39,269.48	0.00	39,270.00	0.00	39,270.00
1-51-00-103-00	FCSS - DEFERRED REVENUE	0.00	0.00	0.00	0.00	0.00	0.00
1-51-00-104-00	FCSS - OTHER INCOME	0.00	0.00	0.00	0.00	0.00	0.00
1-51-00-104-02	COMMUNITY CHOOSE WELL	0.00	0.00	0.00	0.00	0.00	0.00
1-51-00-105-00	FCSS - INTEREST EARNED	75.00	109.06	(34.06)	25.00	0.00	25.00
1-51-00-106-00	FCSS - DONATIONS & FUNDRAISING	0.00	0.00	0.00	0.00	0.00	0.00
1-51-00-101-01	ALBERTA HEALTH SERVICES OP	24,136.00	24,135.84	0.16	24,136.00	0.00	24,136.00
1-51-00-102-01	OTHER FUNDING & FEES OP	750.00	550.00	200.00	250.00	0.00	250.00
1-51-00-104-01	FUNDING - DRUG COALITION OP	5,000.00	5,250.25	(250.25)	20,000.00	0.00	20,000.00
1-51-00-100-02	FEES & REIMBURSEMENTS ASC	2,600.00	1,246.40	1,353.60	0.00	0.00	0.00
1-51-00-100-03	FEES & REIMBURSEMENTS SF	0.00	0.00	0.00	0.00	0.00	0.00
1-51-00-100-04	FEES & REIMBURSEMENTS OTHER	800.00	1,075.00	(275.00)	1,000.00	0.00	1,000.00
1-51-00-100-06	CFSA FUNDING RC	31,071.00	31,071.00	0.00	31,071.00	7,769.00	23,302.00
1-51-00-101-06	OTHER FUNDING & FEES RC	0.00	55.00	(55.00)	50.00	0.00	50.00
	* TOTAL REVENUE FCSS	216,320.49	220,398.26	(4,077.77)	225,421.00	28,689.00	196,732.00
EXPENSE FCSS GENERAL							
2-51-00-100-00	WAGES & SALARIES DIRECTOR	50,500.00	49,407.30	1,092.70	49,440.00	5,704.62	43,735.38
2-51-00-102-00	EI EXPENSE	1,100.00	1,131.24	(31.24)	1,200.00	142.17	1,057.83
2-51-00-103-00	CPP EXPENSE	2,150.00	2,293.54	(143.54)	2,200.00	262.38	1,937.62
2-51-00-104-00	WCB EXPENSE	0.00	0.00	0.00	5,000.00	0.00	5,000.00
2-51-00-105-00	BENEFITS EXPENSE	5,000.00	3,254.89	1,745.11	2,000.00	0.00	2,000.00
2-51-00-106-00	LAPP CONTRIBUTIONS	4,500.00	4,000.07	499.93	200.00	0.00	200.00
2-51-00-107-00	PROFESSIONAL DEVELOPMENT	1,000.00	1,513.06	(513.06)	500.00	0.00	500.00
2-51-00-108-00	ADVERTISING & PROMOTION	500.00	181.96	318.04	200.00	0.00	200.00
2-51-00-109-00	ACCOUNTING & LEGAL	4,250.00	3,150.00	1,100.00	3,500.00	0.00	3,500.00
2-51-00-111-00	MEMBERSHIPS	1,100.00	705.00	395.00	750.00	0.00	750.00
2-51-00-112-00	OFFICE EXPENSES	3,200.00	6,826.45	(3,626.45)	2,500.00	0.00	2,500.00
2-51-00-113-00	RENT EXPENSE	10,200.00	10,074.12	125.88	10,600.00	839.51	9,760.49
2-51-00-114-00	GENERAL & ADMIN EXPENSES	2,000.00	3,374.01	(1,374.01)	200.00	0.00	200.00
2-51-00-115-00	JANITORIAL EXPENSES	3,800.00	3,709.05	90.95	0.00	96.75	(96.75)
2-51-00-116-00	TELEPHONE & UTILITIES	6,000.00	7,287.77	(1,287.77)	7,500.00	441.43	7,058.57
2-51-00-117-00	TRAVEL & MEALS	1,200.00	2,036.31	(836.31)	1,000.00	0.00	1,000.00
2-51-00-118-00	INSURANCE EXPENSE	450.00	450.00	0.00	0.00	0.00	0.00



TOWN OF CLARESHOLM

REVENUE AND EXPENDITURE REPORT

GL Number	Description	2010 YTD Budget	2010 YTD Actual	2010 YTD \$ Variance	2011 YTD Budget	2011 YTD Actual	2011 YTD \$ Variance
* TOTAL SUMMER FUN EXPENSES		0.00	0.00	0.00	0.00	0.00	0.00
OTHER PROGRAM EXPENSES							
2-51-00-100-04	WAGES - OTHER	1,500.00	2,783.10	(1,283.10)	400.00	0.00	400.00
2-51-00-108-04	ADVERTISING - OTHER	250.00	418.56	(168.56)	500.00	0.00	500.00
2-51-00-120-04	SUPPLIES - OTHER	250.00	793.63	(543.63)	1,200.00	0.00	1,200.00
2-51-00-123-05	OTHER ALLOCATED FUNDS	0.00	0.00	0.00	1,000.00	300.00	700.00
* TOTAL OTHER PROGRAM EXPENSES		2,000.00	3,995.29	(1,995.29)	3,100.00	300.00	2,800.00
PROGRAM GRANTS EXPENSE							
2-51-00-125-05	COMMUNITY GRANTS EXPENSE	8,000.00	9,400.00	(1,400.00)	20,000.00	0.00	20,000.00
* TOTAL PROGRAM GRANTS EXPENSE		8,000.00	9,400.00	(1,400.00)	20,000.00	0.00	20,000.00
RESOURCE CENTRE EXPENSES							
2-51-00-100-06	WAGES RC	29,200.00	29,568.76	(368.76)	31,000.00	3,336.61	27,663.39
2-51-00-100-16	EI EXPENSE - RC	701.00	744.74	(43.74)	765.00	86.46	678.54
2-51-00-100-26	CPP EXPENSE - RC	450.00	78.47	371.53	1,520.00	42.33	1,477.67
2-51-00-105-06	BENEFITS RC	1,113.00	1,182.79	(69.79)	1,000.00	133.47	866.53
2-51-00-107-06	PROFESSIONAL DEVELOPMENT RC	300.00	0.00	300.00	1,000.00	355.00	645.00
2-51-00-108-06	ADVERTISING RC	500.00	349.45	150.55	250.00	0.00	250.00
2-51-00-117-06	TRAVEL & MEALS RC	0.00	0.00	0.00	200.00	0.00	200.00
2-51-00-120-06	SUPPLIES RC	950.00	1,024.06	(74.06)	500.00	0.00	500.00
2-51-00-122-06	ADMIN ALLOCATION RC	0.00	0.00	0.00	0.00	0.00	0.00
* TOTAL RESOURCE CENTRE EXPENSE		33,214.00	32,948.27	265.73	36,235.00	3,953.87	32,281.13
*** NET COSTS FCSS		0.01	1,669.20	(1,669.19)	16,134.00	16,523.34	(389.34)

TOWN OF CLARESHOLM

REVENUE AND EXPENDITURE REPORT



GL Number	Description	2010 YTD Budget	2010 YTD Actual	2010 YTD \$ Variance	2011 YTD Budget	2011 YTD Actual	2011 YTD \$ Variance
EXPENSES DAYCARE SERVICES							
2-51-00-750-00	CONTRIBUTION TO F.C.S.S. PROJ	21,924.00	21,924.00	0.00	21,924.00	0.00	21,924.00
2-52-00-750-00	CONTRIBUTION TO DAY CARE	26,202.00	30,202.00	(4,000.00)	26,202.00	2,183.50	24,018.50
*	TOTAL EXP DAYCARE SERVICES	48,126.00	52,126.00	(4,000.00)	48,126.00	2,183.50	45,942.50
***P	NET COSTS DAYCARE SERVICES	(48,126.00)	(52,126.00)	4,000.00	(48,126.00)	(2,183.50)	(45,942.50)



TOWN OF CLARESHOLM

REVENUE AND EXPENDITURE REPORT

GL Number	Description	2010 YTD Budget	2010 YTD Actual	2010 YTD \$ Variance	2011 YTD Budget	2011 YTD Actual	2011 YTD \$ Variance
REVENUE CEMETERY SERV							
1-56-00-410-00	CEMETERY FEES	14,000.00	12,970.00	1,030.00	12,000.00	2,575.00	9,425.00
1-56-00-850-00	LOCAL GOVT GRANTS CEMETERY	1,000.00	1,000.00	0.00	1,000.00	0.00	1,000.00
*	TOTAL REVENUE CEMETERY SERV	15,000.00	13,970.00	1,030.00	13,000.00	2,575.00	10,425.00
EXPENSE CEMETERY SERV							
2-56-00-100-00	CEMETERIES WAGE BENEFITS	4,000.00	5,610.05	(1,610.05)	6,000.00	25.81	5,974.19
2-56-00-110-00	CEMETERY WAGES	12,000.00	15,482.63	(3,482.63)	17,000.00	102.70	16,897.30
2-56-00-510-00	CEMETERY MATERIALS	3,000.00	591.17	2,408.83	1,000.00	0.00	1,000.00
2-56-00-750-00	AMORTIZATION EXP - CEMETERY	350.00	(491.54)	841.54	0.00	0.00	0.00
*	TOTAL EXPENSE CEMETERY SERV	19,350.00	21,192.31	(1,842.31)	24,000.00	128.51	23,871.49
***P	NET COSTS CEMETERY SERVICES	(4,350.00)	(7,222.31)	2,872.31	(11,000.00)	2,446.49	(13,446.49)

TOWN OF CLARESHOLM

REVENUE AND EXPENDITURE REPORT



GL Number	Description	2010 YTD Budget	2010 YTD Actual	2010 YTD \$ Variance	2011 YTD Budget	2011 YTD Actual	2011 YTD \$ Variance
REV PHYSICIAN RECRUITMENT							
1-57-00-100-00	TOWN OF CLARESHOLM GRANT	30,000.00	30,000.00	0.00	30,000.00	0.00	30,000.00
1-57-00-101-00	MD OF WILLOW CREEK GRANT	20,000.00	21,532.25	(1,532.25)	20,000.00	20,000.00	0.00
1-57-00-102-00	TOWN OF STAVELY GRANT	2,500.00	2,500.00	0.00	2,500.00	2,500.00	0.00
1-57-00-103-00	TOWN OF GRANUM GRANT	2,000.00	2,000.00	0.00	2,000.00	2,000.00	0.00
1-57-00-104-00	RPAP GRANT	6,386.05	5,382.00	1,004.05	1,526.00	0.00	1,526.00
1-57-00-105-00	COMMUNITY SPIRIT GRANT	0.00	0.00	0.00	11,374.00	0.00	11,374.00
*	TOTAL REV PHYSICIAN RECRUITMEN	60,886.05	61,414.25	(528.20)	67,400.00	24,500.00	42,900.00
EXP PHYSICIAN RECRUITMENT							
2-57-00-110-00	HOUSING COSTS	36,000.00	43,500.00	(7,500.00)	43,500.00	13,500.00	30,000.00
2-57-00-120-00	CLINIC TAX RELIEF	11,000.00	10,695.62	304.38	11,000.00	0.00	11,000.00
2-57-00-130-00	DISCRETIONARY EXPENSES	13,886.05	5,382.00	8,504.05	12,900.00	0.00	12,900.00
2-57-00-764-00	CONT TO GENERAL RESERVES	0.00	1,836.63	(1,836.63)	0.00	0.00	0.00
*	TOTAL EXP PHYSICIAN RECRUITMEN	60,886.05	61,414.25	(528.20)	67,400.00	13,500.00	53,900.00
***P	NET COSTS PHYSICIAN RECRUIT	0.00	0.00	0.00	0.00	11,000.00	(11,000.00)

TOWN OF CLARESHOLM

REVENUE AND EXPENDITURE REPORT



GL Number	Description	2010 YTD Budget	2010 YTD Actual	2010 YTD \$ Variance	2011 YTD Budget	2011 YTD Actual	2011 YTD \$ Variance
EXPENSES AG SERVICES							
2-62-00-100-00	PEST CONT ADMIN WAGE BENEFIT	700.00	601.25	98.75	700.00	0.00	700.00
2-62-00-111-00	PEST CONTROL WAGES	1,200.00	623.37	576.63	700.00	0.00	700.00
2-62-00-122-00	WEED CONTROL SPRAYING WAGES	1,500.00	2,166.26	(666.26)	2,500.00	0.00	2,500.00
2-62-00-200-00	WEED CONTROL WAGE BENEFITS	400.00	547.07	(147.07)	600.00	0.00	600.00
2-62-00-514-00	PEST CONTROL CHEMICALS	1,000.00	2,586.05	(1,586.05)	2,500.00	0.00	2,500.00
2-62-00-515-00	WEED CONTROL CHEMICALS	4,500.00	2,545.00	1,955.00	3,000.00	0.00	3,000.00
2-62-00-516-00	PEST CONTROL MATERIALS	0.00	0.00	0.00	0.00	0.00	0.00
2-62-00-517-00	WEED CONTROL MATERIALS	0.00	0.00	0.00	0.00	0.00	0.00
2-62-00-750-00	AMORTIZATION EXP - AG SERVICES	28,000.00	28,453.18	(453.18)	0.00	0.00	0.00
* TOTAL EXPENSES AG SERVICES		37,300.00	37,522.18	(222.18)	10,000.00	0.00	10,000.00
***P	NET COSTS AG SERVICES	(37,300.00)	(37,522.18)	222.18	(10,000.00)	0.00	(10,000.00)



TOWN OF CLARESHOLM

REVENUE AND EXPENDITURE REPORT

GL Number	Description	2010 YTD Budget	2010 YTD Actual	2010 YTD \$ Variance	2011 YTD Budget	2011 YTD Actual	2011 YTD \$ Variance
REV PLANNING/DEVELOPMENT							
1-26-00-519-00	COMPLIANCE REQUESTS	1,200.00	2,050.00	(850.00)	2,000.00	300.00	1,700.00
1-26-00-520-00	BUILDING PERMITS/ SUPERIOR	16,000.00	9,358.05	6,641.95	8,000.00	1,109.00	6,891.00
1-26-00-521-00	PLANNING FEES MISC.	3,000.00	125.00	2,875.00	0.00	400.00	(400.00)
1-26-00-522-00	DEVELOPMENT/ OTHER PERMITS	15,000.00	12,596.05	2,403.95	12,000.00	1,995.00	10,005.00
1-26-00-523-00	DEVELOPMENT PENALTIES & FINES	200.00	461.00	(261.00)	200.00	25.00	175.00
1-66-00-840-00	MUNICIPAL PLANNING FEES	0.00	0.00	0.00	0.00	0.00	0.00
*	TOTAL REV PLANNING/DEVELOPMEN	35,400.00	24,590.10	10,809.90	22,200.00	3,829.00	18,371.00
EXP PLANNING/DEVELOPMENT							
2-26-00-110-00	WAGES - DEVELOPMENT	60,000.00	59,890.57	109.43	60,000.00	6,917.28	53,082.72
2-26-00-100-00	WAGE BEN - DEVELOPMENT	13,000.00	12,754.62	245.38	15,000.00	1,726.28	13,273.72
2-66-00-100-00	ASSISTANT WAGE	18,000.00	17,586.41	413.59	18,000.00	2,076.48	15,923.52
2-66-00-101-00	ADDITIONAL DEVELOPMENT WAGES	0.00	0.00	0.00	50,000.00	0.00	50,000.00
2-66-00-111-00	DEVELOPMENT ASSISTANT WAGE BENEF	2,000.00	1,754.31	245.69	2,000.00	223.77	1,776.23
2-66-00-200-00	PROFESSIONAL SERVICES	75,000.00	27,610.39	47,389.61	30,000.00	0.00	30,000.00
2-66-00-201-00	DEVELOPMENT - LEGAL	5,000.00	3,006.42	1,993.58	3,000.00	0.00	3,000.00
2-66-00-202-00	DEVELOPMENT - MEMBERSHIPS	0.00	0.00	0.00	0.00	0.00	0.00
2-66-00-203-00	DEVELOPMENT - TELEPHONE	1,000.00	713.89	286.11	1,000.00	59.30	940.70
2-66-00-204-00	DEVELOPMENT - ADVERTISING	0.00	64.35	(64.35)	0.00	0.00	0.00
2-66-00-205-00	DEVELOPMENT - MILEAGE	500.00	89.14	410.86	100.00	0.00	100.00
2-66-00-210-00	SURVEYING/SUBDIVISION COSTS	2,000.00	0.00	2,000.00	2,000.00	0.00	2,000.00
2-66-00-215-00	S&DAB EXPENSES	1,000.00	0.00	1,000.00	500.00	0.00	500.00
2-66-00-750-00	AMORTIZATION EXP - PLANNING	650.00	774.26	(124.26)	0.00	0.00	0.00
2-12-00-998-00	PLANNING FUND	40,000.00	34,967.00	5,033.00	37,000.00	20,327.00	16,673.00
*	TOTAL EXP PLANNING/DEVELOPMEN	218,150.00	159,211.36	58,938.64	218,600.00	31,330.11	187,269.89
***P	NET COSTS PLANNING/DEVELOPME	(182,750.00)	(134,621.26)	(48,128.74)	(196,400.00)	(27,501.11)	(168,898.89)

TOWN OF CLARESHOLM

REVENUE AND EXPENDITURE REPORT



GL Number	Description	2010 YTD Budget	2010 YTD Actual	2010 YTD \$ Variance	2011 YTD Budget	2011 YTD Actual	2011 YTD \$ Variance
REVENUE RECREATION							
1-71-00-850-00	LOCAL GOVERNMENT REC. GRANTS	25,000.00	25,000.00	0.00	25,000.00	0.00	25,000.00
*	TOTAL REVENUE RECREATION	25,000.00	25,000.00	0.00	25,000.00	0.00	25,000.00
EXPENSES RECREATION							
2-71-00-100-00	SUMMER FUN STAFF BENEFITS	0.00	879.80	(879.80)	0.00	0.00	0.00
2-71-00-110-00	SUMMER FUN STAFF WAGES	0.00	8,112.00	(8,112.00)	0.00	0.00	0.00
2-71-00-512-00	GOLF COURSE DEBENTURE ASSISTANCE	0.00	0.00	0.00	150,000.00	0.00	150,000.00
2-72-00-211-00	GOLF COURSE COLLECTION SERVICE	50,000.00	50,000.00	0.00	50,000.00	20,000.00	30,000.00
*	TOTAL EXPENSES RECREATION	50,000.00	58,991.80	(8,991.80)	200,000.00	20,000.00	180,000.00
	NET COSTS RECREATION	(25,000.00)	(33,991.80)	8,991.80	(175,000.00)	(20,000.00)	(155,000.00)

***P NET COSTS RECREATION

TOWN OF CLARESHOLM

REVENUE AND EXPENDITURE REPORT



GL Number	Description	2010 YTD Budget	2010 YTD Actual	2010 YTD \$ Variance	2011 YTD Budget	2011 YTD Actual	2011 YTD \$ Variance
REVENUE ARENA							
1-72-00-418-00	VENDING MACHINES	0.00	40.94	(40.94)	0.00	0.00	0.00
1-72-00-562-00	MINOR HOCKEY RENTALS	30,000.00	30,821.07	(821.07)	30,000.00	8,518.22	21,481.78
1-72-00-564-00	FIGURE SKATING RENTALS	17,000.00	11,454.30	5,545.70	11,000.00	2,988.70	8,011.30
1-72-00-565-00	STORAGE ROOM RENTAL	1,200.00	1,200.00	0.00	1,200.00	0.00	1,200.00
1-72-00-566-00	ADULT & ZONE "AA"	9,000.00	5,524.03	3,475.97	5,000.00	2,103.75	2,896.25
1-72-00-567-00	OUT OF TOWN ICE RENTAL	0.00	0.00	0.00	0.00	0.00	0.00
1-72-00-568-00	CONCESSION RENTAL	1,000.00	1,000.00	0.00	1,000.00	0.00	1,000.00
1-72-00-569-00	ARENA ADVERTISING - SIGNS	2,000.00	2,450.00	(450.00)	2,000.00	550.00	1,450.00
1-72-00-570-00	OTHER RENTALS	10,000.00	10,830.29	(830.29)	10,000.00	3,719.96	6,280.04
* TOTAL REVENUE ARENA		70,200.00	63,320.63	6,879.37	60,200.00	17,880.63	42,319.37
EXPENSES ARENA							
2-72-00-104-00	WAGE BENEFITS ARENA	28,000.00	24,165.96	3,834.04	26,000.00	3,334.78	22,665.22
2-72-00-140-00	ARENA OPERATION WAGES	66,000.00	60,829.90	5,170.10	63,000.00	12,668.50	50,331.50
2-72-00-216-00	ARENA TELEPHONE	2,000.00	1,860.60	139.40	2,000.00	156.07	1,843.93
2-72-00-530-00	ARENA MATERIALS	25,000.00	24,586.15	413.85	27,000.00	645.08	26,354.92
2-72-00-560-00	ARENA UTILITIES	80,000.00	84,473.37	(4,473.37)	77,000.00	0.00	77,000.00
2-72-00-750-00	AMORTIZATION EXP - ARENA	36,499.99	36,940.82	(440.83)	0.00	0.00	0.00
* TOTAL EXPENSES ARENA		237,499.99	232,856.80	4,643.19	195,000.00	16,804.43	178,195.57
***P NET COSTS ARENA		(167,299.99)	(169,536.17)	2,236.18	(134,800.00)	1,076.20	(135,876.20)

TOWN OF CLARESHOLM

REVENUE AND EXPENDITURE REPORT



GL Number	Description	2010 YTD Budget	2010 YTD Actual	2010 YTD \$ Variance	2011 YTD Budget	2011 YTD Actual	2011 YTD \$ Variance
REVENUE PARKS							
1-72-00-572-00	PARK CAMPING FEES	34,999.99	37,580.37	(2,580.38)	35,000.00	0.00	35,000.00
1-72-00-991-00	SUB RESERVE CONT TO PARK DEVEL	0.00	0.00	0.00	0.00	0.00	0.00
* TOTAL REVENUE PARKS		34,999.99	37,580.37	(2,580.38)	35,000.00	0.00	35,000.00
EXPENSES PARKS							
2-72-00-105-00	WAGE BENEFITS PARKS	23,000.00	26,247.95	(3,247.95)	28,000.00	163.06	27,836.94
2-72-00-151-00	PARKS OPERATION WAGES	70,000.00	69,240.68	759.32	75,000.00	657.37	74,342.63
2-72-00-535-00	PARKS MATERIALS	20,000.00	20,752.15	(752.15)	22,000.00	0.00	22,000.00
2-72-00-537-00	PARK DEV MATERIAL	40,000.00	9,736.18	30,263.82	30,000.00	0.00	30,000.00
2-72-00-570-00	PARKS UTILITIES	13,000.00	9,277.53	3,722.47	10,000.00	37.28	9,962.72
2-72-00-751-00	AMORTIZATION EXP - PARKS	30,500.00	24,016.17	6,483.83	0.00	0.00	0.00
* TOTAL EXPENSES PARKS		196,500.00	159,270.66	37,229.34	165,000.00	857.71	164,142.29
***P NET COSTS PARKS		(161,500.01)	(121,690.29)	(39,809.72)	(130,000.00)	(857.71)	(129,142.29)

TOWN OF CLARESHOLM

REVENUE AND EXPENDITURE REPORT



GL Number	Description	2010 YTD Budget	2010 YTD Actual	2010 YTD Variance	2011 YTD Budget	2011 YTD Actual	2011 YTD Variance
REVENUE SWIM POOL							
1-72-00-410-00	SWIMMING LESSONS	25,000.00	26,005.97	(1,005.97)	25,000.00	1,342.86	23,657.14
1-72-00-412-00	SWIM GATE REC & SEASON TICKETS	45,000.00	45,984.19	(984.19)	45,000.00	4,391.03	40,608.97
1-72-00-560-00	SWIM POOL RENTAL	6,000.00	14,112.42	(8,112.42)	12,000.00	1,723.81	10,276.19
1-72-00-841-00	PROV GRANTS - CAC	0.00	0.00	0.00	0.00	0.00	0.00
* TOTAL REVENUE SWIM POOL		76,000.00	86,102.58	(10,102.58)	82,000.00	7,457.70	74,542.30
EXPENSES SWIM POOL							
2-72-00-102-00	WAGE BENEFITS SWIM POOL	12,000.00	14,525.45	(2,525.45)	16,000.00	1,217.82	14,782.18
2-72-00-130-00	SWIM POOL FULL TIME GUARDS	64,000.00	47,977.10	16,022.90	50,000.00	3,663.19	46,336.81
2-72-00-131-00	SWIM POOL PART TIME GUARDS	58,000.00	74,754.83	(16,754.83)	76,000.00	10,395.47	65,604.53
2-72-00-132-00	POOL SUPERVISOR SALARY	46,500.00	46,205.90	294.10	48,000.00	5,491.41	42,508.59
2-72-00-133-00	POOL SUPERVISOR WAGE BENEFITS	11,500.00	10,986.79	513.21	12,000.00	1,398.50	10,601.50
2-72-00-201-00	AQUATIC CENTRE TRAINING	3,000.00	2,024.89	975.11	3,000.00	0.00	3,000.00
2-72-00-215-00	SWIM POOL TELEPHONE	2,800.00	2,670.73	129.27	2,800.00	226.25	2,573.75
2-72-00-525-00	SWIM POOL PROGRAM MATERIALS	20,000.00	14,270.00	5,730.00	10,000.00	855.23	9,144.77
2-72-00-526-00	SWIM POOL OPERATION MATERIALS	8,000.00	4,975.30	3,024.70	6,000.00	268.84	5,731.16
2-72-00-527-00	SWIM POOL RESALE MATERIALS	0.00	0.00	0.00	0.00	(609.06)	609.06
2-72-00-752-00	AMORTIZATION EXP - POOL	49,000.00	14,100.00	34,900.00	0.00	0.00	0.00
2-72-00-834-00	SWIM POOL DEBENTURE INT	8,140.00	6,868.74	1,271.26	6,355.83	0.00	6,355.83
* TOTAL EXPENSES SWIM POOL		282,940.00	239,359.73	43,580.27	230,155.83	22,907.65	207,248.18
***P NET COSTS SWIM POOL		(206,940.00)	(153,257.15)	(53,682.85)	(148,155.83)	(15,449.95)	(132,705.88)



TOWN OF CLARESHOLM

REVENUE AND EXPENDITURE REPORT

GL Number	Description	2010 YTD Budget	2010 YTD Actual	2010 YTD \$ Variance	2011 YTD Budget	2011 YTD Actual	2011 YTD \$ Variance
MUSEUM REVENUE							
1-74-00-410-00	MUSEUM GATE DONATIONS	6,000.00	5,491.95	508.05	5,000.00	0.00	5,000.00
1-74-00-840-00	MUSEUM PROV GRANT	7,500.00	11,105.50	(3,605.50)	1,500.00	0.00	1,500.00
1-74-00-845-00	VISITOR INFO CENTRE - PROV GRANT	0.00	0.00	0.00	6,000.00	0.00	6,000.00
1-74-00-990-00	MUSEUM - CHAMBER GRANT	1,000.00	3,426.00	(2,426.00)	1,000.00	0.00	1,000.00
*	TOTAL MUSEUM REVENUE	14,500.00	20,023.45	(5,523.45)	13,500.00	0.00	13,500.00
EXPENSES MUSEUM							
2-74-00-100-00	MUSEUM WAGE BENEFITS	2,500.00	2,647.23	(147.23)	2,700.00	40.27	2,659.73
2-74-00-101-00	VISITOR INFO CENTRE - WAGE BENEFITS	2,500.00	2,313.27	186.73	2,500.00	0.00	2,500.00
2-74-00-120-00	MUSEUM WAGES	22,000.00	20,234.68	1,765.32	30,300.00	151.98	30,148.02
2-74-00-150-00	VISITOR INFO CENTRE - WAGES	22,000.00	23,365.36	(1,365.36)	25,000.00	0.00	25,000.00
2-74-00-200-00	DEPOT OFFICE SUPPLIES	0.00	0.00	0.00	0.00	0.00	0.00
2-74-00-201-00	MUSEUM OFFICE SUPPLIES	0.00	0.00	0.00	0.00	0.00	0.00
2-74-00-510-00	MUSEUM MATERIALS	15,000.00	19,498.69	(4,498.69)	20,000.00	0.00	20,000.00
2-74-00-511-00	DEPOT GIFT SHOP SUPPLIES	0.00	0.00	0.00	0.00	0.00	0.00
2-74-00-525-00	DEPOT MEMBERSHIPS	0.00	0.00	0.00	0.00	0.00	0.00
2-74-00-526-00	MUSEUM MEMBERSHIPS	0.00	0.00	0.00	0.00	0.00	0.00
2-74-00-527-00	DEPOT SECURITY/PHONE/FAX/INTERNET	0.00	0.00	0.00	0.00	0.00	0.00
2-74-00-528-00	MUSEUM SECURITY/PHONE/FAX/INTERNE	0.00	0.00	0.00	0.00	0.00	0.00
2-74-00-542-00	DEPOT UTILITIES	12,000.00	9,789.33	2,210.67	9,000.00	194.77	8,805.23
2-74-00-543-00	MUSEUM UTILITIES	13,000.00	12,259.16	740.84	13,000.00	86.51	12,913.49
2-74-00-550-00	VIC PROFESSIONAL DEVELOPMENT	0.00	0.00	0.00	0.00	0.00	0.00
2-74-00-551-00	MUSEUM PROFESSIONAL DEVELOPMENT	0.00	0.00	0.00	0.00	0.00	0.00
2-74-00-530-00	MUSEUM VOLUNTEER EXPENSE	0.00	0.00	0.00	0.00	0.00	0.00
2-74-00-750-00	AMORTIZATION EXP - MUSEUM	13,900.00	27,036.07	(13,136.07)	0.00	0.00	0.00
*	TOTAL EXPENSES MUSEUM	102,900.00	117,143.79	(14,243.79)	102,500.00	473.53	102,026.47
***P	NET COSTS MUSEUM	(88,400.00)	(97,120.34)	8,720.34	(89,000.00)	(473.53)	(88,526.47)



TOWN OF CLARESHOLM

REVENUE AND EXPENDITURE REPORT

GL Number	Description	2010 YTD Budget	2010 YTD Actual	2010 YTD \$ Variance	2011 YTD Budget	2011 YTD Actual	2011 YTD \$ Variance
EXPENSES LIBRARY							
2-74-00-520-00	LIBRARY TELEPHONE/SECURITY	7,000.00	6,093.11	906.89	6,500.00	501.36	5,998.64
2-74-00-540-00	LIBRARY UTILITIES	20,000.00	18,684.27	1,315.73	17,500.00	0.00	17,500.00
2-74-00-751-00	AMORTIZATION EXP - LIBRARY	25,400.00	25,593.29	(193.29)	0.00	0.00	0.00
2-74-00-770-00	LIBRARY GRANT	106,000.00	106,000.00	0.00	109,180.00	50,000.00	59,180.00
2-74-00-998-00	CHINOOK ARCH LIBRARY	20,720.00	20,720.00	0.00	21,000.00	0.00	21,000.00
*	TOTAL EXPENSES LIBRARY	179,120.00	177,090.67	2,029.33	154,180.00	50,501.36	103,678.64
***P	NET COSTS LIBRARY	(179,120.00)	(177,090.67)	(2,029.33)	(154,180.00)	(50,501.36)	(103,678.64)
****P	ANNUAL SURPLUS (DEFICIT)	3,606,812.00	5,411,189.16	(1,804,377.16)	(334,126.48)	(149,805.43)	(184,321.05)

**TOWN OF CLARESHOLM
2010 BUDGET
ADJUSTMENTS TO ANNUAL SURPLUS**

	2009 BUDGET	2009 ACTUAL	2010 BUDGET	2010 ACTUAL	2010 VARIANCE
ANNUAL SURPLUS (DEFICIT) FROM MUNIWARE	5,340,200.00	6,044,801.60	3,606,812.00	5,411,189.16	(1,804,377.16)
NON CASH ADDBACKS					
NON CASH AMORTIZATION ADDBACK	0.00	0.00	1,621,000.00	780,186.71	840,813.29
NON PSAB CASH OUTFLOWS					
WATER DEBENTURES PRINCIPAL	80,350.00	80,306.67	84,570.00	89,059.39	(4,489.39)
SEWER DEBENTURE - PRINCIPAL	36,700.00	36,653.81	38,807.00	41,087.15	(2,280.15)
SWIM POOL DEBENTURE PRINC	18,500.00	18,452.35	20,095.00	21,872.99	(1,777.99)
PROCEEDS ON SALE OF FIXED ASSETS	0.00	0.00	0.00	(2,380.95)	2,380.95
PROCEEDS ON SALE OF PROPERTY	0.00	0.00	0.00	0.00	0.00
CAPITAL PROJECT PAVING	0.00	0.00	404,140.00	423,566.11	(19,426.11)
CAPITAL PROJECT EQUIPMENT	146,500.00	0.00	0.00	0.00	0.00
CAPITAL PROJECT SIDEWALK,CURB	0.00	0.00	102,000.00	124,632.62	(22,632.62)
8th STREET INFRASTRUCTURE PROJECT	0.00	0.00	0.00	0.00	0.00
PURCHASE OF PROPERTY	0.00	0.00	0.00	0.00	0.00
PARK UPGRADE	0.00	0.00	0.00	50,444.22	(50,444.22)
PINE COULEE PROJECT - MAIN	0.00	0.00	514,000.00	101,731.85	412,268.15
PINE COULEE LAND ACQUISITION	0.00	0.00	0.00	5,755.50	(5,755.50)
PINE COULEE LAND RECLAMATION	0.00	0.00	0.00	903.50	(903.50)
WATER PLANT UPGRADE	4,000,000.00	0.00	2,940,000.00	2,471,130.87	468,869.13
HIGH LIFT DISTRIBUTION PUMPING	0.00	0.00	0.00	0.00	0.00
HWY PUMP STN UPGRADING	846,650.00	0.00	800,000.00	795,140.72	4,859.28
GRANUM REG WATER SUPPLY	0.00	0.00	450,000.00	0.00	450,000.00
SOUTH SANITARY SEWER	0.00	0.00	2,241,000.00	2,114,868.67	126,131.33
8th STREET SANITARY SEWER PROJECT	70,000.00	0.00	0.00	0.00	0.00
WATERLINE/SEWERLINE PROJECTS	296,000.00	0.00	0.00	0.00	0.00
LRSD SANITARY SEWER	0.00	0.00	0.00	0.00	0.00
TOTAL NON PSAB CASH OUTFLOWS	5,494,700.00	135,412.83	7,594,612.00	6,237,812.64	1,356,799.36
TRANSFERS (TO) FROM FUNDS					
CONTRIBUTION FROM RESERVES	0.00	0.00	2,300,000.00	0.00	2,300,000.00
SUB RESERVE CONT TO PARK DEVEL	0.00	0.00	0.00	0.00	0.00
TRUST DEPOSIT CONT TO PARK DEV	0.00	0.00	0.00	0.00	0.00
FROM SUNDRY TRUST	0.00	0.00	92,800.00	0.00	92,800.00
FROM CAPITAL/GENERAL RESERVES	0.00	0.00	0.00	128,104.00	(128,104.00)
FROM OPERATING FUNCTION	290,500.00	401,860.99	101,000.00	104,575.82	(3,575.82)
FIRE DEPT CONT TO CAPITAL	0.00	0.00	0.00	0.00	0.00
DRAINAGE CONT TO CAPITAL	0.00	(9,778.19)	0.00	0.00	0.00
GARB CONT TO CAP	0.00	0.00	0.00	0.00	0.00
CONT TO CAPITAL GENERAL	(56,000.00)	(178,000.00)	0.00	0.00	0.00
CONT TO RESERVES GENERAL	0.00	(11,670.00)	0.00	0.00	0.00
CONT TO CAPITAL BYLAW	0.00	0.00	0.00	0.00	0.00
PW COMMON SERV CONT TO CAPITAL	0.00	0.00	0.00	0.00	0.00
ROADS STREETS CONT TO CAPITAL	(60,000.00)	(60,000.00)	(101,000.00)	(103,572.24)	2,572.24
CONTRIBUTION TO RESERVES	0.00	0.00	0.00	0.00	0.00
TRANSFER TO SEWER RESERVES	0.00	0.00	0.00	0.00	0.00
CONT TO RESERVES	0.00	0.00	0.00	0.00	0.00
CONT TO GENERAL RESERVES	0.00	0.00	0.00	0.00	0.00
PARKS CONT TO CAPITAL	(20,000.00)	(2,377,919.54)	(20,000.00)	(20,000.00)	0.00
ARENA CONT TO CAPITAL	0.00	0.00	0.00	0.00	0.00
CONT TO CAP MUSEUM SITE	0.00	0.00	(6,000.00)	(7,003.58)	1,003.58
TRANSFER FROM CAPITAL TO OTHER FUNCT.	0.00	0.00	0.00	0.00	0.00
TOTAL NET TRANSFERS BETWEEN FUNDS	154,500.00	(2,235,506.74)	2,366,800.00	102,104.00	2,264,696.00
NET ADJUST TO ANNUAL SURPLUS	5,340,200.00	2,370,919.57	3,606,812.00	5,355,521.93	(1,748,709.93)
FINANCIAL PLAN SURPLUS(DEFICIT)	0.00	3,673,882.03	0.00	55,667.23	(55,667.23)

INFORMATION ITEMS

Claresholm Schools Joint School Council

Minutes

January 20, 2011

In Attendance: Colleen Edwards, Mike Mahaffy, Don Olsen, Ellie Elliott, Kelly Hall, Charlene Dunlop, Louise Nelson, Kurtis Hewson, Kathy Charchun, Ruth Lindquist, Lisa Anderson, Carmelle Steel, Shannon Clay, Barry Clay, Karen Linderman, Keith Linderman, Karen Hoffman, Jonna Bakker, Kathy Anderson, Lori Morrison, Rob Vogt, Maxine Middleton, Cheryl Cochlan, Stacy Seguin, Niki Kearl, Darryl Seguin, Marva Jean St. Onge, Randy Bohnet, Beverly Webb, Yoli Toone, Jason Toone.

Marva Jean welcomed everyone.

Business Items

Approval of Agenda

Louise motioned to approve the agenda. Carmelle seconded.

Parent Conference

Kurtis explained. Parent Conference is to be held on Feb 12. Two keynote speakers as well as some break-out sessions. Registration should be completed by Feb 1. Pamphlets were handed out. More information is on the WM and WCCHS websites under Parent Conference heading. This has been organized by the Claresholm Schools Fundraising Society.

Discussion Items

Claresholm k-12 Modernization

note: Stephen Harris was in attendance but it was decided due to weather/road conditions that he leave the meeting.

Ellie suggested that any questions or concerns be recorded on the “postcards” that she had distributed.

There has not been any funding announced by the government, but Claresholm schools (WCCHS) are next on the list.

Kelly reviewed the plan in place for divisional facilities. She did a brief history of where, how and why schools are chosen to be modernized or closed. She reviewed the 6 Guiding Principles that are used by the Board to determine this.

Don reviewed some history of the meetings/procedures that took place to modernize West Meadow Elementary School. The government stipulated that some of the funding given to WM school was to be used towards planning for the WCCHS modernization. Approximately \$2.5 million is leftover from the WM modernization, and is being held to put toward WCCHS modernization. For some reason, the government thought that portable units had been requested for WM and funding had been provided for that. Since the School Division never requested portables, the money will be put towards the modernization of WCCHS. So, currently, there is about \$2.8 million set aside for modernization of WCCHS.

The Alberta Government has been very clear that they will not support a NEW building and so the option is to modernize the current building. The plans are all completed and are awaiting a

funding announcement.

Mike presented the Floor plan of the modernized WCCHS building. Some of the rooms included are: Home Economics Room, Beauty Culture, Breakout rooms, Drama room, Band room, Video Conference suite. CTS rooms include: Fabrication/welding, Automotive, Construction, Technology. There are Science Suites that include a complete lab room. Also a Special Needs room and Learning Resources room. A two station gym, weight room, and Food Preparation area are included as well. Regular classrooms are also included.

The school is designed to hold 650 students. Currently, we have 444 students in grades 7-12 and 15-20 in the Outreach school.

Questions were asked regarding seating in the gym for sporting events. While the plans don't show risers, there is enough width to place them in the gym. There were many questions regarding the lack of stage and how the drama department was to put on productions. Also, questions regarding the need for a weight room, how many classrooms there would be and support walls.

Beverly commented that the important thing to remember is that there is a lot of flexible space in the building. It will be able to accommodate a variety of programs that are open to change. This may not be evident in our traditional way that we see schools.

Ellie summarized by saying that she feels we need to learn from the modernization of WM and that is important to continue to have conversations regarding the WCCHS modernization.

Cheryl asked how soon could construction would begin if/when funding was announced. Mike replied that there are many processes to go through before the actual building would begin.

How long would it take to complete the project? Mike figured that if we were able to use 2 summers, it would take about 1 school year (and 2 summers).

Where would the students go? Several options have been explored. The students would definitely be removed from the building. Portables, soft structures (like domes), empty airport hangers, Maclean Hall, were all places mentioned to be considered.

Jonna was concerned that the public didn't know that the students would be completely removed from the building and that the public be made aware of that fact.

Cameras in Schools

The Board is considering Surveillance cameras in schools. They will be meeting on Tuesday and discussing this so they wanted some feedback from School councils, staff and students regarding cameras.

Currently, three schools in the division have cameras in the schools. They are in the hallways, and on exterior walls of the schools. Myrna Newman took the question to the 7-8 Student Council and the 9-12 Council. The students were mainly in favor of the cameras.

Marva Jean had spoken to some older students and they would like the students with drugs to be caught and felt cameras would help this. Kathy Anderson remembered the cameras from her volunteer days in the WCCHS office. She thought they were useful. Kathy Charchun, who was assistant principal at WCCHS for a while, said the cameras were useful “evidence” for thieves and incidences. Kurtis asked Elaine Clay, who worked as a secretary at WCCHS and she said they were useful at finding those responsible for bullying, vandalism and kissing in the hallways. Crowsnest Consolidated High School has them in the hallways and outside at the back of their school. They mainly use it “post-occurrence” to sort things out. Mike reported that sometimes the maintenance department uses them as well.

Randy questions the use of them. He hasn't found that they have been particularly effective.

Kelly said the comments are similar in other schools. The cameras cannot be placed everywhere (e.g. washrooms). The board is looking at making them all the same throughout the division. (Exits definitely covered). Currently, some schools have purchased them on their own which is okay but not really effective.

Darryl mentioned to keep in mind that the new cameras would be directly linked to the RCMP. Carmelle said that the Spray Park has cameras installed that are linked to the RCMP and it has proved beneficial with respect to vandalism.

Beverly said that the Social Studies classes at the 7-8 site had explored the subject. She wanted us to know that the students feel very safe in their buildings. Administration feels safe as well. The students felt it might be good protection from bullying. All comments/essays will be given to Kelly for the board meeting. All Student Council decisions (7-8 and 9-12) were given to Ellie.

Marva Jean wanted to remind us of the upcoming Alberta School Council Conference in Edmonton April 15-17. There will be a Regional School Council Meeting Feb 28 to discuss the resolutions.

Motion to Adjourn made at 9:15 by Cheryl Cochlan. Niki Seconded.

Minutes Respectfully submitted by: Ruth Lindquist



Fundraising Society Minutes

Date	Tuesday, January 25, 2011
In Attendance	Niki Kearl, Jill Rowland, Jenn Mackin, Carmelle Steel, Kurtis Hewson, Amanda Zimmer
General Business	
Start Time	
Approval of Agenda	<ul style="list-style-type: none"> Additions – Hot Lunch Program Approved by Carmelle. Seconded by Jenn
Minutes	<ul style="list-style-type: none"> Errors/Omissions - Approved by Carmelle. Seconded by Jenn
Business Items	
Review of Accounts	<ul style="list-style-type: none"> Overview updated on the website
Fundraising Efforts	
Parent Conference Overview	<ul style="list-style-type: none"> Continue requesting registrations Babysitting – 8:30 – 4:00 pm – Jenn will have two girls confirmed with a minimum of \$8/hour (will determine any increases based on registrations) – Niki volunteered to do facepainting Lunch – Danielle will make the lunch for the day Schedule meeting for the committee Tuesday, February 1 – 6:30 pm
Prize Calendar	<ul style="list-style-type: none"> Discussion regarding formal concern raised by Raiders Football: <ul style="list-style-type: none"> Discussed at an earlier Fundraising Society meeting – no concerns raised at that time Calendars already printed and prizes confirmed prior to receiving the concern Calendars' focus is different from the Raiders Calendars sales optional for Fundraising Society, not mandatory Feeling that there is a significant time separation between the two calendars – do not feel this will have a significant impact on the Raiders fundraiser Will be open to discussion following the Raiders calendar sales to assist in future planning Kurtis will draft letter of response Letter to families to sell 5 calendars (optional) – email and put in the newsletter for February Sell during the month of February Trade fair booth – February 4-5 – anyone who can help out, talk to Carmelle
School Store	<ul style="list-style-type: none"> Set up the school store online – email link to Jill's new address for school store Jill will set up new email address just for school store Ken Baker – Amanda will talk to him about display case. Need to get a case for the school. Made approximately \$200 at Christmas Concert
Hot Lunch	<ul style="list-style-type: none"> Kurtis – email Janet about supplies Add Hot Lunch to the next Fundraising Society meeting agenda
Items to Put on the Website	
Website Items	<ul style="list-style-type: none"> School store items
Adjournment	
Next Meeting	<ul style="list-style-type: none"> Parent Conference Review Prize Calendar School Store
Adjournment	<ul style="list-style-type: none"> Adjourned by Kurtis. Time – 7:30 pm

Inter-agency Meeting Minutes

January 14, 2011

Present: Dayna Brentnall, Carol Hamilton, Orvella Small, Carmelle Steel, Patricia Lett, LaVonne Rideout, Kristein Johnson, Andrea MacInnes

Regrets: Tara Bishoff, Brenda Bryson, Marjorie Castel, Marilyn Dechief, Norene Easthope, Janice Farr-Jones, Lori Hoff, Julie Isaac, Alise Kuipers, Adrien Lavoie, Joni LeClaire, Paulette Linn, Kim Reiger, Eddie Rossiter, Holly Stewart

Welcome: Kristein Johnson welcomed everyone to the meeting

Round-Table Reports:

Patricia Lett, Willow Creek Child & Family Psychology – Journey’s Wellness Centre (Physiologist) working with school system with children and families- diagnosis, therapeutic. Rural area access only. Held the last week in January. Contact her through email

Carol Hamilton, Mental Health & Addictions Clinic – Health Clinic therapist.

Orvella Small – Foothills SNAPS–Practicum Students involved in social work and disabilities studies. Step- by-Step Transitions Workshop. Westview Students Health Partnership Grades 6-12, presentation to Livingston Range School Division. Numbers 270 families in total. HeArt Gala-Art, poster, painting. Respite Connections. –Sibshop Summer Program runs from February – March and April – May.

Dayna Brentnall, Parent Link – Community Centre in High River has story & circle time held every Thursday from 9-11:30 by Christine Sheer. Ages & Stages, Birthday parties – Screen (by a Pediatrician) development and check up on Wednesday mornings in High River. For age range 0-12 months & 13-18 months.

Carmelle Steel , AHS Volunteer Coordinator – Alberta Health Services organizes volunteers. Parent Council February 12 with information booths available for \$30.00.

Kristein Johnson, FCSS Director – Family Day Skate on February 21, 2011 at the Claresholm arena from 12:30-2:30 p.m. Funding-granted all but one program and have asked for more info on how the money will be spent. New Board members were named.

LaVonne Rideout, Early Childhood Map Project – 5 year Mapping Project used in schools, Kindergarten – age 5. EDI Data-Breakdown of input which will show Social, Emotional, Intellect, Communication and Physical results for a certain area. Helping with success by supporting children and families by making

connections to resources in the area. Ministry of Education, Health, Justice and Finance collaborate to make long term sustainable changes. Main goal is to bring results to each community.

Absentee Reports:

Glenda Wall, Priairie Winds Clubhouse – provides a supportive environment for people with a mental illness. We operate Mon.-Fri. 9-5 and offer some evening programs. We have approx. 40 members and new referrals are welcome. Activities include games, member empowerment sessions, financial literacy training, food for thought, and meals. Friday 3:00 p.m. is coffee and conversation open to the public. If you know anyone that could benefit by accessing our service, call Glenda at 625-4975.

Eddie Rossiter Ministerial – Furniture bank: If you need or have furniture email Pastor Eddie at ecrossites@gmail.com . We have 1 house full of furniture to move, 2 bedrooms + etc, so if you need any email me. – Youth Group: Will be having our 2nd annual Dessert and Slave Auction on Friday February 11, 2011 at 5:30. Our funds will go to support the Youth Group and Rowan House. Posters and details to come soon. Call Pastor Eddie for more info. 403-625-4795

NOTE – THE NEXT MEETING WILL BE HELD February 11, 2011 AT 11:30 A.M., CLARESHOLM LIBRARY



100, 5401 – 1st Avenue South
Lethbridge, AB T1J 4V6
Phone: 403-382-4239 Fax: 403-381-5765

RECEIPT # 003

January 19, 2011

Received from:
Town of Claresholm
Box 1000
221 – 45 Avenue West
Claresholm, AB T0L 0T0

Donation Amount: \$1,100.00

Dear Town of Claresholm,

The Oldman Watershed Council kindly thanks you for your financial support. Because of your generosity, the Council may continue to accomplish its five main goals, which are to:

1. Understand our watershed
2. Keep basin residents well informed and actively engaged
3. Encourage basin stakeholders to define the desired outcomes for the Oldman Watershed that will form the basis of an Integrated Watershed Management Plan.
4. Encourage the Oldman Watershed Council and stakeholders to put into action the capacity and commitment to achieve defined outcomes.
5. Adopt practices that are beneficial to the health and function for the watershed.

Thanks again for your donation. We appreciate your support and will endeavour to use donated funds to maintain and improve the water resources that we enjoy in southern Alberta.

A handwritten signature in blue ink, appearing to read 'Stephanie Palechek', with a horizontal line extending to the right.

Stephanie Palechek, Executive Director
Oldman Watershed Council

CLARESHOLM AND DISTRICT TRANSPORTATION SOCIETY
Board of Directors November 19, 2010

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

REGRETS: Walter Gripping – Town of Granum

Howard Paulsen, Chair called the meeting to order at 10:30am.
We all met at the garage for photos for Local Press.

1.0 APPROVAL OF ADDITIONS TO AGENDA

Moved by Anna-Mae Mifflin seconded Neil Ohler to accept the agenda. Carried.

2.0 APPROVAL OF MINUTES

Moved by Neil Ohler seconded Bob Thompson to accept the minutes of the meeting held **October 16, 2010**. Carried.

3.0 BUSINESS ARISING

1. Van 2 was sold for \$1,000 cash
2. GPS/Dispatch Solutions – Made by Nuvi costing \$150 per unit one time cost with hands free communication. Moved by Bob Thompson and seconded Anna-Mae Mifflin that we purchase 5 units including 1 to be installed in the bus. Carried.
3. Shirley Isaacson will drop from the signing authorities with no replacement. Bob Thompson is appointed as Treasurer of CDTS.

4.0 CORRESPONDENCE

1. Letter from Stavely Elks donating \$2,000. Howard Paulsen & Brydon Saunders will accept the ck Tuesday evening.
2. Town of Claresholm Letter appointing Dave Hubka to CDTS.
3. Town of Granum Letter appointing Walter Gripping to CDTS.
4. AGLC Letter received re; Casino Pooling

5.0 REPORTS

1. Financial Report – Moved by Lyal O’Neill seconded Brydon Saunders to accept the financial report. Carried. Moved by Earl Hemmaway seconded Debbie Millar to send a Thank You to Auxillary to WCCCC for the donation to cover the bus insurance. Carried.
2. Office Coordinator Report- Moved by Earl Hemmaway seconded Bob Thompson to accept the report. Carried. Moved by Debbie Millar seconded Neil Ohler to write off bad debts total \$453. Carried

3. Advertising & Fundraising- A good response from letters sent out to the service clubs. \$25,250
4. Chairman's report. Accepted donation from Stavely Elks. Moved by Anna-Mae Mifflin seconded Brydon Saunders that Lyal O'Neill and Howard Paulsen audit the bus paperwork. Carried The Auxillary will be notified and photos will be scheduled to acknowledge their contribution.

6.0 NEW BUSINESS

1. Christmas Party – December 10 at 6:30 at the Legion. . Moved by Debbie Millar and seconded Anna-Mae Mifflin that we pay for Directors, drivers and partners. Carried
2. Moved by Earl Hemmaway seconded Neil Ohler to gift Lyal O'Neill \$100 and each of the Drivers \$50 for a Christmas bonus. Carried.
3. Moved by Neil Ohler and seconded Anna-Mae Mifflin that thanks for service plaques be given to Shirley Isaacson and Ron Hanson. Carried.
4. Moved by Earl Hemmaway seconded Brydon Saunders that we book a van & driver for the Stavely Elks New Years Eve Party. Carried.

7.0 NEXT MEETING is 10:00 am. Friday, January 21, 2011 at Town of Claresholm, Conference Room

8.0 The meeting was adjourned at 11:45 by Bob Thompson.

cc. Town of Claresholm
WCCCC Laurie Watt

Claresholm Community Hall Association
Meeting November 23, 2010
7:30 pm

Members Present – Marni Lane, Doug Fletcher, Walt Lane, Butch Glimsdale, Pat O’Dell,
Brad Schlossberger,
Caretaker – Shayne Petersen

Minutes presented and adopted as read by Doug. All in Favor. Carried.

Old Business:

Paving- there will be no more paving done until the curb and gutter is approved in the Town’s capital budget and completed.

Bar – Completed at a cost of \$8000.00. Lions will give us a cheque for 10000.00 and will order 2 coolers. The hall will cover the cost of the coolers if it is more than 2000.00. They are also trying to get a 2nd pop machine.

Roof- Mike is checking for cost of fixing the roof and will check with Challenger to see what they did with theirs and how much it was.

Casino - our next one is May 3 and 4th. Forms will need to be completed at the next meeting.

Treasurer’s report - We received money from the Town for insurance and the walkers. They contributed \$1000.00 for the walkers. Need to call to cancel long distance. It is important that the phone numbers and addresses are put on all invoices. Pat is unable to call for payment if they are not on them, making it hard to collect.

We would like to do a budget for future costs so can Karen make a wish list of items that will need to be replaced, so we can plan ahead. Perhaps chairs etc.

Caretaker’s Report – We received a proposal from a Gun show to be hosted here on May 13-15. They would set up on Friday and the show would be open Saturday and Sunday. They are looking for non-profit organizations to do the concession. They have tentatively booked 80 tables and are hoping for 120 pending approval from the board. Doug made a motion to allow this group to use the hall for the gun show. Walt seconded. All in favor.

The school wants to use the hall for a Christmas concert again. Walt made a motion that a deposit of \$300.00 be paid by the school. It will be returned if everything is put away and cleaned up. Doug seconded. All in favor.

The Sons of Norway were upset that there were mouse droppings in the kitchen of the small hall. This needs to be looked after.

New Business –

1. We need to get a price on replacing the rolling door and it will need to be fire rated.
2. Alberta Health Services did an inspection, and the kitchen in the small hall had a rodent problem. This needs to be addressed.
3. Karen needs to clean out the filing cabinet in the office so Marni and Doug can put the minutes and archives hall stuff in it.
4. Walt will fix the outside light so that people can't shut it off.
5. Kieth Carlson asked about getting an injection system for the dishwasher.
6. The Christmas supper will be on December 7th. Marni will make a reservation and get in touch with everyone.

Walt moved the meeting be adjourned at 9:20.

Claresholm Public Library Board Regular Meeting Minutes November 15, 2010

Present: Kathy Davies, Mary Thompson, Shirley Leonard, Arden Dubnewick, Daryl Sutter, Michael McAlonan, Kathrine Roberts, Lisa Andersen, Cathy Dahl, Marika Thyssen
Absent: Earl Hemmaway

Meeting called to order at 5:00 pm.

Approval of Agenda: Daryl

Approval of October minutes: Mike

Topic	Notes
BOARD PRESENTATION	1. Power Point Presentation by Kathy 2. Manual – no questions 3. Board Workshops – any board Trustee can go (Dec 11 at 10 am or Jan 28 at 6:30)
ELECTIONS FOR EXECUTIVES	Chairperson – Shirley Leonard (acclamation) Vice Chairperson - Lisa Andersen (acclamation) Secretary – Mary Thompson (acclamation) Treasurer – Mike McAlonan (acclamation) Chinook Arch Rep – Lisa Andersen (acclamation) – forward to Town Council for acceptance
REGULAR MEETING DAY AND TIME	Third Monday of the month from 5:00 – 6:00 PM
COMMITTEES	Fundraising/PR – Mike, Lisa, Mary , Earl Policy/Personnel – Arden, Mike, Kathrine, Cathy, Daryl, Lisa Building – Daryl, Kathrine, Cathy, Marika Finance – Arden, Mike, Marika, Mary
FINANCIAL	Arden moved to accept October statement CARRIED Mary moved to accept September statement CARRIED Lethbridge Community Foundation – Have George Hall come to January meeting to give information and answer questions
BUSINESS	Volunteer Appreciation Dinner– reminder is on Dec 5 Plan of Service – new method of doing it this year – needs of community uppermost so contact list of people who don't necessarily frequent the library; can do every 3 years instead of every 5; can have just 1 or 2 goals. SALC – "Put Your Library in the Spotlight" - let Kathy know if interested (Also Alberta Library Conference in Jasper towards end of April)

Claresholm Public Library

BOARD MEMBERS

November 2010

Name	Position	Box	Home Phone Work Phone Fax Number All nos. (403)	Email Addresses	Date Appointed To Board
Anderson, Lisa *	Vice-Chair	1791	h: 625-2810	lisamaria@shaw.ca	Nov. 2010
Dahl, Cathy		1809	h: 625-2075	cathyd@dahlbros.net	Nov. 2010
Dubnewick, Arden		1957	h: 625-2717	arden.dubnewick@shaw.ca	Jan. 2010
Hemmaway, Earl * (2)		153	h: 625-2251 w: c:	edhemm@telus.net	Nov. 2007
Leonard, Shirley	Chairperson	1268	h: 625-3841 w:	shirleyleonard@hotmail.com	Nov. 2007
McAlonan, Michael	Treasurer	457	c: 463-0987	explorers23@live.com	Nov.2007
Roberts, Kathrine		1441	h: 625-4900		April 2008
Sutter, Daryl (1)		712	h: 625-3224 c: 625-0183	dsutter@telusplanet.net	Nov. 2007
Thompson, Mary	Secretary	1463	h: 625-4594 w: 625-4464 f:	thomptim@telusplanet.net	Oct. 2006
Thyssen, Marika		441	h: 625-4660	gerto@telusplanet.net	Nov. 2010

(1) Town Council Representative

(2) M.D. of Willow Creek Council Representative

* Representatives to Chinook Arch Regional Library System (Chinook Arch)

Claresholm Public Library
BOARD COMMITTEES
 November 2010

All committees include Board Chairman as an ex-officio member and the Librarian for a resource person. It is the choice of the Chairman as to whether he/she attend each committee meeting.

Shirley Leonard 625-3841 (home)
 Kathy Davies: 625-4168 (library) 625-2895 (home)

FUNDRAISING/PUBLIC RELATIONS COMMITTEE

Member	Home Phone	Work Phone
Lisa Anderson	625-2810	
Earl Hemmaway	625-2251	
Mike McAlonan	463-0987	
Mary Thompson	625-4594	625- 3371 4464

POLICY/PERSONNEL COMMITTEE

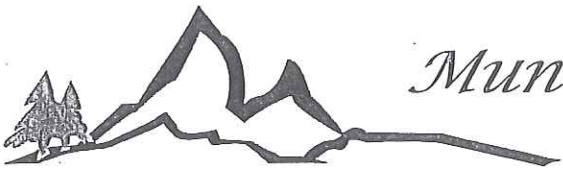
Member	Home Phone	Work Phone
Lisa Anderson	625-2810	
Cathy Dahl	625-2075	
Arden Dubnewick	625-2717	
Kathrine Roberts	625-4900	
Daryl Sutter	625-3224	625-0183 (cell)

BUILDING COMMITTEE

Member	Home Phone	Work Phone
Cathy Dahl	625-2075	
Kathrine Roberts	625-4900	
Daryl Sutter	625-3224	625-0183 (cell)
Marika Thyssen	625-4660	

FINANCE COMMITTEE

Member	Home Phone	Work Phone
Arden Dubnewick	625-2717	
Mike McAlonan	463-0987	
Marika Thyssen	625-4660	



Municipal District of Willow Creek

Office of the Reeve

www.mdwillowcreek.com
#26, Highway 520 West,
Claresholm Industrial Area
Box 550, Claresholm Alberta T0L 0T0

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

February 9, 2011

Chinook Emergency Services Ltd.
Box 307
Claresholm, Alberta
T0L 0T0

COPY

Attention: Chris Moore – Operations Manager/Owner

Dear Sir:

On behalf of the Residents, Council and Staff of The Municipal District of Willow Creek No. 26, I wish to extend our sincere appreciation for your service to all of us over the past 31 years. Chinook Emergency Services provided life saving ambulance service to our residents and was a familiar site throughout the M.D.

We wish you every success in your future endeavours. Again thank you very much.

Yours truly,

Henry Van Hierden
Reeve



*Inform
Action
Henry*

LEGISLATIVE ASSEMBLY
ALBERTA

*Broyce Jacobs, MLA Cardston-Taber-Warner
Parliamentary Assistant – Agriculture & Rural Development
5224 48th Ave. Taber, AB
T1G 1S1*

February 2, 2011

SouthGrow Regional Initiative
105, 200-5th Ave. South
Lethbridge, Alberta
T1J 4L1

Attention: Ms. Linda Erickson, Manager

Dear Ms. Erickson & Board Members:

On Thursday, February 17, 2011, the Cardston-Taber-Warner Constituency will be host to another Cabinet Tour. The following Ministers will be in attendance:

Hon. Mel Knight, Minister of Sustainable Resource Development
Hon. Ray Danyluk, Minister of Infrastructure
Hon. Cindy Ady, Minister of Tourism, Parks and Recreation
Hon. Lindsay Blackett – Minister of Culture and Community Spirit

I would like to invite you to a luncheon at the Taber Civic Centre from 11:00 a.m. to 2:00 p.m. Immediately following the luncheon (2:00 p.m. to 3:00 p.m.), I have arranged meeting rooms at the Taber Civic Centre for anyone that would like to speak with the Ministers.

The cost of the luncheon will be \$5.00/person. Please confirm your attendance by Thursday, February 10, 2011 to the Taber Constituency office @ (403) 223-0001.

Sincerely,

[Signature]
Broyce Jacobs, MLA
Cardston-Taber-Warner

2011 Cabinet Tour



Cabinet ministers visit Alberta communities



Members of Premier Ed Stelmach's Cabinet will visit communities across Alberta over the next two weeks to have informal discussions with business leaders, community organizations and the public.

Members of Cabinet will cover all points of the province between February 7 and 17 – meeting with local Chambers of Commerce, Rotary Clubs, business organizations, community leaders, non-profit and voluntary sector contributors and the general public to get a pulse of what is happening in the province.

Tour Schedule

Monday, Feb. 7:
Calgary, Airdrie

Tuesday, Feb. 8:
Edmonton
Leduc

Wednesday, Feb. 9:
Red Deer
Sylvan Lake
Innisfail
Olds
Sundre
Rocky Mountain House
Stettler
Wetaskiwin
Camrose
Ponoka
Lacombe

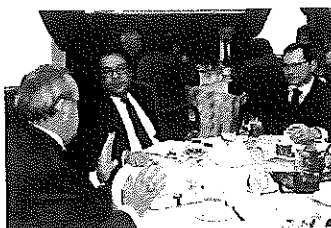
Thursday, Feb. 10:
Grande Prairie
Drayton Valley

Tuesday, Feb. 15:
Fort McMurray
Bonnyville
Cold Lake

Wednesday, Feb. 16:
Sherwood Park
Fort Saskatchewan
St. Albert
Spruce Grove

Thursday, Feb. 17:
Medicine Hat
Lethbridge
Fort MacLeod
Taber

From the Road...



Day 1 - Calgary & Airdrie: The weather that hit Calgary overnight put a slight delay on the start of our Cabinet tour today. Premier Stelmach and 16 cabinet ministers arrived at the Calgary Chamber of Commerce after a one hour travel delay, and saw road crews

hard at work clearing snow from Deerfoot Trail(...)

The first stops on this year's Cabinet Tour are Calgary and Airdrie. Cabinet Ministers will be speaking with the Calgary Chamber of Commerce, Calgary City Council, the Airdrie Chamber of Commerce and Airdrie City Council, as well as taking part in a multicultural community event.



Mary Swanek

Subject: FW: "Meet Provincial Ministers" Luncheon

From: Lethbridge Chamber of Commerce [mailto:office@lethbridgechamber.com]

Sent: Tuesday, February 01, 2011 3:00 PM

To: westwindsmanagement@shaw.ca

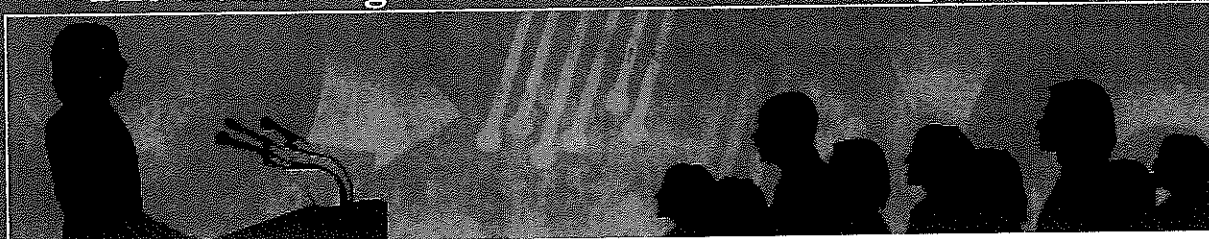
Subject: "Meet Provincial Ministers" Luncheon

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LETHBRIDGE
CHAMBER of COMMERCE®

The Lethbridge Chamber of Commerce presents ~

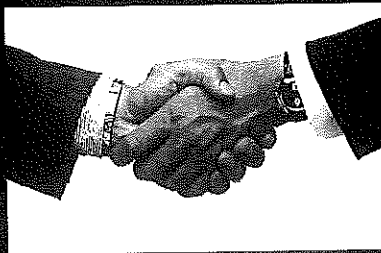


"Meet Provincial Ministers" Luncheon

Thursday, February 17, 2011
Antons, Lethbridge Lodge Hotel &
Conference Centre

\$25.00/person (includes GST)

**EVERYONE IS
WELCOME!**



Register with the
Lethbridge Chamber of

11:00 A.M. - 11:30 A.M.:
Registration

11:30 A.M. - 12:30 P.M.:
Introduction of Ministers & Lunch

12:30 P.M. - 12:50 P.M.:
Question/Answer Period

Ministers attending:

*Honourable Doug Horner,
Advanced Education & Technology

Commerce by **Monday,**
February 14, 2011 at

office@lethbridgechamber.com

or call 403-327-1586.

Payment Options:


VISA/MC/Cheque/Invoice

*Honourable Mary Anne Jablonski,
Seniors & Community Supports

*Honourable Gene Zwozdesky,
Health & Wellness

* Following lunch, Greg Weadick, MLA,
Lethbridge West will moderate a
question/answer period to the
Ministers.

Forward email

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Lethbridge Chamber of Commerce | 529 - 6th Street South | Lethbridge | Canada

Foundation Meeting February 11, 2011

Attendance: Earl Hemmaway, Linda Todd, Judy VanAmerongen

1. Letter of resignation
 - Develop ad strategy
2. ASCHA Resolution
3. ASHCA meeting Feb 16, 2010
4. Office discussion
5. 3 Year Business Plan
6. Communication Policy
 - Add Recreation communication policy (Letter of Hire)
 - Add Board/Staff Communication
 - Board Media Policy
 - Add Inquiry Board/Staff Strategy Policy
7. Adjournment