



TOWN OF CLARESHOLM
PROVINCE OF ALBERTA
REGULAR COUNCIL MEETING
OCTOBER 11, 2011
AGENDA

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

CALL TO ORDER

AGENDA: ADOPTION OF AGENDA

MINUTES: REGULAR MEETING MINUTES SEPTEMBER 26, 2011

PUBLIC HEARING: BYLAW #1550 – Traffic Bylaw

ACTION ITEMS:

1. BYLAW #1545 – Cemetery Bylaw
RE: 1st Reading
2. BYLAW #1550 – Traffic Bylaw
RE: 2nd & 3rd Readings
3. BYLAW #1568 – Golf Course Debenture Bylaw
RE: 2nd & 3rd Readings
4. CORRES: Hon. Hector Goudreau, Minister of Municipal Affairs
RE: Municipal Sustainability Initiative (MSI) Capital Funding
5. CORRES: Logan Cisar, Prairie Baseball Academy
RE: Pledge Request for 100 Inning Game
6. CORRES: Chinook Arch Regional Library System
RE: Chinook Arch Library Board 2012-2014 Budget
7. CORRES: Neighbours on 54th Avenue East
RE: Cats
8. LEASE AGREEMENT: Claresholm Animal Rescue Society
9. REVENUE & EXPENDITURE REPORT: Year to Date
10. ADOPTION OF INFORMATION ITEMS
11. IN CAMERA: PERSONNEL

INFORMATION ITEMS:

1. Cheque Listing for Accounts Payable – September 2011
2. Bridges at Claresholm Golf Club Regular Meeting Minutes – September 21, 2011
3. West Meadow Elementary School Newsletter – October 2011
4. WCHS – The Navigator – September 26, 2011
5. Claresholm & District Museum – Executive Director's Report September 28, 2011

ADJOURNMENT:



**TOWN OF CLARESHOLM
PROVINCE OF ALBERTA
REGULAR COUNCIL MEETING MINUTES
SEPTEMBER 26, 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, Daryl Sutter and Judy Van Amerongen; Secretary-Treasurer: Karine Wilhauk

ABSENT: Councillor Connie Quayle; Chief Administrative Officer: Kris Holbeck

AGENDA: Moved by Councillor Fieguth for unanimous consent to add the following to the Agenda:

9. CLARESHOLM AQUATIC CENTRE

CARRIED

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

CARRIED

MINUTES: REGULAR MEETING – SEPTEMBER 12, 2011

Moved by Councillor Van Amerongen that the Regular Meeting Minutes of September 12, 2011 be accepted as presented.

CARRIED

ACTION ITEMS:

**1. BYLAW #1566 – Municipal Emergency Management Bylaw
RE: 2nd Reading**

Moved by Councillor MacPherson to give Bylaw #1566 regarding Municipal Emergency Management, 2nd Reading.

CARRIED

Moved by Councillor Sutter to give Bylaw #1566 regarding Municipal Emergency Management, 3rd and Final Reading.

CARRIED

**2. DELEGATION RESPONSE: Skyline Residents
RE: Snow Removal on Sidewalks**

Moved by Councillor Sutter to deny the request of the Skyline Residents for snow removal of all sidewalks in town at this time due to budget, labour and equipment constraints.

CARRIED

**3. CORRES: Claresholm Fusion Christian Youth Group
RE: Downtown Parking Lot**

Moved by Councillor Fieguth to allow the Claresholm Fusion Christian Youth Group use of the downtown parking lot for their fundraising BBQ on Friday, September 30th, 2011 between the hours of 10:30am and 2:30pm.

CARRIED

**4. CORRES: Claresholm Volunteer Fire Department
RE: October 29, 2011 Liquor License**

Moved by Councillor Sutter to deny the request of the Claresholm Fire Department to obtain a liquor license for the fire hall for October 29, 2011 for a party for members and their partners.

CARRIED

**5. CORRES: Claresholm & District FCSS
RE: Letter of Support**

Moved by Councillor Fieguth to write a letter of support for Claresholm & District FCSS's application to the Homeless Partnering Strategy Grant.

CARRIED

6. MEMO: Parking on the West Side of 8th Street

Moved by Councillor MacPherson to close on-street parking on the west side of 8th Street West for the entire length of the street within corporate limits minus the boundaries of West Meadow Elementary School.

CARRIED

7. MEMO: Intermunicipal Development Plan

Moved by Councillor Sutter for administration to contact the MD of Willow Creek and the Oldman River Regional Services Commission to begin the Intermunicipal Development Plan process.

CARRIED

8. LEASE AGREEMENT: Claresholm Animal Rescue Society (Discussion Only)

Referred to administration.

9. CLARESHOLM AQUATIC CENTRE

Referred to committee.

10. ADOPTION OF INFORMATION ITEMS

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

CARRIED

ADJOURNMENT: Moved by Councillor Hubka that this meeting adjourn at 7:45pm.

CARRIED

Mayor – David Moore

Secretary-Treasurer – Karine Wilhauk

DRAFT

ACTION ITEMS



**TOWN OF CLARESHOLM
PROVINCE OF ALBERTA
BYLAW #1545**

A Bylaw of the Town of Claresholm to provide for the control, care and regulating the use of the Claresholm Cemetery.

WHEREAS Section 4 of the *Cemeteries Act*, being Chapter C-2 of the Revised Statutes of Alberta, 1980 and amendments thereto, provides that a municipality may authorize the purchase, maintenance and control of cemeteries; and

WHEREAS the Council of the Town of Claresholm, in the Province of Alberta, deem it wise, equitable and practical to rescind Bylaw #1301 and all amendments thereto;

NOW THEREFORE, THE COUNCIL OF THE TOWN OF CLARESHOLM, IN THE PROVINCE OF ALBERTA, DULY ASSEMBLED, ENACTS AS FOLLOWS:

SECTION 1 TITLE

- 1.1 This Bylaw may be cited as the **“CEMETERY BYLAW.”**

SECTION 2 GENERAL

- 2.1 No person will bury a human body within the limits of the Town except in the cemetery in accordance with the provisions of this Bylaw.
- 2.2 The Town cemetery is solely for the purpose of the burial of dead human remains and for the memorialization of dead humans.

SECTION 3 DEFINITIONS

- 3.1 In this Bylaw, unless the context otherwise requires:
- a) **“Act”** is the *Cemeteries Act*, being Chapter C-3 of the Revised Statutes of Alberta 2000, as amended from time to time, and any regulations enacted thereunder.
 - b) **“Adult”** is any person eighteen years of age or over.
 - c) **“Block”** is a group of lots or plots within a cemetery.
 - d) **“Burial”** is the interment of human remains in an earth plot or inurnment of cremated human remains in an earth plot or a columbarium niche or the act of burying a deceased person.
 - e) **“Burial Rights”** is the purchased rights of burial in plots or columbarium niches sold in accordance with the provisions set out in Schedule “A” of this bylaw, and the Contract as set out in Schedule “B” of this bylaw.
 - f) **“Bylaw”** is a bylaw of the Town of Claresholm.
 - g) **“CAO”** is the Chief Administrative Officer of the Town of Claresholm or their designates.
 - h) **“Cemetery”** is the land legally described as Block 1 Plan 9210486 within the Southwest quarter of Section 23, Township 12, Range 27, West of the fourth meridian, that is set apart or used as a place for the burial of dead human bodies or other human remains or in which dead human bodies or other human remains are buried, which is owned operated and under the control of the Town.
 - i) **“Cemetery Services”** is the supplying of any service to be rendered at the cemetery in respect to any plot or niche, burial rights, perpetual care, opening and closing of graves at time of need, and permit to erect a monument.
 - j) **“Child”** is any person over the age of two years and under the age of eighteen years.
 - k) **“Columbarium”** is a permanent, freestanding structure containing a number of small enclosures, or niches, designed for the storing of cremated human remains.
 - l) **“Concrete Base”** is a rectangular piece of support concrete four (4) inches in thickness with the top level with the surrounding ground and not less than 2,500 P.S.I. And the concrete base must project six (6) inches beyond the base of the Memorial Tablet.
 - m) **“Concrete Liner”** is a concrete box placed in the ground to enclose totally a casket (includes a protective casket) in a grave in the cemetery, designed and built to support the weight of the earth and standard cemetery maintenance equipment and to prevent the grave from collapsing.
 - n) **“Concrete Vault”** is a lined and sealed burial receptacle which performs all the functions of the concrete liner, and in addition is designed and constructed using one or more lining and sealing materials to increase the overall tensile strength of the finished unit and to reduce the risk of the intrusion of exterior elements.
 - o) **“Continuous Concrete Foundation”** is a strip of concrete used for the placement of monuments.
 - p) **“Contract”** is the agreement made and signed between the purchaser of the burial rights in the cemetery or his/her representative for any services requested to be done within the cemetery.
 - q) **“Coping”** is a permanent structure covering the surface of a grave.
 - r) **“Council”** is the elected Councillors and Chief Elected Official of the Town of Claresholm.

- s) **“Cremation Plot”** is a two-foot by two-foot space within the cemetery designated for cremated remains of a dead human body.
- t) **“Disinter”** is to exhume or to remove human remains or cremated human remains from a grave or out of the earth or remove from the columbarium; dig out of the earth or ground.
- u) **“Flat Monument”** is a monument of granite, marble or bronze the top of which must be aligned with the level of the ground in which it is set.
- v) **“Foundation”** is a permanent support providing a base for a monument.
- w) **“Grave”** is a plot that has been opened or used as a place of burial or an opening dug in a burial plot for the purpose of the interment of human remains or cremated human remains.
- x) **“Holiday”** is all general holidays proclaimed by the Town of Claresholm in the Province of Alberta.
- y) **“Infant”** is any person under the age of two (2) years.
- z) **“Interment”** is the burial of human remains in a grave or the act of burying a deceased person.
- aa) **“Inurnment”** is the placement of cremated human remains in a niche or to bury in a grave.
- bb) **“Lot”** is a group of plots within the old section of the cemetery.
- cc) **“Memorial Tree Structure”** is a structure in the cemetery where individuals may purchase a tree and a memorial bronze plaque in memory of a loved one.
- dd) **“Monument”** is a structure in the cemetery, which projects above the level of the surrounding ground, for the purpose of memorialization.
- ee) **“Niche”** is a single compartment of a columbarium for cremated human remains.
- ff) **“Open and close”** is the digging and preparation of the grave, the placing of the greens on the soil removed, the repairing of any damage to the grave caused by cave-ins, etc., filling the grave, levelling and re-establishing the grass on the grave.
- gg) **“Perpetual Care”** is the ongoing care of lots, plots, graves, columbarium, and town-owned monuments.
- hh) **“Pillow Monument”** is a rectangular, flat, or sloped section of granite, marble, bronze or other material set so that the highest portion of the top of the pillow is not more than six inches measured vertically from the concrete foundation.
- ii) **“Plot”** is a four by ten foot space within the new section of the cemetery. Those plots located in the old cemetery may have varying lengths and widths.
- jj) **“Pre-need Contract”** is a contract for the provision (purchase) of burial rights prior to the death of the person for whose benefit the contract is entered into.
- kk) **“Scattering Grounds”** is the designated area within the Claresholm Cemetery for scattering cremains.
- ll) **“Scattering Grounds Memorial Structure”** is a structure within the cemetery where scattered cremains are memorialized by placing a bronze plaque.
- mm) **“Superintendent”** is the Superintendent of Public Works, and is the person with authority to supervise and have charge of the Cemetery, subject to the powers delegated to him/her by Council and the CAO.
- nn) **“Town”** is the Town of Claresholm, in the Province of Alberta, a municipal corporation.
- mm) **“Upright Monument”** is a rectangular section of granite or marble set so that the highest portion of the top of the monument will not be more than thirty-six inches, measured vertically from the concrete foundation.
- oo) **“Vehicle”** is the same meaning as it has in the Highway Traffic Act, R.S.A. 1980, Chapter 30.
- pp) **“Veteran”** is a former member of Her Majesty’s Armed Forces as determined by the Department of Veteran’s Affairs Canada.

SECTION 4 PERPETUAL CARE

- 4.1 Perpetual Care to be supplied by the Town means and includes: seeding of lots, grave surfaces, re-seeding when necessary, cultivation as may be necessary in connection with such seeding and re-seeding, seasonal cutting of grass and weeds, keeping lots in neat condition and of good appearance, maintenance of columbarium and Town-owned memorialization structures, and such other work as may be authorized by the CAO.
- 4.2 Perpetual Care to be supplied by the Town will not include the care, maintenance, upkeep, repair of or replacement of any monument, plaque, or similar object which has been placed, or may in the future be placed in the cemetery regardless whether such placing has Town approval or not.
- 4.3 Upon the payment by any person of the full price of the burial rights in any plot, columbarium niche, or the memorialization rights for Town-owned monuments, the Town will, so far as funds are available, do all that is necessary to keep the said plot, and the columbarium and Town-owned monument structures in a neat and tidy condition.
- 4.4 Grave, Infant and Cremation sites that were purchased prior to April 23, 1990 shall be charged the appropriate perpetual care rate at the time the grave site is utilized.

SECTION 5 POWERS AND AUTHORITY OF THE CAO AND SUPERINTENDENT

- 5.1 All the powers granted to the CAO and Superintendent by this Bylaw will be subject to the supervision and control of Council.

- 5.2 The Superintendent is responsible for the operation of and maintaining order in the cemetery. This includes the general supervision, charge and control of the management and operation of the cemetery.
- 5.3 The CAO must keep a permanent record of all sales, location description, and the name(s) of any person(s) buried in any plot, plot or niche, together with the date of any purchase and burial, and all information as required in the Cemetery Contract, attached hereto as Schedule "B".
- 5.4 The Superintendent will have charge of the cemetery and of all persons employed therein, and of all works of whatsoever nature carried out therein, and will be charged with the duty of seeing that the said cemetery is kept in good order.
- 5.5 Only persons under the control and supervision of the Superintendent of Public Works will open any grave for a burial of or the removal of, a dead body or the ashes of a dead body.
- 5.6 The Superintendent has the right to remove from the cemetery any person who disturbs the quiet or good order of the cemetery whether by noise or improper conduct or otherwise.

SECTION 6 PRE-NEED SALES

- 6.1 A contract for the reservation of burial rights in lots or niches, or the rights to memorialize on town-owned monuments or memorial wall must:
 - a) be in writing; and
 - b) be signed by the purchaser and the CAO; and
 - c) state the name of the salesperson and the name of any Funeral Home for whom the salesperson is acting; and
 - d) contain a clause of the right to cancel by the purchaser or Town, and the notice must be at least as prominent as the contents of the contract.
- 6.2 The contract for reservation of burial rights will become valid and binding upon receipt of acceptable payment by the Town. The purchaser will receive a copy of the contract by personal delivery or by mail within seven (7) working days after the receipt of payment.
- 6.3 The contract for the purchase of burial rights in a plot or niche, or the contract for the purchase of the rights for memorialization on town-owned monument will include perpetual care. Those purchased after the passing of this bylaw will include perpetual care and permission to erect a monument. Those purchased prior to the passing of this bylaw will require a fee for permission to erect a monument as set forth in Schedule "A" in this Bylaw.
- 6.4 All persons who purchase burial rights in the cemetery will be responsible for the cost thereof and for all charges incurred now and in the future as set forth in Schedule "A" in this Bylaw.
- 6.5 The CAO will upon payment by any person of the full price of any plot, columbarium niche, or of memorialization rights for Town-owned monuments, issue to each purchaser or such person as otherwise designated by such purchaser, a copy of the contract.
- 6.6 The owner of the burial rights of a plot or niche, may authorize the use of such plot or niche for the interment of another person by submitting to the Town the name of the person to be interred and into which plot or niche. Such authorization must be in writing and signed by the owner of the burial rights or as per the Act.
- 6.7 All persons who purchase burial rights in plots or niches, or the rights for memorialization on Town-owned monuments in the cemetery will be responsible for compliance with the Regulations governing the erection of monuments is outlined in Section 10 of this bylaw.
- 6.8 No person will accept any fee or reward for a burial or the resale of burial rights in a plot or columbarium niche of which such a person is the owner of the contract for burial rights, or over which they exercise any power or control.
- 6.9 It will be the condition of each sale of burial space in the Cemetery that the purchaser expressly waives any claim arising by reason of any error or misdescriptions of any burial space. The Town undertakes that it will attempt, in so far as is reasonable or possible, to avoid such errors, but its liability will only extend to refund in case of error of any money paid to the Town for the burial rights in a plot or columbarium niche, or the rights for memorialization on a Town-owned monument, or the Town will undertake to make available equivalent quality of plots or niches, or space on a Town-owned monument, in lieu of these originally allocated.

SECTION 7 TERMINATION OR CANCELLATION OF BURIAL RIGHTS

- 7.1 The purchaser may cancel the contract at any time for any reason. The purchaser may cancel without charge or penalty at any time during the period from the day the contract is entered into until 30 days after receipt of a copy of the contract. If cancelled after 30 days, payment

will be required for burial rights and any cemetery supplies and cemetery services that have already been supplied, performed or delivered, as the case may be.

- 7.2 Upon receipt of an application and upon proof of ownership, the Town may redeem the burial rights in vacant graves in the cemetery and in columbarium niches, and the memorial rights to a town-owned monument in the cemetery on the basis of 100% of the original purchase price for the actual plot or niche. Any redemption of burial rights after thirty (30) days will not include a refund for perpetual care.
- 7.3 Where G.S.T. was applicable to the original purchase price, it will be refunded based on the purchase price refunded.
- 7.4 "Proof of Inheritance" When the owner of the burial rights in a plot or niche, or memorialization rights on a Town-owned monument dies and burial rights pass to the new owners, before the new owners can obtain registration of their interest to it, the Town requires proof of their right to such interest.

SECTION 8 BURIALS, INTERMENTS, INURNMENTS, DISINTERMENTS

- 8.1 No burial, placement of cremated remains or disinterment will take place in the cemeteries unless and until there is produced and shown to the Town the following documents:
 - a) Burial, death and/or cremation certificate or permit or disinterment permit issued by the proper official of the Province of Alberta or such other written authority as may be required from time to time under the laws of the Province of Alberta.
 - i) A burial permit is required where the fetus completed 20 weeks gestation or weighed 500 grams or more, prior to any disposition of the remains.
 - ii) A burial permit is not required for interment of a fetus of less than 20 weeks gestation.
 - b) A completed contract for burial or disinterment acknowledging receipt of payment in full, of fees and charges or approval of credit by the CAO for work to be done at the expense of the Town, and signed by the owner (or his/her personal representative), of the burial rights, and the CAO disclosing the following particulars:
 - i) Name of the Deceased Person,
 - ii) Last known residence of the deceased,
 - iii) Block, Lot (if applicable) and Plot Numbers,
 - iv) Date of Death,
 - v) Day and Date of Burial/Disinterment,
 - vi) Arrival Time at Cemetery,
 - vii) Type of Outer Box and Name of Vault,
 - viii) Sex of Deceased,
 - ix) Date of Birth of Deceased,
 - x) Place of Birth of Deceased,
 - xi) Name of Firm and Individual making arrangements,
 - xii) Name and address of plot owner or personal representative,
 - xiii) Owner of burial rights or his/her personal representative making arrangements, and signature,
 - xiv) The service number of a Veteran/and if required the service number of a Veteran Spouse,
 - xv) The acknowledgment of payment in full, of fees and charges or the approval of credit by the CAO as set forth in Schedule "A" of this Bylaw.
- 8.2 The owner of the burial rights or his/her personal representative, of a plot/niche may authorize the use of such plot/niche for the interment of a person by submitting to the Town, the name of the person to be interred and into which plot/niche. Such authorization must be in writing and signed by the owner or his/her personal representative.
- 8.3 Columbarium niches must be used for the inurnment of cremated human remains and must not be used for memorialization purposes only.
- 8.4 The Town may request proof of purchase to identify the plot and/or prove the right to use the plot.
- 8.5 The Town accepts no responsibility for any error or misunderstanding that may arise from burial arrangements made by phone.
- 8.6 It will be the condition of each sale of burial space in the cemetery that the purchaser expressly waives any claim arising by reason of any error or misdescriptions of any burial space. The Town undertakes that it will attempt, in so far as is reasonably possible, to avoid such errors, but its liability will only extend to refund in case of error, of any money paid to the Town for the burial rights in a plot or columbarium niche, or the rights for memorialization on a Town-owned monument, or the Town will undertake to make

available equivalent quality of lots or niches, or space on a Town-owned monument, in lieu of those originally allocated.

- 8.7 Any person signing a contract for interment or disinterment will be responsible for the prepayment of all charges in connection with such service as set forth in Schedule "A" of this bylaw.
- 8.8 The CAO will upon payment by any person of the full price of the burial rights in any plot, columbarium niche, or of memorialization rights on a Town-owned monument, issue to each purchaser or such person as otherwise designated by such purchaser, a copy of the contract.
- 8.9 Any child of a deceased interred in a plot is deemed to have the authority to give permission for interment in that plot. The order of disposition set forth by the Act will be followed.
- 8.10 Funerals arriving at the cemetery gates after 3:00 pm, on weekends, or on statutory holidays will be assessed a surcharge as shown in Schedule "A" to this bylaw. The surcharge will be invoiced to the individual or company contracted to make the arrangements for burial.
- 8.11 The Town accepts no responsibility for a burial site not prepared due to the late arrival of a concrete liner or vault.
- 8.12 Funeral Directors must close the casket/coffin and fasten it securely before it is lowered into the ground.
- 8.13 No burial or funeral service will be permitted in the cemetery on a Saturday, Sunday or Holiday except:
 - a) with special permission in writing to the CAO, which may only be granted in cases of special emergency, such as danger of contagion or infection, or in case of an epidemic, or by order of the Provincial Board of Health; or
 - b) circumstances which, in the opinion of the CAO, justifies an exception. An application for special permission herein must be made to the CAO not less than sixteen (16) regular working hours prior to the date of interment. All burials will be subject to a surcharge as set forth in Schedule "A" of this bylaw.
- 8.14 If a child or adult grave is required to be opened, a minimum accumulation of sixteen (16) regular working hours prior to the time set for the interment must be given.
- 8.15 For a Monday burial excluding a statutory or declared holiday, notice must be supplied by 12:00 Noon the Friday prior.
- 8.16 If, under extreme or adverse weather conditions, more time is required to prepare burial sites, the Town will notify the parties involved of the extra time required, and this extra time will remain in effect until further notice. A surcharge will apply in this case as per Schedule "A" of this bylaw.
- 8.17 The CAO and/or Superintendent reserve the right to limit the number of burials within a working day, or assessing fees accordingly.
- 8.18 All burials are to be made within the confines of designed plots. There must be a minimum of twelve (12) inches of earth between remains buried in adjoining plots and a minimum of two (2) feet of earth covering a concrete outer box. Grave depth will be 1.5 metres.
- 8.19 No persons will accept any fee or reward for a burial or the resale of burial rights in a plot or columbarium niche of which such a person is the owner of the contract for burial rights, or over which they exercise any power or control.
- 8.20 For disinterments, the Town's responsibility will end at the point where the soil is sufficiently excavated to permit access to the body for removal by the attending Funeral Home. Disinterment of a casket within a concrete box or vault will be charged double the interment fee.
- 8.21 Any disinterment of a casket burial or ashes burial where no permanent outer box was used will be double the disinterment fee as set forth in Schedule "A" of this bylaw.
- 8.22 The Town will not be responsible for the condition of cremated remains or the container of the cremated remains if a permanent outer box was not used at the time of interment.
- 8.23 The old cemetery is closed to the sale of any remaining unsold burial sites. Only sites with presold burial rights shall be allowed to be used for burials (caskets and cremains).
- 8.24 In the new section of the cemetery, Blocks J, K and L, concrete vault installation is mandatory for burial of human remains.

SECTION 9 MULTIPLE BURIALS IN PLOTS

- 9.1 No more than one body will be buried in a single grave except a parent and an infant when both are in the same casket/coffin.
- 9.2 No cremation interments will be permitted in any traditional casket burial plot prior to any traditional casket burial.
- 9.3 A maximum of one (1) cremains will be permitted in any full sized plot after a traditional casket burial is already in that plot. Any additional placement of cremains will be at the discretion of Council.
- 9.4 The placement of cremains in a plot must be as required by the Superintendent of Public Works.
- 9.5 More than two (2) cremains in a single cremation plot will not be permitted.
- 9.6 Columbarium niches allow for placement of two (2) cremains.

SECTION 10 MONUMENTS

Old Cemetery

- 10.1 Additional flat monuments may be installed to identify the interment of cremated remains provided all the flat markers on the plot are poured and set in one continuous concrete pad. All flat monuments set in concrete must have a minimum of three inches of concrete on all sides of the monument.
- 10.2 Upright monuments may or may not be set on a granite or marble base. If a granite or marble base is used, it must project not less than three (3) inches on all sides of the monument and be of a thickness not greater than eight (8) inches and not less than three (3) inches. All upright monuments with or without marble or granite bases must be set on a concrete foundation projecting a minimum of three inches on all sides of the monument. The foundation will be set to ground level.
- 10.3 Additional upright monuments may be installed on lots to identify the interment of cremated remains, provided, all monuments on the plot are set on one continuous foundation and a minimum of four (4) inches clearance from the edge of the monuments to the edge of the foundation is maintained on all sides.

General

- 10.4 All monuments being placed in the cemetery require an Application for Permit (Schedule "C") to be completed before any work can commence.
- 10.5 All monuments being placed in the cemetery shall be pre-approved by the Superintendent of Public Works.
- 10.6 The maximum width of monuments, monument foundations and bases will be determined by the number of lots the monument is intended to service. At no time may the monument exceed the combined total width of the plot(s).
- 10.7 The maximum length of a monument (including foundation) is three (3) feet.
- 10.8 The minimum thickness of a monument (including foundation) is three (3) inches.
- 10.9 Metal flat monuments must be set in/on a suitable concrete, granite or marble foundation protruding a minimum of three inches on all sides of the monument. A foundation installed as a border on a granite or marble monument must have a minimum of two (2) inches surrounding all sides.
- 10.10 Pillow monuments may or may not be set on a granite or marble base. If a granite or marble base is used, it must project not less than three (3) inches on all sides of the pillow and be of a thickness not greater than eight (8) inches and not less than three (3) inches. All pillow monuments with or without marble or granite bases must be set on a concrete foundation projecting a minimum of three (3) inches on all sides of the pillow. The foundation will be set to ground level.
- 10.11 A bronze plaque must be purchased from the Town for installation on the Memorial Tree Display Structure. After payment of the appropriate fee as outlined in Schedule "A" of this bylaw is received and upon completion of the Memorial Tree Application Form, Schedule "D", the plaque will be placed. The deceased person memorialized on a bronze plaque need not be interred in the Town Cemetery. A record of the deceased will be kept if the purchasers provide such information.

- 10.12 A bronze plaque purchased for placement on the Scattering Grounds Memorial Structure must be reported to the Town if cremains have been scattered in the Scattering Grounds. Included in information provided must be a copy of the death or cremation certificate.
- 10.13 All costs of construction, erection and installation of any foundation, base, or monument must be borne by the person requiring the same, and any work in the Cemetery in connection therewith must be done by workmen approved by the Town. Before any such work is undertaken, an Application for Permit (Schedule "C") must be completed and approved by the Town.
- 10.14 All persons who purchase burial rights in lots or columbarium niches, or the rights for memorialization on a Town-owned monument in the cemetery will be responsible for compliance with this bylaw.
- 10.15 Inscription on the Columbarium will be permitted only on the granite slab provided for the niche. Inscriptions must only contain name, year of birth and year of death of deceased person's cremated remains. Double inscriptions will be allowed on niche granite slab. All fees relating to the Columbarium will be in accordance with Schedule "A" of this bylaw.
- 10.16 Where the original purchaser of a grave is deceased and a family member or any other person makes application for the placement of a monument, the Town does not accept any responsibility for decisions regarding the placement of the monument.
- 10.17 No monument may be placed, altered or removed from any plot until the Application for Permit (Schedule "C") is submitted to and approved by the Town, along with any fees as set out in Schedule "A" of this bylaw.
- 10.18 An Application for Permit (Schedule "C") must be completed and approved by the Town to erect a monument and any fees as set forth in Schedule "A" to this Bylaw must be paid to the Town before the monument can be placed.
- 10.19 No monument may be placed over any plot except such as will meet the requirements of this bylaw and such placements may be made only after permission has been granted by the Town.
- 10.20 All earth, debris, litter, and rubbish arising or resulting from work done on any plot by or on behalf of the owner of the burial rights must be back filled, carefully cleaned up and removed from the cemetery by the said owner or his/her contractor or workmen.
- 10.21 All monument work is subject to review, inspection and approval of the Town.
- 10.22 All monuments must be constructed of granite, marble, or bronze.
- 10.23 All monuments must be installed facing onto the plot regardless of previous installations.
- 10.24 All foundations and monuments must be confined within the boundaries of the respective lots, and all monuments must be placed in a manner as to maintain whenever possible, a proper alignment consistent with monuments on adjacent lots.
- 10.25 Only one monument may be placed upon a single standard plot.
- 10.26 Only flat monuments may be placed upon urn lots.
- 10.27 Only one monument may be placed for each space of the rights for memorialization on Town-owned monuments and of materials described in this bylaw.
- 10.28 The purchaser or his/her designate of the burial rights is liable and responsible for damages resulting from theft, vandalism or damage howsoever caused to monuments erected upon a plot, unless such damage is shown to be caused by the negligence of the Town or Town employees.
- 10.29 The Town accepts no responsibility for the maintenance of monuments due to normal wear or deterioration. Minor scraping of the base portion of upright monuments due to the turf mowing operation is considered normal wear.
- 10.30 No vases or solar lights will be allowed to be placed on the grass.
- 10.31 Restoration of the immediate work area and access points used by monument workers is the responsibility of the permit holder for the monument. Restoration must be completed to the satisfaction of the Town.
- 10.32 No tablet, monument, plaque, fence, coping, enclosure or structure will, except as provided, be removed by any person from any plot in the Cemetery without completion and approval by the Town as per Schedule "C".
- 10.33 All internments within Block J, K and L require the installation of a concrete vault.

SECTION 11 OPERATION AND MAINTENANCE

11.1 Clearing of Debris:

All earth, debris, litter and rubbish arising or resulting from work done on any plot by or on behalf of the owner of the burial rights therein must forthwith be carefully cleaned up and removed from the Cemetery by the said owner or his/her contractor or workmen.

11.2 Dilapidated Graves:

a) The CAO or Superintendent will first endeavor to contact Next-of-Kin of the deceased. The CAO or Superintendent will post the notice of his/her intention to conduct maintenance in a conspicuous place in the Cemetery for a period of 30 days. At the expiration of that time and provided that the objectionable condition is not corrected by any other person, the CAO or Superintendent will have the right to remove fences, coping and other encumbrances and structure, including flat monuments heretofore or hereafter erected which by reason of neglect or age have in his/her opinion become objectionable.

b) Any notice required may be given by serving the owner personally with any such notice or by mailing such notice by registered mail at the Post Office in the Town in an envelope addressed to the owner at his last known place of residence, and any such notice so sent by registered mail will be deemed to have been received by the owner on the date following its mailing as aforesaid. The form and procedures in respect to giving notice under this Section will be in accordance with the Town Solicitor's recommendations.

11.3 Flowers, Trees, Shrubs and Plant Material:

a) No trees, plants, shrubs, flowers or any other thing intended for growth will be planted, seeded, grown or maintained on any plot in the Cemetery unless permission for the same is first obtained from the Town, and the Town may remove or prevent the placing of any stand, holder, vase, or other receptacle for flowers or plants which is deemed to be unsuitable for such purpose or unsightly in appearance.

b) If any trees, shrubs or plants growing or situated on any plot become, in any way, detrimental to adjacent lots, walks or driveways, or prejudicial to the general appearance of the Cemetery or dangerous or inconvenient to the public, the Town will have the right to enter upon the said plot and remove said trees, shrubs or plants or such parts thereof as may be considered detrimental, dangerous, inconvenient or objectionable.

c) No person will injure any tree, shrub or plant growing in the Cemetery, or pick or destroy any flower growing therein, or write upon, mark, scratch or deface any amenity, monument, plaque, cross, fence, gate, building or structure within or around the Cemetery.

d) The Town will not accept responsibility for lost or damaged floral arrangements under any circumstances.

e) No person will place artificial flowers or potted plants on any plot in the Cemetery unless the flowers or plant are totally contained in a vase that is part of a permanent monument, and no part of the floral arrangement or potted plant is in contact with the grass. Arrangements or potted plants that are not totally contained in a permanent vase attached to a monument will be removed.

f) Flowers, funeral designs or floral pieces will be permitted on the grave the day of the burial for a period of five calendar days. The Town will have the authority to remove any funeral designs or floral pieces, which may become wilted, or any other article or thing after the expiration of five (5) days from date of service.

g) The Superintendent will have full authority for and will be responsible for maintaining order in the cemetery, and for removing from any plot, flowers, wreaths or funeral pieces or anything else that in his/her opinion makes the said plot untidy or unsightly, or interferes with maintenance.

h) Flowers, funeral designs or floral pieces may be placed only at the base of the Columbarium, unless placed in a vase on the Columbarium monument. Placements on the top of the Columbarium are prohibited.

i) No person will place or deposit a glass encased wreath or any stand, holder, vase, receptacle, jar, bottle or pot made of glass or other breakable material on any plot.

j) The Town reserves the right to plant all perennial flowers, shrubs and trees and to landscape or to carry out any improvements to the grounds.

k) No flowerbeds will be permitted on individual graves in the Cemetery.

l) Donations of plant material will be gratefully accepted. Placement is at the discretion of the Town.

m) The Cemetery has been designated as the location for a Memorial Tree Program. Individuals may purchase a memorial tree and have a plaque dedicated in honour or memory of a friend or loved one.

11.4 General:

a) No fence, railing coping or any other enclosure structure of any kind other than a monument or plaque, which is in accordance with the provisions of this bylaw, will be erected or installed on any plot of the Cemetery.

b) No vault or similar structure may be erected, constructed or be placed in the Cemetery except such vaults as are totally buried and the highest point are at least 2 feet below the soil surface, and where the size is such as to fit grave excavations of a normal size in the Cemetery.

c) The Director of Public Works will have full authority for and will be responsible for maintaining order in the cemetery and for removing from anything that in his/her opinion makes the said plot untidy or unsightly.

d) The Town will remove from the cemetery or from any plot therein any tablet, monument, plaque, cross, fence, railing, coping, other enclosure, structure, thing, tree, shrub, plant, growing thing, or any inanimate object, which is within the Cemetery or in, upon or around any plot, that may have been placed without proper authority or permission as prescribed or required by any of the provisions of this bylaw, without notice to any interested person.

e) The Funeral Homes will be allowed to install their own high-line vaults.

f) No plot or grave will be raised above the level of the surrounding ground.

11.5 Special Section:

a) Council may designate special sections in the cemetery. The following areas are hereby designated by Council:

i) Field of Honor Section,

ii) Cremation Section,

iii) Indigent Section.

b) Notwithstanding the above, interment of any remains to which the above categories apply will not be limited to the above designated sections.

11.6 Indigent and Unclaimed Bodies:

Indigent burials shall be subject to the rules governing such burials at the time of interment as established by Provincial Regulations.

SECTION 12 PUBLIC ACCESS

12.1 Cemetery Hours:

a) No persons other than an employee of the Town will enter or remain in the Cemetery between sunset of one day, and sunrise of the day next following.

b) The Cemetery will be open to the Public between the hours of 8:00 am and sunset or 9:00 pm, whichever occurs first, every day of each year.

12.2 Animals:

No domestic animals will be brought into or permitted to be within the Cemetery except that pets may be carried in vehicles provided that they are not allowed out of the vehicle.

12.3 Firearms/Salutes:

Salutes involving the discharge of firearms will be permitted only for military funerals and provided that the Town is notified in advance. The Royal Canadian Mounted Police must approve any use of live ammunition.

12.4 Injury:

The Town will not be responsible for any injury resulting to any person who enters the cemetery.

12.5 Paths and Walkways:

All persons walking in the Cemetery will keep to the paths and walkways, and will not walk upon or across any plot except for maintenance operations.

12.6 Picnics and Parties:

No picnic or other parties or gatherings, except for funerals or some ceremony or observance permitted by the Town will be held or be allowed within the Cemetery and no person, without the permission of the Town will be or remain within the Cemetery during the hours of darkness in any day.

12.7 Vehicles:

a) No vehicle, carriage or conveyance will travel within the said Cemetery at a greater speed than 15 kilometers per hour. Travel must be on driveways wide enough and intended for vehicular travel.

b) The owner of any moving vehicle will be responsible for any damage done by such vehicle within the boundaries of the Cemetery.

c) The Town may prohibit the driving of vehicles in any part of a cemetery.

d) The Town may prohibit the driving of any vehicle in the cemetery when the roads are in an unfit condition.

e) The Town may specify times and conditions under which motor vehicles may be in the Cemetery and will have such regulations posted at the entrance.

SECTION 13 PENALTIES

- 13.1 A person who:
 - a) Willfully destroys, mutilates, defaces, injures or removes any monument, gravestone or other structure placed in the Cemetery, or any fence, railing or other work for protection or ornament of the Cemetery, or plot within the Cemetery, or
 - b) Willfully destroys, cuts, breaks or injures any tree, shrub or plant in the Cemetery, or
 - c) Plays at any game of sport in the Cemetery, or,
 - d) Discharges firearms in the Cemetery, except at a military funeral, or,
 - e) Willfully and unlawfully disturbs persons assembled for the purpose of burying a body in the Cemetery, or,
 - f) Commits a nuisance in the Cemetery,
 is guilty of an offense as set forth in the Cemetery Act.

SECTION 14 PASSAGE OF BYLAW

- 14.1 Bylaw #1301 and all amendments thereto are hereby repealed.
- 14.2 This Bylaw shall come into effect upon passage of Third Reading.

Read a first time in Council this day of 2011 A.D.

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

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

David Moore, Mayor

Kris Holbeck, CAO

SCHEDULE "A"

Fees

Section	Burial Rights:	
8.1	plot & permit fee	300.00 + GST
8.1	Cremation plot & permit fee (one open & close)	100.00 + GST
	Columbarium:	
8.3	Columbarium Niche	950.00 + GST
	Services:	
8.1(b)	Open & close for interment – full burial	300.00 + GST
8.16	Open & close for interment – winter surcharge	125.00 + GST
8.18	Vault installation fee	100.00 + GST
8.13	Open & close for inurnment - cremains	75.00 + GST
8.10	Late funeral surcharge (after 3:00 p.m. arrival)	100.00 + GST
8.10	Weekend/Holiday surcharge	100.00 + GST
8.20	Disinterment with permanent concrete vault	Double regular fee
8.21	Disinterment without permanent outer box surcharge	Double the fee in Section 8.20
8.7	Perpetual Care per burial site	200.00 + GST

**** Grave, Infant and Cremation sites that were purchased prior to April 23, 1990 shall be charged the appropriate perpetual care rate at the time the grave site is utilized.

SCHEDULE "B"
Cemetery Contract for Services

Section A - Cemetery Location and Burial Information

Funeral Home: _____ Date of Order _____
 Date Order Received _____
 Ordered By: _____ Date Order Confirmed: _____

Location: _____
 Grave(s) Block Lot Plot Where

Type of Service: _____ Ashes Burial _____ Body Burial _____ Pre-Need _____ Transfer _____
 _____ Veteran Burial _____ Service # _____ Spouse Y/N _____ Service # _____

Type of Plot: _____ New Purchase _____ Existing Site: _____
 _____ Cremation _____ Columbarium _____ Memorial Wall _____
 _____ Scattering Garden _____

Date of Burial: _____ Arrival Time: _____

Type of Outer Liner: _____ Supplier: _____

Previous Burials: _____

Remarks/Special Instructions: _____

Section B - Deceased Information

Mr., Mrs., Ms., Miss _____
 Surname Given Name(s)

Last Address of Deceased: _____
 Box/Street City/Town Province/Country

Date of Birth: _____ Date of Death _____

Place of Birth: _____ Male _____ Female _____

Remarks: _____

Section C - Purchaser Details

Mr., Mrs., Ms., Miss _____
 Surname Given Name(s)

Address: _____
 Box/Street Phone #(s)

The undersigned, as evidenced by his/her signature, hereby contracts with the Town of Claresholm for the provision of the above cemetery and agrees to pay all amounts specific in the contract and any further amounts payable pursuant to the Cemetery Bylaw, to the Town of Claresholm, service sand is subject to all other provisions of the Cemetery Bylaw, as amended from time to time. The undersigned acknowledges and agrees to comply with the regulations governing the erection of monuments applicable to this location within the cemetery as set forth in the Cemetery Bylaw and agrees to assume all responsibility to maintain the monument or gives the Town the right to remove the same.

Signature _____ Date Signed _____

**Cemetery Contract For Services
Page 2**

Contact Person/Personal Representative of Titleholder:

Relationship to Purchaser: _____

Relationship to Deceased: _____

Mr., Mrs., Ms., Miss

Surname

Given Name(s)

Address:

Box #/ Street

Phone #

City/Town

Province/Country

Postal Code

Name of Person Arranging Interment: _____

Address: _____

This is to certify that the undersigned, has the authority to inter the above named deceased in the above described cemetery plot and, further that the deceased has beneficial interest in the said plot, in addition the undersigned, as evidenced by his/her signature, hereby contracts with the Town of Claresholm for the provision of the above cemetery services and agrees to pay all amounts specified in this contract and any further amounts payable pursuant to the Cemetery Bylaw of the Town of Claresholm.

Signature: _____

Date Signed: _____

Summary of Charges

New Purchase	_____
Perpetual Care	_____
Open & Close for Interment	_____
Vault/Liner	_____
Change of Burial Rights	_____
Winter Surcharge	_____
Weekend/Holiday Surcharge	_____
After Hours Surcharge	_____
Disinterment Charges	_____
Transfer/Exchange Fee	_____
Sub-Total	_____
GST	_____
TOTAL	_____

Method of Payment:

Cash _____ Cheque _____ Debit _____

Bill To: _____

For Office Use Only:

Register	_____
Dig Sheet	_____
Plot Book	_____
Alphabetic	_____
Burial Cert	_____

Date Payment Received

Signed - Town Representative

SCHEDULE "C"
APPLICATION FOR PERMIT
MONUMENT INSTALLATION OR CHANGE OF EXISTING MONUMENT
Ph: 403-625-3381
Fax: 403-625-3869

TOWN OF CLARESHOLM
221 - 45 Avenue W
P.O. Box 1000
CLARESHOLM, AB T0L 0T0

DATE:	
--------------	--

LOCATION	TYPE OF SERVICE	
<i>Block:</i> <input style="width: 100%;" type="text"/>	<i>New Installation (specify: Single / Double)</i>	<input style="width: 100%;" type="text"/>
<i>Lot:</i> <input style="width: 100%;" type="text"/>	<i>New Installation on Columbarium</i>	<input style="width: 100%;" type="text"/>
<i>Plot:</i> <input style="width: 100%;" type="text"/>	<i>Permanent Removal</i>	<input style="width: 100%;" type="text"/>
<i>Number of Graves:</i> <input style="width: 100%;" type="text"/>	<i>Removal for Alteration / Repair</i>	<input style="width: 100%;" type="text"/>
	<i>On Site Alteration / Repair</i>	<input style="width: 100%;" type="text"/>

Name of Deceased: _____ Date of Death: _____

Name of Interment Rights Holders: _____

MONUMENT TYPE	SIZE (inches)	LENGTH	WIDTH	HEIGHT
<i>Flat</i> <input style="width: 100%;" type="text"/>	Monument Concrete Foundation	<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>
<i>Pillow</i> <input style="width: 100%;" type="text"/>		<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>
<i>Upright</i> <input style="width: 100%;" type="text"/>		<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>

(old section only)

The Cemetery Bylaw requires the owner of this monument to provide a signed statement showing the owner assumes responsibility to maintain the monument, or gives the Town of Claresholm the right to remove the monument should it fall into a state of disrepair. I am aware of my responsibility as the owner of the above monument.

MONUMENT PURCHASER	
Purchaser Name:	Home Phone:
Address:	Business Phone:
	Date:
Signature of Purchaser: (or Monument Mason)	Date Work Done:
Monument Company Name:	
Monument Company Address:	

Mike Schuweiler, Town Superintendent
 Grave will be marked within 5 working days from receipt of this completed application permit.
 (Return to this office by fax, mail or during office hours in person.)

	Date Returned:
--	-----------------------

TOWN OF CLARESHOLM

BYLAW # 1301

Exp.
Amended by Bylaw 1475 *kd*
✓ ✓ ✓ 1423 *kd*
✓ ✓ ✓ Bylaw 1383 *kd*

A Bylaw of the Town of Claresholm to provide for and make provision for the improvement, maintenance, management, control and operation of the Claresholm Cemetery.

WHEREAS, it is deemed expedient and proper pursuant to the provisions of the Cemetery Act to pass a Bylaw to provide for the control and regulation of the Claresholm Cemetery.

NOW, THEREFORE, THE COUNCIL OF THE TOWN OF CLARESHOLM ENACTS AS FOLLOWS:

I. TITLE

This Bylaw shall be cited as the Claresholm Cemetery Bylaw.

II. DEFINITION

In this Bylaw, unless the context otherwise requires, the interpretation set out in the following subsections shall be used.

- A. "Cemetery" shall mean the present cemetery of the Town of Claresholm and or any other cemetery it may hereafter establish and operate by and under the control of the Town of Claresholm.
- B. "Town" shall mean the Municipality of the Town of Claresholm.
- C. "Council" shall mean the Mayor and Council of the Town of Claresholm.
- D. "Secretary-Treasurer" shall mean the Secretary-Treasurer of the Town of Claresholm.
- E. "Infant" shall mean any person under the age of two (2) years.
- F. "Perpetual Care" means and includes seeding grave surfaces and reseeding when necessary and such cultivation as may be necessary in connection with such seeding or reseeding, watering, seasonal cutting of grass and weeds and keeping graves in a neat condition and in good appearance and such other work as may be authorized by the Council.
- G. "Memorial Tablets or Pillow Monument" shall mean a rectangular, flat or near flat section of marble, granite, bronze or other material used for memorial purposes not exceeding six (6) inches in height, with a maximum size of twenty-four (24) inches by eighteen (18) inches for single graves and a size of forty-eight (48) inches by eighteen (18) inches for double graves.
- H. "Concrete Base" shall mean a rectangular piece of support concrete four (4) inches in thickness with the top level with the surrounding ground and not less than 2,500 P.S.I. and the concrete base must project six (6) inches beyond the base of the Memorial Tablet.

III. SUPERVISION AND CONTROL

- (a) The Mayor and Council shall have general supervision, charge and control of the management

of the cemetery and the books, plans, records and documents relating to the cemetery shall be under the supervision, charge and control of the Secretary-Treasurer.

- (b) The Secretary-Treasurer shall keep all plans of the cemetery and all records regarding sale of graves, persons buried in the cemetery and the date of such burials and such further records as may be required by the Province of Alberta and the Town of Claresholm.

IV. SPECIAL SECTION

- (a) Council may designate special sections in the cemetery. The following areas are hereby designated by Council:

- (1) Field of Honor Section
- (2) Cremation Section
- (3) Indigent Section.

- (b) Notwithstanding the above, interment of any remains to which the above categories apply will not be limited to the above designated sections.

V. INDIGENT AND UNCLAIMED BODIES

Indigent burials shall be subject to the rules governing such burials at the time of interment as established by Provincial Regulations.

VI. PURCHASE OF GRAVE RIGHTS

- (a) Cemetery grave rights may be purchased at the Office of the Secretary-Treasurer upon application and payment thereof of the appropriate fees as set out in Schedule A, which is attached to and forms part of this Bylaw and which may be amended from time to time by resolution of Council.
- (b) All fees for grave rights shall be paid to the Secretary-Treasurer of the Town before any interment is permitted to be made and the Secretary-Treasurer shall upon payment grant a receipt which shall be the sole title granted to any person purchasing grave rights.
- (c) The Secretary-Treasurer shall receive all monies from the sale of grave rights and shall account for all monies derived therefrom and shall enter all particulars of such sales on the cemetery records kept for such purposes and shall keep a record of the name or names of any person buried in any grave together with the date of any such burial.
- (d) No purchaser or owner of the grave rights in the said cemetery shall sell, assign, or dispose of the grave rights or any part thereof without the consent in writing of the Council or Council representative to such sale, assignment or disposition in each event and upon filing with the Secretary-Treasurer of a transfer or assignment in writing.

dp

- (e) On the application of a purchaser of a grave right or his successor, the Town may redeem the grave right and cancel the certificate and refund to the applicant an amount equal to the price originally paid for the grave right.
- (f) No lot in which a grave right has been heretofore sold or hereafter sold shall be used for any other purpose.
- (g) No person shall be buried in any grave site unless he is the registered owner of the grave rights or has received written consent from the owner or agent of the owner or unless where a grave site is held by two or more persons the surviving person or persons consent thereto in writing.
- (h) No more than four (4) grave sites shall be sold to one person.
- (i) No glass or breakable containers shall be permitted in the cemetery.

VII. BURIALS

- (a) No person shall bury a human body within the limits of the Town of Claresholm except in the cemetery designated by this Bylaw and in accordance with the provisions of this Bylaw.
- (b) No more than one body shall be buried in a single grave except the mother and her infant child when both are in the same casket or coffin.
- (c) Notice for the preparation of a grave site must be given to the Town at least eight regular working hours prior to the time set for the burial with Saturday, Sunday and Statutory or declared holidays not being classified as regular working hours.
- (d) All graves shall be opened and closed by employees of the Town or under the direction of the Town.
- (e) No interment of human remains shall take place unless the remains are placed within an enclosed concrete vault or concrete box acceptable to the Town of Claresholm standards.
- (f) No burial shall be permitted in the said public cemetery on a Sunday except on special permit in writing from the Council which said permits shall not be granted unless the deceased has died of a contagious disease or unless there is a special emergency or circumstances which in the opinion of the Council justifies and necessitates such Sunday burial.
- (g) No burial shall be permitted in the said cemetery unless there has been produced and shown to the Secretary-Treasurer the following documents:
 - 1. Burial permit issued by the proper official of the Province of Alberta or such other written authority as may be required from time to time under the law of the Province of Alberta.

2. Receipts acknowledging payment of fees and charges or approval of credit.

VIII. CREMATION

- (a) Cremated remains may be interred along with another deceased person in a single grave.
- (b) In the cremation section of the cemetery only one cremation urn may be interred in a single grave site.

IX. DISINTERMENT

- (a) No dead human bodies shall be disinterred or removed from the cemetery for any purpose unless a disinterment permit has been issued by the Director of Vital Statistics.

X. ERECTION OF MONUMENT AND MEMORIAL TABLETS

- (a) Any person intending to erect a cement base, monument, memorial tablet or plaque or to make any alteration to any grave shall first obtain a permit from the Town of Claresholm. The permit shall be issued only after the Town is satisfied that the work to be completed complies with all necessary requirements of this Bylaw.
- (b) Monuments, markers and memorial tablets must be placed in line at the head of the grave. Only one monument, memorial tablet or concrete base will be permitted per grave in any area of the cemetery.
- (c) All memorial tablets, monuments and markers shall be placed on a concrete foundation which has been set on a six (6) inch gravel base and is flush with the surrounding ground. No tablet, monument or marker shall extend more than six (6) inches in height above the concrete foundation. The concrete base must project six (6) inches beyond the base of the tablet, monument or marker.
- (d) All costs of construction, erection and installation of any base, memorial tablet, monument, marker, shall be the responsibility of the owner of the grave site. All earth, debris, litter and rubbish arising or resulting from work done on any grave site by or on behalf of the owner of the grave rights therein must be carefully cleaned up and removed from the cemetery by the said owner or his contractors or workmen.
- (e) No fence, railing, coping or other enclosure or structure of any kind other than memorial tablets, monuments, markers or covers shall be erected or installed on any grave.
- (f) No graves shall be raised above the level of the surrounding ground.

XI. GENERAL REGULATIONS

- (a) No trees, plants, shrubs, flowers or any other thing intended for growth shall be planted, seeded, grown or maintained on any grave in the cemetery unless special permission for the same is first obtained from the Secretary-Treasurer and the

Secretary-Treasurer may remove or prevent the placing of any stand, hole or vase or any other receptacle for flowers or plants which he deems to be unsuitable for such a purpose or unsightly in appearance. Notwithstanding this section, the Town of Claresholm may plant and maintain any natural vegetation which it deems necessary for the beautification of the cemetery.

- (b) Under Council's authority, representatives of the Town shall have the right to remove fences, coping and other encumbrances and structures including monuments, pillars or flat markers hereto or hereafter erected by reason of neglect or age having become objectional in Council's opinion.
- (c) No person shall injure any tree, shrub or plant growing in the said cemetery nor pick or destroy any flowers growing therein or mark upon, scratch or deface any memorial tablet, monument, marker, cross, fence, gate, building or structure within or around the said cemetery.
- (d) No picnics or other parties or gatherings except for funerals or some ceremony or observance permitted by a Council shall be held or be allowed within the said cemetery and no person without the permission of the Town Council shall be or remain in the said cemetery during the hours of darkness in any day.
- (e) No animals shall be brought in or permitted to be within the said cemetery except such pets as may be carried in a motor vehicle provided that they are not allowed out of the vehicle.
- (f) No vehicle, carriage or conveyance shall travel within the cemetery:
 - (i) At a speed greater than 15 km./hr.
 - (ii) Elsewhere than on driveways intended for and wide enough for vehicular traffic.
- (g) No person shall at any time take or ride into the cemetery any motorcycle, snowmobile or other off highway vehicle as defined in the Highway Traffic Act.

XII. PENALTY

Any person or organization found guilty of any infraction or breach of any provisions of this Bylaw is guilty of an offence and liable on summary conviction to a fine not exceeding \$100.00 or imprisonment for a term not to exceed thirty (30) days.

XIII. EFFECTIVE DATE AND REPEAL OF EXISTING BYLAW

- (a) This Bylaw shall come into effect on the date of final reading thereof.
- (b) Bylaw # 1279 and # 1280 are hereby repealed.

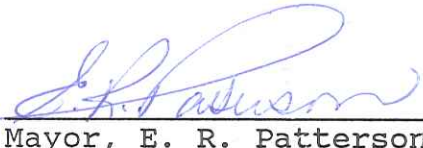
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Page Six
Bylaw # 1301

READ a first time this 7 day of May 1990 A.D.

READ a second time this 7 day of May 1990 A.D.

READ a third time and finally passed this 14 day of May 1990 A.D.



Secretary-Treasurer Larry Flexhaug Mayor, E. R. Patterson

TOWN OF CLARESHOLM

BYLAW # 1301

SCHEDULE A

djs.

CEMETERY RATES AND FEES

Any purchaser of a cemetery grave, cremation grave or infant grave must remit the fee for perpetual care at the time of the purchase of the grave.

I. COST OF CEMETERY GRAVE RIGHTS

(a)	per grave site	\$150.00
(b)	per grave site - infant	N/C
(c)	per grave site - cremation	\$ 50.00

II. COST OF PERPETUAL CARE

(a)	per grave site	\$100.00*
(b)	per grave site - infant	\$100.00*
(c)	per grave site - cremation	\$100.00*

III. COST OF OPEN AND CLOSE

(a)	per grave site	\$250.00**
(b)	per grave site - infant	N/C
(c)	per grave site - cremation personal	\$ 25.00**
	per grave site - cremation Town	\$ 75.00**

* Grave, Infant and Cremation sites that were purchased prior to April 23, 1990 shall be charged the appropriate perpetual care rate at the time the grave site is utilized.

** On days other than regular working days there shall be an additional charge of \$50.00.

dps

**TOWN OF CLARESHOLM
PROVINCE OF ALBERTA
BYLAW #1383**

A bylaw of the Town of Claresholm to amend Bylaw #1301 being a bylaw regulating the operation of the Claresholm cemetery.

Whereas it is necessary from time to time to make amendments to existing bylaws of the Town;

Now, **therefore**, the Municipal Council of the Town of Claresholm duly assembled enacts as follows:

The following section of Bylaw #1301 shall be amended as follows:

II Definitions:

- A. "Cemetery: shall mean the present cemetery of the Town of Claresholm and or any other cemetery it may hereafter establish and operate by and under the control of the Town of Claresholm. The cemetery, for the purposes of certain sections of this bylaw shall be divided into the old and new sections.

IV Special Sections

4. Old Cemetery
5. New Cemetery
6. Scattering Gardens
7. Cremation Columbarium

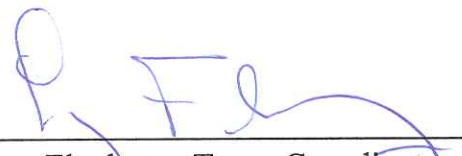
X Erection of Monument and Memorial Tablets

- c. All memorial tablets, monuments and markers shall be placed on a concrete foundation which has been set on a six (6) inch gravel base and is flush with the surrounding ground. In the new cemetery no tablet, monument or marker shall extend more than six (6) inches in height above the concrete foundation. In the old cemetery there shall be no height restrictions on the tablets, monuments or markers but a base must be constructed to withstand the additional weight of a larger tablet, monument or marker. The concrete base must project six (6) inches beyond the base of the tablet, monument or marker.

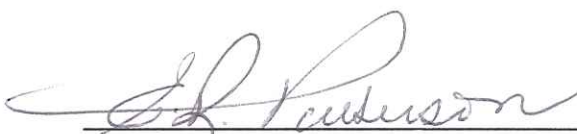
Read a first time in Council this 6 day of July 1998 A.D.

Read a second time in Council this 17 day of August 1998 A.D.

Read a third time in Council and passed this 17 day of August 1998 A.D.



Larry Flexhaug, Town Coordinator



E. R. Patterson, Mayor

Ep

TOWN OF CLARESHOLM
PROVINCE OF ALBERTA
BYLAW #1423

A bylaw of the Town of Claresholm to amend Bylaw #1301 being a bylaw regulating the operation of the Claresholm cemetery.

Whereas it is necessary from time to time to make amendments to existing bylaws of the Town;

Now, therefore, the Municipal Council of the Town of Claresholm duly assembled enacts as follows:

The following section of Bylaw #1301 shall be amended as follows:

SCHEDULE A

Cemetery Rates and Fees:

Any purchaser of a cemetery grave, cremation grave or infant grave must remit the fee for perpetual care at the time of the purchase of the grave.

I. Cost of Cemetery Grave Rights

- | | | |
|----|----------------------------|----------|
| a) | per grave site | \$200.00 |
| b) | per grave site - infant | N/C |
| c) | per grave site - cremation | \$ 50.00 |

II. Cost of Perpetual Care

- | | | |
|----|----------------------------|-----------|
| a) | per grave site | \$100.00* |
| b) | per grave site - infant | 100.00* |
| c) | per grave site - cremation | \$100.00* |

III. Cost of Open and Close

- | | | |
|----|-------------------------------------|------------|
| a) | per grave site | \$250.00** |
| b) | per grave site - infant | N/C |
| c) | per grave site - cremation personal | 25.00** |
| d) | per grave site - cremation Town | \$ 75.00** |


* Grave, Infant, and Cremation sites that were purchased prior to April 23, 1990 shall be charged the appropriate perpetual care rate at the time the grave site is utilized.

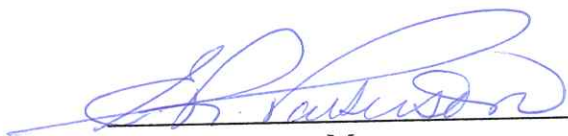
** On days other than regular working days there shall be an additional charge of \$50.00.

Read a first time in Council this 17th day of December 2001 A.D.

Read a second time in Council this 17th day of December 2001 A.D.

Read a third time in Council and passed this 17th day of December 2001 A.D.


Larry Flexhaug, Town Coordinator


E. R. Patterson, Mayor

**TOWN OF CLARESHOLM
PROVINCE OF ALBERTA
BYLAW # 1475**

A Bylaw of the Town of Claresholm to amend Bylaw #1301 being a bylaw to provide for and make provision for the improvement, maintenance, management, control and operation of the Claresholm cemetery.

WHEREAS it is deemed necessary from time to time to make additions and amendments to existing bylaws;

NOW THEREFORE, under the authority and subject to the provisions of the Municipal Government Act the Council of the Town of Claresholm enacts as follows:

1. Change:

**Bylaw 1301
Schedule A
"Cemetery Rates and Fees"**

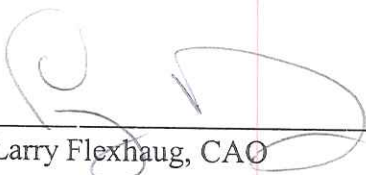
See attached Schedule.

2. This Bylaw shall take effect on the date of final passage.
3. Bylaw #1301 is hereby amended

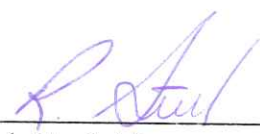
Read a first time in Council this 8th day of May 2006 A.D.

Read a second time in Council this 8th day of May 2006 A.D.

Read a third time and finally passed in Council this 8th day of May 2006 A.D.



Larry Flexhaug, CAO



Rob Steel, Mayor

**TOWN OF CLARESHOLM
BYLAW 1301
SCHEDULE "A"**

CEMETERY RATES AND FEES

Any purchaser of a cemetery grave, cremation grave or infant grave must remit the fee for perpetual care at the time of the purchase of the grave.

I.	COST OF CEMETERY GRAVE RIGHTS	
a)	per grave site	\$300.00 + GST
b)	per grave site - infant	N/C
c)	per grave site - cremation	\$100.00 + GST
II.	COST OF PERPETUAL CARE	
a)	per grave site*	\$200.00 + GST
b)	per grave site - infant*	\$200.00 + GST
c)	per grave site - cremation*	\$200.00 + GST
III.	COST OF OPEN AND CLOSE	
a)	per grave site**	\$300.00 + GST
b)	per grave site - infant	N/C
c)	per grave site - cremation personal**	\$ 50.00 + GST
d)	per grave site - cremation Town**	\$ 75.00 + GST
e)	winter burial charge (from freeze-up to thaw)	\$125.00 + GST
IV.	NICHE	
a)	per niche	\$950.00 + GST

* Grave, Infant and Cremation sites that were purchased prior to April 23, 1990, shall be charges the appropriate perpetual care rate at the time the grave site is utilized.

** On days other than regular working days there shall be an additional charge of \$100.00.



**TOWN OF CLARESHOLM
PROVINCE OF ALBERTA
BYLAW #1550**

A Bylaw of the Town of Claresholm to control and regulate the use of streets and highways within the Town and the traffic and pedestrians moving thereon and the parking of vehicles on streets and alleyways.

WHEREAS the *Traffic Safety Act*, authorizes that the Council of the Town of Claresholm shall issue a bylaw for the regulation and control of vehicles, animals and pedestrian traffic;

NOW THEREFORE, THE COUNCIL OF THE TOWN OF CLARESHOLM, IN THE PROVINCE OF ALBERTA, DULY ASSEMBLED, ENACTS AS FOLLOWS:

PART I PURPOSE

- 1 The purpose of this bylaw is to regulate the use of highways under the direction, control and management of the Town of Claresholm and to regulate the parking of vehicles on such highways as well as on privately owned property. This Bylaw may be cited as the **“TRAFFIC BYLAW.”**

PART II DEFINITIONS

- 2 In this Bylaw, unless the context otherwise requires, the following definitions shall apply:
 - a) **“Act”** means the *Traffic Safety Act*, RSA 2000, Chapter T-6 and amendments thereto.
 - b) **“Alley”** means a narrow highway intended chiefly to give access to the rear of buildings and parcels of land.
 - c) **“Bicycle”** means a cycle propelled by human power on which a person can ride, regardless of the number of wheels it has, and includes a vehicle that:
 - i) may be propelled by muscular or mechanical power,
 - ii) is fitted with pedals that are continually operable to propel it,
 - iii) weighs not more than 35 kilograms,
 - iv) has a motor that produces not more than 750 watts and that is driven by electricity or has an engine displacement of not more than 50 cubic centimetres,
 - v) has no hand-operated or foot-operated clutch or gearbox driven by the motor that transfers power to the driven wheel, and
 - vi) does not have sufficient power to enable it to attain a speed greater than 35 kilometres per hour on level ground within a distance of 2 kilometres from a standing start.
 - d) **“Boulevard”** means, in an urban area, that part of a highway that
 - i) is not roadway; and
 - ii) is that part of the sidewalk that is not especially adapted to the use of or ordinarily used by pedestrians.
 - e) **“CAO”** means the Chief Administrative Officer of the Town of Claresholm.
 - f) **“Centre Line”** means, in an urban area, that part of a highway that:
 - i) the centre of a roadway measured from the curbs or, in the absence of curbs, from the edges of the roadway;
 - ii) in the case of a highway designated by traffic control devices,
 - (A) as an offset centre highway, or
 - (B) as a highway having a certain number of traffic lanes for traffic moving in a certain direction at all times or at specified times, the line dividing the lanes for traffic moving in opposite directions; or
 - iii) in the case of a divided highway, that portion of the highway separating the roadways for traffic moving in opposite directions.
 - g) **“Commercial Vehicle”** means a truck, trailer or semi-trailer, except
 - i) a truck, trailer or semi-trailer that is a public service vehicle, or

- ii) a truck, trailer or semi-trailer or any class of vehicle that by the regulations or by an order of the Alberta Motor Transport Board is exempted from being classified as a commercial vehicle, and includes:
 - (A) a motor vehicle from which sales are made of goods, wares, merchandise or commodity, and
 - (B) a motor vehicle by means of which delivery is made of goods, wares, merchandise or commodity to a purchaser or consignee thereof;
- h) **“Crosswalk”** means
 - i) that part of a roadway at an intersection included within the connection of the lateral line of the sidewalks on opposite sides of the highway measured from the curbs or, in the absence of curbs, from the edges of the roadway; or
 - ii) any part of a roadway at an intersection or elsewhere distinctly indicated for pedestrian crossing by signs or by lines or by other markings on the road surface.
- i) **“Dealer”** means any person who buys or sells motor vehicles as a business, either as principal or agent.
- j) **“Driver” or “Operator”** means a person who drives or is in actual physical control of a vehicle;
- k) **“Emergency vehicle”** means
 - i) a vehicle operated by a police force;
 - ii) a fire fighting or other type of vehicle operated by the fire protection service of a municipality;
 - iii) an ambulance operated by a person or organization providing ambulance services;
 - iv) a vehicle operated by a public utility;
 - v) a vehicle designated as an emergency response unit;
 - vi) a vehicle operated by a Peace Officer, Community Peace Officer or Municipal Enforcement Officer.
- l) **“Gross Vehicle Weight”** shall mean the aggregate weight of the unloaded vehicle and the weight of the load that vehicle is licensed to carry or is carrying.
- m) **“Highway”** means any thoroughfare, street, road, trail, avenue, parkway, driveway, viaduct, lane, alley, square, bridge, causeway, trestleway or other place whether publicly or privately owned, any part of which the public is ordinarily entitled or permitted to use for the passage or parking of vehicles, and includes:
 - i) a sidewalk (including the boulevard portion of the pavement),
 - ii) if a ditch lies adjacent to and parallel with the roadway, the ditch, and
 - iii) if a highway right of way is contained between fences or between a fence and one side of the roadway, all the land between the fences, or all the land between the fence and the edge of the roadway, as the case may be;
 but does not include a place declared by the Lieutenant Governor in Council not to be a highway.
- n) **“Intersection”** means the area embraced within the prolongation or connection of:
 - i) the lateral curb lines, or, if none,
 - ii) the exterior edges of the roadways, or
 - iii) two (2) or more highways which join one another at an angle whether or not one highway crosses the other.
- o) **“Meridian”** means a physical barrier or area that separates traffic travelling in one direction from traffic travelling in the opposite direction on a highway.
- p) **“Moped”** means a vehicle, regardless of the number of wheels it has, that
 - i) weighs more than 35 kilograms but less than 55 kilograms;
 - ii) has a motor that is driven by electricity or has an engine displacement of not more than 50 cubic centimetres;
 - iii) has no hand-operated or foot-operated clutch or gearbox driven by the motor transferring power to the driven wheel; and
 - iv) does not have sufficient power to attain a speed greater than 50 kilometres per hour on level ground within a distance of two (2) kilometres from a standing start.
- q) **“Motor Cycle”** means a motor vehicle mounted on two (2) or three (3) wheels and includes those motor vehicles known to the trade as motor cycles and scooters but does not include an off-highway vehicle as defined in the *Off-Highway Vehicle Act*.
- r) **“Motor Home”** means a Recreational Vehicle.
- s) **“Motor Vehicle”** means

- i) a vehicle propelled by any power other than muscular power; or
 - ii) a moped;
- but does not include a bicycle, an aircraft, a tractor, whether equipped with rubber tires or not, an implement of husbandry or a motor vehicle that runs only on rails.
- t) **“Multi-purpose Passenger Vehicle”** means a vehicle that has a seating capacity of ten (10) or less and is constructed on a truck chassis or with special features for off-highway operation, but does not include an air cushion vehicle, an all terrain vehicle as defined in the *Off-Highway Vehicle Act*, a passenger car or a truck.
- u) **“Municipality”** means the Town of Claresholm.
- v) **“Owner”** includes any person renting a motor vehicle or having the exclusive use of it under a lease or otherwise for a period of more than thirty (30) days.
- w) **“Park”**, when prohibited, means allow a vehicle (whether occupied or not) to remain standing in one place, except
 - i) when standing temporarily for the purpose of and while actually engaged in loading or unloading passengers, or
 - ii) when standing in obedience to a peace officer or traffic control device.
- x) **“Parking Lane”** means that portion of a primary highway between:
 - i) the edge of the roadway to the right of the direction of traffic, and
 - ii) the nearest solid white line (not being the centre line) marked on the roadway.
- y) **“Passenger Car”** means a motor vehicle that has a seating capacity of ten (10) or less but does not include an off-highway vehicle as defined in the *Off-highway Vehicle Act*, a truck, or multi-purpose passenger vehicle, a chassis cab, a moped or motor cycle.
- z) **“Peace Officer”** means:
 - i) a member of the Royal Canadian Mounted Police (RCMP);
 - ii) a member of a municipal police service;
 - iii) a Special Constable; or
 - iv) a park warden appointed pursuant to the *National Parks Act* (Canada), while he is in the exercise or discharge of his powers or duties in a national park established under that Act.
- aa) **“Pedestrian”** means a person afoot or a person in a wheel chair or motorized power scooter.
- bb) **“Primary Highway”** means a highway designated as a primary highway pursuant to the *Public Highways Development Act*.
- cc) **“Public Service Vehicle”**
 - i) means a motor vehicle, trailer or semi-trailer operated on a highway by or on behalf of a person for compensation, whether that operation is regular or only occasional or for a single trip, and
 - ii) includes a motor vehicle kept by a person for the purpose, subject to regulations, of being rented without a driver, but
 - iii) does not include a motor vehicle used solely as an ambulance or hearse or for the transportation of the Royal Mail.
- dd) **“Recreational Vehicle”** means a vehicle or trailer or enclosure attached to a motor vehicle that is designed, constructed and equipped, either temporarily or permanently, as a dwelling place, living abode or sleeping place.
- ee) **“Red Light Traffic Enforcement Device”** means a device installed or erected at an intersection with a traffic control signal that is capable of photographing a vehicle and recording data related to the vehicle and the traffic control signal.
- ff) **“Roadway”** means that part of a highway intended for use by vehicular traffic.
- gg) **“Sidewalk”** means that part of a highway especially adapted to the use of or ordinarily used by pedestrians, and includes that part of a highway between the curb line (or the edge of the roadway, where there is no curb line) and the adjacent property line, whether or not paved or improved.
- hh) **“Stop”** means
 - i) when required, a complete cessation from vehicular movement, and
 - ii) when prohibited, any halting even momentarily of a vehicle, whether occupied or not, except when necessary to avoid conflict with other traffic or in compliance with the directions of a peace officer or traffic control device.
- ii) **“Street Furniture”** includes items such as poles, traffic control devices, waste receptacles, benches, trees, plants, grass, utilities, planters, bicycle racks or any other similar property placed on a highway.

jj) **“Traffic Control Device”** means any sign, signal, marking or device placed, marked or erected under the authority of this Act for the purpose of regulating, warning or guiding traffic.

kk) **“Traffic Control Signal”** means a traffic control device, whether manually, electrically or mechanically operated, by which traffic is directed to stop and to proceed.

ll) **“Traffic Lane”** means

i) outside an urban area, a longitudinal division of a roadway into a strip of sufficient width to accommodate the passage of a single line of vehicles but does not mean a parking lane, and

ii) inside an urban area, a longitudinal division of a roadway into a strip of sufficient width to accommodate the passage of a single line of vehicles

whether or not the division is indicated by lines on the road surface.

mm) **“Trailer”** means a vehicle so designed that it may be attached to or drawn by a motor vehicle and intended to transport property or persons and includes any trailer that is designed, constructed and equipped as a dwelling place, living abode or sleeping place, either permanently or temporarily, but does not include machinery or equipment used in the construction or maintenance of highways.

nn) **“Truck”** means a vehicle designed primarily for the transportation of property or equipment but does not include a chassis-cab, crawler mounted vehicle, trailer, machinery or equipment used in the construction or maintenance of highways or an off-highway vehicle as defined in the *Off-highway Vehicle Act*.

oo) **“Truck Tractor”** means a truck that is designed primarily for drawing another vehicle and that is not designed to carry any load other than part of the weight of a vehicle drawn, and includes a vehicle that is designed to accommodate a 5th wheel coupling, but does not include a crane equipment breakdown vehicle.

pp) **“Urban Area”** means a city, town or village.

qq) **“Vehicle”** means a device in, on or by which a person or thing may be transported or drawn on a highway.

PART III TRAFFIC CONTROL DEVICE

- 3 The CAO or designate is hereby authorized to place, erect or mark traffic control devices at such locations as he/she may determine and shall place traffic control devices at such locations as Council may by resolution direct and may from time to time alter the location of such traffic control devices for the following purposes:
 - a) to divide the surface of a roadway into traffic lanes marked by solid or broken lines;
 - b) to prohibit U turns at any intersection;
 - c) to designate any intersection or other place on the highway as intersection or place at which no left hand turn or right hand turn shall be made;
 - d) to designate as one way street any roadway or portion thereof;
 - e) to designate school zones and playground zones;
 - f) to designate truck routes;
 - g) to set apart as through streets any highway or part of a highway and to control entry to any highway by means of a stop sign or yield sign.
 - h) to designate a crosswalk upon any highway;
 - i) to designate parking stands for use of any particular class of vehicle;
 - j) to close or restrict the use of any highway, subway, bridge or overpass or any part of any highway, subway, bridge or overpass either as to the full width thereof or as to part of the width thereof with respect to any class or classes of vehicles or with respect to any class or classes of pedestrians;
 - k) to prohibit, restrict or regulate the parking of vehicles or any particular class of vehicles on any highway or other public street or any portion thereof during such hours as he/she may determine;
 - l) to designate and mark guidelines for angle and parallel parking on any highway or other public place or any portion thereof.
- 4 The CAO shall keep record of all such locations which shall be open to public inspection during normal business hours.
- 5 No person shall post or exhibit or cause to be posted or exhibited any notice, placard,

bill or printed material or other type of notice whatsoever upon any traffic control device.

- 6 Notwithstanding any provision of this Bylaw, all traffic control devices placed, erected or marked in the Town of Claresholm prior to the passing of this Bylaw shall be deemed to be duly authorized traffic control devices until altered pursuant by the provision of this Bylaw.

PART IV INFLAMMABLE AND EXPLOSIVE MATERIALS

- 7 No person shall park any vehicle used primarily for the conveying of fuel, oil, gasoline or other explosive or toxic materials upon any highway or upon any property having a building or buildings thereon unless the vehicle is parked upon the property at least fifteen (15) metres from the nearest building likely to contain persons or valuable goods. Provided that this prohibition shall not apply to the time during which any such vehicle is necessarily motionless while delivering gasoline or oil to garages or retail dealers in gas and oil.

PART V PARKING

- 8 No person shall allow any vehicle to remain parked for a period of time in excess of the maximum permitted time indicated on the parking signs pertaining to that space. A further offense shall be deemed to have occurred for each subsequent period of time in excess of that permitted by the parking signs that the vehicle remains so parked.
- 9 The CAO may designate or cause to be properly marked, portions of a highway for 10, 15, 20 or 30 minutes, 1, 2, 3 or 4 hours parking of vehicles. No person shall park a vehicle for any period of time exceeding the time limit so designated.
- 10 No person shall park a vehicle in a lane. Lanes, however, may be used for such a period of time as may be reasonably necessary for the loading or unloading of passengers or goods from a vehicle provided that the vehicle concerned in such loading or unloading of passengers or goods does not obstruct the lane as to prevent other vehicles or persons from passing along such lanes while the loading and unloading of passengers or goods is taking place.
- 11 The CAO may designate and cause to be properly marked by signs, portions of a highway as truck loading and unloading spaces and may cause such spaces to be marked with a sign designating the area as a loading zone.
- 12 No person shall park a vehicle in a truck loading or unloading space for a period of time longer than fifteen (15) minutes.
- 13 When actually taking on or discharging passengers, no person shall park or stand a vehicle for a period of time at a passenger loading zone, at a NO PARKING area, or in front of the main entrance or doorway of a public building.
- 14 (1) A recreation vehicle shall not be parked on a highway unless it is parked in a location completely adjoining the recreational vehicle owner's residence as shown in the records of the Motor Vehicle Registry.
(2) A recreational vehicle parked pursuant to this section:
 - a) shall not be parked for more than 72 consecutive hours; and
 - b) shall be removed to an off-highway location for at least 48 consecutive hours before it may be parked again on a highway.
- 15 Notwithstanding any other provision of this bylaw, a trailer shall not be parked on a highway unless the trailer is attached to a vehicle by which it may be drawn.
- 16 No owner or operator of a recreational vehicle shall park the recreational vehicle on any highway in the Town in such a manner as to constitute a hazard to other persons using the highway.
- 17 (1) A vehicle , or a vehicle with a trailer attached, with a maximum gross weight

exceeding 4,500 kilograms, shall not be parked on a highway:

- (a) in a location adjoining residential property at any time: or
- (b) in a location not adjoin residential property at any time after 7:00 p.m. and before 7 a.m.

(2) This section does not apply if the vehicle:

- (a) is a recreation vehicle; or
- (b) is a commercial vehicle with the hazard warning lamps alight and in the process of loading or unloading goods.

18 Any commercial vehicle, bus, truck or truck tractor may be parked on private property as long as that vehicle does not block any sidewalk, laneway or alley. Said vehicle must not obstruct or hinder the normal flow of traffic; pedestrian or vehicular.

19 (1) A commercial vehicle shall not be parked on a highway unless it is parked in a location completely adjoining the commercial vehicle owner's residence as shown in the records of the Motor Vehicle Registry.

(2) A commercial vehicle parked pursuant to this section:

- a) shall not be parked for more than 72 consecutive hours; and
- b) shall be removed to an off-highway location for at least 48 consecutive hours before it may be parked again on a highway.

20 No person shall park any vehicle on any land owned by the Town of Claresholm which the Town uses or permits to be used as a playground, recreation area, public park or public lands except on such part thereof as may be designated by the CAO with a sign or signs for vehicle parking.

21 When parking on a roadway, a driver shall park his vehicle with the side thereof parallel to the curb or edge of the roadway, and:

- a) with the right hand wheel thereof not more than five hundred (500) millimetres from the right hand curb or edge of the roadway, or
- b) in the case of a one way highway where parking on either side is permitted with the wheels closest to the curb or edge of the roadway not to be more than five hundred (500) millimetres from that curb or edge and with the vehicle facing the direction of travel authorized for that highway.

22 Where a sign indicates that angle parking is permitted or required and parking guidelines are visible on the roadway, a driver shall park his vehicle:

- a) with the sides thereof between and parallel to any two such lines, and
- b) with one front wheel thereof not more than five hundred (500) millimetres from the curb or edge of the roadway.

23 Where a sign indicates that angle parking is permitted or required but no parking guidelines are visible on the roadway, a driver shall park his vehicle:

- a) with the sides thereof at an angle between thirty (30) and sixty (60) degrees to the curb or edge of the roadway, and
- b) with one front wheel thereof not more than five hundred (500) millimetres from the curb or edge of the roadway.

24 No person shall angle park any vehicle which exceeds six (6) metres in overall length upon any highway of the Town except at such locations as have been designated by the CAO and have been marked provided, however that the person may park in such other locations and for such period of time as may be designated in writing by the CAO.

25 Where parking guidelines are visible on a roadway, no driver shall park a vehicle except within the limits of the lines designating a parking stall.

26 No person shall park his vehicle with the sides thereof parallel to the curb or edge of the roadway when angle parking is permitted or required.

27 (1) No person shall park or leave any vehicle on private land or property that has been

clearly marked as such by a sign or signs erected by the owner or his agent unless such person has obtained the permission of the owner, tenant, occupant or person in charge or control of the said land or property.

(2) Any peace officer may cause a vehicle improperly parked on private property to be removed and taken to and stored in a suitable place and all cost for removal and storage are liened upon the vehicle which may be enforced in the manner provided by the *Possessory Liens Act* R.S.A. 1970 Chapter 279.

- 28 No person shall park any vehicle in that part of a driveway which lies between the curb or the travelled portion of the road and the property or lot boundary line which runs parallel to the said curb or travelled portion of roadway.
- 29 Any person who is empowered to enforce the provisions of this bylaw is hereby authorized to place an erasable chalk mark on the read face of the tire of a parked or stopped vehicle without that person or the municipality incurring liability for doing so.
- 30 In any case where by reason of an emergency or of any special circumstances which in the opinion of the CAO makes it desirable and in the public interest to do so, the CAO may:
- a) temporarily close, in any area of the Town, any highway in whole or in part to traffic, or
 - b) temporarily suspend in any area of the Town parking privileges granted by the provisions of this or any other bylaw and the CAO may for such period of time as he/she deems necessary to meet such emergency or special circumstances take such measure for the temporary closing of such highway or suspension of parking privileges and place barricades or post appropriate notices on or near the highway concerned as he/she may consider it to be necessary in the circumstances.
- 31 When a vehicle exceeds the length of a single parking space, the operator may park such a vehicle so that it occupies two (2) but not more than two (2) parking spaces.
- 32 A person shall not park or stand a vehicle or permit such vehicle to remain parked in such a manner as to interfere with the proper operation of any vehicle used by the Fire Department of the Town or any other emergency vehicle.
- 33 Except as otherwise provided in this section where parking spaces have been marked on any roadway unless the act, another provision of this bylaw or a traffic control device otherwise permits the driver of any vehicle shall stop or park such vehicle only between the lines or markings indicating the limits of a single parking space.
- 34 (1) Except in the case of an emergency not allowing the vehicle to be moved a person shall not stand or park any vehicle on the street for the purpose of:
- (a) washing or,
 - (b) change oil, or fluids or
 - (c) repair.
- (2) A vehicle shall not be parked and left unattended on a highway if;
- (a) the vehicle is on a jack or similar device, and
 - (b) one or more wheels have been removed from the vehicle or part of the vehicle raised.
- (3) A vehicle shall not be abandoned on a highway.
- (a) without restricting the generality of subsection 34(3) a vehicle that is left standing in one location on a highway for more than 72 consecutive hours is deemed to have been abandoned at that location.
- 35 No person shall leave parked on any street any self propelled type of vehicle incapable of being moved under its own power.
- 36 This section does not apply to a vehicle which has been left parked because of a breakdown or other emergency if the person in charge or control of the vehicle can

establish that he has taken action to arrange for the removal of the vehicle forthwith.

- 37 A person being in charge or control of a garage or service station or other premises where repairs or installations are made to vehicles for compensation shall not leave or cause or suffer or permit to be left on any street or alley a vehicle which has been left in his possession for carrying out repairs or making installation or for any other purpose whatsoever.
- 38 (1) A vehicle shall not be parked on a highway in any location identified as a fire lane, an emergency access zone or otherwise being for the use of emergency vehicles.
- (2) A vehicle shall not be parked on a highway in any location as being for the use of person with disabilities unless the vehicle:
- (a) display a valid disabled placard or license plate issued or recognized by the Registrar; and
 - (b) is being used for the transportation of a person with a disability.
- 39 Where any type of motor vehicle has removable camping accommodations installed on it, the operator or owner of the vehicle or any person in charge of the vehicle either permanently or temporarily shall not leave the camping accommodation or other removable portion of the motor vehicle used for this purpose on any portion of a street after the same has been removed from the motor vehicle.
- 40 No person shall drive a vehicle on or over newly painted lines on any roadway when the same is indicated by signs, flags or other warning devices.
- 41 No person shall drive a vehicle on a roadway with more than one vehicle in tow.
- 42 Unless required or permitted by this bylaw or the *Highway Traffic Act* or by a traffic control device or in compliance with the directions of a Peace Officer or to avoid conflict with other traffic, a driver shall not stop or park his vehicle:
- a) on a sidewalk or boulevard,
 - b) on a crosswalk or any part of a crosswalk,
 - c) within an intersection,
 - d) at an intersection nearer than five (5) metres to be the projection of the corner property line immediately ahead or immediately to the rear except when a vehicle is parked in a space where other traffic control device indicates parking is permitted,
 - e) within five (5) metres upon the approach to any stop sign or yield sign,
 - f) within five (5) metres of any fire hydrant, or when the hydrant is not located at the curb, within five (5) metres of the point on the curb nearest the hydrant,
 - g) within one and a half (1½) metres of an access to a garage, private road or driveway or vehicle crossing over a sidewalk,
 - h) within five (5) metres of the near side of a marked crossway,
 - i) along or opposite any street excavation or construction when stopping or parking would obstruct traffic,
 - j) in the direction against the flow of traffic.

PART VI ACTIVITIES ON HIGHWAYS AND VEHICLE OPERATION

- 43 No person shall stand or be in any other position on a highway so as to obstruct the entrance to a building or to obstruct pedestrians or vehicles using the highway.
- a) This section does not apply to persons participating in or assembled to watch a parade for which has been approved by CAO or designate.
 - b) A person shall not crowd, jostle or harass and pedestrian on a highway.
- 44 No person shall place, cause or permit to be placed a sign of any type on a highway unless it has been approved by CAO or designate.
- a) A person may place, cause or permit to be placed a free standing sign on a highway only if all terms and conditions for placement of such signs prescribed by the CAO are complied with.
 - b) For the purpose of this section any individual or corporation referred to on a

sign, whether directly or indirectly, is presumed to have placed the sign or caused or permitted the sign to be placed.

- 45 No person shall place, cause or permit to be placed an obstruction of any kind on a highway unless it has been approved by CAO or designate.
- 46 No person shall operate a motor vehicle on any part of a highway other than a roadway.
- 47 No person shall operate a vehicle on a highway so as to track any earth, sand, gravel or other material on the highway.
- 48 No person shall drive, propel or move on any highway any vehicle having metal spikes, lugs, cleats or bands projecting from the surface of the wheel or tire of such vehicle, or any vehicle having a caterpillar tread, unless and until he or she has special permission, in writing, from the CAO.
- 49 (1) No person shall operate a vehicle on a highway with any loose materials on the exterior of the vehicle.
- (2) No person shall operate a vehicle containing any load on a highway unless the load has been secured to prevent any part of it from falling onto the highway.
- (3) Without limiting the generality of section (2), no person shall operate a vehicle containing a load of earth, sand, gravel or other loose materials on a highway unless:
- a) all parts of the load are at least 75 millimetres below the top of the container; and
 - b) the container and load are completely covered at all times.
- (4) In the event any part of a load falls onto the a highway from a vehicle the person operating the vehicle shall forthwith:
- a) take all reasonable steps to safely remove any materials from the highway.

PART VII SIDEWALKS AND BOULEVARDS

- 50 All persons within the Town of Claresholm shall remove and clean away, as soon as possible and in any case within 24 hours, any debris or obstructions from the sidewalk adjacent to the premises owned or occupied by them.
- 51 (1) A carrier of a newspaper, magazine or flyer may ride a bicycle on a sidewalk, footpath, walkway or boulevard if he is delivering copies of a newspaper, magazine or flyer at the time.
- (2) Subject to the other provisions of this Section, no person shall ride a bicycle on a sidewalk, footpath, walkway or boulevard.
- (3) Notwithstanding the provincial of Section 51(1), the Council may designate those portions of sidewalks, footpaths, walkways or boulevards where bicycles may be ridden by other persons who are not carriers of newspapers delivering copies thereof.
- (4) A person riding a bicycle subject to Sections 51(1) and 51(3) on any sidewalk, footpath or walkway where pedestrians are also allowed shall ride the bicycle in a manner which does not interfere with any pedestrian lawfully on or alighting from or entering onto a means of transportation who is lawfully using the sidewalk, footpath or walkway.

PART VIII FUNERALS

- 52 If any funeral procession is in process of formation or proceeding along any highway, any Peace Officer may regulate all traffic in the vicinity and all persons whether on foot or in vehicles shall obey the order and direction of the Peace Officer so regulating the traffic.

- 53 Before a funeral procession enters upon, crosses or turns into a highway designated and marked as a through traffic street by a stop sign the first vehicle in the funeral procession shall come to a complete stop in the manner required by this bylaw and shall not drive the vehicle in to the intersection until it is safe to do so. A vehicle that follows in the funeral procession may then enter into the intersection without stopping provided the headlamps are alight. The provisions of this Section shall not apply at intersections where traffic is controlled by a Peace Officer or by a traffic control signal.
- 54 No person driving any vehicle or riding a horse shall drive or ride through, nor shall any pedestrian walk through the ranks of any military or funeral procession (the vehicles of which have their lights on), nor through the ranks of any other authorized parade or procession, or in any way obstruct, impede or interfere with the same.

PART IX FIRES

- 55 In case of a fire within the Town, any Peace Officer or member of the Fire Department of the Town of Claresholm may designate in any manner a line or lines near the location of the fire beyond which no member of the public shall pass, and no unauthorized person, whether on foot, on horse or in a vehicle shall cross such line or lines.
- 56 The Chief Officer of the Fire Department of the Town of Claresholm or any person acting under his instructions shall have the right to move or cause to be moved any vehicle which he may deem necessary to move or have moved for the purpose of carrying out any duty, work or undertaking of the Fire Department of the Town of Claresholm.
- 57 Where an unprotected hose of the Fire department has been laid down on a roadway or driveway no person shall drive a vehicle over such hose unless the official of the Fire Department in charge at the scene has specifically allowed him to do so.

PART X ENGINE RETARDER BRAKES

- 58 No person shall operate a tractor trailer unit so as to cause noise by using engine retarder brakes within the limits of the Town of Claresholm. Engine retarder brakes shall not be used for either slowing or stopping their vehicle.

PART XI MISCELANEOUS

- 59 A person must not make, continue, or allow to be made or continued any objectionable noise from a motor vehicle. .
- 60 No person shall remove snow, ice, dirt, materials from town and/or private property onto town property.
- 61 No person shall place any type of material on a highway.
- 62 No person shall damage, climb or interfere with any:
a) traffic control device; or
b) item of street furniture.
- 63 No person shall break, tear up or remove any planking, pavement, sidewalk, curbing, macadamizing or other road surface or make excavation in or under any sidewalk or street for the purpose of building or otherwise, without first having obtained permission from the CAO or his designate to do so and such permit being granted, the work shall be carried out under the direction of the CAO or any person appointed by him. CAO or his delegate shall inspect all such work being done and, upon termination of the work, all materials shall be replaced and any damages made good by the parties concerned. Such work shall be carried out as expediently as possible and without unnecessary delay. Furthermore, any person or party to

whom permission has been granted to carry out any work of the foregoing nature, shall be liable for any or all accidents or damages that may occur to any person or property by reason thereof, and shall keep and maintain such lights, barricades or watchman or other precautions to safeguard and protect the public from injury or loss, and shall be responsible for costs incidental to the same.

- 64 Every person shall be guilty of an offense who:
- a) coasts on any highway on a sled, toboggan, or skis,
 - b) washes vehicle, drains the radiator of any vehicle upon a highway or washes a vehicle near a highway, or otherwise causes water, slush or ice to form upon a highway or public sidewalk.
- 65 The CAO or his/her designated authority may serve by registered mail a notice in writing upon any person required to comply with the provisions of Section 64.
- 66 No owner or occupant of private property in the Town shall allow anything to be erected, placed, planted or grown, whether planted or erected before or after the date of the passing of this bylaw, to grow or to remain at a greater height than 0.8 metres above the centre line grades of the intersecting streets in the area bounded by the property lines of such corner lots and a line joining points along the said property line 11.6 metres (or such other distance as required by the Municipal Planning Commission) from the point of intersections.

PART XII FINES AND PENALTIES

- 67 Any person violating any of the provisions of this bylaw or any other person responsible for such violation shall be liable on a summary conviction before a Provincial Judge or any Justice of the Peace having jurisdiction therein, to a fine in an amount not less than that established in this section, and not to exceeding \$10,000.00 and to imprisonment for not more than six months for non-payment of a fine.
- 68 (1) Where any Peace Officer believes that any person has committed a breach of any of the provisions of this bylaw as set out in Schedule "A" hereto he/she may serve upon such person a notice or tag as provided herein.
- (2) Where payment of the penalty for municipal tag issued for breach of any of the section described in Schedule "A" of this by-law is received within 14 days from the date of issued, may be reduced by twenty five dollars (\$25) and such reduced payment shall be accepted in lieu of prosecution.
- 69 Any peace officer may impound and remove from a highway, street, alley, parking lot or other public place, a vehicle in respect of which charges have not been paid or of a vehicle parked in violation of a provision of this bylaw and all costs of removal which may be enforced in the manner provided by the *Possessory Liens Act*.
- 70 If a vehicle is driven, used, parked or left in contravention of any provision of this bylaw the owner of the vehicle is guilty of an offense and liable for the contravention and the penalty provided herein unless he proves to the satisfaction of the Magistrate trying the case that at the time of the contravention the vehicle was not driven, used, parked or left by him or by any other person with his consent, expressed or implied.
- 71 Service of any such notice or tag shall be sufficient if it is:
- a) personally served,
 - b) served by double registered mail, or
 - c) attached to the vehicle in respect of which the offense is alleged to have been committed.
- 72 Upon production of any such notice or tag within seven (7) days from the date of service of such notice, together with the payment of the sum specified in Schedule "A" hereto to a person authorized by the CAO to receive such payment, an official

receipt for such payment shall be issued, and subject to the provisions of this Section, such payment shall be accepted in lieu of prosecution.

- 73 If the person upon whom any such notice or tag is served fails to pay the said sum within the time allotted, the provisions of this Section shall no longer apply.

PART XIII GENERAL

- 74 Nothing in this Section shall prevent any person:
- a) From exercising his right to defend any charge of committing a breach of any of the Sections in Schedule "A" hereto,
 - b) From laying any information or complaint against any other person for committing a breach of any of the Sections in Schedule "A" hereto, or
 - c) from exercising any legal right such person may have to lay an information or complaint against any other person (whether such person has made a payment under the provisions of this bylaw or not), for breach of any of the Sections in Schedule "A" hereto).
- 75 Where any person has made a payment pursuant to the provisions of this Section and is prosecuted for the offense in respect of which such payment has been made, such payment shall be refunded.
- 76 No person other than the owner or driver of a vehicle shall remove any notice placed or fixed to such vehicle by a peace officer in the course of his duties.
- 77 If by reason of any contravention of any provision of this bylaw, the Town is authorized or required to move the motor vehicle from a place where it is parked in contravention of the bylaw and to impound the same, the amount of the expense so incurred shall be added to the amount of any fine or penalty which may be imposed by reason of the contravention or to the amount of payment to be made in lieu of prosecution as provided in Section 67 and the person concerned shall be required to pay the amount of such expense in addition to any fine, penalty or penalty in lieu of prosecution as the case may be.

PART XIV SEVERABILITY PROVISION

- 78 It is the intention of Council that each separate provision of this bylaw shall be deemed independent of all other provisions herein and it is further the intention of Council that if any provisions of this bylaw be declared invalid, all other provisions thereof shall remain valid and enforceable.

PART XV PASSAGE OF BYLAW

- 79 Bylaw #1429 and all amendments thereto are hereby repealed.
- 80 This Bylaw shall come into effect upon passage of Third Reading.

Read a first time in Council this **12th** day of **September** 2011 A.D.

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

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

David Moore, Mayor

Kris Holbeck, CAO

SCHEDULE "A"

SECTION	OFFENCE	PENALTY
7	Park gas trucks in a prohibited area	\$250
8	Park longer than indicated on parking sign	\$75
10	Park in a lane	\$75
12	Park in loading or unloading zone longer than permitted	\$75
13	Park in NO Parking area	\$75
14(1)	Recreation vehicle not parked adjacent to owner's property.	\$75
14(2)(a)	Recreation vehicle park longer than 72 Hrs.	\$75
14(2)(b)	Recreation vehicle park at same location within 48 Hrs.	\$75
15	Unattached trailer	\$75
16	Recreation vehicle Causing a hazard on highway	\$100
17	Improper parking of vehicle exceeding 4500 kg	\$250
18	Commercial vehicle Causing a hazard on highway	\$250
19(1)	Commercial vehicle not parked adjacent to owner's property.	\$100
19(2)(a)	Recreation vehicle park longer than 72 Hrs.	\$100
19(2)(b)	Recreation vehicle park at same location within 48 Hrs.	\$100
20	Park on Town Property	\$100
21	Improper parallel parking	\$75
22	Improper angle parking	\$75
23	Improper angle parking (no lines)	\$75
24	Improper parking	\$75
25	Parking outside of lines	\$75
26	Failing to park in a proper manner	\$75
27(1)	Parking on private property	\$75
27(2)	Improperly park vehicle on private property	\$75
31	Parking of unauthorized vehicles	\$75
32	Parking as to obstruct emergency vehicle	\$250
33	Parking outside lines	\$75
34(1)(a)	Washing vehicle on a highway	\$75
34(1)(b)	Change oil or fluids on a highway	\$100
34(1)(c)	Repairing vehicle on a highway	\$100
34(2)	Vehicle on jack	\$100
34(3)	Abandoned vehicle	\$100
35	Parking of derelict vehicle	\$100
37	Commercial business parking vehicles on highway	\$100
38(1)	Park in emergency access	\$100
38(2)	Park in disabled parking	\$100
39	Parking of recreation vehicle	\$75
40	Driving on painted lines	\$100
41	Driving with more than one vehicle in tow	\$100
42(a)	Parking on sidewalk or boulevard	\$75
42(b)	Parking on crosswalk or part of	\$75
42(c)	Parking within intersection	\$75
42(d)	Parking too close to intersection	\$75
42(e)	Parking too close to stop or yield sign	\$75
42(f)	Parking too close to fire hydrant	\$75
42(g)	Parking too close to garage access, private road, driveway or vehicle crossway	\$75
42(h)	Parking too close to marked crosswalk	\$75
42(i)	Parking too close to street obstruction	\$75
42(j)	Parking on the wrong direction of traffic	\$75
43	Person obstructing highway	\$100
43(b)	Harassing	\$100
44	Illegal sign on highway	\$100
45	Obstruction on highway	\$100
46	Operate a motor vehicle off highway	\$100
47	Tracking	\$100

48	Driving with spikes or lugs without permission	\$250
49	Unsecure load	\$100
50	Failure to clean sidewalks	\$100
51	Riding a bike on a sidewalk	\$50
54	Driving through funeral procession	\$75
57	Driving over fire hose	\$250
58	Use engine retarder brakes	\$250
59	Objectionable noise from motor vehicle	\$100
60	Placing obstruction on a highway	\$250
61	Littering	\$100
62	Damage, climbing or interfering with traffic control devise or street furniture	\$100
63	Unlawful construction / damage highway	\$500
64(a)	Coast on highway with sled, etc.	\$75
66	Vegetation or structure obstructing intersection.	\$75
	All other section not listed above	\$50

TOWN OF CLARESHOLM
PROVINCE OF ALBERTA
BYLAW #1429

Amended by Bylaw # 1471 Kd
Amended by Bylaw # 1556 Kd

A Bylaw of the Town of Claresholm to control and regulate the use of streets and highways within the Town and the traffic and pedestrians moving thereon and the parking of vehicles on streets and alleyways.

WHEREAS it is expedient and proper pursuant to the provision of Section 14 to 16 of the *Highway Traffic Act* RSA 1980 that the Council of the Town of Claresholm shall issue a Bylaw for the regulation and control of vehicles, animals and pedestrian traffic;

NOW, THEREFORE, the Council of the Town of Claresholm duly assembled hereby enacts as follows:

100. This Bylaw shall be cited as the Town of Claresholm Traffic Bylaw.

101. In this Bylaw unless the context otherwise requires, the following definitions shall apply:

1. "Act" means the *Highway Traffic Act*, RSA 1980 Chapter H-7 and amendments thereto;
2. "Alley" means a narrow highway intended chiefly to give access to the rear of buildings and parcels of land;
3. "Bicycle" means a cycle propelled by human power on which a person can ride, regardless of the number of wheels it has, and includes a vehicle that
 - i) may be propelled by muscular or mechanical power,
 - ii) is fitted with pedals that are continually operable to propel it,
 - iii) weighs not more than 35 kilograms,
 - iv) has a motor that produces not more than 750 watts and that is driven by electricity or has an engine displacement of not more than 50 cubic centimetres,
 - v) has no hand-operated or foot-operated clutch or gearbox driven by the motor that transfers power to the driven wheel, and
 - vi) does not have sufficient power to enable it to attain a speed greater than 35 kilometres per hour on level ground within a distance of 2 kilometres from a standing start;
4. "Boulevard" means, in an urban area, that part of a highway that
 - i) is not roadway, and
 - ii) is that part of the sidewalk that is not especially adapted to the use of or ordinarily used by pedestrians;
5. "Centre line" means
 - i) the centre of a roadway measured from the curbs or, in the absence of curbs, from the edges of the roadway,
 - ii) in the case of a highway designated by traffic control devices,
 - (A) as an offset centre highway, or
 - (B) as a highway having a certain number of traffic lanes for traffic moving in a certain direction at all times or at specified times,the line dividing the lanes for traffic moving in opposite directions, or
 - iii) in the case of a divided highway, that portion of the highway separating the roadways for traffic moving in opposite directions;
6. "Commercial vehicle"
 - i) means a truck, trailer or semi-trailer, except
 - A) a truck, trailer or semi-trailer that is a public service vehicle, or
 - B) a truck, trailer or semi-trailer or any class of vehicle that by the regulations or by an order of the Alberta Motor Transport Board is exempted from being classified as a commercial vehicle, and
 - ii) includes
 - A) a motor vehicle from which sales are made of goods, wares, merchandise or commodity, and
 - B) a motor vehicle by means of which delivery is made of goods, wares, merchandise or commodity to a purchaser or consignee thereof;

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7. "Crosswalk" means
 - i) that part of a roadway at an intersection included within the connection of the lateral line of the sidewalks on opposite sides of the highway measured from the curbs or, in the absence of curbs, from the edges of the roadway, or
 - ii) any part of a roadway at an intersection or elsewhere distinctly indicated for pedestrian crossing by signs or by lines or by other markings on the road surface;
8. "Dealer" means any person who buys or sells motor vehicles as a business, either as principal or agent;
9. "Driver" or "operator" means a person who drives or is in actual physical control of a vehicle;
10. "Emergency vehicle" means
 - i) a vehicle operated by a police force,
 - ii) a fire fighting or other type of vehicle operated by the fire protection service of a municipality,
 - iii) an ambulance operated by a person or organization providing ambulance services,
 - iv) a vehicle operated by a public utility, or
 - v) a vehicle designated as an emergency response unit;
11. "Gross vehicle weight" shall mean the aggregate weight of the unloaded vehicle and the weight of the load that vehicle is licensed to carry or is carrying;
12. "Highway" means any thoroughfare, street, road, trail, avenue, parkway, driveway, viaduct, lane, alley, square, bridge, causeway, trestleway or other place whether publicly or privately owned, any part of which the public is ordinarily entitled or permitted to use for the passage or parking of vehicles, and
 - i) includes
 - A) a sidewalk (including the boulevard portion of the sidewalk),
 - B) if a ditch lies adjacent to and parallel with the roadway, the ditch, and
 - C) if a highway right of way is contained between fences or between a fence and one side of the roadway, all the land between the fences, or all the land between the fence and the edge of the roadway, as the case may be,but
 - ii) does not include a place declared by the Lieutenant Governor in Council not to be a highway;
13. "Intersection" means the area embraced within the prolongation or connection of
 - i) the lateral curb lines or, if none,
 - ii) the exterior edges of the roadways,or 2 or more highways which join one another at an angle whether or not one highway crosses the other;
14. "Median" means a physical barrier or area that separates traffic travelling in one direction from traffic travelling in the opposite direction on a highway;
15. "Moped" means a vehicle, regardless of the number of wheels it has, that
 - i) weighs more than 35 kilograms but less than 55 kilograms,
 - ii) has a motor that is driven by electricity or has an engine displacement of not more than 50 cubic centimetres,
 - iii) has no hand-operated or foot-operated clutch or gearbox driven by the motor transferring power to the driven wheel, and
 - iv) does not have sufficient power to attain a speed greater than 50 kilometres per hour on level ground within a distance of 2 kilometres from a standing start;
16. "Motor cycle" means a motor vehicle mounted on 2 or 3 wheels and includes those motor vehicles known to the trade as motor cycles and scooters but does not include an off-highway vehicle as defined in the *Off-highway Vehicle Act*;

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17. "Motor vehicle" means
 - i) a vehicle propelled by any power other than muscular power, or
 - ii) a moped,but does not include a bicycle, an aircraft, a tractor, whether equipped with rubber tires or not, an implement of husbandry or a motor vehicle that runs only on rails;
18. "Multi-purpose" passenger vehicle means a vehicle that has a seating capacity of 10 or less and is constructed on a truck-chassis or with special features for off-highway operation, but does not include an air cushion vehicle, an all terrain vehicle as defined in the *Off-highway Vehicle Act*, a passenger car or a truck;
19. "Municipality" means the Town of Claresholm
20. "Owner" includes any person renting a motor vehicle or having the exclusive use of it under a lease or otherwise for a period of more than 30 days;
21. "Park", when prohibited, means allow a vehicle (whether occupied or not) to remain standing in one place, except
 - i) when standing temporarily for the purpose of and while actually engaged in loading or unloading passengers, or
 - ii) when standing in obedience to a peace officer or traffic control device;
22. "Parking lane" means that portion of a primary highway between
 - i) the edge of the roadway to the right of the direction of traffic, and
 - ii) the nearest solid white line (not being the centre line) marked on the roadway;
23. "Passenger car" means a motor vehicle that has a seating capacity of 10 or less but does not include an off-highway vehicle as defined in the *Off-highway Vehicle Act*, a truck, or multi-purpose passenger vehicle, a chassis cab, a moped or a motor cycle;
24. "Peace officer means
 - i) a member of the Royal Canadian Mounted Police,
 - ii) a member of a municipal police service
 - iii) a special constable, or
 - iv) a park warden appointed pursuant to the *National Parks Act* (Canada), while he is in the exercise or discharge of his powers or duties in a national park established under that Act;
25. "Pedestrian" means a person afoot or a person in a wheel chair;
26. "Primary highway" means a highway designated as a primary highway pursuant to the *Public Highways Development Act*;
27. "Public service vehicle"
 - i) means a motor vehicle, trailer or semi-trailer operated on a highway by or on behalf of a person for compensation, whether that operation is regular or only occasional or for a single trip, and
 - ii) includes a motor vehicle kept by a person for the purpose, subject to the regulations, of being rented without a driver, but
 - iii) does not include a motor vehicle used solely as an ambulance or hearse or for the transportation of the Royal Mail
28. "Recreational vehicle" means a vehicle or trailer that is designed, constructed and equipped, either temporarily or permanently, as a dwelling place, living abode or sleeping place.
29. "Red light traffic enforcement device" means a device installed or erected at an intersection with a traffic control signal that is capable of photographing a vehicle and recording data related to the vehicle and the traffic control signal;
30. "Roadway" means that part of a highway intended for use by vehicular traffic;

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31. "Sidewalk" means that part of a highway especially adapted to the use of or ordinarily used by pedestrians, and includes that part of a highway between the curb line (or the edge of the roadway, where there is no curb line) and the adjacent property line, whether or not paved or improved;
32. "Stop" means
 - i) when required, a complete cessation from vehicular movement, and
 - ii) when prohibited, any halting even momentarily of a vehicle, whether occupied or not, except when necessary to avoid conflict with other traffic or in compliance with the directions of a peace officer or traffic control device;
33. "Traffic control device" means any sign, signal, marking or device placed, marked or erected under the authority of this Act for the purpose of regulating, warning or guiding traffic;
34. "Traffic control signal" means a traffic control device, whether manually, electrically or mechanically operated, by which traffic is directed to stop and to proceed;
35. "Traffic lane" means
 - i) outside an urban area, a longitudinal division of a roadway into a strip of sufficient width to accommodate the passage of a single line of vehicles but does not mean a parking lane, and
 - ii) inside an urban area, a longitudinal division of a roadway into a strip of sufficient width to accommodate the passage of a single line of vehicles,whether or not the division is indicated by lines on the road surface;
36. "Trailer" means a vehicle so designed that it may be attached to or drawn by a motor vehicle and intended to transport property or persons and includes any trailer that is designed, constructed and equipped as a dwelling place, living abode or sleeping place, either permanently or temporarily, but does not include machinery or equipment used in the construction or maintenance of highways;
37. "Truck" means a vehicle designed primarily for the transportation of property or equipment but does not include a chassis-cab, crawler mounted vehicle, trailer, machinery or equipment used in the construction or maintenance of highways or an off-highway vehicle as defined in the *Off-highway Vehicle Act*;
38. "Truck tractor" means a truck that is designed primarily for drawing another vehicle and that is not designed to carry any load other than part of the weight of a vehicle drawn, and includes a vehicle that is designed to accommodate a 5th wheel coupling, but does not include a crane equipment breakdown vehicle;
39. "Urban area" means a city, town or village;
40. "Vehicle" means a device in, on or by which a person or thing may be transported or drawn on a highway.

102. Traffic Control Device

- A. The Town Coordinator or designate is hereby authorized to place, erect or mark traffic control devices at such locations as he may determine and shall place traffic control devices at such locations as Council may by resolution direct and may from time to time alter the location of such traffic control devices for the following purposes:
 - (a) to divide the surface of a roadway into traffic lanes marked by solid or broken lines.
 - (b) to prohibit U turns at any intersection
 - (c) to designate any intersection or other place on the highway as intersection or place at which no left hand turn or right hand turn shall be made.
 - (d) to designate as one way street any roadway or portion thereof.
 - (e) to designate school zones and playground zones.
 - (f) to designate truck routes.
 - (g) to set apart as through streets any highway or part of a highway and to control entry to any highway by means of a stop sign or yield sign.

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- (h) to designate a crosswalk upon any highway.
 - (i) to designate parking stands for use of any particular class of vehicle.
 - (j) to close or restrict the use of any highway, subway, bridge or over pass or any part of any highway, subway, bridge or over pass either as to the full width thereof or as to part of the width thereof with respect to any class or classes of vehicles or with respect to any class or classes of pedestrians.
 - (k) to prohibit, restrict or regulate the parking of vehicles or any particular class of vehicles on any highway or other public street or any portion thereof during such hours as he may determine.
 - (l) to designate and mark guidelines for angle and parallel parking on any highway or other public place or any portion thereof.
- B. The Secretary-Treasurer shall keep record of all such locations which shall be open to public inspection during normal business hours.
- C. No person shall post or exhibit or cause to be posted or exhibited any notice, placard, bill or printed material or other type of notice whatsoever upon any traffic control device.
- D. Notwithstanding any provision of this Bylaw, all traffic control devices placed, erected or marked in the Town of Claresholm prior to the passing of this Bylaw shall be deemed to be duly authorized traffic control devices until altered pursuant by the provisions of this Bylaw.

103. Inflammable and Explosive Materials

- A. No person shall park any vehicle used primarily for the conveying of fuel, oil, gasoline, or other explosive or toxic materials upon any highway or upon any property having a building or buildings thereon unless the vehicle is parked upon the property at least 15 meters from the nearest building likely to contain persons or valuable goods. Provided that this prohibition shall not apply to the time during which any such vehicle is necessarily motionless while delivering gasoline or oil to garages or retail dealers in gas and oil.

104. Parking

1. No person shall allow any vehicle to remain parked for a period of time in excess of the maximum permitted time indicated on the parking signs pertaining to that space. A further offence shall be deemed to have occurred for each subsequent period of time in excess of that permitted by the parking signs that the vehicle remains so parked.
2. The Secretary-Treasurer may designate or cause to be properly marked, portions of a highway for 10 minute, 15 minute, 20 minute, 30 minute, 1 hour, 2 hour, 3 hour or 4 hour parking of vehicles. No person shall park a vehicle for any period of time exceeding the time limit so designated.
3. No person shall park a vehicle in a lane. Lanes, however, may be used for such a period of time as may be reasonably necessary for the loading or unloading of passengers or goods from a vehicle provided that the vehicle concerned in such loading or unloading of passengers or goods does not so obstruct the lane as to prevent other vehicles or persons from passing along such lanes while the loading or unloading of the passengers or goods is taking place.
4. The Secretary-Treasurer may designate and cause to be properly marked by signs, portions of a highway as truck loading or unloading spaces and may cause such spaces to be marked with a sign designating the area as a loading zone.
5. No person shall park a vehicle in a truck loading or unloading space for a period of time longer than 15 minutes.
6. When actually taking on or discharging passengers, no person shall park or stand a vehicle for a period of time at a passenger loading zone, at a no parking area, or in front of the main entrance or doorway of a public building.
7. No person shall park any trailer (whether designed for occupancy for persons or carrying of goods and equipment) upon any highway unless the said trailer is attached to a vehicle by which it may be propelled or drawn and when so attached the trailer shall be deemed part of the vehicle and subject to the regulations pertaining to the vehicles.

8. No person shall park any commercial vehicle, bus, truck or truck tractor and trailer with a gross vehicle weight of more than four thousand, five hundred kilograms (4,500 kg), or a length of more than twelve point five metres (12.5 m) except upon any highway where such parking is expressly permitted or except for the purpose of unloading and loading such vehicles.
9. Vehicles that exceed the restrictions in Section 104 (8) above are limited to travel in those areas designated as "Truck Routes" in Schedule "B" which is included in and forms a part of this bylaw.
10. No person shall park a trailer or recreational vehicle upon a highway unless the trailer or recreational vehicle is attached to the vehicle by which it may be drawn.
11. An owner or operator of a recreational vehicle shall not park the recreational vehicle on a highway in the Town, except in the area of the roadway immediately adjoining the owner or operator's place of residence and for no more than seventy-two (72) consecutive hours, following which the owner or operator shall move the recreational vehicle to an off-highway location for a period of not less than forty-eight (48) consecutive hours before the recreational vehicle may be parked again in the area of the roadway immediately adjoining the owner or operator's place of residence.
12. No person shall park any vehicle on any land owned by the Town of Claresholm which the Town uses or permits to be used as a playground or recreation area or public park except on such part thereof as may be designated by the Secretary-Treasurer with a sign or signs for vehicle parking.
13. When parking on a roadway, a driver shall park his vehicle with the side thereof parallel to the curb or edge of the roadway and:
 - (a) with the right hand wheel thereof not more than 500 millimeters from the right hand curb or edge of the roadway, or
 - (b) in the case of a one way highway where parking on either side is permitted with the wheels closest to the curb or edge of the roadway not to be more than 500 millimeters from that curb or edge and with the vehicle facing the direction of travel authorized for that highway.
14. Where a sign indicates that angle parking is permitted or required and parking guidelines are visible on the roadway a driver shall park his vehicle:
 - (a) with the sides thereof between and parallel to any two such lines and
 - (b) with one front wheel thereof not more than 500 millimeters from the curb or edge of the roadway.
15. Where a sign indicates that angle parking is permitted or required but no parking guidelines are visible on the roadway a driver shall park his vehicle:
 - (a) with the sides thereof at an angle between 30 and 60 degrees to the curb or edge of the roadway, and
 - (b) with one front wheel thereof not more than 500 millimeters from the curb or edge of the roadway.
16. No person shall angle park any vehicle which exceeds 6 meters in overall length upon any highway of the Town except at such locations as have been designated by the Secretary-Treasurer and have been marked provided however that the person may park in such other locations and for such period of time as may be designated in writing by the Secretary-Treasurer.
17. Where parking guidelines are visible on a roadway, no driver shall park a vehicle except within the limits of the lines designating a parking stall.
18. No person shall park his vehicle with the sides thereof parallel to the curb or edge of the roadway when angle parking is permitted or required.

Bylaw 1429
Streets & Traffic

dep.

19. (A) No person shall park or leave any vehicle on private land or property that has been clearly marked as such by a sign or signs erected by the owner or his agent unless such person has obtained the permission of the owner, tenant, occupant or person in charge or control of the said land or property.
- (B) Any Peace Officer may cause a vehicle improperly parked on private property to be removed and taken to and stored in a suitable place and all cost for removal and storage are liened upon the vehicle which may be enforced in the manner provided by the *Possessory Liens Act* R.S.A. 1970 Chapter 279.
20. No person shall park any vehicle in that part of a driveway which lies between the curb or the traveled portion of the road and the property or lot boundary line which runs parallel to the said curb or traveled portion of roadway.
21. Any person who is empowered to enforce the provisions of this bylaw is hereby authorized to place an erasable chalk mark on the read face of the tire of a parked or stopped vehicle without that person or the municipality incurring liability for doing so.
22. In any case where by reason of an emergency or of any special circumstances which in the opinion of the Secretary-Treasurer make it desirable and in the public interest to do so the Secretary-Treasurer may:
 - (a) temporarily close, in any area of the Town, any highway in whole or in part to traffic, or
 - (b) temporarily suspend in any area of the Town parking privileges granted by the provisions of this or any other bylaw and the Secretary-Treasurer may for such period of time as he deems necessary to meet such emergency or special circumstances take such measure for the temporary closing of such highway or suspension of parking privileges and place barricades or post appropriate notices on or near the highway concerned as he may consider it to be necessary in the circumstances.
23. When a vehicle exceeds the length of a single parking space the operator may park such a vehicle so that it occupies two but not more than two parking spaces.
24. A person shall not park or stand a vehicle or permit such vehicle to remain parked in such a manner as to interfere with the proper operation of any vehicle used by the Fire Department of the Town or of any other emergency vehicle.
25. Except as otherwise provided in this section where parking spaces have been marked on any roadway unless the act, another provision of this bylaw or a traffic control device otherwise permits the driver of any vehicle shall stop or park such vehicle only between the lines or markings indicating the limits of a single parking space.
26. Except in the case of an emergency not allowing the vehicle to be moved a person shall not stand or park any vehicle on the street for the purpose of greasing, washing or repairing the vehicle.
27. No person shall leave parked on any street any self propelled type of vehicle incapable of being moved under its own power.
28. Subsection 104 does not apply to a vehicle which has been left parked because of a breakdown or other emergency if the person in charge or control of the vehicle can establish that he has taken action to arrange for the removal of the vehicle forthwith.
29. A person being in charge or control of a garage or service station or other premises where repairs or installations are made to vehicles for compensation shall not leave or cause or suffer or permit to be left on any street or alley a vehicle which has been left in his possession for carrying out repairs or making installation or for any other purpose whatsoever.
30. A person shall not leave parked on any street, a trailer, semi trailer, mobile drilling equipment or any vehicle which has been detached from the vehicle which is used to draw it.

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31. Where any type of motor vehicle has removable camping accommodations installed on it, the operator or owner of the vehicle or any person in charge of the vehicle either permanently or temporarily shall not leave the camping accommodation or other removable portion of the motor vehicle used for this purpose on any portion of a street after the same has been removed from the motor vehicle.
32. No person shall drive a vehicle on or over newly painted lines on any roadway when the same is indicated by signs, flags, or other warning devices.
33. No person shall drive a vehicle on a roadway with more than one vehicle in tow.

105. Other Offences:

Unless required or permitted by this bylaw or the *Highway Traffic Act* or by a traffic control device or in compliance with the directions of a Peace Officer or to avoid conflict with other traffic, a driver shall not stop or park his vehicle:

- (a) on a sidewalk or boulevard, or
- (b) on a crosswalk or any part of a crosswalk, or
- (c) within an intersection, or
- (d) at an intersection nearer than 5 meters to the projection of the corner property line immediately ahead or immediately to the rear except when a vehicle is parked in a space where other traffic control device indicates parking is permitted, or
- (e) within 5 meters upon the approach to any stop sign or yield sign, or
- (f) within 5 meters of any fire hydrant, or when the hydrant is not located at the curb, within 5 meters of the point on the curb nearest the hydrant, or
- (g) within 1-1/2 meters of an access to a garage, private road or driveway or vehicle crossing over a sidewalk, or
- (h) within 5 meters of the near side of a marked crossway, or
- (i) along or opposite any street excavation or construction when stopping or parking would obstruct traffic, or
- (j) on the roadway side of a vehicle parked or stopped at the curb or the edge of the roadway.

106. Bicycles:

- (a) A carrier of a newspaper, magazine or flyer may ride a bicycle on a sidewalk, footpath, walkway or boulevard if he is delivering copies of a newspaper, magazine or flyer at the time.
- (b) Subject to the other provisions of this Section, no person shall ride a bicycle on a sidewalk, footpath, walkway, or boulevard.
- (c) Notwithstanding the provision of Subsection (b) the Council may designate those portions of sidewalks, footpaths, walkways, or boulevards where bicycles may be ridden by other persons who are not carriers of newspapers delivering copies thereof.
- (d) A person riding a bicycle subject to subsection (a) and (c) on any sidewalk, footpath, or walkway where pedestrians are also allowed shall ride the bicycle in a manner which does not interfere with any pedestrian lawfully on or alighting from or entering onto a means of transportation who is lawfully using the sidewalk, footpath or walkway.

107. Funerals:

- (a) If any funeral procession is in process of formation or proceeding along any highway, any Peace Officer may regulate all traffic in the vicinity and all persons whether on foot or in vehicles shall obey the order and direction of the Peace Officer so regulating the traffic.
- (b) Before a funeral procession enters upon, crosses or turns into a highway designated and marked as a through traffic street by a stop sign the first vehicle in the funeral procession shall come to a complete stop in the manner required by this bylaw and shall not drive the vehicle in to the intersection until it is safe to do so. A vehicle that follows in the funeral procession may then enter into the intersection without stopping provided the headlamps are alight. The provisions of this Section shall not apply at intersections where traffic is controlled by a Peace Officer or by a traffic control signal.
- (c) No person driving any vehicle or riding a horse shall drive or ride through, nor shall any pedestrian walk through the ranks of any military or funeral procession (the vehicles of which have their lights on), nor through the ranks of any other authorized parade or procession, or in any way obstruct, impede or interfere with the same.

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108. Fires:

- (a) In case of a fire within the Town, any Peace Officer or member of the Fire brigade of the Town may designate in any manner a line or lines near the location of the fire beyond which no member of the public shall pass, and no unauthorized person, whether on foot, on horse or in a vehicle shall cross such line or lines.
- (b) The Chief Officer of the Fire Department of the Town of Claresholm or any person acting under his instructions shall have the right to move or cause to be moved any vehicle which he may deem necessary to move or have moved for the purpose of carrying out any duty, work or undertaking of the Fire Department of the Town of Claresholm.
- (c) Where an unprotected hose of the Fire department has been laid down on a roadway or driveway no person shall drive a vehicle over such hose unless the official of the Fire Department in charge at the scene has specifically allowed him to do so.

109. Vehicles with lugs:

No person shall drive, propel or move on any highway any vehicle having metal spikes, lugs, cleats or bands projecting from the surface of the wheel or tire of such vehicle, or any vehicle having a caterpillar tread, unless and until he or she has special permission, in writing, from the Secretary-Treasurer.

110. Engine Retarder Brakes

No person shall operate a tractor trailer unit so as to cause noise by using engine retarder brakes within the limits of the Town of Claresholm. Engine retarder brakes shall not be used for either slowing or stopping their vehicle.

111. Every person shall be guilty of an offence who:

- (1) coasts on any highway on a sled, toboggan, or skis.
- (2) washes a vehicle upon any highway or drains the radiator of any vehicle upon a highway or washes a vehicle near a highway, or otherwise causes water, slush or ice to form upon a highway or public sidewalk.

112. No owner or occupant of private property in the Town shall allow anything to be erected, placed, planted or grown, whether planted or erected before or after the date of the passing of this bylaw, to grow or to remain at a greater height than 0.8 metres above the centre line grades of the intersecting streets in the area bounded by the property lines of such corner lots and a line joining points along the said property line 11.6 metres (or such other distance as required by the Municipal Planning Commission) from the point of intersections.

113. The Secretary-Treasurer or his designated authority may serve by registered mail a notice in writing upon any person required to comply with the provisions of Section 111.

114. Penalties:

- (a) Any person violating any of the provisions of this bylaw or any other person responsible for such violation shall be liable on a summary conviction before a Provincial Judge or any Justice of the Peace having jurisdiction therein, to a penalty not exceeding \$500.00 exclusive of costs.
- (b) Any Peace Officer may impound and remove from a highway, street, alley, parking lot or other public place, a vehicle in respect of which charges have not been paid or of a vehicle parked in violation of a provision of this bylaw and all costs of removal which may be enforced in the manner provided by the *Possessory Liens Act*.
- (c) If a vehicle is driven, used, parked or left in contravention of any provision of this bylaw the owner of the vehicle is guilty of an offence and liable for the contravention and the penalty provided herein unless he proves to the satisfaction of the Magistrate trying the case that at the time of the contravention the vehicle was not driven, used, parked or left by him or by any other person with his consent, expressed or implied.

115. Police Tags:

- (a) Where any Peace Officer believes that any person has committed a breach of any of the provisions of this bylaw as set out in Schedule "A" hereto he may serve upon such person a notice or tag as provided herein.
- (b) Service of any such notice or tag shall be sufficient if it is:

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- (1) personally served
 - (2) served by double registered mail
 - (3) attached to the vehicle in respect of which the offence is alleged to have been committed.
- (c) Upon production of any such notice or tag within seven days from the date of service of such notice, together with the payment of the sum specified in Schedule "A" hereto to a person authorized by the Secretary-Treasurer of the Town of Claresholm to receive such payment, an official receipt for such payment shall be issued, and subject to the provisions of this Section, such payment shall be accepted in lieu of prosecution.
- (d) If the person upon whom any such notice or tag is served fails to pay the said sum within the time allotted, the provisions of this Section shall no longer apply.

116. Nothing in this Section contained shall:

- (a) prevent any person from exercising his right to defend any charge of committing a breach of any of the Sections in Schedule "A" hereto.
- (b) prevent any person from laying any information or complaint against any other person for committing a breach of any of the Sections in Schedule "A" hereto, or
- (c) prevent any person from exercising any legal right such person may have to lay an information or complaint against any other person (whether such person has made a payment under the provisions of this bylaw or not), for breach of any of the Sections in Schedule "A" hereto).

117. Where any person has made a payment pursuant to the provisions of this Section and is prosecuted for the offence in respect of which such payment has been made, such payment shall be refunded.

118. No person other than the owner or driver of a vehicle shall remove any notice placed or fixed to such vehicle by a Peace Officer in the course of his duties.

119. It is the intention of Town Council that each separate provision of this bylaw shall be deemed independent of all other provisions herein and it is further the intention of Town Council that if any provisions of this bylaw be declared invalid all other provisions thereof shall remain valid and enforceable.

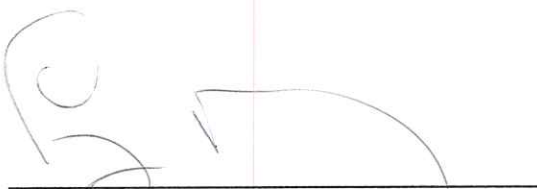
120. If by reason of any contravention of any provision of this bylaw, the Town is authorized or required to move the motor vehicle from a place where it is parked in contravention of the bylaw and to impound the same, the amount of the expense so incurred shall be added to the amount of any fine or penalty which may be imposed by reason of the contravention or to the amount of payment to be made in lieu of prosecution as provided in Section 114 (c) and the person concerned shall be required to pay the amount of such expense in addition to any fine, penalty or penalty in lieu of prosecution as the case may be.

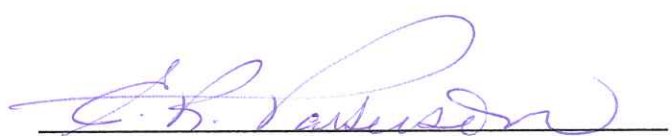
121. This Bylaw repeals bylaw 1114 and all amendments thereto.

READ a first time this 28 day of October, 2002.

READ a second time this 12 day of November, 2002.

READ a third time and finally passed this 12 day of November, 2002.


Larry Flexhaug, Town Coordinator


E. R. Patterson, Mayor

ap.

Schedule "A"

<u>Parking Offences</u>	<u>Offence</u>	<u>Penalty</u>
103.	Parking gas trucks in a prohibited area	50.00
104. (1) (2)	Overparking	50.00
104. (3)	Parking in a lane	50.00
104. (5)	Overparking in truck loading space	50.00
104. (6)	Parking in NO PARKING AREA	50.00
104. (7)(10)(11)	Improper trailer & recreational vehicle parking	50.00
104. (8)	Improper parking of heavy vehicles	50.00
104. (12)	Parking in playground	50.00
104. (13a)	Improper parallel parking	50.00
104. (13b)	Improper parallel parking	50.00
104. (14)(a)(b)	Improper angle parking	50.00
104.	Improper angle parking	50.00
104. (15)(a)(b)	Improper angle parking	50.00
104. (16)	Improper parking	50.00
104. (17)	Parking outside of space	50.00
104. (18)	Failing to park in proper manner	50.00
104. (19a)	Parking on private property	50.00
	Parking of unauthorized vehicle	50.00
104. (23)	Parking of unauthorized vehicle	50.00
104. (24)	Parking as to obstruct emergency vehicle	50.00
104. (25)	Parking outside line	50.00
104. (26)	Greasing, washing or repairing vehicle	50.00
104. (27)	Parking of derelict vehicles	50.00
104. (29)	Parking of vehicle on Highway for repairs	50.00
104. (30)	Parking of Trailers, semi trailers	50.00
104. (31)	Parking of Recreation Vehicle	50.00
104. (32)	Driving on painted lines	50.00
104. (33)	Driving with vehicle in Tow	50.00
105. (a)	Parking on sidewalk or boulevard	50.00
105. (b)	Parking on crosswalk or part of	50.00
105. (c)	Parking within intersection	50.00
105. (d)	Parking too close to intersection	50.00
105. (e)	Parking too close to stop or yield sign	50.00
105. (f)	Parking too close to fire hydrant	50.00
105. (g)	Parking too close to garage access, private road, driveway or vehicle crossway	50.00
105. (h)	Parking too close to marked crosswalk	50.00
105. (i)	Parking too close to street obstruction	50.00
105. (j)	Parking on the roadway side of a vehicle	50.00
106.	Riding bicycle on sidewalk	50.00
107. (b)	Funeral procession	50.00
107. (c)	Driving through funeral procession	50.00
108. (c)	Driving over fire hose	50.00
109.	Driving on roadway with lugs	50.00
110.	Use engine retarder brakes	250.00
111. (1)	Coasting on highway with sled etc.	50.00
111. (2)	Washing vehicle on highway	50.00
112.	Planting or growing plants on corner lots	50.00

Schedule "B" - Designated Truck Routes

1. 50th Avenue East, Highway #2 to 2nd Street East
2. 2nd Street East from 43rd Avenue north to Division Ave
3. 5th Street East
4. 8th Street West
5. 43rd Avenue (Secondary Highway #520)
6. Division Avenue

**TOWN OF CLARESHOLM
PROVINCE OF ALBERTA
BYLAW # 1471**

A Bylaw of the Town of Claresholm to amend Bylaw #1429 being a bylaw for the control and regulation of the use of streets and highways within the Town and the traffic and pedestrians moving thereon and the parking of vehicles on streets and alleyways; and

WHEREAS it is deemed necessary from time to time to make additions and amendments to existing bylaws;

NOW THEREFORE, under the authority and subject to the provisions of the Municipal Government Act the Council of the Town of Claresholm enacts as follows:

1. Change:

SECTION:

104. 9) Any commercial vehicle, bus, truck or truck tractor may be parked on private property as long as that vehicle does not block any sidewalk, laneway or alley. Said vehicle must not obstruct or hinder the normal flow of traffic; pedestrian or vehicular.

2. Delete:

Schedule "B" Designated Truck Routes

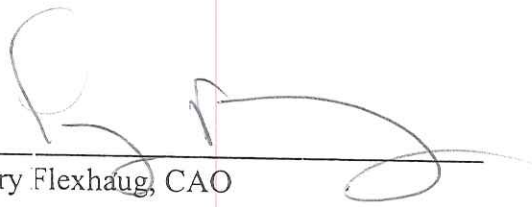
3. This Bylaw shall take effect on the date of final passage.

4. Bylaw #1429 is hereby amended

Read a first time in Council this 13th day of March 2006 A.D.

Read a second time in Council this 27th day of March 2006 A.D.

Read a third time and finally passed in Council this 27th day of March 2006 A.D.


Larry Flexhaug, CAO


Rob Steel, Mayor



TOWN OF CLARESHOLM
PROVINCE OF ALBERTA
BYLAW #1556

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

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

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

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

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

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

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

3. Bylaw #1429 is hereby amended.

Read a first time in Council this 12th day of October 2010 A.D.

Read a second time in Council this 12th day of October 2010 A.D.

Read a third time in Council and finally passed in Council this 12th day of October
2010 A.D.

Rob Steel, Mayor

Kris Holbeck, CAO



**TOWN OF CLARESHOLM
PROVINCE OF ALBERTA
BYLAW #1568**

This Bylaw authorizes the Council of the Town of Claresholm to incur indebtedness by the issuance of debenture(s) in the amount of \$ **970,000** for the purpose of **repayment of loan for construction of Claresholm Golf Course Phase II (“Golf Course debt”)**.

WHEREAS Section 258 of the *Municipal Government Act* allows a Council to pass a bylaw to authorize financing the Golf Course Debt;

AND WHEREAS the outstanding debt has been verified and the Town of Claresholm estimates the following grants and contributions will be applied to the Project:

Capital Reserves:	\$ nil
Provincial Grants	\$ nil
Debenture(s)	<u>\$ 970,000</u>
Total Cost	<u>\$ 970,000</u>

In order to finance the outstanding **Golf Course debt**, it will be necessary for the Town to borrow the sum of \$ **970,000** for a period not to exceed **ten (10) years**, from the **Alberta Capital Finance Authority** or another authorized financial institution, by the issuance of debentures and on the terms and conditions referred to in this bylaw.

The estimated lifetime of the project financed under this bylaw is equal to, or in excess of **ten (10) years**.

The principal amount of the outstanding debt of the Town of Claresholm at December 31, 2010 is \$3,676,351.80 and no part of the principal or interest is in arrears.

All required approvals for the project have been obtained and the project is in compliance with all *Acts* and *Regulations* of the Province of Alberta.

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

1. That for the purpose of financing the **Golf Course debt**, the sum of **Nine Hundred and Seventy Thousand Dollars (\$ 970,000)** be borrowed from the **Alberta Capital Finance Authority** or another authorized financial institution by way of debenture on the credit and security of the Town at large, of which amount the full sum of \$ **970,000** is to be paid by the Town at large.
2. The proper officers of the Town are hereby authorized to issue debenture(s) on behalf of the Town for the amount and purpose as authorized by this bylaw, namely the **Golf Course debt**.
3. The Town shall repay the indebtedness according to the repayment structure in effect, namely semi-annual or annual equal payments of combined principal and interest installments not to exceed **ten (10) years** calculated at a rate not exceeding the interest rate fixed by the **Alberta Capital Finance Authority** or another authorized financial institution on the date of borrowing, and not to exceed **eight (8) percent**.
4. The Town shall levy and raise in each year municipal taxes sufficient to pay the indebtedness.
5. The indebtedness shall be contracted on the credit and security of the Town.
6. The net amount borrowed under the bylaw shall be applied only to the project specified by this bylaw.

7. That this Bylaw shall come into effect on the date of the third reading.

Read a first time in Council this **12th** day of **September** 2011 A.D.

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

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

David Moore, Mayor

Kris Holbeck, CAO



ALBERTA
MUNICIPAL AFFAIRS

Office of the Minister
MLA, Dunvegan - Central Peace

AR52377

September 19, 2011

His Worship David Moore
Mayor, Town of Claresholm
PO Box 1000
Claresholm, AB T0L 0T0

Dear Mayor Moore:

Thank you for your project applications under the capital funding component of the Municipal Sustainability Initiative (MSI).

I am pleased to inform you that the following projects have been accepted as qualifying projects under the capital funding guidelines. Your municipality may apply the following amounts of your MSI capital funding allocation to the qualifying costs of these projects:

CAP-3329	2011 North Industrial Roads	\$131,028
CAP-3487	Downtown Overland Storm Drainage 2011	\$117,000

Please ensure that your local MLA is contacted prior to any announcement or milestone you are planning for these projects. I would like to recognize Mr. Evan Berger, MLA, Livingstone-Macleod, for his continued support for this program.

In order to recognize your success through these projects, and to recognize the contribution that the MSI has made in achieving this success, please include them in a published list of MSI-funded projects that is available to the public.

As per the MSI capital guidelines, I may select specific projects that merit enhanced public recognition. If one or more of the above projects are selected, my ministry will contact you to develop a joint communication plan.



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104 Legislature Building, Edmonton, Alberta T5K 2B6 Canada Telephone 780-427-3744 Fax 780-422-9550

P.O. Box 1054, 035- 1 Avenue SW, Falher, Alberta T0H 1M0 Canada Telephone 780-837-3846 Fax 780-837-3849
Toll Free From All Areas 1-866-835-4988

His Worship David Moore
Page 2

I wish you, your council, and the municipality's staff continued success with these projects.

Sincerely,



Hector Goudreau
Minister of Municipal Affairs
MLA, Dunvegan-Central Peace

cc: Evan Berger, MLA, Livingstone-Macleod
Kris Holbeck, Chief Administrative Officer, Town of Claresholm



Dear: *Town of Claresholm*

I am writing you as a Student Athlete from the Prairie Baseball Academy College Baseball Team in Lethbridge, Alberta.

Prairie Baseball Academy is a Collegiate Baseball Program set-up to assist us in our ambition to go to College or University and play competitive college baseball. In our fourteenth year existence we have had thirty-one of our players drafted or signed by professional baseball. Five of our former players are still playing professional baseball, two played for Team Canada at the World Cup and **128 others have gone on to schools in the United States and Canada to play College ball.**

Although P.B.A. is not directly connected to the College or University, for me to be able to play for the Academy I must be a full-time student and maintain a high academic standard. I am proud to say that last years **All-Academic Team** achieved a **3.4 grade point average** or higher. We attend either the College or University and will have baseball practice daily in fall and winter. In the spring we play a very tough 40 to 50 game schedule, with extensive travel. This year we start in Las Vegas, Nevada against three of the top 25 Junior Colleges in the United States. We end our season when we travel to Kamloops B.C. for the C.C.B.C Championships Tournament in mid May. We are looking to defend our title as 2011 CCBC Tournament Champions.

I am able to workout year round at Lloyd Nolan Yard, which was built in 1998. The yard has an 11,000 sq. ft field house directly behind home plate with indoor batting cages, mounds, weight room and locker rooms. It was built by our board members, players, coaches and volunteers with the financial assistance of the **Nolan Family**, The City of Lethbridge, the Provincial Government, and numerous local businesses, and is known as one of the finest College baseball facilities in Canada.

Prairie Baseball Academy raises over \$100,000 annually in many different ways. The local business community is very supportive with donations. We do youth baseball camps; and host an annual banquet and golf tournament. As part of my experience I am required to help with youth camps, maintain the facility and field, attend the banquet, caddy in the golf tournament, and help fundraise. **I am learning there is much more to a baseball program than practicing and playing.**

The reason for this letter is to ask you to help us with a pledge to our program. We will be playing a **100 INNING GAME Saturday Oct. 29th starting at 10:00 AM**, which you are invited to attend. I am asking you to pledge money for each inning we play. Enclosed is a pledge sheet, which I hope you will fill out and return with a cheque; **any amount is greatly appreciated.** The 2011 Team did extremely well raising money with this marathon game and went on to have a very successful season.

Please make the cheque payable to P.B.A.

Thank you in advance for your support of the Prairie Baseball Academy!

Sincerely, *Hogan*
Lewis

Promoting Education and Baseball in Western Canada

Prairie Baseball Academy Marathon Game Pledge Sheet

I will make the following pledge in support of (name of student-athlete) Hogan Usar
to the Prairie Baseball Academy (PBA).

Pledges	Level	Amount
10 cents per inning for a total of \$10.00	Single A League	_____
25 cents per inning for a total of \$25.00	Double AA League	_____
50 cents per inning for a total of \$50.00	Triple AAA League	_____
\$1.00 per inning for a total of \$100.00	Major League	_____
\$2.50 per inning for a total of \$250.00	All-Star Sponsor	_____
\$5.00 per inning for a total of \$500.00	MVP Sponsor	_____
\$10.00 per inning for a total of \$1000.00	Hall of Fame Sponsor	_____

***Donations of \$250 earns a quarter-page ad in the PBA media guide**

***Donations of \$500 earns a half-page ad in the PBA media guide & a PBA team hat**

***Donations of \$1000 earns a full-page ad in the PBA media guide & a PBA team hat & jacket**

SIGNATURE OF SPONSOR: _____

(Please Print Your Name Here)

ADDRESS OF SPONSOR: _____

*Please note: All donations will be noted in the PBA Media Guide, which will be released in January.
To simplify the process, please include your cheque with this pledge sheet. We thank you for your support of the PBA program, and hope to see you at the one of our games this season, if not the marathon game.

Please make the cheque payable to:

P.B.A
545 6th Ave. N,
Lethbridge, AB
T1H 6N8



Chinook Arch
Regional Library
System

Memo

September 20, 2011

To: Mayors and Reeves of Member Municipalities of Chinook Arch

From: Laura Ross-Giroux, Chair, Chinook Arch Library Board

Re: Chinook Arch Library Board 2012-2014 Budget

The Chinook Arch Regional Library System continues to grow and expand its services to your community. In 2010 the number of library items delivered to libraries around the System increased by 20% to meet the educational and entertainment needs of your residents. Overall circulation of library materials increased by almost 15% last year! New regional services such as ebook lending and a new website are generating excitement across the region. Supported by Chinook Arch, your local library is a vibrant hub of activity in your community!

The Chinook Arch Library Board approved the 2012-2014 Budget at the Chinook Arch Library Board meeting on August 25, 2011. The Budget includes a small annual increase of 24 cents per capita to the levies paid by member municipalities. There is no increase to the library board portion of the levy. The attached Budget will allow Chinook Arch to maintain its current high level of service and preserves book allotments for our member libraries. It will also allow for continued support of the award-winning and hugely successful RISE videoconference network.

Annual per capita municipal levies for the three year budget are as follows:

2012 - \$6.51 per capita (municipality) and \$3.57 per capita (library board)

2013 - \$6.75 per capita (municipality) and \$3.57 per capita (library board)

2014 - \$6.99 per capita (municipality) and \$3.57 per capita (library board)

For the increase to take effect, the budget must be approved by 2/3 of the member councils (26 municipalities) representing 2/3 of the member population (120,150).

Library System Revenues

The Library System is funded primarily by member municipalities and library boards. The provincial operating grant is also an important source of funds. In addition, the System seeks out supplemental sources of funding to enhance service levels and add value to System membership.

Maggie Macdonald, CEO or Robin Thiessen Hopher, Assistant Director would be pleased to attend a council meeting to answer questions about the budget. To arrange a presentation please contact Nicole Chappell at 403-380-1500.

Please send a copy of the council resolution concerning the budget to the Chinook Arch office by December 1, 2011.

Proposed resolution: *The (Name of Municipality) approves the Chinook Arch Library Board 2012-2014 Budget*

cc: CAOs of Member Municipalities,
Lethbridge City Manager

**Chinook Arch Library Board
Budget 2012-2014**

	2012	2013	2014
REVENUE			
LOCAL CONTRIBUTIONS			
Library Boards	\$558,062	\$565,038	\$572,101
Municipal Fees	\$1,187,931	\$1,247,122	\$1,307,607
Municipal Rural Services	\$65,352	\$66,169	\$66,996
TOTAL LOCAL CONTRIBUTIONS	\$1,811,345	\$1,878,329	\$1,946,704
PROVINCIAL GRANTS			
Resource Sharing Contract Grant	\$213,550	\$222,092	\$230,976
Provincial Operating Grant	\$821,150	\$831,415	\$841,807
Rural Library Services Grant	\$143,456	\$145,249	\$147,064
TOTAL GRANTS	\$1,178,157	\$1,273,756	\$1,219,847
OTHER INCOME			
Library Boards Additional Contributions	\$200,000	\$200,000	\$200,000
Other Revenue	\$299,680	\$281,803	\$243,972
TOTAL OTHER INCOME	\$499,680	\$481,803	\$443,972
TOTAL REVENUE	\$3,489,182	\$3,633,888	\$3,610,523
EXPENSES			
Materials & Collections	\$570,140	\$584,798	\$586,520
Delivery & Communication	\$51,410	\$52,438	\$53,487
Network Services	\$185,024	\$189,090	\$193,174
Bibliographic Services	\$62,500	\$63,750	\$65,025
Resource Sharing	\$160,371	\$168,361	\$176,527
Programs	\$233,101	\$235,857	\$238,652
Training & Consultation	\$92,500	\$94,350	\$96,237
Salaries & Benefits	\$1,756,500	\$1,809,150	\$1,863,379
Administration	\$58,950	\$60,029	\$61,130
Building & Maintenance	\$81,618	\$82,590	\$83,582
Board Expenses	\$33,600	\$34,272	\$34,957
Contract & Other Services	\$201,448	\$142,052	\$144,737
TOTAL OPERATING EXPENSES	\$3,487,161	\$3,516,738	\$3,597,406
Planned Transfers to Reserves		\$30,000	\$10,000
Excess of Revenue Over Expenditures After transfers to reserves	\$2,021	\$12,150	\$3,118

TO; THE MAYOR AND COUNCIL FOR THE TOWN OF CLARESHOLM

The neighbors on 54th. Avenue east are totally disgusted with all the CATS that are running loose in our neighborhood. These cats are constantly doing their business in our yards and it is GROSS. Seeing that your Town Officer can't do anything about it, we believe it is time for the TOWN to take a stand and make some rules on how many cats are allowed per residence and if the said cats go outside they should be licensed. Looking forward to some QUICK action from you . Thank you

Print Name	Signature
Ben Penner	Ben Penner
BARBARA PENNER	Barbara Penner
PAT O'DELL	Pat O'Dell
Tom O'Dell	Tom O'Dell
Alvin Stange	Alvin Stange
Lilly Stange	Lilly Stange
CLIFF GINN	Cliff Ginn
MADLYN FOX	Madelyn M. Fox
Dora Mae Thorburn	Dora Mae Thorburn
Hoyd Fox	Hoyd Fox
Judy Ginn	Judy Ginn
Myrna J. Newman	Myrna Newman
CHERYL KELLOGG	Cheryl Kellogg
ALLAN	Allan
LARRY GIBB	Larry Gibb
BARRY CERSON	Barry Cerson
WAYNE ANHORN	Wayne Anhorn
MARGIE MARRIOT	Margie Mariot

LEASE AGREEMENT

TOWN OF CLARESHOLM

TO

CLARESHOLM ANIMAL RESCUE SOCIETY

THIS LEASE made the _____ day of _____, 20_____.

BETWEEN:

TOWN OF CLARESHOLM

(hereinafter referred to as the "Landlord")

AND:

CLARESHOLM ANIMAL RESCUE SOCIETY

(hereinafter referred to as the "Tenant")

WHEREAS:

A. The Landlord is the registered owner of the Lands;

NOW THEREFORE in consideration of the grant of leasehold interest, rents payable, and the mutual covenants contained within this Lease, the parties hereby agree as follows:

ARTICLE 1 - DEFINITIONS

1.1 In this Lease the following terms have the following meanings:

- (a) "Buildings" means the buildings and improvements from time to time located upon the Lands;
- (b) "Commencement Date" means the 1st day of November 2011;
- (c) "Hazardous Substances" means toxic, hazardous, dangerous or potentially dangerous substances of any kind whatsoever including, without restricting the generality of the foregoing, urea formaldehyde, asbestos, PCB transformers and those elements, materials, substances or compounds which are regulated by federal, provincial or local statute, law, ordinance, code, rule, regulation order or decree including, but not limited to, the *Environmental Protection and Enhancement Act*, R.S.A. 2000, c.E-12, as amended from time to time, regulating, relating to or imposing liability or standards of conduct concerning any hazardous, toxic or dangerous or potentially dangerous waste, substance or material of any kind or nature whatsoever;
- (d) "Lands" means those lands legally described as that portion of Lots 3 & 4, Block 3, Plan 6752JK (4110 – 3rd Street East);
- (e) "Lease" means this lease agreement, as from time to time amended in writing by agreement between the Landlord and the Tenant;

- (f) "Permitted Use" means the operation and management of an animal rescue shelter for use by the public and the Society in compliance with all applicable laws, regulations or bylaws and for no other purpose whatsoever unless expressly authorized in writing by the Landlord in writing. The Permitted Use of the animal services building includes use by the public, use by the Society, operation of an animal rescue shelter, cultural or community events, and such other uses as authorized by the Landlord;
- (g) "Rent" means the rent payable by the Tenant pursuant to Paragraph 5.1 of this Lease, together with any other sums, amounts, costs or charges as may be required to be paid by the Tenant to the Landlord pursuant to the terms of this Lease;
- (h) "Stipulated Rate" means the prime rate of interest charged from time to time by the ATB Financial, formerly Alberta Treasury Branches, or its successor, at its main branch in Edmonton to its most preferred borrowers, plus Three (3%) percent per annum; and
- (i) "Term" means the term of this Lease as set forth in Paragraph 3.1 of this Lease.

ARTICLE 2 - GRANT

2.1 Demise of Lands. In consideration of the rents, covenants, conditions and agreements contained within this Lease to be paid, observed and performed by the Tenant, the Landlord hereby demises and leases the Lands to the Tenant.

ARTICLE 3 - TERM OF LEASE

3.1 Term. The term of this Lease shall be for approximately five (5) years commencing on the Commencement Date and ends October 31, 2016, subject always to earlier termination or renewal of this Lease and the Term as provided in this Lease.

3.2 Option to Renew. Provided that the Tenant is not then in default of any of its obligations contained within this Lease, the Tenant shall have the option to renew this Lease for one (1) further term of five (5) years, upon the same terms, covenants and conditions contained within this Lease. The Landlord and the Tenant acknowledge and agree that there shall be no recurring right of renewal, and that the renewal term(s) contemplated within this Paragraph constitute the extent of the Tenant's renewal right. The Tenant may exercise its right of renewal contained within this Lease by delivering notice in writing to the Landlord at any time up to and including the date of the expiration of the Term or renewal term, as the case may be.

ARTICLE 4 - EXAMINATION OF LANDS

4.1 "As Is, Where Is". The Landlord shall provide, and the Tenant shall accept, the Leased Premises in as-is, where-is condition.

4.2 Satisfactory Condition. Without limiting the foregoing, the Tenant agrees:

- (a) that there exists no promise or collateral agreement by the Landlord to alter, remodel, decorate or improve the Lands or any property neighbouring or surrounding the Lands;

- (b) that no warranties or representations whatsoever respecting the Lands (including, without restriction, the condition or quality of the Lands, or its suitability for the purposes and use intended by the Tenant) have been made by the Landlord or its agents or employees; and
- (c) that the Tenant has examined the Lands and as at the date of this Lease the Lands are in good order, ready for occupancy and in satisfactory condition.

ARTICLE 5 - RENT

5.1 Base Rent. The base rent payable by the Tenant to the Landlord for the Term of this Lease shall be the sum of \$1 per year, payable in advance on the first day of each and every year of the Term starting with the Commencement Date. The base rent payable by the Tenant will be reviewed by the parties before the end of November at the end of the term of the lease.

5.2 Net Lease. The Landlord and the Tenant hereby covenant and agree that for all purposes that this Lease shall be a net lease for the Landlord, and that save and except for as specifically set forth within this Lease the Landlord shall not be responsible for any cost, charge, expense or outlay of any nature whatsoever arising from or relating to the Lands, the Buildings, or any impositions, costs and expenses of every nature and kind relating to the Lands and the buildings whether or not specifically provided for within this Lease. All such costs shall be the responsibility of the Tenant to pay promptly when due. To the extent that any such costs are paid by the Landlord the Tenant shall reimburse the Landlord immediately upon demand, such sums being collectable in the same manner as Rent.

5.3 Additional Costs. In addition to the payment of Rent as set forth in Paragraph 5.1 of this Lease, the Tenant shall be responsible for payment of all servicing costs incurred in the construction of any and all services upon or within the Lands for the purposes of providing such services to the Leased Premises.

ARTICLE 6 - TAXES

6.1 The Tenant's Taxes. Subject to the availability of any exemption under the *Municipal Government Act*, R.S.A. 2000, c. M-26, the Tenant shall, pay when and if they shall become due and payable, all real estate taxes, assessments, rates and charges and other government impositions, general or special, ordinary or extraordinary, foreseen or unforeseen, of every kind, including assessments for local or public improvements and school taxes which may at any time during the Term be imposed, assessed or levied, in respect of the Tenant's buildings and Tenant's leasehold interest in the Lands and all fixtures and improvements from time to time located thereon, or which, howsoever imposed, might constitute a lien on the leased premises or any part thereof or a liability of the Landlord.

6.2 Goods and Services Tax. If and whenever applicable, the party making any payment required under this Lease shall be responsible for the payment of any and all Goods and Services Tax pursuant to the *Excise Tax Act*, or other value-added tax which may be imposed in place of or in addition to the Goods and Services Tax, which may become payable in respect of any sums to be paid pursuant to the terms of this Lease.

ARTICLE 7 - TENANT'S BUILDINGS

7.1 Ownership of Buildings and Fixtures. The Landlord and the Tenant agree that the Leased Premises together with anything in the nature of installations, alterations, additions and improvements, and all other fixed improvements which the Tenant may construct upon the Lands from time to time, are and shall remain the separate property of the Landlord and not of the Tenant, but subject to and governed by all the provisions of this Lease. The Tenant shall not mortgage, charge or encumber such improvement, nor assign or otherwise deal with the fixed improvements separately from any dealing with the leasehold interest under this Lease, unless authorized by the Landlord in writing.

7.2 Builders' Liens. The Tenant covenants not to permit any builders' or other liens to be registered against either the Landlord's freehold title to the Lands, or the Tenant's leasehold interest pursuant to this Lease. Upon the registration of such a lien on the said titles, the Tenant shall obtain a discharge thereof within Thirty (30) days after the Tenant has notice of the lien. With respect to liens registered against the Landlord's freehold title to the Lands, the Landlord shall have the right, but in no way shall it be obligated, to obtain a discharge of the lien, whereupon all sums paid by the Landlord to procure the discharge, as well as the Landlord's costs of obtaining such discharge including, without restriction, legal and other costs on a solicitor and his own client full indemnity basis, shall be repaid forthwith upon demand by the Tenant as Rent. Notwithstanding the foregoing the Tenant may, with respect to liens registered on the Tenant's leasehold title only, contest the validity of any such lien provided that the Tenant shall first either:

- (a) obtain an order from a Court of competent jurisdiction discharging the lien from the Tenant's leasehold title by payment into Court; or
- (b) furnish to the Landlord security satisfactory to the Landlord, in both format and amount, against all loss or damage which the Landlord might suffer or incur as a result of the Tenant contesting the lien.

7.3 Liability for Liens. Notwithstanding anything contained within this Lease, the Landlord and the Tenant hereby covenant and agree that the Landlord shall not be considered to be an owner for the purposes of the attachment of builders' liens. Without limiting the generality of the foregoing, nothing contained within this Lease shall be interpreted as an admission of liability on the part of the Landlord for the performance of any work or furnishing of any materials in relation to any improvements made to the Lands or the Leased Premises.

ARTICLE 8 - QUIET ENJOYMENT

8.1 The Tenant's Quiet Enjoyment. Subject to the terms, covenants and conditions contained in this Lease, the Landlord covenants that upon duly performing and observing all its covenants and obligations contained in this Lease the Tenant shall and may peaceably possess and enjoy the Lands for the Term without any interruption or disturbance from the Landlord or any other person lawfully claiming by, from or under the Landlord.

ARTICLE 9 - OPERATION OF LEASED PREMISES

9.1 **Management.** The Tenant shall operate and manage the Leased premises in a manner consistent with the Permitted Use and in a safe, efficient, and good workmanlike manner, and in substantially the same manner as a prudent municipal owner would operate and manage the Leased Premises in compliance with all applicable laws affecting the Tenant and the Leased Premises, and shall take such action as appropriate to ensure that the Leased Premises is properly and adequately supervised including, without limiting the generality of the foregoing, the Tenant shall:

- (a) supply all necessary equipment and personnel reasonably required with respect to the management, operation, and maintenance of the Leased Premises;
- (b) undertake all activities and provide all services reasonably required for the efficient management, operation and maintenance of the Leased Premises as a prudent owner would in similar circumstances;
- (c) promptly pay when due any and all charges, impositions, costs and expenses of every nature and kind relating to the Leased Premises and the maintenance, operation, cleaning (in a clean and sanitary condition, satisfactory to the Provincial Regulations), and caretaking (including providing bathroom and cleaning supplies, toilet paper, paper towels and soap), repair and replacement of all equipment located thereon including, without restriction, all costs relating to cleaning the interior and exterior portion of the Leased Premises, provision of hot and cold water, and provision of electricity;
- (d) throughout the Term continuously use the Leased Premises solely for the Permitted Use and shall not use or permit or suffer the use of the Leased Premises or any part thereof for any other business or purpose;
- (e) not cause or suffer or permit any Hazardous Substances (other than normal cleaning or other products reasonably required with respect to the maintenance and operation of the Leased Premises, and in the performance of the Tenant's normal operations upon the Lands as contemplated under the Permitted Use), to be located in or upon the Leased Premises, or discharged into the Leased Premises or into any driveways, parking areas, ditches, water courses, culverts, drains or sewers in or adjacent to the Leased Premises;
- (f) not do, omit to do, permit to be done, or omit to be done, any act or thing which may render void or voidable or conflict with the requirements of any policy or policies of insurance, including any regulations of fire insurance underwriters applicable to such policy or policies, under which the Leased Premises or the contents of the Leased Premises are insured;
- (g) promptly pay when due all costs incurred in the operation, maintenance, repair, replacement, improvement, and alteration of the Leased Premises, whether due to the supply of work, services or materials, and in such a manner so as to ensure no mechanics' or builders' lien(s) arise in respect of the Leased Premises or the Tenant's leasehold interest under this Lease;

- (h) maintain (including, without limitation, the performance of regular and periodic servicing, maintenance and inspections as a prudent owner would) in good operating condition all equipment, pipes, wiring and electrical apparatus and all plumbing fixtures, heating, ventilating and air conditioning equipment and all other mechanical systems and electrical systems in or about the Leased Premises and shall keep the same in clean and good working order and repair. It is understood and agreed that in case the said fixtures, systems and equipment or any part thereof shall be damaged or destroyed, or become incapable of performing their function, the tenant shall immediately notify the Landlord of same and the cost for the prompt repair, replacement, and upgrading of the same shall be the sole responsibility of the Tenant, with said repair, replacement, and upgrading to be performed to the quality and specifications approved by the Landlord;

9.2 Utilities. The Tenant shall pay promptly when due all rates, levies and charges (including installation charges) for telephone, cable, telecommunication, (except services provided by the Town of Claresholm) and any and all other services and utilities supplied to or used within the Leased Premises, and shall indemnify the Landlord against any and all liability or damages pertaining thereto.

9.3 Evidence of Payments. The Tenant shall produce upon the reasonable request of the Landlord, satisfactory evidence of the due payment by the Tenant of all payments required to be made by the Tenant under this Lease.

9.4 No Nuisance. The Tenant shall not at any time during the Term, use, exercise or carry on or permit or suffer to be used, exercised or carried on, in, about or upon the Leased Premises or any part thereof any waste or any offensive act, trade, business, occupation or calling, and no act, matter or thing whatsoever shall at any time during the Term be done in, about or upon the Leased Premises or any part thereof which shall be inconsistent or incompatible with the intended use of the Leased Premises, or which may be or grow to the annoyance, nuisance, damage or disturbance of the occupants and other users of the Leased Premises, as well as occupants of lands and property owners in the vicinity of the Leased Premises.

9.5 Comply with Laws and Regulations. The Tenant shall comply promptly at its expense with all laws, by-laws, ordinances, regulations, requirements and recommendations of any and all federal, provincial, civic, municipal and other lawful authorities, which may be applicable to the Tenant, to the construction of the Leased Premises, to the manner of use or operation of the Leased Premises, or the making by the Tenant of any repairs, alterations, changes or improvements to the Leased Premises.

9.6 Alterations. The Tenant shall not without the prior written consent of the Landlord, which consent may not be unreasonably withheld, excavate, drill, install, erect, or permit to be excavated, drilled, installed or erected over, under or through the Leased Premises, any pit, foundation, pavement, building, fence, sidewalk, installation, addition, partition, sign, alteration, or other structure or improvement. Notwithstanding the forgoing, throughout the Term of this Lease and renewal the Tenant shall be entitled to make changes, additions or improvements to the Leased Premises, without the requirement for consent from the Landlord, provided that such alterations:

- (a) do not alter the exterior of the buildings and improvements comprising part of the Leased Premises; and
- (b) do not result in changes to the square footage of the buildings or improvements forming part of the Leased Premises.

9.7 Signs. The Tenant shall be entitled to construct, erect, or install signs related to its operations in or upon the Lands and the Leased Premises. All such signs constructed, erected, or installed upon the Lands and the Leased Premises shall comply with all statutes, by-laws, regulations, codes and restrictions affecting the Lands and the Leased Premises, and all permits and approvals obtained in respect of such signs.

9.8 Fire Extinguishers/Alarms The Landlord shall be responsible for the regular (no less than annual) inspection and maintenance of the fire extinguishers and fire alarm systems. Any costs to the Landlord incurred through this maintenance will be paid for by the Tenant in a timely manner.

ARTICLE 10 - INSURANCE AND INDEMNITY

10.1 Insurance. The Tenant shall purchase and maintain in force during the Term and any renewal term the following insurance coverage satisfactory to the Landlord, acting reasonably:

- (a) during any periods of construction upon the Lands, property insurance in an amount not less than One Hundred (100%) percent of the replacement value of the improvements upon the Lands, providing coverage by way of a "Builder's All Risk" policy;
- (b) comprehensive general liability insurance against, among other things, claims for personal injury, death, property damage, or third party or public liability claims arising from any one accident or occurrence upon, in or about the Leased Premises (as well as the balance of the Lands, to the extent that the Tenant's activities occur thereon) of and from any cause to an amount of not less than FIVE MILLION (\$5,000,000.00) DOLLARS (or from time to time such greater amounts as are sufficient, as determined from time to time by the Landlord acting reasonably, to afford equivalent protection against all such claims) in respect of any one accident or occurrence; and
- (c) risks normally insured against by Tenant's of a Leased Premises in the Province of Alberta, in particular for the contents owned by the Tenant.
- (d) The Landlord shall purchase and maintain in force during the Term and any renewal term insurance coverage on the Leased Premises, the Equipment, and all intrinsic fixtures and improvements within the Leased Premises.

10.2 Additional Terms. All such policies of insurance maintained by the Landlord and the Tenant may contain a waiver or wavers of subrogation against the other party and its insurers, provided that such waiver is reciprocal within the insurance coverage and is first approved by the Landlord's and the Tenant's insurer.

10.3 Copies of Policies. The Landlord and the Tenant shall when requested, and no more often than on an annual basis, provide the other party with copies of each insurance policy purchased pursuant to the terms of this Lease.

10.4 Proceeds of Insurance. Subject to the provisions contained within Article 11 of this Lease, the proceeds of any insurance which may become payable under any policy of insurance effected pursuant to this Lease shall be payable to the Landlord and the Tenant as their respective interests may appear.

10.5 Repair Obligations. Subject to the provisions contained within Article 11 of this Lease, where repairs are necessary due to damage or destruction of the Leased Premises, the Equipment, or any fixtures and improvements in or upon the Leased Premises, the Tenant shall promptly effect such repairs to the extent of the proceeds of insurance received.

10.6 Indemnity. The Tenant shall indemnify and save harmless the Landlord from any and all liabilities, damages, expenses, costs, fees (including all legal and other professional costs on a solicitor and his own client full indemnity basis), claims, suits or actions arising out of or caused by the use and occupation of the Lands, the balance of the Lands, and the Leased Premises by the Tenant, and its respective employees, agents, and those for whose actions they are responsible for in law including, without restriction, such liabilities, damages, expenses, costs, fees, claims, suits or actions arising from:

- (a) any breach, violation, or non-performance of any covenant, condition or agreement in this Lease;
- (b) any damage to property; or injury to any person or persons including death;
- (c) any environmental damage and resulting clean up costs; and
- (d) all claims arising under the *Workers' Compensation Act, Occupational Health and Safety Act, Occupiers' Liability Act* or other statute that imposes liability upon the owners or occupiers of land or in relation to the operation of a worksite.

This indemnity shall specifically exclude any and all such claims, costs and expenses or portions thereof arising from the negligence of the party to be indemnified, or those for whose actions the party to be indemnified is legally responsible for. This indemnity shall survive the expiry or sooner termination of this Lease.

ARTICLE 11 - DAMAGE AND DESTRUCTION

11.1 Damage or Destruction of Leased Premises. In the event that the Leased Premises is damaged or destroyed by any cause whatsoever, the Tenant shall promptly repair such damage subject to the following provisions:

- (a) if, in the reasonable opinion of the Tenant, the Leased Premises cannot be rebuilt or made fit for the purposes of the Tenant within one hundred and eighty (180) days of the damage or destruction;
- (b) if, in the reasonable opinion of the Tenant, no less than fifty (50%) percent of the Leased Premises requires repair or reconstruction; or
- (c) if, in the reasonable opinion of the Tenant, the repair or reconstruction of the Leased Premises is not financially reasonable given the age of the Leased Premises, the equipment and improvements, or given the availability of alternative premises for Leased Premises and/or use by the Tenant;

then instead of being required to rebuild or make the Leased Premises fit for use by the Tenant the Tenant may, at its option, terminate this Lease by giving the Landlord Sixty (60) days' notice of termination and the Tenant shall deliver up possession of the Lands to the Landlord in the condition required under the terms of this Lease on or before the expiry of such sixty (60) days.

11.2 Distribution of Insurance Proceeds. Notwithstanding anything contained within this Lease, the proceeds of any insurance received by the Tenant as a result of the damage or destruction of the Leased Premises, or a portion thereof, shall be dealt with as follows:

- (a) subject to the provisions of Paragraph 10.1 of this Lease, applied to the costs of repairing, replacing, or reconstructing the Leased Premises; and
- (b) in the event of a termination pursuant to Paragraph 11.1 of this Lease, the proceeds shall be applied in the following order:
 - (i) the payment in full of any and all costs incurred in relation to the demolition of the Leased Premises and restoration of the Lands in accordance with Paragraph 15.1(b) of this Lease; and
 - (ii) any remaining portion of the insurance proceeds shall be paid to the Tenant.

11.3 Notice of Accidents, Defects or Damages. The Tenant shall immediately advise the Landlord, and promptly thereafter by notice in writing confirm such advice to the Landlord, of any accident to or defect in the equipment, plumbing, gas pipes, water pipes, heating, ventilating, and air conditioning apparatus, electrical equipment, conduits, or wiring, or of any damage or injury to the Leased Premises, or any part thereof, howsoever caused. Provided, however, that in no way shall this provision be construed in such a manner as to obligate the Landlord to effect any repairs or replacement.

ARTICLE 12 - SUB-LETTING AND ASSIGNMENT

12.1 Assignment and Subletting. The Tenant shall not assign its interest in this Lease in whole or in part, nor sublet all or any part of the Leased Premises, with the exception of the grooming room, nor part with or share possession of all or any portion of the Leased Premises, nor mortgage by either specific or floating charge or encumber in any way whatsoever this Lease or the Leased Premises, without the prior written consent of the Landlord. The Landlord may be permitted temporary use of the Leased Premises, subject to availability, at no cost to the Landlord.

ARTICLE 13 - DEFAULT

13.1 Events of Default. Each and every of the following events shall constitute an event of default (hereinafter referred to as an "Event of Default"):

- (a) if the Tenant fails to make any payment, in whole or in part, of any amount payable to the Tenant as provided in this Lease;
- (b) if the Tenant ceases to carry on the Permitted Use;
- (c) if the Tenant is or becomes, insolvent or bankrupt or if the Tenant:
 - (i) makes any assignment for the benefit of creditors,
 - (ii) is declared bankrupt,
 - (iii) seeks the protection of the *Bankruptcy and Insolvency Act*, the *Companies Creditor's Arrangement Act* or like legislation,

- (iv) disposes of all or substantially all of its assets without the consent of the Landlord, or
 - (v) commences proceedings to wind itself up or if winding up proceedings are commenced in respect of the Tenant; and
- (c) if the Landlord or the Tenant neglects or fails to observe, perform or comply with any of its obligations pursuant to this Lease, howsoever arising, and fails to remedy such default within Thirty (30) days from the date of receipt of written notice from the Landlord requiring that the curing the default.

13.2 Termination. Upon the occurrence of an Event of Default, in addition to any and all other rights and remedies available to landlords the Landlord may terminate this Lease by delivery of notice in writing to that effect to the party in default. Such termination shall not limit in any way the Landlord's recourse to any remedies available to it at law, equity or otherwise.

13.3 Collection of Costs. In addition to any other rights available to the Landlord or the Tenant pursuant to this Lease, the Landlord or the Tenant shall be entitled to collect from the party in default:

- (a) all payments made by the party not in default or costs incurred by the party not in default which ought to have been paid or incurred by the party in default, or for which the party not in default is entitled to be paid or to be reimbursed pursuant to the terms of this Lease;
- (b) all disbursements and costs (including legal and other professional costs on a solicitor and his own client full indemnity basis) and all fees and costs related to recovery or collection of such sums or the enforcement of the terms of this Lease generally; and
- (c) interest at the Stipulated Rate on all outstanding amounts owed by the party in default to the party in default, from the 31st day following the date they are invoiced to the date of payment in full.

13.4 Set-Off. In the event that either the Landlord or the Tenant fails to make any payment or provide any sum to the other party as required under the terms of this Lease, at the election of the Landlord or the Tenant, as the case may be, that amount may be set off against and applied to any sum of money owed by the defaulting party to the party not in default from time to time until all amounts owing to the party not in default are set-off in full. Exercise of such right of set-off by either the Landlord or the Tenant shall not limit or waive any right or remedy against the other party under this Lease.

ARTICLE 14 - PERFORMANCE & REMEDIES

14.1 Right to Perform. In addition to any other rights or remedies available under this lease, in law or in equity, if the Landlord shall fail to perform or cause to be performed any of the covenants or obligations owed by the Tenant under the terms of this Lease, the Landlord shall have the right, but shall not be obligated, upon Ten (10) days notice in writing to perform or cause the same to be performed, and to do or cause not to be done such things as may be necessary or incidental thereto (including without limiting the foregoing, the right to make repairs, installations, erections and expend monies). All payments, expenses, costs, charges, fees, including all legal fees on a solicitor and his own client full indemnity basis, and disbursements incurred or paid by or on behalf of the Tenant in default in respect thereof shall be immediately due and payable by the Tenant.

14.2 Overlooking and Condoning. Any condoning, excusing or overlooking by the Landlord or the Tenant of any default, breach or non-observance by the other party at any time or times in respect of any covenant, proviso or condition contained in this Lease shall not operate as a waiver of the Landlord's or the Tenant's respective rights under this Lease in respect of any subsequent default, breach or non-observance nor so as to defeat or affect in any way the rights of the Landlord or the Tenant in respect of any subsequent default, breach or non-observance.

14.3 Remedies Generally. Mention in this Lease of any particular remedy of the Landlord or the Tenant does not preclude the Landlord or the Tenant from any other remedy in respect of any such default, whether available at law or in equity or by statute or expressly provided for in this Lease. No remedy shall be exclusive or dependent upon any other remedy, all such remedies being cumulative and not alternative.

ARTICLE 15 – REPAIR ON TERMINATION [OR REMOVAL AND RESTORATION]

15.1 Upon the expiration of the Term or upon the earlier termination of the Lease, the Tenant covenants to surrender the Leased Premises in substantially the same condition as the Leased Premises were in upon delivery of possession thereof under this Lease save and except for reasonable wear and tear, any alterations approved by the Landlord pursuant to the terms of this Lease, and damage caused by fire, tempest or other casualty not due to the negligent, careless or willful acts or omissions of the Tenant, its employees, agents, servants, invitees, or those for whom the Tenant is responsible in law.

ARTICLE 16 - GENERAL

16.1 Grants of Interests. Provided always that the Tenant's use and enjoyment of the Lands is not significantly interrupted or prevented, the Tenant's leasehold interest in the Lands is and shall be subject to any and all grants of easements, utility right of ways, or other similar interests in the Lands by the Landlord, whether presently existing or to be granted in the future. In this regard, the Tenant acknowledges that the Landlord may deem it necessary or appropriate from time to time to cause or allow third parties, or the Landlord itself, to construct and install permanent underground or above-ground utility lines, pipeline facilities and transmission lines which will cross the Lands. The Tenant acknowledges and agrees that it shall in no way interfere or hinder the construction, installation, repair or maintenance of such lines or facilities undertaken by the Landlord or any person to whom the Landlord has granted such permission, and shall execute such further documentation as deemed appropriate in the sole discretion of the Landlord for purposes of expediting or permitting any such utility lines, pipeline facilities and transmission lines to be constructed, installed, repaired or maintained within the Lands by the Landlord or other authorized persons.

16.2 Overholding. If at the expiration of the Term or renewal term, as the case may be, the Tenant shall hold over with the consent of the Landlord, the tenancy of the Tenant thereafter shall, in the absence of written agreement to the contrary, be from month to month only and shall be subject to all other terms and conditions of this Lease except as to duration.

16.3 Notices. Any notice, demand, request, consent or other instrument required or permitted to be given under this Lease shall be in writing and shall be given and deemed to have been received as provided in this Section, and shall be addressed as follows:

to the Landlord at: Town of Claresholm
 P.O. Box 1000
 Claresholm, AB T0L 1R0
 Attention: Chief Administrative Officer

 Phone: (403) 625-3381
 Fax: (403) 625-3869

to the Tenant at: Claresholm Animal Rescue Society
 P.O. Box 2579
 Claresholm, AB T0L 0T0
 Attention: Chairperson

 Phone: (403) 489-5678 (LOST)
 Fax: n/a

or such other address as either party may appoint for all future notices by notice in writing. Any Notice must be mailed in Canada by prepaid registered post, delivered personally, or sent by prepaid courier. A notice shall be deemed to have been received by the party to whom the notice is addressed upon the same date as sending the notice by delivery or prepaid courier, or on that day which is five (5) business days following the date that the notice was mailed if sent by prepaid registered mail. Provided always that at the time of mailing there is not an actual or apprehended interruption in mail service by labour dispute or otherwise, in which case all notices shall be delivered or sent by prepaid courier.

16.4 Governing Law. This Lease shall be construed and governed by the laws of the Province of Alberta. All of the provisions of this Lease are to be construed as covenants and agreements as though the words importing such covenants and agreements were used in each separate article, paragraph and sub-paragraph of this Lease, and all of such covenants and agreements shall be deemed to run with the Land and the reversion therein. Should any provision of this Lease be illegal or not enforceable they shall be considered separate and several from the Lease and its remaining provisions shall remain in force and be binding upon the parties as though the illegal or unenforceable provisions had never been included. The schedules shall form part of this Lease.

16.5 Time of Essence. Time shall be of the essence throughout this Lease.

16.6 Captions. The headings, captions, paragraph numbers, sub-paragraph numbers, article numbers and indices appearing in this Lease have been inserted as a matter of convenience and for reference only and in no way define, limit, construct or enlarge the scope or meaning of this Lease or any provisions of this Lease.

16.7 Relationship Between Parties. Nothing contained herein shall be deemed or construed by the Landlord or the Tenant, nor by any third party, as creating the relationship of principal and agent or of partnership, or of a joint venture agreement between the Landlord and the Tenant, it being understood and agreed that none of the provisions contained in this Lease nor any act of the parties shall be deemed to create any relationship between the Landlord and the Tenant other than the relationship of a landlord and tenant.

16.8 Lease Entire Relationship. The Tenant acknowledges that there are no covenants, representations, warranties, agreements or conditions expressed or implied, collateral or otherwise forming part of or in any way affecting or relating to this Lease save as expressly set out in this Lease and that this Lease constitutes the entire agreement between the Landlord and the Tenant and may not be modified except by subsequent agreement in writing of equal formality executed by the Landlord and the Tenant.

16.9 Binding Effect. This Lease and everything contained within this Lease shall enure to the benefit of and be binding upon the heirs, executors, administrators, successors, permitted assigns and other legal representatives, as the case may be, of each of the Landlord and the Tenant, subject to the granting of consent by the Landlord as provided to any assignment or sublease. Where Tenant is comprised of more than one legal entity, this Lease shall be binding upon all such parties on a joint and several basis.

IN WITNESS WHEREOF each of the Landlord and the Tenant have executed this Lease on the day and year first written above.

TOWN OF CLARESHOLM

Per: _____

Per: _____

CLARESHOLM ANIMAL RESCUE SOCIETY

Per: _____

Per: _____



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)	122,260.00	120,422.13	1,837.87
1-00-00-105-00	TAXES NON RES LAND & IMPROVE	800,765.00	834,091.49	(33,326.49)	851,490.00	851,316.15	173.85
1-00-00-108-00	TAXES LINEAR PROPERTY	92,434.00	92,433.69	0.31	96,270.00	96,271.38	(1.38)
1-00-00-110-00	TAXES RES LAND & IMPROVEMENTS	2,664,850.00	2,647,227.73	17,622.27	2,783,923.00	2,781,916.55	2,006.45
1-00-00-230-00	FEDERAL GRANTS IN LIEU	6,214.00	6,214.18	(0.18)	6,660.00	6,663.97	(3.97)
1-00-00-240-00	PROVINCIAL GRANTS IN LIEU	76,192.00	76,191.57	0.43	80,610.00	80,613.90	(3.90)
*	TOTAL TAXES AND GRANTS IN LIEU	3,725,836.00	3,742,743.26	(16,907.26)	3,941,213.00	3,937,204.08	4,008.92
REVENUE GENERAL MUNICIPAL							
1-00-00-510-00	PENALTIES & COSTS TAXES	55,000.00	75,518.68	(20,518.68)	75,000.00	74,128.51	871.49
1-00-00-514-00	PEN & COSTS ACCTS RECEIVABLE	200.00	151.57	48.43	125.00	352.78	(227.78)
1-00-00-540-00	CONCESSION & FRANCHISE	100,000.00	108,736.72	(8,736.72)	105,000.00	93,629.80	11,370.20
1-00-00-550-00	INTEREST ON INVESTMENTS	10,000.00	24,192.88	(14,192.88)	15,000.00	14,696.93	303.07
1-00-00-560-00	ADMINISTRATION FEES	5,000.00	1,453.66	3,546.34	1,000.00	1,007.10	(7.10)
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	183,815.12	19,309.88
**	GROSS TOTAL MUNICIPAL REVENUE	3,913,562.00	3,960,652.77	(47,090.77)	4,144,338.00	4,121,019.20	23,318.80
REQUISITIONS							
2-12-00-995-00	HOME FOR AGED-POR. HILLS LODGE	80,240.08	80,240.08	0.00	101,823.00	101,823.00	0.00
2-12-00-997-00	SCHOOL FOUNDATION PROGRAM	1,012,517.00	1,012,517.75	(0.75)	1,074,027.00	536,468.82	537,558.18
**	TOTAL REQUISITIONS	1,092,757.08	1,092,757.83	(0.75)	1,175,850.00	638,291.82	537,558.18
***P	NET REVENUE MUN PURPOSES	2,820,804.92	2,867,894.94	(47,090.02)	2,968,488.00	3,482,727.38	(514,239.38)



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	1,144.38	355.62
2-11-00-120-00	MAYOR FEES PER DIEM, MEETINGS	9,000.00	11,924.00	(2,924.00)	13,000.00	8,119.97	4,880.03
2-11-00-130-00	COUNCIL FEES PER DIEM MEETINGS	27,000.00	33,591.26	(6,591.26)	46,500.00	33,349.64	13,150.36
2-11-00-220-00	MAYORS EXPENSE TRAVEL & SUB	4,500.00	1,704.39	2,795.61	2,000.00	184.23	1,815.77
2-11-00-230-00	COUNCIL FEES TRAVEL & SUB	10,500.00	6,815.45	3,684.55	8,000.00	763.64	7,236.36
2-11-00-240-00	COMMITTEE MEETINGS EXPENSES	1,000.00	1,292.43	(292.43)	1,500.00	1,562.51	(62.51)
*	TOTAL COUNCIL & OTHER LEGIS	53,300.00	56,837.83	(3,537.83)	72,500.00	45,124.37	27,375.63
***P	NET COSTS COUNCIL & LEGIS	(53,300.00)	(56,837.83)	3,537.83	(72,500.00)	(45,124.37)	(27,375.63)

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	555.50	(55.50)
1-12-00-416-00	CERTIFICATE FEES	4,000.00	4,428.75	(428.75)	4,000.00	3,455.00	545.00
1-12-00-510-00	BUSINESS LICENSES - HOME OCC	9,000.00	8,900.00	100.00	9,000.00	7,900.00	1,100.00
1-12-00-520-00	BUSINESS LICENSES - DOWNTOWN	8,500.00	8,505.00	(5.00)	9,500.00	9,615.00	(115.00)
1-12-00-530-00	BUSINESS LICENSES - REGIONAL	1,200.00	1,320.00	(120.00)	1,200.00	1,840.00	(640.00)
1-12-00-540-00	BUSINESS LICENSES - OUT OF TOWN	14,000.00	9,625.00	4,375.00	9,500.00	10,725.00	(1,225.00)
1-12-00-550-00	BUSINESS LICENSES - SALES	1,000.00	1,200.00	(200.00)	1,000.00	1,100.00	(100.00)
1-12-00-562-00	FARM LAND RENTAL	5,000.00	4,782.00	218.00	4,500.00	1,680.00	2,820.00
1-12-00-568-00	ADMIN BLDG/MODULAR RENT	8,000.00	3,459.00	4,541.00	3,000.00	5,760.68	(2,760.68)
1-12-00-570-00	SUNDRY RENTALS	4,000.00	21,785.34	(17,785.34)	10,000.00	2,797.00	7,203.00
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)	120,000.00	0.00	120,000.00
1-12-00-950-00	MISCELLANEOUS CHARGES	1,500.00	2,437.30	(937.30)	500.00	185.00	315.00
1-12-00-960-00	INTERDEPARTMENT SECRETARY	25,700.00	25,700.00	0.00	32,125.00	32,125.00	0.00
1-12-00-963-00	INTERDEPARTMENT POST & TELE	13,800.00	13,800.00	0.00	17,250.00	17,250.00	0.00
1-12-00-967-00	INTERDEPARTMENT INSURANCE	12,000.00	12,000.00	0.00	15,000.00	15,000.00	0.00
1-12-00-969-00	INTERDEPART OFFICE SUPPLIES	6,000.00	6,000.00	0.00	7,500.00	7,500.00	0.00
5-00-00-555-00	ISF CAPITAL GRANT FUNDING	1,494,000.00	1,452,013.19	41,986.81	0.00	4,960.76	(4,960.76)
5-00-00-590-00	OTHER FINANCES ACQUIRED	45,000.00	26,250.09	18,749.91	5,090.00	0.00	5,090.00
5-00-00-590-00	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	361,000.00	206,201.00	154,799.00
5-00-00-840-00	PROV CAPITAL GRANTS (SIP)	222,000.00	308,864.11	(86,864.11)	400,000.00	0.00	400,000.00
5-00-00-841-00	PROV CAPITAL GRANTS (MSI/AMIP)	697,954.00	1,442,342.70	(744,388.70)	0.00	708,507.00	(708,507.00)
5-00-00-845-00	PROV CAP GRANTS (AMWWP)	2,513,000.00	2,376,586.49	136,413.51	300,000.00	300,000.00	0.00
*	TOTAL REV GEN ADMIN & OTHER	5,196,554.00	5,886,573.86	(690,019.86)	1,310,665.00	1,337,156.94	(26,491.94)
**		5,196,554.00	5,886,573.86	(690,019.86)	1,310,665.00	1,337,156.94	(26,491.94)



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
EXPENSES GEN ADMIN & OTHER							
2-12-00-100-00	WAGE BENEFITS ADMINISTRATION	63,000.00	66,328.11	(3,328.11)	75,000.00	56,948.12	18,051.88
2-12-00-130-00	SALARY ADMIN MANAGEMENT	177,000.00	160,563.58	16,436.42	196,500.00	151,233.13	45,266.87
2-12-00-131-00	MANAGEMENT CONSULTING FEES	15,000.00	13,290.28	1,709.72	15,000.00	9,270.90	5,729.10
2-12-00-135-00	SALARY ADMIN STAFF	75,000.00	92,989.18	(17,989.18)	77,500.00	59,410.40	18,089.60
2-12-00-140-00	ADMIN JANITOR WAGES	22,000.00	19,428.34	2,571.66	34,000.00	21,155.45	12,844.55
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	13,826.90	1,173.10
2-12-00-210-00	ALLOWANCES & OTHER EXPENSES	3,000.00	1,929.99	1,070.01	2,500.00	1,186.14	1,313.86
2-12-00-211-00	STAFF DEVELOPMENT & TRAINING	5,000.00	6,473.94	(1,473.94)	7,000.00	5,204.49	1,795.51
2-12-00-212-00	DELEGATE CONVENTION EXPENSES	8,000.00	10,178.75	(2,178.75)	6,000.00	1,115.00	4,885.00
2-12-00-215-00	OFFICE EXP, MILEAGE, FREIGHT	750.00	237.00	513.00	250.00	26.29	223.71
2-12-00-216-00	POSTAGE	13,000.00	12,533.30	466.70	14,000.00	8,600.33	5,399.67
2-12-00-217-00	TELEPHONE / FAX	8,000.00	8,192.53	(192.53)	9,000.00	6,270.20	2,729.80
2-12-00-220-00	PRINTING & STATIONERY	7,000.00	5,315.49	1,684.51	6,000.00	3,960.69	2,039.31
2-12-00-221-00	ASSOCIATION FEES	5,500.00	5,630.06	(130.06)	6,000.00	5,690.59	309.41
2-12-00-230-00	ASSESSOR	41,000.00	40,293.79	706.21	41,500.00	30,681.34	10,818.66
2-12-00-232-00	AUDITOR	20,000.00	10,050.00	9,950.00	15,000.00	14,500.00	500.00
2-12-00-234-00	LEGAL EXPENSES	5,000.00	1,494.24	3,505.76	5,000.00	1,452.58	3,547.42
2-12-00-235-00	TAX RECOVERY	500.00	0.00	500.00	250.00	(1.00)	251.00
2-12-00-237-00	LAND TITLES FEES	500.00	776.50	(276.50)	1,000.00	738.05	261.95
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	4,998.86	1.14
2-12-00-274-00	PUBLIC LIABILITY INSURANCE	135,000.00	123,473.38	11,526.62	130,000.00	127,664.28	2,335.72
2-12-00-509-00	ADVERTISING - GENERAL	20,000.00	15,833.05	4,166.95	16,000.00	12,716.91	3,283.09
2-12-00-511-00	COMPUTER HARDWARE AND SOFTWARE	5,000.00	7,082.00	(2,082.00)	30,000.00	22,965.93	7,034.07
2-12-00-512-00	OFFICE SUPPLIES	22,000.00	21,391.25	608.75	22,000.00	14,440.03	7,559.97
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	3,900.00	3,609.45	290.55
2-12-00-518-00	BUILDING MTCE. - MATERIALS	2,000.00	1,643.31	356.69	2,000.00	0.00	2,000.00
2-12-00-540-00	OFFICE UTILITIES	30,000.00	28,420.01	1,579.99	30,000.00	18,964.14	11,035.86
2-12-00-541-00	MACKIN HALL UTILITIES	3,500.00	3,635.81	(135.81)	3,700.00	2,195.88	1,504.12
2-12-00-550-00	OFFICE EQUIPMENT RENTALS	7,000.00	13,178.74	(6,178.74)	15,000.00	10,071.02	4,928.98
2-12-00-711-00	TAXI SUBSIDY	8,000.00	7,610.00	390.00	8,000.00	4,510.00	3,490.00
2-12-00-750-00	AMORTIZATION EXP - ADMIN	6,600.00	5,830.97	769.03	5,800.00	0.00	5,800.00
2-12-00-770-00	GRANTS	90,500.01	91,550.00	(1,049.99)	60,000.00	62,560.00	(2,560.00)
2-12-00-771-00	FAIR DAYS	10,000.00	6,492.55	3,507.45	10,000.00	8,814.13	1,185.87
2-12-00-772-00	CANADA DAY	5,000.00	4,406.79	593.21	5,000.00	5,672.29	(672.29)
2-12-00-810-00	TEMPORARY LOAN INTEREST	200.00	429.34	(229.34)	500.00	24.66	475.34



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
2-12-00-811-00	EXCHANGE & BANK CHARGES	2,166.92	2,319.71	(152.79)	2,500.00	1,707.78	792.22
2-12-00-986-00	PROPERTY CLEANUP	500.00	240.00	260.00	500.00	(61.33)	561.33
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	21,499.67	18,500.33
2-12-00-990-00	PUBLIC RELATIONS/ENTERTAINMENT	5,000.00	8,327.46	(3,327.46)	6,000.00	5,401.28	598.72
2-12-00-992-00	DISCOUNT ON CURRENT TAXES	1,500.00	1,307.32	192.68	1,500.00	1,274.17	225.83
2-12-00-993-00	CURRENT LEVY CANCELLATIONS	25,000.00	42,519.44	(17,519.44)	45,000.00	26,031.59	18,968.41
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	923,450.07	22,266.87	971,400.00	746,330.34	225,069.66
	***P NET COSTS GEN ADMIN & OTHER	4,250,837.06	4,963,123.79	(712,286.73)	339,265.00	590,826.60	(251,561.60)

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	25,000.00	32,741.81	(7,741.81)
1-23-00-990-00	NON GOVT CONTR TO FIRE DEPT	6,000.00	6,000.00	0.00	6,000.00	7,000.00	(1,000.00)
*	TOTAL REVENUE FIRE FIGHTING	15,000.00	15,000.00	0.00	31,000.00	39,741.81	(8,741.81)
EXPENSES FIRE FIGHTING							
2-23-00-100-00	WAGE BENEFITS - FIRE DEPT.	2,000.00	4,002.22	(2,002.22)	4,500.00	1,133.33	3,366.67
2-23-00-120-00	FIRE DEPARTMENT - WAGES/TRAINING	15,000.00	15,063.00	(63.00)	17,000.00	10,185.00	6,815.00
2-23-00-200-00	FIRE DEPARTMENT - FIRE CALLS	20,000.00	9,729.00	10,271.00	11,000.00	5,859.00	5,141.00
2-23-00-210-00	FIRE DEPARTMENT - TELEPHONE	3,500.00	3,016.25	483.75	3,500.00	2,328.85	1,171.15
2-23-00-250-00	FIRE DEPARTMENT - NOT JOINT SUPPLIE	3,000.00	1,065.13	1,934.87	26,000.00	14,362.07	11,637.93
2-23-00-510-00	FIRE DEPARTMENT - JOINT SUPPLIES	30,000.00	18,509.09	11,490.91	50,000.00	19,419.24	30,580.76
2-23-00-511-00	FIRE DEPT. - BLDG. & REPAIRS	1,000.00	1,391.04	(391.04)	5,000.00	1,214.43	3,785.57
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	13,524.50	475.50
2-23-00-540-00	FIRE DEPARTMENT - UTILITIES	12,000.00	9,981.23	2,018.77	11,000.00	6,217.40	4,782.60
2-23-00-750-00	AMORTIZATION EXP - FIRE	16,500.00	15,291.80	1,208.20	15,000.00	0.00	15,000.00
*	TOTAL EXPENSES FIRE FIGHTING	116,750.00	91,443.96	25,306.04	157,250.00	74,243.82	83,006.18
***P	NET COSTS FIRE FIGHTING	(101,750.00)	(76,443.96)	(25,306.04)	(126,250.00)	(34,502.01)	(91,747.99)

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	17,551.75	7,448.25
1-26-00-524-00	DOG LICENSES/IMPOUND FEES	4,000.00	4,265.00	(265.00)	4,000.00	4,775.00	(775.00)
1-26-00-530-00	MUNICIPAL STATUTE FINES	42,999.99	16,590.99	26,409.99	28,000.00	0.00	28,000.00
1-26-00-531-00	MUNICIPAL BYLAW FINES	500.00	0.00	500.00	500.00	600.00	(100.00)
*	TOTAL REVENUE BYLAW ENFORCE	77,499.99	41,469.91	36,030.08	57,500.00	22,926.75	34,573.25
EXPENSES BYLAW ENFORCE							
2-26-00-111-00	WAGES - PEACE OFFICER	60,000.00	56,436.56	3,563.44	64,000.00	37,393.04	26,606.96
2-26-00-101-00	WAGE BEN - PEACE OFFICER	13,000.00	6,699.27	6,300.73	13,500.00	4,922.08	8,577.92
2-26-00-200-00	BYLAW - ANIMAL SERVICES	1,000.00	269.80	730.20	31,000.00	30,224.77	775.23
2-26-00-210-00	LEGAL SERVICES - ENFORCEMENT	1,500.00	0.00	1,500.00	1,000.00	526.17	473.83
2-26-00-512-00	SUPPLIES - ENFORCEMENT	7,000.00	7,982.38	(982.38)	7,000.00	2,387.18	4,612.82
2-26-00-513-00	PEACE OFFICER TRAINING	2,500.00	2,734.68	(234.68)	7,000.00	100.00	6,900.00
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	5,000.00	1,636.35	3,363.65
2-26-00-750-00	AMORTIZATION EXP - BYLAW	6,500.00	6,337.30	162.70	6,500.00	0.00	6,500.00
*	TOTAL EXPENSES BYLAW ENFORCE	93,000.00	80,922.43	12,077.57	137,000.00	79,189.59	57,810.41
***P	NET COSTS BYLAW ENFORCEMENT	(15,500.01)	(39,452.52)	23,952.51	(79,500.00)	(56,262.84)	(23,237.16)

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	6,355.00	(5,855.00)
1-31-00-960-00	EQUIPMENT POOL RENTAL	56,000.00	56,000.00	0.00	70,000.00	70,000.00	0.00
*	TOTAL REV EQUIPMENT POOL	56,800.00	56,629.40	170.60	70,500.00	76,355.00	(5,855.00)
EXP EQUIPMENT POOL							
2-31-00-100-00	WAGE BEN. COMMON SERVICES	52,000.00	55,290.61	(3,290.61)	60,000.00	28,107.08	31,892.92
2-31-00-110-00	SALARY - SUPERINTENDENT	33,000.00	33,855.55	(855.55)	35,000.00	18,214.61	16,785.39
2-31-00-130-00	ENVIRONMENTAL/ENGINEERING COSTS	15,000.00	18,534.39	(3,534.39)	5,000.00	140.00	4,860.00
2-31-00-160-00	EQUIPMENT EXPENSE	50,000.00	41,182.22	8,817.78	45,000.00	29,931.38	15,068.62
2-31-00-170-00	YARD & BLDG. MTCE. - WAGES	34,999.99	44,136.51	(9,136.52)	45,000.00	28,522.94	16,477.06
2-31-00-200-00	YARD & BLDG. MTCE.-CONT. SERV.	120,000.00	119,725.54	274.46	50,000.00	14,972.10	35,027.90
2-31-00-216-00	SHOP EXPENSE - TELEPHONE	3,500.00	3,567.13	(67.13)	4,000.00	3,042.70	957.30
2-31-00-217-00	SHOP EXPENSE - FREIGHT	5,000.00	6,357.91	(1,357.91)	6,000.00	5,437.47	562.53
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	13,832.00	6,168.00
2-31-00-516-00	YARD & BLDG. MTCE - MATERIALS	80,000.00	38,700.14	41,299.86	40,000.00	42,164.70	(2,164.70)
2-31-00-518-00	EQUIPMENT INSURANCE	10,000.00	8,922.00	1,078.00	10,000.00	10,231.00	(231.00)
2-31-00-520-00	EQUIPMENT PARTS & REPAIRS	90,000.00	126,281.25	(36,281.25)	120,000.00	89,332.36	30,667.64
2-31-00-521-00	EQUIPMENT OIL & GAS	75,000.00	69,830.27	5,169.73	75,000.00	62,102.85	12,897.15
2-31-00-525-00	COMMON TRAINING	6,000.00	10,522.69	(4,522.69)	10,000.00	6,380.52	3,619.48
2-31-00-540-00	SHOP EXPENSE - UTILITIES	15,000.00	15,708.23	(708.23)	15,000.00	10,019.54	4,980.46
2-31-00-750-00	AMORTIZATION EXP - EQUIPMENT	69,000.00	67,236.61	1,763.39	67,000.00	0.00	67,000.00
*	TOTAL EXP EQUIPMENT POOL	691,499.99	678,332.22	13,167.77	607,500.00	362,557.25	244,942.75
***P	NET COSTS EQUIPMENT POOL	(634,699.99)	(621,702.82)	(12,997.17)	(537,000.00)	(286,202.25)	(250,797.75)



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	63,485.18	(23,485.18)
1-32-00-990-00	NON GOVT GRANT-STREET CLEANING	1,200.00	1,000.00	200.00	1,000.00	1,900.00	(900.00)
1-32-00-999-00	DEVELOPER CONTRIBUTIONS - ROADS	0.00	82,293.12	(82,293.12)	0.00	0.00	0.00
*	TOTAL REVENUE ROADS & STREETS	41,200.00	123,352.33	(82,152.33)	41,000.00	65,385.18	(24,385.18)
EXPENSE STREETS & ROADS							
2-32-00-100-00	WAGE BEN. ROADS, STREETS	34,000.00	31,610.38	2,389.62	35,000.00	18,186.96	16,813.04
2-32-00-110-00	STS. LANES,BLVDS. MTCE - WAGES	40,000.00	42,492.52	(2,492.52)	45,000.00	25,703.56	19,296.44
2-32-00-120-00	STREET CLEANING - WAGES	15,000.00	11,971.95	3,028.05	13,000.00	9,247.50	3,752.50
2-32-00-130-00	SNOW REMOVAL - WAGES	34,999.99	23,284.79	11,715.20	50,000.00	36,052.57	13,947.43
2-32-00-140-00	TRAFFIC & PARK CONTROL - WAGES	5,000.00	3,661.39	1,338.61	4,000.00	4,190.53	(190.53)
2-32-00-214-00	ROAD ENGINEERING COSTS	1,000.00	878.00	122.00	1,000.00	710.00	290.00
2-32-00-260-00	STREET LIGHTS	120,000.00	132,969.95	(12,969.95)	140,000.00	99,029.46	40,970.54
2-32-00-500-00	STS.LANE,BLVD MTCE - MATERIALS	80,000.00	81,442.39	(1,442.39)	95,000.00	75,225.07	19,774.93
2-32-00-530-00	TRAFF. & PARK. CONTROL - MAT.	9,000.00	3,605.48	5,394.52	5,000.00	7,607.00	(2,607.00)
2-32-00-750-00	AMORTIZATION EXP - STREETS	751,000.00	511,114.22	239,885.78	511,000.00	0.00	511,000.00
*	TOTAL EXPENSE STREETS & ROADS	1,089,999.99	843,031.07	246,968.92	899,000.00	275,952.65	623,047.35
***P	NET COSTS STREETS & ROADS	(1,048,799.99)	(719,678.74)	(329,121.25)	(858,000.00)	(210,567.47)	(647,432.53)



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							
1-33-00-564-00	AIRPORT FACILITY RENTAL	0.00	2,000.00	(2,000.00)	0.00	6,500.00	(6,500.00)
1-33-00-850-00	AIRPORT LOCAL GOVT GRANTS	500.00	800.00	(300.00)	500.00	800.00	(300.00)
*	TOTAL REV AIRPORT SERVICES	500.00	2,800.00	(2,300.00)	500.00	7,300.00	(6,800.00)
EXP AIRPORT SERVICES							
2-33-00-100-00	WAGE BEN AIRPORT SERVICES	500.00	536.63	(36.63)	600.00	561.03	38.97
2-33-00-110-00	AIRFIELD - WAGES	2,000.00	1,447.80	552.20	1,500.00	2,370.64	(870.64)
2-33-00-500-00	AIRFIELD - MATERIALS	2,500.00	1,143.13	1,356.87	1,500.00	1,684.51	(184.51)
2-33-00-540-00	AIRFIELD - UTILITIES	5,500.00	6,961.22	(1,461.22)	7,000.00	4,089.14	2,910.86
2-33-00-580-00	AIRFIELD - INSURANCE	4,100.00	3,022.00	1,078.00	3,100.00	3,023.00	77.00
2-33-00-750-00	AMORTIZATION EXP - AIRPORT	2,100.00	4,618.18	(2,518.18)	4,700.00	0.00	4,700.00
*	TOTAL EXP AIRPORT SERVICES	16,700.00	17,728.96	(1,028.96)	18,400.00	11,728.32	6,671.68
***P	NET COSTS AIRPORT SERVICES	(16,200.00)	(14,928.96)	(1,271.04)	(17,900.00)	(4,428.32)	(13,471.68)

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	6,140.35	(140.35)
1-37-00-121-00	LOCAL IMPR. CHARGES - STORM DRAINAGE	0.00	0.00	0.00	0.00	7,039.90	(7,039.90)
*	TOTAL REV STORM SEWER & DRAIN	6,000.00	6,140.35	(140.35)	6,000.00	13,180.25	(7,180.25)
EXP STORM SEWER & DRAIN							
2-37-00-100-00	WAGE BENEFITS - DRAINAGE	3,000.00	3,276.85	(276.85)	3,500.00	3,771.02	(271.02)
2-37-00-120-00	STORM SEWER MAINTENANCE-WAGES	2,500.00	1,898.99	601.01	2,000.00	5,169.61	(3,169.61)
2-37-00-130-00	DRAINAGE - WAGES	6,000.00	5,824.43	175.57	6,250.00	10,569.73	(4,319.73)
2-37-00-200-00	SIDEWALK MTCE-CONTRACTED SERV.	75,000.00	78,104.75	(3,104.75)	75,000.00	196.00	74,804.00
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	958.52	41.48
2-37-00-512-00	STORM DRAINAGE - ENGINEERING	5,000.00	1,984.00	3,016.00	5,850.00	3,030.00	2,820.00
2-37-00-750-00	AMORTIZATION EXP - STORM SEWER	48,500.00	20,768.20	27,731.80	21,000.00	0.00	21,000.00
*	TOTAL EXP STORM SEWER & DRAIN	143,000.00	112,682.59	30,317.41	114,600.00	23,694.88	90,905.12
***P	NET COSTS STORM SEWER & DRAIN	(137,000.00)	(106,542.24)	(30,457.76)	(108,600.00)	(10,514.63)	(98,085.37)

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 WATER SERVICES							
1-00-00-512-00	PENALTIES & COSTS UTILITIES	6,000.00	6,937.30	(937.30)	6,900.00	5,574.19	1,325.81
1-41-00-120-00	LOCAL IMPROV CHARGES - WATER	0.00	(40.78)	40.78	0.00	0.00	0.00
1-41-00-410-00	SALE OF WATER RESIDENTIAL	530,000.00	526,467.67	3,532.33	533,000.00	358,793.80	174,206.20
1-41-00-411-00	SALE OF WATER COMMERCIAL/INDUSTRIAL	249,000.00	238,388.69	10,611.31	240,000.00	212,851.57	27,148.43
1-41-00-420-00	GRANUM METER VAULT	20,000.00	32,451.70	(12,451.70)	30,000.00	35,948.79	(5,948.79)
1-41-00-425-00	WEST WATERLINE CO-OP	2,000.00	497.45	1,502.55	500.00	1,278.06	(778.06)
1-41-00-590-00	OTHER REVENUE WATER	15,000.00	25,876.31	(10,876.31)	15,000.00	20,009.82	(5,009.82)
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 GOVT GRANTS	0.00	146,677.61	(146,677.61)	0.00	0.00	0.00
1-41-00-999-00	DEVELOPER CONTRIBUTIONS - WATER	0.00	157,450.00	(157,450.00)	0.00	0.00	0.00
	TOTAL REVENUE WATER SERVICES	824,800.00	1,137,801.89	(313,001.89)	828,200.00	634,456.23	193,743.77
EXPENSE WATER SERVICE							
2-41-00-100-00	WAGE BENEFITS - WATER TREATMENT	53,000.00	56,149.49	(3,149.49)	58,000.00	26,161.20	31,838.80
2-41-00-110-00	SALARY- SUPERINTENDENT	25,000.00	25,000.00	0.00	25,000.00	25,000.00	0.00
2-41-00-120-00	WAGES - PLANT OPERATORS	72,000.00	73,218.70	(1,218.70)	75,000.00	54,857.64	20,142.36
2-41-00-130-00	WAGES - T & D	45,000.00	53,064.49	(8,064.49)	55,000.00	45,879.31	9,120.69
2-41-00-132-00	WAGES - METER READING	500.00	114.76	385.24	150.00	339.94	(189.94)
2-41-00-134-00	WAGES - AIRPORT SYSTEM	15,000.00	11,284.44	3,715.56	12,500.00	9,547.74	2,952.26
2-41-00-135-00	WAGES - HIGH PRESSURE FIRE	2,000.00	4,748.29	(2,748.29)	5,000.00	3,606.32	1,393.68
2-41-00-200-00	WATER COOP MEMBERSHIP	1,000.00	4,300.00	(3,300.00)	1,000.00	550.00	450.00
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
2-41-00-216-00	TELEPHONE - WATER SUPPLY	17,000.00	14,332.92	2,667.08	15,000.00	8,604.16	6,395.84
2-41-00-217-00	TELEPHONE - SWTP	2,500.00	3,504.19	(1,004.19)	3,500.00	2,705.08	794.92
2-41-00-218-00	WATERPLANT FREIGHT CHARGES	5,000.00	3,358.75	1,641.25	3,500.00	4,173.33	(673.33)
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 SWTP	25,000.00	68,324.50	(43,324.50)	70,000.00	62,349.92	7,650.08
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	13,000.00	11,985.07	1,014.93
2-41-00-514-00	HIGHWAY PUMP STATION MATERIALS	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)	60,000.00	43,660.89	16,339.11
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	867.87	632.13
2-41-00-518-00	SWTP MAINTENANCE	10,000.00	160,505.71	(150,505.71)	15,000.00	12,881.22	2,118.78
2-41-00-538-00	POWER - SWTP	40,000.00	59,959.04	(19,959.04)	60,000.00	50,459.46	9,540.54
2-41-00-539-00	POWER - AIRPORT SYSTEM	8,000.00	9,676.76	(1,676.76)	10,000.00	5,191.27	4,808.73
2-41-00-540-00	POWER - OLD WTP	36,000.00	7,696.38	28,303.62	3,000.00	5,833.33	(2,833.33)
2-41-00-541-00	POWER - BOOSTER STATION	500.00	379.20	120.80	500.00	428.57	71.43



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
2-41-00-542-00	POWER - HIGHWAY PUMP STATION	18,000.00	19,580.67	(1,580.67)	20,000.00	18,973.66	1,026.34
2-41-00-544-00	HEATING - OLD WTP	18,000.00	14,182.90	3,817.10	2,000.00	(659.60)	2,659.60
2-41-00-545-00	HEATING - BOOSTER STATION	1,500.00	1,382.63	117.37	1,500.00	924.82	575.18
2-41-00-546-00	HEATING - HIGHWAY PUMP STATION	2,500.00	1,814.72	685.28	2,000.00	867.13	1,132.87
2-41-00-547-00	HEATING - AIRPORT SYSTEM	2,000.00	1,862.12	137.88	2,000.00	1,351.58	648.42
2-41-00-548-00	HEATING - SWTP	9,000.00	10,114.33	(1,114.33)	10,000.00	11,680.72	(1,680.72)
2-41-00-750-00	AMORTIZATION EXP - WATER	292,000.00	346,119.63	(54,119.63)	346,000.00	0.00	346,000.00
2-41-00-832-00	WATER DEBENTURES INTEREST	204,299.00	204,104.15	194.85	199,810.00	100,480.23	99,329.77
2-41-00-960-00	I/D - OFFICE PERSONNEL	20,250.00	20,250.00	0.00	25,300.00	25,300.00	0.00
2-41-00-961-00	I/D - TELEPHONE ADMINISTRATION	7,000.00	7,000.00	0.00	8,750.00	8,750.00	0.00
2-41-00-962-00	I/D - POSTAGE	6,800.00	6,800.00	0.00	8,500.00	8,500.00	0.00
2-41-00-963-00	I/D - INSURANCE	10,000.00	10,000.00	0.00	12,500.00	12,500.00	0.00
2-41-00-964-00	I/D - VEHICLE RENTAL	8,960.00	8,960.00	0.00	11,200.00	11,200.00	0.00
2-41-00-965-00	I/D - OFFICE SUPPLIES	1,300.00	1,300.00	0.00	1,625.00	1,625.00	0.00
2-41-00-966-00	SWTP - WATER TESTING	10,000.00	6,729.00	3,271.00	7,500.00	4,831.23	2,668.77
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	1,049,109.00	1,328,655.90	(279,546.90)	1,151,835.00	581,407.09	570,427.91
***P	NET COSTS WATER SERVICES	(224,309.00)	(190,854.01)	(33,454.99)	(323,635.00)	53,049.14	(376,684.14)

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	214,022.31	60,977.69
1-42-00-990-00	NON GOVT CONTRIB SEWER	13,000.00	13,785.82	(785.82)	0.00	0.00	0.00
1-42-00-999-00	DEVELOPER CONTRIBUTIONS - SEWER	0.00	134,350.00	(134,350.00)	0.00	0.00	0.00
*	TOTAL REVENUE SEWER SERVICES	293,000.00	425,360.79	(132,360.79)	275,000.00	214,022.31	60,977.69
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	5,162.71	7,337.29
2-42-00-110-00	SALARY - SUPERINTENDENT	8,000.00	8,000.00	0.00	8,000.00	8,000.00	0.00
2-42-00-140-00	SEWER MAINTENANCE - WAGES	16,000.00	13,753.83	2,246.17	15,000.00	8,770.93	6,229.07
2-42-00-150-00	SEWER LAGOON MAINTENANCE-WAGES	16,000.00	15,636.84	363.16	16,000.00	13,245.46	2,754.54
2-42-00-200-00	SEWER LAGOON MTCE-CONTRAC SERV	2,000.00	0.00	2,000.00	95,600.00	105,543.81	(9,943.81)
2-42-00-201-00	SEWER MTCE - CONTRACTED SERVICES	5,000.00	6,523.88	(1,523.88)	6,000.00	7,262.00	(1,262.00)
2-42-00-510-00	SEWER MAINTENANCE - MATERIALS	5,000.00	15,441.09	(10,441.09)	7,000.00	9,514.59	(2,514.59)
2-42-00-520-00	SEWER LAGOON MAINT - MATERIALS	1,500.00	109.99	1,390.01	500.00	858.51	(358.51)
2-42-00-832-00	SEWER DEBENTURE - INTEREST	47,495.00	46,826.34	668.66	45,215.00	0.00	45,215.00
2-42-00-960-00	OFFICE SECRETARY	6,750.00	6,750.00	0.00	8,450.00	8,450.00	0.00
2-42-00-961-00	SEWER INTERDEPART INS	2,000.00	2,000.00	0.00	2,500.00	2,500.00	0.00
2-42-00-962-00	SEWER ADMIN TRUCK RENTAL	3,360.00	3,360.00	0.00	4,200.00	4,200.00	0.00
2-42-00-963-00	SEWER MTCE TRUCK RENTAL	8,400.00	8,400.00	0.00	10,500.00	10,500.00	0.00
2-42-00-964-00	SEWER OFFICE SUPPLIES	2,100.00	2,100.00	0.00	2,625.00	2,625.00	0.00
2-42-00-550-00	LIFT STATION POWER & HEAT	3,500.00	2,138.23	1,361.77	2,500.00	444.70	2,055.30
2-42-00-551-00	LIFT STATION - HEAT	2,500.00	1,521.25	978.75	2,000.00	(161.12)	2,161.12
2-42-00-552-00	SEWER LAGOON POWER	10,000.00	14,189.86	(4,189.86)	15,000.00	9,368.28	5,631.72
2-42-00-750-00	AMORTIZATION EXP - SAN SEWER	229,000.00	90,061.89	138,938.11	90,000.00	0.00	90,000.00
*	TOTAL EXPENSES SEWER SERVICES	382,905.00	249,317.50	133,587.50	344,790.00	196,284.87	148,505.13
***P	NET COSTS SEWER SERVICES	(89,905.00)	176,043.29	(265,948.29)	(69,790.00)	17,737.44	(87,527.44)

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)	357,000.00	246,786.57	110,213.43
*	TOTAL REVENUE GARBAGE	300,000.00	305,115.69	(5,115.69)	357,000.00	246,786.57	110,213.43
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	18,723.85	15,276.15
2-43-00-110-00	SALARY - GARBAGE ADMIN SUPT	10,000.00	10,000.00	0.00	10,000.00	10,000.00	0.00
2-43-00-120-00	GARBAGE COLLECTION - WAGES	65,000.00	74,995.43	(9,995.43)	77,000.00	63,468.67	13,531.33
2-43-00-140-00	RECYCLING MTCE - WAGES	16,000.00	10,971.06	5,028.94	12,000.00	7,862.80	4,137.20
2-43-00-210-00	LANDFILL MTCE - CONTRACTED SER	73,000.00	85,448.14	(12,448.14)	90,000.00	60,667.28	29,332.72
2-43-00-211-00	WASTE MANAGEMENT - CONT. SERV.	26,000.00	26,196.00	(196.00)	27,000.00	26,196.00	804.00
2-43-00-212-00	RECYCLING CENTRE - CONTRACTED SER	40,000.00	37,678.61	2,321.39	45,000.00	19,120.10	25,879.90
2-43-00-213-00	LANDFILL CLOSURE - CONT. SERV.	12,000.00	(7,117.85)	19,117.85	5,000.00	812.50	4,187.50
2-43-00-520-00	GARBAGE COLLECTION - MATERIALS	15,000.00	6,177.99	8,822.01	10,000.00	3,000.90	6,999.10
2-43-00-750-00	AMORTIZATION EXP - GARBAGE	15,500.00	23,235.81	(7,735.81)	23,000.00	0.00	23,000.00
2-43-00-960-00	GARBAGE ADMIN TRUCK RENTAL	2,800.00	2,800.00	0.00	3,500.00	3,500.00	0.00
2-43-00-961-00	GARBAGE COLL TRUCK RENTAL	32,480.00	32,480.00	0.00	40,600.00	40,600.00	0.00
2-43-00-962-00	GARBAGE ADMIN OFFICE SUPPLIES	1,300.00	1,300.00	0.00	1,625.00	1,625.00	0.00
*	TOTAL EXP GARBAGE COLLECTION	342,580.00	337,994.21	4,585.79	379,925.00	255,577.10	124,347.90
***P	NET COSTS GARBAGE COLLECTION	(42,580.00)	(32,878.52)	(9,701.48)	(22,925.00)	(8,790.53)	(14,134.47)



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
REVENUE FCSS							
1-51-00-100-00	FCSS - PROVINCIAL FUNDING	87,695.01	87,695.00	0.01	87,695.00	65,771.00	21,924.00
1-51-00-100-01	SUBSIDY ASC	3,000.00	8,017.23	(5,017.23)	0.00	0.00	0.00
1-51-00-101-00	FCSS - TOWN OF CLARESHOLM	21,924.00	21,924.00	0.00	21,924.00	21,924.00	0.00
1-51-00-102-00	FCSS - MD OF WILLOW CREEK	39,269.48	39,269.48	0.00	39,270.00	29,452.11	9,817.89
1-51-00-104-02	COMMUNITY CHOOSE WELL	0.00	0.00	0.00	0.00	2,000.00	(2,000.00)
1-51-00-104-03	HEALTHY COMMUNITY COALITION	0.00	0.00	0.00	0.00	18,205.00	(18,205.00)
1-51-00-105-00	FCSS - INTEREST EARNED	75.00	109.06	(34.06)	25.00	125.80	(100.80)
1-51-00-101-01	ALBERTA HEALTH SERVICES OP	24,136.00	25,101.28	(965.28)	24,136.00	18,584.72	5,551.28
1-51-00-102-01	OTHER FUNDING & FEES OP	750.00	550.00	200.00	250.00	385.00	(135.00)
1-51-00-104-01	FUNDING - DRUG COALITION OP	5,000.00	5,250.25	(250.25)	0.00	0.00	0.00
1-51-00-100-02	FEES TEEN CENTRE/ASC	2,600.00	1,246.40	1,353.60	0.00	4,504.73	(4,504.73)
1-51-00-100-04	FEES & REIMBURSEMENTS OTHER	800.00	1,075.00	(275.00)	1,000.00	925.00	75.00
1-51-00-100-06	CFSA FUNDING RC	31,071.00	31,071.00	0.00	31,071.00	23,303.00	7,768.00
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	221,363.70	(5,043.21)	205,421.00	185,180.36	20,240.64
EXPENSE FCSS GENERAL							
2-51-00-100-00	WAGES & SALARIES DIRECTOR	50,500.00	49,407.30	1,092.70	49,440.00	38,030.80	11,409.20
2-51-00-102-00	EI EXPENSE	1,100.00	1,131.24	(31.24)	1,200.00	903.13	296.87
2-51-00-103-00	CPP EXPENSE	2,150.00	2,293.54	(143.54)	2,200.00	1,667.18	532.82
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	1,289.20	710.80
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	727.65	(227.65)
2-51-00-108-00	ADVERTISING & PROMOTION	500.00	181.96	318.04	200.00	664.75	(464.75)
2-51-00-109-00	ACCOUNTING & LEGAL	4,250.00	3,150.00	1,100.00	3,500.00	3,300.00	200.00
2-51-00-111-00	MEMBERSHIPS	1,100.00	705.00	395.00	750.00	205.00	545.00
2-51-00-112-00	OFFICE EXPENSES	3,200.00	6,826.45	(3,626.45)	2,500.00	3,284.53	(764.53)
2-51-00-113-00	RENT EXPENSE	10,200.00	10,074.12	125.88	10,600.00	7,597.57	3,002.43
2-51-00-114-00	GENERAL & ADMIN EXPENSES	2,000.00	3,374.01	(1,374.01)	200.00	435.62	(235.62)
2-51-00-115-00	JANITORIAL EXPENSES	3,800.00	3,709.05	90.95	1,000.00	823.01	176.99
2-51-00-116-00	TELEPHONE & UTILITIES	6,000.00	7,287.77	(1,287.77)	7,500.00	4,826.29	2,673.71
2-51-00-117-00	TRAVEL & MEALS	1,200.00	2,036.31	(836.31)	1,000.00	660.46	339.54
2-51-00-118-00	INSURANCE EXPENSE	450.00	450.00	0.00	0.00	475.00	(475.00)
2-51-00-123-03	HEALTHY COMMUNITY COALITION	0.00	0.00	0.00	0.00	2,319.89	(2,319.89)
* TOTAL FCSS GENERAL		96,950.00	99,394.77	(2,444.77)	87,790.00	67,190.08	20,599.92
FCSS OUTREACH PROGRAM							
2-51-00-100-01	WAGES OP	42,000.00	36,905.75	5,094.25	37,492.00	19,664.25	17,827.75



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
2-51-00-100-11	EI EXPENSE - OP	1,000.00	917.64	82.36	910.00	491.02	418.98
2-51-00-100-21	CPP EXPENSE - OP	2,000.00	1,715.39	284.61	1,690.00	864.85	825.15
2-51-00-105-01	BENEFITS OP	2,800.00	2,931.42	(131.42)	1,000.00	363.59	636.41
2-51-00-107-01	PROFESSIONAL DEVELOPMENT OP	250.00	240.04	9.96	250.00	341.19	(91.19)
2-51-00-108-01	ADVERTISING OP	500.00	363.66	136.34	500.00	471.80	28.20
2-51-00-116-01	CELL PHONE OP	320.00	124.01	195.99	320.00	39.67	280.33
2-51-00-117-01	TRAVEL & MEALS OP	500.00	556.44	(56.44)	200.00	0.00	200.00
2-51-00-120-01	SUPPLIES OP	1,036.48	1,519.69	(483.21)	800.00	2,806.19	(2,006.19)
2-51-00-123-01	DRUG COALITION EXPENSE	5,000.00	4,941.56	58.44	0.00	0.00	0.00
2-51-00-123-02	COMMUNITY CHOOSE WELL	0.00	0.00	0.00	0.00	35.00	(35.00)
*	TOTAL FCSS OUTREACH PROGRAM	55,406.48	50,215.60	5,190.88	43,162.00	25,077.56	18,084.44
ASCITEEN CENTRE EXPENSES							
2-51-00-100-02	WAGES TEEN CENTRE	17,200.00	15,477.38	1,722.62	0.00	6,525.50	(6,525.50)
2-51-00-100-12	EI EXPENSE - TC	0.00	381.80	(381.80)	0.00	159.12	(159.12)
2-51-00-100-22	CPP EXPENSE - TC	0.00	688.72	(688.72)	0.00	154.98	(154.98)
2-51-00-105-02	BENEFITS TC	0.00	2,051.51	(2,051.51)	0.00	261.02	(261.02)
2-51-00-108-02	ADVERTISING TC	0.00	107.40	(107.40)	0.00	196.95	(196.95)
2-51-00-116-02	CELL PHONE ASC	0.00	122.88	(122.88)	0.00	0.00	0.00
2-51-00-117-02	TRAVEL & MEALS ASC	0.00	83.38	(83.38)	0.00	0.00	0.00
2-51-00-120-02	SUPPLIES TC	1,150.00	1,600.52	(450.52)	0.00	1,063.88	(1,063.88)
2-51-00-124-02	LUTHERAN CHURCH ASC	1,800.00	1,800.00	0.00	0.00	0.00	0.00
2-51-00-125-02	NUTRITION/SNACKS ASC	600.00	461.54	138.46	0.00	0.00	0.00
*	TOTAL ASCITEEN CENTRE EXPENSE	20,750.00	22,775.13	(2,025.13)	0.00	8,361.45	(8,361.45)
OTHER PROGRAM EXPENSES							
2-51-00-100-04	WAGES - OTHER	1,500.00	2,783.10	(1,283.10)	400.00	240.00	160.00
2-51-00-108-04	ADVERTISING - OTHER	250.00	418.56	(168.56)	500.00	662.34	(162.34)
2-51-00-120-04	SUPPLIES - OTHER	250.00	793.63	(543.63)	1,200.00	446.62	753.38
2-51-00-123-05	OTHER ALLOCATED FUNDS	0.00	0.00	0.00	16,134.00	(100.33)	16,234.33
*	TOTAL OTHER PROGRAM EXPENSES	2,000.00	3,995.29	(1,995.29)	18,234.00	1,248.63	16,985.37
PROGRAM GRANTS EXPENSE							
2-51-00-125-05	COMMUNITY GRANTS EXPENSE	8,000.00	9,400.00	(1,400.00)	20,000.00	19,360.00	640.00
*	TOTAL PROGRAM GRANTS EXPENSE	8,000.00	9,400.00	(1,400.00)	20,000.00	19,360.00	640.00
RESOURCE CENTRE EXPENSES							
2-51-00-100-06	WAGES RC	29,200.00	29,568.76	(368.76)	31,000.00	23,425.90	7,574.10
2-51-00-100-16	EI EXPENSE - RC	701.00	744.74	(43.74)	765.00	593.79	171.21
2-51-00-100-26	CPP EXPENSE - RC	450.00	78.47	371.53	1,520.00	788.50	731.50
2-51-00-105-06	BENEFITS RC	1,113.00	1,182.79	(69.79)	1,000.00	770.06	229.94



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
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	211.07	38.93
2-51-00-117-06	TRAVEL & MEALS RC	0.00	0.00	0.00	200.00	190.73	9.27
2-51-00-120-06	SUPPLIES RC	950.00	1,024.06	(74.06)	500.00	563.84	(63.84)
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	32,946.27	265.73	36,235.00	26,898.89	9,336.11
***P	NET COSTS FCSS	0.01	2,634.64	(2,634.63)	0.00	37,043.75	(37,043.75)

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	21,924.00	0.00
2-52-00-750-00	CONTRIBUTION TO DAY CARE	26,202.00	30,202.00	(4,000.00)	26,202.00	19,651.50	6,550.50
*	TOTAL EXP DAYCARE SERVICES	48,126.00	52,126.00	(4,000.00)	48,126.00	41,575.50	6,550.50
***P	NET COSTS DAYCARE SERVICES.	(48,126.00)	(52,126.00)	4,000.00	(48,126.00)	(41,575.50)	(6,550.50)

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	16,200.00	(4,200.00)
1-56-00-850-00	LOCAL GOVT GRANTS CEMETERY	1,000.00	1,000.00	0.00	2,000.00	2,000.00	0.00
*	TOTAL REVENUE CEMETERY SERV	15,000.00	13,970.00	1,030.00	14,000.00	18,200.00	(4,200.00)
EXPENSE CEMETERY SERV							
2-56-00-100-00	CEMETERIES WAGE BENEFITS	4,000.00	5,610.05	(1,610.05)	6,000.00	1,560.65	4,439.35
2-56-00-110-00	CEMETERY WAGES	12,000.00	15,482.63	(3,482.63)	17,000.00	9,361.95	7,638.05
2-56-00-510-00	CEMETERY MATERIALS	3,000.00	591.17	2,408.83	1,000.00	374.00	626.00
2-56-00-750-00	AMORTIZATION EXP - CEMETERY	350.00	293.10	56.90	300.00	0.00	300.00
*	TOTAL EXPENSE CEMETERY SERV	19,350.00	21,976.95	(2,626.95)	24,300.00	11,296.60	13,003.40
***P	NET COSTS CEMETERY SERVICES	(4,350.00)	(8,006.95)	3,656.95	(10,300.00)	6,903.40	(17,203.40)



TOWN OF CLARESHOLM

REVENUE AND EXPENDITURE REPORT

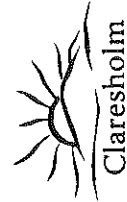
GL Number	Description	2010 YTD Budget	2010 YTD Actual	2010 YTD \$ Variance	2011 YTD Budget	2011 YTD Actual	2011 YTD \$ Variance
REV PHYSICIAN RECRUITMENT							
1-57-00-100-00	TOWN OF CLARESHOLM GRANT	30,000.00	30,000.00	0.00	30,000.00	30,000.00	0.00
1-57-00-101-00	MD OF WILLOW CREEK GRANT	20,000.00	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	54,500.00	12,900.00
EXP PHYSICIAN RECRUITMENT							
2-57-00-110-00	HOUSING COSTS	36,000.00	43,500.00	(7,500.00)	43,500.00	40,500.00	3,000.00
2-57-00-120-00	CLINIC TAX RELIEF	11,000.00	10,695.62	304.38	11,000.00	11,543.19	(543.19)
2-57-00-130-00	DISCRETIONARY EXPENSES	13,886.05	5,382.00	8,504.05	12,900.00	1,168.16	11,731.84
*	TOTAL EXP PHYSICIAN RECRUITMEN	60,886.05	59,577.62	1,308.43	67,400.00	53,211.35	14,188.65
***P	NET COSTS PHYSICIAN RECRUIT	0.00	1,836.63	(1,836.63)	0.00	1,288.65	(1,288.65)



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	75.75	624.25
2-62-00-111-00	PEST CONTROL WAGES	1,200.00	623.37	576.63	700.00	300.84	399.16
2-62-00-122-00	WEED CONTROL SPRAYING WAGES	1,500.00	2,166.26	(666.26)	2,500.00	1,466.60	1,033.40
2-62-00-200-00	WEED CONTROL WAGE BENEFITS	400.00	547.07	(147.07)	600.00	349.50	250.50
2-62-00-514-00	PEST CONTROL CHEMICALS	1,000.00	2,586.05	(1,586.05)	2,500.00	1,812.70	687.30
2-62-00-515-00	WEED CONTROL CHEMICALS	4,500.00	2,545.00	1,955.00	3,000.00	3,000.00	0.00
2-62-00-750-00	AMORTIZATION EXP - AG SERVICES	28,000.00	27,588.31	411.69	28,000.00	0.00	28,000.00
*	TOTAL EXPENSES AG SERVICES	37,300.00	36,657.31	642.69	38,000.00	7,005.39	30,994.61
****P	NET COSTS AG SERVICES	(37,300.00)	(36,657.31)	(642.69)	(38,000.00)	(7,005.39)	(30,994.61)



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	1,650.00	350.00
1-26-00-520-00	BUILDING PERMITS/ SUPERIOR	16,000.00	9,358.05	6,641.95	8,000.00	5,585.23	2,414.77
1-26-00-521-00	PLANNING FEES MISC.	3,000.00	125.00	2,875.00	0.00	846.00	(846.00)
1-26-00-522-00	DEVELOPMENT/ OTHER PERMITS	15,000.00	12,596.05	2,403.95	12,000.00	38,402.00	(26,402.00)
1-26-00-523-00	DEVELOPMENT PENALTIES & FINES	200.00	461.00	(261.00)	200.00	2,584.00	(2,384.00)
*	TOTAL REV PLANNING/DEVELOPMEN	35,400.00	24,590.10	10,809.90	22,200.00	49,067.23	(26,867.23)
EXP PLANNING/DEVELOPMENT							
2-26-00-110-00	WAGES - MANAGER	60,000.00	59,890.57	109.43	65,000.00	49,125.44	15,874.56
2-26-00-100-00	WAGE BENEFITS - MANAGER	13,000.00	12,754.62	245.38	15,000.00	11,764.61	3,235.39
2-66-00-100-00	DEVELOPMENT ASSISTANT - WAGES	18,000.00	17,586.41	413.59	19,000.00	12,723.84	6,276.16
2-66-00-111-00	DEVELOPMENT ASSISTANT WAGE BENEF	2,000.00	1,754.31	245.69	2,000.00	1,362.35	637.65
2-66-00-112-00	WAGES - DEVELOPMENT OFFICER	0.00	0.00	0.00	30,000.00	15,155.00	14,845.00
2-66-00-113-00	WAGE BENEFITS - DEVELOPMENT OFFIC	0.00	0.00	0.00	3,000.00	1,061.20	1,938.80
2-66-00-200-00	PROFESSIONAL SERVICES	75,000.00	27,610.39	47,389.61	30,000.00	1,034.70	28,965.30
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	500.00	200.00	300.00
2-66-00-203-00	DEVELOPMENT - TELEPHONE	1,000.00	713.89	286.11	1,000.00	536.12	463.88
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	554.73	95.27	600.00	0.00	600.00
2-12-00-998-00	PLANNING FUND	40,000.00	34,967.00	5,033.00	37,000.00	36,908.00	92.00
*	TOTAL EXP PLANNING/DEVELOPMEN	218,150.00	158,991.83	59,158.17	208,700.00	129,871.26	78,828.74
***P	NET COSTS PLANNING/DEVELOPME	(182,750.00)	(134,401.73)	(48,348.27)	(186,500.00)	(80,804.03)	(105,695.97)

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	50,000.00	(25,000.00)
*	TOTAL REVENUE RECREATION	25,000.00	25,000.00	0.00	25,000.00	50,000.00	(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	90,000.00	90,000.00	0.00
2-72-00-211-00	GOLF COURSE MANAGEMENT FEE	50,000.00	50,000.00	0.00	50,000.00	50,000.00	0.00
*	TOTAL EXPENSES RECREATION	50,000.00	58,991.80	(8,991.80)	140,000.00	140,000.00	0.00
***P	NET COSTS RECREATION	(25,000.00)	(33,991.80)	8,991.80	(115,000.00)	(90,000.00)	(25,000.00)



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
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	14,385.80	15,614.20
1-72-00-564-00	FIGURE SKATING RENTALS	17,000.00	11,454.30	5,545.70	11,000.00	6,134.70	4,865.30
1-72-00-565-00	STORAGE ROOM RENTAL	1,200.00	1,200.00	0.00	1,200.00	1,200.00	0.00
1-72-00-566-00	ADULT & ZONE "AA"	9,000.00	5,524.03	3,475.97	5,000.00	3,712.50	1,287.50
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	1,000.00	0.00
1-72-00-569-00	ARENA ADVERTISING - SIGNS	2,000.00	2,450.00	(450.00)	2,000.00	2,450.00	(450.00)
1-72-00-570-00	OTHER RENTALS	10,000.00	10,830.29	(830.29)	10,000.00	11,577.72	(1,577.72)
* TOTAL REVENUE ARENA		70,200.00	63,320.63	6,879.37	60,200.00	40,460.72	19,739.28
EXPENSES ARENA							
2-72-00-104-00	WAGE BENEFITS ARENA	28,000.00	24,165.96	3,834.04	26,000.00	11,754.82	14,245.18
2-72-00-140-00	ARENA OPERATION WAGES	66,000.00	60,829.90	5,170.10	63,000.00	46,010.49	16,989.51
2-72-00-216-00	ARENA TELEPHONE	2,000.00	1,860.60	139.40	2,000.00	1,420.26	579.74
2-72-00-530-00	ARENA MATERIALS	25,000.00	24,586.15	413.85	27,000.00	15,568.57	11,431.43
2-72-00-560-00	ARENA UTILITIES	80,000.00	84,473.37	(4,473.37)	87,000.00	41,919.96	45,080.04
2-72-00-750-00	AMORTIZATION EXP - ARENA	36,499.99	36,062.75	437.24	36,000.00	0.00	36,000.00
* TOTAL EXPENSES ARENA		237,499.99	231,978.73	5,521.26	241,000.00	116,674.10	124,325.90
***P NET COSTS ARENA		(167,299.99)	(168,658.10)	1,358.11	(180,800.00)	(76,213.38)	(104,586.62)



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	31,678.07	(6,678.07)
1-72-00-412-00	SWIM GATE REC & SEASON TICKETS	45,000.00	45,984.19	(984.19)	45,000.00	28,225.66	16,774.34
1-72-00-560-00	SWIM POOL RENTAL	6,000.00	14,112.42	(8,112.42)	12,000.00	15,817.14	(3,817.14)
*	TOTAL REVENUE SWIM POOL	76,000.00	86,102.58	(10,102.58)	82,000.00	75,720.87	6,279.13
EXPENSES SWIM POOL							
2-72-00-102-00	WAGE BENEFITS SWIM POOL	12,000.00	14,525.45	(2,525.45)	16,000.00	10,541.80	5,458.20
2-72-00-130-00	SWIM POOL FULL TIME GUARDS	64,000.00	47,977.10	16,022.90	50,000.00	27,699.42	22,300.58
2-72-00-131-00	SWIM POOL PART TIME GUARDS	58,000.00	74,754.83	(16,754.83)	76,000.00	72,094.25	3,905.75
2-72-00-132-00	POOL SUPERVISOR SALARY	46,500.00	46,205.90	294.10	48,000.00	36,609.40	11,390.60
2-72-00-133-00	POOL SUPERVISOR WAGE BENEFITS	11,500.00	10,986.79	513.21	12,000.00	9,134.35	2,865.65
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	2,048.88	751.12
2-72-00-525-00	SWIM POOL PROGRAM MATERIALS	20,000.00	14,270.00	5,730.00	15,000.00	11,361.13	3,638.87
2-72-00-526-00	SWIM POOL OPERATION MATERIALS	8,000.00	4,975.30	3,024.70	6,000.00	4,992.89	1,007.11
2-72-00-527-00	SWIM POOL RESALE MATERIALS	0.00	0.00	0.00	0.00	(1,761.51)	1,761.51
2-72-00-752-00	AMORTIZATION EXP - POOL	49,000.00	49,029.95	(29.95)	49,000.00	0.00	49,000.00
2-72-00-834-00	SWIM POOL DEBENTURE INT	8,140.00	6,868.74	1,271.26	6,356.00	6,355.83	0.17
*	TOTAL EXPENSES SWIM POOL	282,940.00	274,289.68	8,650.32	284,156.00	179,076.44	105,079.56
***P	NET COSTS SWIM POOL	(206,940.00)	(188,187.10)	(18,752.90)	(202,156.00)	(103,355.57)	(98,800.43)

*\$3,000
could be used for
Junior Training*



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	52,209.93	(17,209.93)
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	52,209.93	(17,209.93)
EXPENSES PARKS							
2-72-00-105-00	WAGE BENEFITS PARKS	23,000.00	26,247.95	(3,247.95)	28,000.00	8,018.58	19,981.42
2-72-00-151-00	PARKS OPERATION WAGES	70,000.00	69,240.68	759.32	75,000.00	39,181.80	35,818.20
2-72-00-535-00	PARKS MATERIALS	20,000.00	22,751.15	(2,751.15)	22,000.00	7,422.39	14,577.61
2-72-00-537-00	PARK DEV MATERIAL	40,000.00	9,736.18	30,263.82	15,000.00	97.93	14,902.07
2-72-00-570-00	PARKS UTILITIES	13,000.00	9,277.53	3,722.47	10,000.00	5,590.98	4,409.02
2-72-00-751-00	AMORTIZATION EXP - PARKS	30,500.00	52,187.27	(21,687.27)	52,000.00	0.00	52,000.00
*	TOTAL EXPENSES PARKS	196,500.00	189,440.76	7,059.24	202,000.00	60,311.68	141,688.32
***P	NET COSTS PARKS	(161,500.01)	(151,860.39)	(9,639.62)	(167,000.00)	(8,101.75)	(158,898.25)



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							
1-74-00-400-00	DEPOT GIFT SALES	0.00	0.00	0.00	3,000.00	2,102.86	897.14
1-74-00-410-00	MUSEUM GATE DONATIONS	6,000.00	5,491.95	508.05	3,500.00	3,276.14	223.86
1-74-00-840-00	MUSEUM PROV GRANT	7,500.00	11,105.50	(3,605.50)	1,500.00	1,500.00	0.00
1-74-00-845-00	VISITOR INFO CENTRE - PROV GRANT	0.00	0.00	0.00	6,000.00	6,000.00	0.00
1-74-00-990-00	MUSEUM - CHAMBER GRANT	1,000.00	3,426.00	(2,426.00)	1,500.00	1,000.00	500.00
*	TOTAL MUSEUM REVENUE	14,500.00	20,023.45	(5,523.45)	15,500.00	13,879.00	1,621.00
EXPENSES MUSEUM							
2-74-00-100-00	MUSEUM WAGE BENEFITS	2,500.00	2,647.23	(147.23)	3,000.00	1,648.93	1,351.07
2-74-00-101-00	VISITOR INFO CENTRE - WAGE BENEFITS	2,500.00	2,313.27	186.73	2,500.00	1,780.47	719.53
2-74-00-120-00	MUSEUM WAGES	22,000.00	20,234.68	1,765.32	30,000.00	18,614.96	11,385.04
2-74-00-150-00	VISITOR INFO CENTRE - WAGES	22,000.00	23,365.36	(1,365.36)	25,000.00	20,395.76	4,604.24
2-74-00-200-00	DEPOT OFFICE SUPPLIES	0.00	0.00	0.00	500.00	14.99	485.01
2-74-00-201-00	MUSEUM OFFICE SUPPLIES	0.00	0.00	0.00	1,000.00	60.94	939.06
2-74-00-510-00	MUSEUM MATERIALS	15,000.00	19,498.69	(4,498.69)	3,300.00	2,822.90	477.10
2-74-00-511-00	DEPOT GIFT SHOP SUPPLIES	0.00	0.00	0.00	2,500.00	1,648.50	851.50
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	100.00	100.00	0.00
2-74-00-527-00	DEPOT SECURITY/PHONE/FAX/INTERNET	0.00	0.00	0.00	3,370.00	1,983.99	1,386.01
2-74-00-528-00	MUSEUM SECURITY/PHONE/FAX/INTERNE	0.00	0.00	0.00	2,600.00	1,366.60	1,233.40
2-74-00-542-00	DEPOT UTILITIES	12,000.00	9,789.33	2,210.67	6,800.00	4,449.60	2,350.40
2-74-00-543-00	MUSEUM UTILITIES	13,000.00	12,259.16	740.84	11,000.00	5,325.05	5,674.95
2-74-00-550-00	VIC PROFESSIONAL DEVELOPMENT	0.00	0.00	0.00	400.00	0.00	400.00
2-74-00-551-00	MUSEUM PROFESSIONAL DEVELOPMENT	0.00	0.00	0.00	400.00	395.00	5.00
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	22,830.04	(8,930.04)	23,000.00	0.00	23,000.00
*	TOTAL EXPENSES MUSEUM	102,900.00	112,937.76	(10,037.76)	115,470.00	60,607.69	54,862.31
***P	NET COSTS MUSEUM	(88,400.00)	(92,914.31)	4,514.31	(99,970.00)	(46,728.69)	(53,241.31)

Other \$500 for WJFA where is it?



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	4,603.71	1,896.29
2-74-00-540-00	LIBRARY UTILITIES	20,000.00	18,684.27	1,315.73	17,500.00	12,049.94	5,450.06
2-74-00-751-00	AMORTIZATION EXP - LIBRARY	25,400.00	25,593.27	(193.27)	26,000.00	0.00	26,000.00
2-74-00-770-00	LIBRARY GRANT	106,000.00	106,000.00	0.00	109,180.00	109,180.00	0.00
2-74-00-998-00	CHINOOK ARCH LIBRARY	20,720.00	20,720.00	0.00	23,199.00	23,199.00	0.00
*	TOTAL EXPENSES LIBRARY	179,120.00	177,090.65	2,029.35	182,379.00	149,032.65	33,346.35
***P	NET COSTS LIBRARY	(179,120.00)	(177,090.65)	(2,029.35)	(182,379.00)	(149,032.65)	(33,346.35)
****P	ANNUAL SURPLUS (DEFICIT)	3,606,812.00	5,108,319.35	(1,501,507.35)	(138,578.00)	2,930,366.98	(3,068,944.98)

INFORMATION ITEMS



TOWN OF CLARESHOLM
CHEQUE LISTING FOR ACCOUNTS PAYABLE

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Cheque #	Cheque Date	CEO	CAO	Vendor # Name	Amount
					Batch # 15168
44487	2011-09-02			900100 BRINT, NEIL	2,388.84
44488	2011-09-02			900100 SHARMA, BOB AJIT	1,678.15
					<hr/> 4,066.99
					Batch # 15199
44489	2011-09-14			900100 KOSHNEY, ABBEY	1,007.68
44490	2011-09-14			900100 LDS CHURCH	1,617.41
					<hr/> 2,625.09



TOWN OF CLARESHOLM

CHEQUE LISTING FOR ACCOUNTS PAYABLE

Cheque #	Cheque Date	CEO	CAO	Vendor # Name	Amount
					Batch # 15201
44491	2011-09-14			600 ALBERTA ASSOCIATION OF M.D.'S	10,041.87
44492	2011-09-14			650 ALBERTA BLUE CROSS	5,886.00
44493	2011-09-14			1025 ALBERTA ONE CALL LOCATION CORP	132.30
44494	2011-09-14			786518 ALL-TRA BATTERY	183.02
44495	2011-09-14			786813 ATCOM	302.40
44496	2011-09-14			786195 Benchmark Assessment Consultants Inc.	3,803.80
44497	2011-09-14			786189 BIG SKY DODGE CHRYSLER 2008 LTD	32.80
44498	2011-09-14			786168 BLACK PRESS GROUP LTD.	713.15
44499	2011-09-14			786427 BOUNDARY EQUIPMENT (CALGARY) LTD.	860.74
44500	2011-09-14			11250 CANADIAN LINEN SUPPLY	569.52
44501	2011-09-14			12190 CHAMCO INDUSTRIES LTD.	3,784.05
44502	2011-09-14			12350 CHINOOK COUNTRY TOURIST ASSOC.	3,591.00
44503	2011-09-14			76150 Claresholm Animal Rescue Society	150.00
44504	2011-09-14			13150 CLARESHOLM CASTING	294.00
44505	2011-09-14			13125 CLARESHOLM CENTRE	46.64
44506	2011-09-14			13175 CLARESHOLM COMMUNITY CENTRE HALL BOARD	1,000.00
44507	2011-09-14			13660 CLARESHOLM LOCAL PRESS	2,129.12
44508	2011-09-14			14085 CLARESHOLM NAPA AUTO	1,642.41
44509	2011-09-14			786141 CLARESHOLM TAXI	708.75
44510	2011-09-14			14150 CLARESHOLM WELDING &	622.49
44511	2011-09-14			786697 CNH CAPITAL C3115	350.79
44512	2011-09-14			786058 Corporate Express	90.26
44513	2011-09-14			14570 CREATIVE INDUSTRIES	68.25
44514	2011-09-14			786785 CUMMINS WESTERN CANADA LP	505.80
44515	2011-09-14			786397 EPCOR	755.92
44516	2011-09-14			786445 FASTENAL CANADA	268.13
44517	2011-09-14			26201 FERG'S SEPTIC SERVICE	693.00
44518	2011-09-14			786146 GODLEY'S JEWELLERY	8.40
44519	2011-09-14			49980 HARRY'S TIRE SALES (1984) LTD.	2,048.61
44520	2011-09-14			36800 HOME HARDWARE	1,719.80
44521	2011-09-14			786136 JOE JOHNSON EQUIPMENT INC.	117.57
44522	2011-09-14			850 JOHN DEERE FINANCIAL	154.40
44523	2011-09-14			54026 JOHNSON, KRISTEIN	25.58
44524	2011-09-14			786528 LG SERVICES	194.25
44525	2011-09-14			56155 LIFESAVING SOCIETY	107.22
44526	2011-09-14			56200 LOCAL AUTHORITIES PENSION PLAN	8,716.32
44527	2011-09-14			786339 MACKILLOP LAWN CARE LTD.	3,150.00
44528	2011-09-14			786812 MCGREGOR FILTERING EQUIPMENT (1974) LTD.	46.20
44529	2011-09-14			61450 MCNALLY CONTRACTORS LTD.	352,429.22
44530	2011-09-14			786704 MINISTER OF FINANCE (LT)	195.00
44531	2011-09-14			786192 NOBLE CONCRETE (1987) LTD	483.00
44532	2011-09-14			71400 Oldman River Regional Services Commission	5,527.00
44533	2011-09-14			786905 ONECONNECT SERVICES INC. T46194	54.92
44534	2011-09-14			786635 PCO SERVICES CORPORATION	185.86
44535	2011-09-14			76300 PEDERSEN TRANSPORT LTD.	698.32
44536	2011-09-14			786205 PIPELINE WATER CO-OP LTD.	150.00
44537	2011-09-14			786453 PRAXAIR CANADA INC.	826.88
44538	2011-09-14			786536 R P WATERWORKS INC.	1,454.25
44539	2011-09-14			86300 RECEIVER GENERAL FOR CANADA	18,193.37



TOWN OF CLARESHOLM
CHEQUE LISTING FOR ACCOUNTS PAYABLE

Cheque #	Cheque Date	CEO	CAO	Vendor #	Name	Amount
44540	2011-09-14			786180	RICOH CANADA INC.	236.38
44541	2011-09-14			786051	ROTO-ROOTER	666.75
44542	2011-09-14			91265	SCHUWEILER, MIKE	136.49
44543	2011-09-14			91286	SEWARD CONSTRUCTION	20,277.60
44544	2011-09-14			786759	SIMPLEX GRINNELL	76.23
44545	2011-09-14			13525	SOBEYS CLARESHOLM	343.59
44546	2011-09-14			900	TELUS	3,282.29
44547	2011-09-14			785150	Torque's Heavy Truck & Trailer Repair Ltd.	8.53
44548	2011-09-14			97000	TOWN OF CLARESHOLM	35.34
44549	2011-09-14			97001	TOWN OF CLARESHOLM	66.66
44550	2011-09-14			111705	WC CLASS II REGIONAL LANDFILL	8,173.18
44551	2011-09-14			111800	WORKERS' COMPENSATION BOARD	3,904.00
44552	2011-09-14			900000	1419869 ALBERTA LTD	336.00
44553	2011-09-14			900000	BARKER, GREGORY	25.18
44554	2011-09-14			900000	BRANT, VIRGINIA	221.25
44555	2011-09-14			900000	CARLETON, TRISHA	22.24
44556	2011-09-14			900000	LAING, ANOLA	32.49
44557	2011-09-14			900000	MICHAEL, JOY	400.00
44558	2011-09-14			900000	SKILLPATH SEMINARS	1,044.20
44559	2011-09-14			900000	THE PATCH MAN	328.65
						475,329.43



TOWN OF CLARESHOLM

CHEQUE LISTING FOR ACCOUNTS PAYABLE

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Cheque #	Cheque Date	CEO	CAO	Vendor # Name	Amount
					Batch # 15228
44560	2011-09-28			786517 AMSC INSURANCE SERVICES LTD.	3,013.52
44561	2011-09-28			785928 BIG HILL SERVICES LTD.	129.15
44562	2011-09-28			13250 CLARESHOLM CHILD CARE SOCIETY	2,183.50
44563	2011-09-28			13175 CLARESHOLM COMMUNITY CENTRE HALL BOARD	273.00
44564	2011-09-28			786254 CLARESHOLM FLORAL & CANDY SHOPPE	15.59
44565	2011-09-28			13400 CLARESHOLM GLASS '88' LTD	1,571.86
44566	2011-09-28			14150 CLARESHOLM WELDING &	850.50
44567	2011-09-28			14205 CLEAN BRITE CHEMICAL SERVICES LTD.	1,115.88
44568	2011-09-28			786540 DIRECT ENERGY REGULATED SERVICES	31.35
44569	2011-09-28			76356 Excel Telecommunications (Canada) Inc.	35.35
44570	2011-09-28			786164 FCSS Association of Alberta	140.18
44571	2011-09-28			26201 FERG'S SEPTIC SERVICE	115.50
44572	2011-09-28			36800 HOME HARDWARE	239.41
44573	2011-09-28			26900 IRON ROCK ENTERPRISES LTD	7,838.25
44574	2011-09-28			786347 JOHN BROOKS COMPANY LIMITED	97.98
44575	2011-09-28			54026 JOHNSON, KRISTEIN	50.00
44576	2011-09-28			786300 KRUECKL CONSTRUCTION	5,775.00
44577	2011-09-28			786267 LAWSON PRODUCTS INC.	139.72
44578	2011-09-28			56155 LIFESAVING SOCIETY	414.63
44579	2011-09-28			786659 LIVINGSTONE RANGE SCHOOL DIVISION	911.93
44580	2011-09-28			56200 LOCAL AUTHORITIES PENSION PLAN	8,782.48
44581	2011-09-28			786533 MCGILL'S INDUSTRIAL SERVICES	1,334.03
44582	2011-09-28			65040 MUNICIPAL INFORMATION SYSTEMS	931.02
44583	2011-09-28			66100 NATIONAL SECRETARY-TREASURER	1,140.74
44584	2011-09-28			76300 PEDERSEN TRANSPORT LTD.	1,052.43
44585	2011-09-28			786453 PRAXAIR CANADA INC.	7,683.22
44586	2011-09-28			86153 RANCLAND EMBROIDERY	43.00
44587	2011-09-28			86300 RECEIVER GENERAL FOR CANADA	16,957.45
44588	2011-09-28			42321 RFS CANADA	413.06
44589	2011-09-28			786051 ROTO-ROOTER	2,653.88
44590	2011-09-28			91286 SEWARD CONSTRUCTION	30,735.86
44591	2011-09-28			91366 SMILEY, LINDA	960.00
44592	2011-09-28			91710 STINTECH ELECTRONICS	2,825.71
44593	2011-09-28			786609 TASTE OF HEAVEN CAFE	160.54
44594	2011-09-28			900 TELUS	4,316.71
44595	2011-09-28			786437 THE WRITE SOURCE	83.21
44596	2011-09-28			97000 TOWN OF CLARESHOLM	68.86
44597	2011-09-28			786428 TransAlta Energy Marketing Corp.	15,449.21
44598	2011-09-28			786500 TRINUS TECHNOLOGIES INC.	1,575.00
44599	2011-09-28			23500 W.R. MEADOWS OF WESTERN CANADA	2,366.97
44600	2011-09-28			4090 WARNACO SWIMWEAR GROUP	888.41
44601	2011-09-28			786187 Western Canada Welding Products Ltd.	86.10
44602	2011-09-28			900000 841080 ALBERTA LTD.	5,000.00
44603	2011-09-28			900000 ALBERTA NWT COMMAND	425.00
44604	2011-09-28			900000 CHASE OPERATOR TRAINING LTD.	1,600.99
44605	2011-09-28			900000 Claresholm & District Health Foundation	500.00
44606	2011-09-28			900000 Community Foundation of Lethbridge	90.00
44607	2011-09-28			900000 LAMBOURNE ENVIRONMENTAL	110,821.00
44608	2011-09-28			900000 MAJERCSAK, VASILE	250.00



TOWN OF CLARESHOLM
CHEQUE LISTING FOR ACCOUNTS PAYABLE

Cheque #	Cheque Date	CEO	CAO	Vendor #	Name	Amount
44609	2011-09-28			900000	MICHAEL, JOY	159.96
44610	2011-09-28			900000	VICKI HACKL	1,250.00
44611	2011-09-28			900000	VITERRA	500.00
						<hr/>
						246,047.14
						<hr/>
						Batch # 15230
44612	2011-09-28			900100	LAMARCHE, WAYNE	831.44
44613	2011-09-28			900100	YONEMORI, PETER S & MIHO	2,621.62
						<hr/>
						3,453.06
						<hr/>
Total						731,521.71

The Bridges at Claresholm Golf Club
REGULAR MEETING
Wednesday, Sept. 21, 2011 at 12 noon

Present: Wes Wiebe, Frank Keller, Dan Rhode, Larry Ford, Mike Young, and Doug MacPherson, Russell Sawatzky, Kathy Davies, Lyle Broderson & Rod Andrews.

Excused: Larry MacDonald, Dave Baptie

1. Chairman Wes Wiebe called the meeting to order at 12:01 pm.
2. Larry Ford moved the approval of the agenda. CARRIED.
3. Dan Rhode moved the approval of June 22, Aug 3 & 17, 2011 regular meeting minutes. CARRIED.
4. Correspondence: Dan brought up his concerns with the “Letter from the President” – it was a general consensus that it should have be sent to the Board for their input and to let them it was going out. It was a good letter and got the message across.
5. Reports:
 - 5.1. **Greens Committee:** Rod reported on the following:
 - Maintenance is needed on a pump in the pump house: the pressure-release valve is not working. Rod will look into a service contract for this.
 - The workbee went very well – got lots done. Thank you to all who helped.
 - Have not done the winterizing as of yet.
 - Equipment quotes: will set up a special meeting to discuss just this.
 - Mentioned to Rod that a tap is leaking water on the north side of the cart shed.
 - 5.2. **Town Representative:** Doug reported:
 - The Town Council gave 1st reading to the Golf Course loan by-law;
 - Work is being done on the drainage ditch which runs into the course – reminder that the grass along the ditch must be kept cut.
 - Look into sod or grass seed to cover where the sewer was dug up – the seed the Town put on has blown away.
 - The road will be maintained during the winter months, but will not be a priority.
 - The Board thanked Doug for getting the asphalt that was used on the cart paths.
 - 5.3. **Clubhouse Committee:** Lyle reported:
 - The roof needs some repair – Karine will take it to the adjustors for an assessment.
 - A suggestion that the restaurant staff should be sweeping off the front steps – smoking around this area is a concern.
 - Hugh is away until Dec. – will talk to him then regarding the rent for the Club House.

5.4. Club Pro and Marketing Committee: Lyle reported on:

- Ladies Scramble was has been cancelled for this weekend;
- Discussion on membership rates: Frank moved that the regular 2011 rates be charged for the early memberships. CARRIED.
- Carts: 20 carts trade in 10 – will give a total of 40 carts. Lyle gave us a break down of the cart costs:

2012 - \$23,568
2013 - \$38,568
2014 - \$14,544
2015 - \$14,544
2016 - \$39,544
2017 - \$0
2018 – trade in the entire fleet
- Website should be completed this week.

5.5. Finance Committee: Look at the month end statement.

5.6. Grants & Casino Committee:

5.7. Tournaments: in Lyle's report

5.8. Policy Committee: nothing to report as of yet.

6. New Business:

- None

7. Adjournment: Larry moved the meeting was adjourned at 1:27 pm. Next meeting will be Wed, Oct. 5, 2011 at 7:30 am.

President

Date

Secretary

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

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



Visit us online at

www.lrsd.ab.ca/school/westmeadow

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

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

While achieving the provincially defined outcomes.



Claresholm Schools
CREATE Success!



Principal
Mrs. Kathy Charchun

Assistant Principal
Mrs. Dana Burrows

Secretaries
Mrs. Bev McLeod
Mrs. Elaine Clay



Three-Way Conferences October 5 & 6

We are excited to meet with students and parents during our first three-way conference of the year. Different than the traditional parent/teacher interview, a three-way conference allows students to set goals for the year and to take the lead as they provide the teacher and their parents with examples of their academic progress. It encourages students to take responsibility for their learning and to share their work. Please call the school to book a three-way conference with your child's teacher. Conference times are scheduled for 15 minutes and can be booked for Wednesday, October 5 from 4 - 7 pm or Thursday, October 6 from 4 - 6 pm.

We recognize that there may be some issues to be discussed with the teacher that should not involve the child. If parents are wishing a separate meeting with just the teacher, they may schedule a 10 minute conference with just the teacher between 6-7 pm on Wednesday, October 6. This time will be reserved for just parent-teacher conference times.

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

When picking up your child, please arrange to meet in the common area outside of the Library, in order to minimize disruptions, as classes are in session right until the bell rings. This will also help to alleviate congestion in the hallways and is for everyone's safety. Also, there are classes in the Library and music room until the end of the day and we ask that noise be kept to a minimum.

Please stop at the office if you need to drop something off for your child or talk to him/her and Mrs. McLeod or Mrs. Clay will call them to the office.

THE ROAD IN FRONT OF THE SCHOOL HAS BEEN RE-OPENED.

Please enter the loop from the north end as usual. There will be parking in front as before. Thank you for your patience and care. We have been informed that paving should occur in about a week.

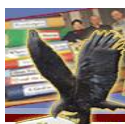


Library Corner: We will be hosting a **Book Fair** from September 29 to October 7.

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



Hazel Hutchins, a well-known Alberta author, will be visiting October 24 for Kindergarten - Gr. 3 Students.



Golden Eagle Book Awards – For students in Grades 4 to 6, kick-off week is October 3. There are 10 books by Alberta authors to choose from. Students who read 4 of the books are eligible to vote for their favorite book. The top 3 authors will visit in April and a gala will mark the end of the contest on April 19, 2012. Information packets will be sent out on October 3.

School Pictures Friday, October 14

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



Thank you

A special thank you goes out to all of our parents who filled out the volunteer information sheet. As the need arises we will contact you.

“It’s Friday Let’s Play”

Friday, September 30 at 1:30 will be the start up of “Let’s Play”. This program is for 8-12 year olds and runs every Friday afternoon at West Meadow Elementary. To register call FCSS @ 625-4417

School Fees



Kindergarten

- \$25 - Supplies fee

Grades 1-6

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

Fees need to be paid prior to taking part in the hot lunch program. For more information or assistance, please contact the school office



Milk Program Begins – October 3
Hot Lunch Program Begins – October 4



School Fees must be paid before your child may participate in these programs. There are quite a number of fees

If you have not returned your child’s demographic forms to the office please do so as soon as possible. Just a reminder that we will be e-mailing out notices on important activities and events as well as the newsletter once the addresses are compiled.



All Parents/Guardians are encouraged to attend:



School Council Meets
7:00* October 18
*Note Time Change



Fundraising Society
6:00 -- October 18

Magazine Fundraising Campaign

It is time for our annual magazine subscription campaign. All funds raised will support field trips and extras in our school. The sales run until October 28. Incentives are in place based on how many subscriptions the entire school sells rather than a student competition- we encourage all families to get involved, as the proceeds benefit all students!



Please do not send your child “door to door”, but rather focus on neighbors, friends and families.



Thank you to all those who donated “Toonies for Terry”. We collected about \$400 toward this great cause

School Immunization Program

Each year public health nursing provides a variety of vaccinations through our school health program. Routinely, vaccination is offered in grades 5 and 9 to eligible students. We offer catch up vaccinations to students in grades 1, 5, and 9, as well as to students new to the school in all grades who need updates. If you are unsure if your child is up to date please contact your local Health Unit.



Consent Forms

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

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

Our Safety Patrol Rocks!

Last year's team won \$1,000 from the AMA.



The Safety Patrol Group has decided to put some of the money toward new

gym equipment,



new books for the Library and

crazy carpets to use on the new snow hills this winter.



Congratulations and Good Job to all the safety patrollers

The Claresholm Skating Club

is offering a FREE skating lesson on October 19 from 4:15 to 5:15 and October 21 from 5:15 to 6:15.

Registrations are still being accepted, please call Donna at 403-625-4331 to reserve your spot!



A huge THANK YOU to the Van Diesen family for donating about 100 pumpkins to our school



Kid Zone invites everyone to an Open House on October 20 from 6:00 – 8:00 p.m.



WMES Clothing Sales...

No, we are not selling items from the "Lost and Found".

- Check out the T-Shirts, Water Bottles and Silly Putty, available in the office. They make great stocking stuffers!
- Watch for more information to purchase hoodies, shorts, sweat pants and more.



Halloween Dress Up Day
Friday, October 28



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



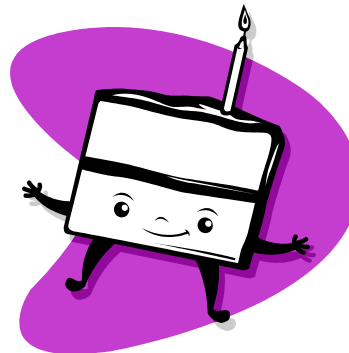
www.lrsd.ab.ca/school/westmeadow

October

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
2	3 Milk Program Starts	4 Hot Lunch Program <i>School fees must be paid to participate.</i>	5 3-Way Conferences 4:00 – 7:00 Safety Patrol Training – Gr. 5	6 3-Way Conferences 4:00 – 7:00	7 LRSD – PD Day No school for Students	8
9	10 Thanksgiving Day – No School for Students	11	12	13	14 School Pictures	15
16	17	18	19	20 Kid Zone Open House 6-8 p.m.	21	22
23	24	25	26	27	28 Dress Up Day Assembly 12:30	29
30	31 WMES – PD Day No school for Students					

OCTOBER BIRTHDAYS...

Roan	1	Cole	11	Ali	24
Emma	2	Teagen	11	Terril	24
Cade	4	Bailey	14	Daniel	24
Peter	6	Sofia	15	Reese	26
Layton	8	Nicholas	22	Keegan	26
Seth	8	Thomas	23	Kane	30
		Kyler	23	Jared	31



The Navigator

Issue 4 • Printed September 26, 2011

Claresholm, AB

News and information for the parents of Willow Creek Composite High School students, and the communities which make our school successful!

INSIDE THIS ISSUE:

- Modernization Updates
- Grad Committee 2012
- Junior High Travel Club
- School Council
- Sports Society
- October 2011 Calendar
- Principal's Update

Welcome Back to School!

The Navigator is produced and written by WCCHS staff, students and parents. We will strive to provide information to parents of our students on what is happening in our school, and to share with the community.

MODERNIZATION UPDATES

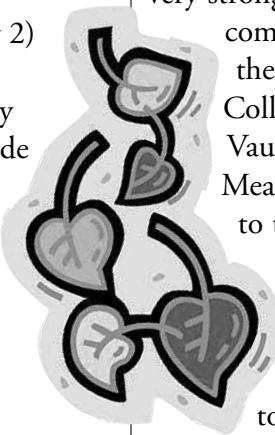
Grade 8 and 9 students have spent one week in the portables at the new WCCHS site. There will be no further use of the modernization site as the Division prepares for the start of the asbestos abatement on September 26. A walk-through with potential general contractors will take place on October 4. It is anticipated that the building contract will be awarded on October 26, 2011.

Since the start of the school year, the full range of student programming has been maintained. Students and staff have settled into new routines utilizing the various sites in town.

Spaces have been designated for students to gather in, if they choose. In addition to the lunch room, one portable is now available at lunch time for students to eat and socialize. Cafeteria service has been established in the lunch room, with food prepared by students in the commercial kitchen.

JR. HIGH TRAVEL CLUB

The WCCHS Jr. High Travel Club will be taking an 8-day trip (departure is planned for July 2) to explore Nova Scotia, New Brunswick and PEI. Currently the group is comprised of grade 7 & 8 girls, and it is anticipated it will stay an all-female group. We have room for 7 more travelers (students and parents). Students need to be in grades 7-9 this school year. Please contact Merry Franz if you have questions! (franzm@lrsd.ab.ca). Application packages can be picked up in the WCCHS office, or from Merry Franz at the Grade 7 site.



SPORTS UPDATE

WCCHS hosted a very successful senior girls volleyball tournament last weekend, hosting 12 teams. It was a very strong tournament with teams coming with national players on their roster. West Island College out of Calgary defeated Vauxhall in the final. Meanwhile the JV girls went to the University of Lethbridge and had a successful tournament there. The grade 7 and 8 girls attended a pre-season tournament in Pincher Creek. The grade 7's won their first 3 matches and went on to lose in the semi-finals. The grade 8's went all the way to the final, ending up 2nd. All junior high teams began league play last week.

The senior boys had home matches last week. They began their season with a loss to Fort Macleod. The senior girls began their season with a win over Matthew Halton and will spend the first part of their season on the road.

Several athletes have run in a number of cross country events this year. Several came home with medals and top 10 finishes. They ran on Friday in the Bull Run in Kanai.

The Cobras football team suffered a loss this past Friday, as they dropped a game to a much improved Pincher Creek team that came in with a 3-0 record.

The WCCHS golf team is off to provincials. They ended up 2nd at zones on a tough Crowsnest Pass course. They competed this past weekend in Sherwood Park.

- Many thanks** to our coaches, who are parents and staff:
- Senior girls volleyball: Bev McNutt, assistant Joanna Sutter
 - Senior Boys volleyball: Jamie Bebek, assistant Gavin Moore
 - Cross Country Running: Elaine Watt and Naomi Faulkner
 - Golf: Malik Salman
 - Football: Tim Bryson, Todd Lybbert, Lyle Franz, Kelly Starling
 - Grade 9 volleyball: Randy Bohnet
 - Grade 8 volleyball: Niki Kearl
 - Grade 7 volleyball: Lori Morrison

We appreciate your time and efforts with our teams!

SCHOOL (PARENT) COUNCIL

School council meetings are held the third Thursday of each month. The time alternates between 7 pm and 8 pm so be sure to check the website for the accurate time. If you have any questions, contact Chair Ruth Lindquist (403-625-3123) or Principal Darryl Seguin. The next meeting is scheduled for 8 pm on Thursday, October 20, 2011 in the school library.



Above: Junior High option class at CTS Central on main street, Claresholm

GRAD 2012

Congratulations to the following members of the 2012 Grad Executive:

- Chair:Dakota Lelek
 Vice-Chair (Pictures):Alyssa Sutter
 Vice-Chair (Program): . .Shelby Florence
 Vice-Chair (Fundraising): Mariya Soertart
 Vice-Chair (Banquet): Brittany Broderson
 Secretary:Chad Diebold
 Treasurer:Megan Standing
 Checkmark Secretary: Courtney Thomas

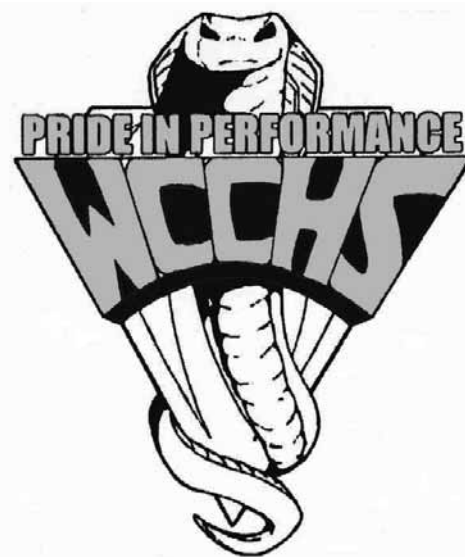
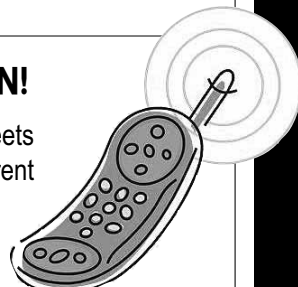
Watch for more exciting details to follow from this group!

SPORTS SOCIETY

The WCCHS Sports Society is an umbrella organization under which all sports teams at WCCHS operate. The society provides the resources for each sports team to operate. The resources are pooled from the collection of fees and fundraising. The teams then use the resources available to them. The next meeting is 7 p.m. on Sept. 27. Watch for more news in this space.

CONTACT INFORMATION - PLEASE RETURN!

Parents! Please ensure you return the Student Demographic sheets that were sent home last week. It is very important that we have current contact information for you. Please let the office know if you have changed your home phone, cell phone, mailing address or email address ~ **Thank you!**



Parent / Teacher / Student Interviews

October 18 & 20

ALL interviews for Grades 7 - 12 interviews will be held at the WCCHS site.

4:30 to 7:30 p.m.



PICTURE RETAKES

will take place on Thursday, October 20!

GROUP & TEAM PHOTOS

will also take place on October 20... don't forget to bring your uniform!

POLICE CHECKS

If your child is new to grades 7-12, and you wish to volunteer in some capacity within WCCHS, you will need to complete a record check and turn it into the office. Thank you!

FROM THE PRINCIPAL:
Darryl Sequin



Remember when...
... the halls of WCCHS were alive with energy and enthusiasm in early September as students returned to school. Excited to see their friends after summer holidays, many students greeted each other with smiles, hugs and laughter.

For a lot of students, school is as much as social event as it is an academic one, and although classes are very important as students prepare for the responsibilities and realities of adulthood, the friendships and shared experiences that happen at school each and every day will stay with them well beyond their school years to become lifetime memories.

With the move from the old high school site to the new WCCHS campus (formerly the Claresholm Elementary School building), the start of this 2011-2012 school year carries with it an interesting mix of excitement and familiarity for many students who attended kindergarten through grade three here. They remember where to find the gym, the washrooms, the kitchen and library, but students are also beginning to notice the differences too. The old kindergarten room is the new art/computer room; one of the classrooms is now a science lab and the gym stage and storage room have become the weight and fitness rooms. With the four new portables we have an entirely new wing; we have a new parking lot on the east side of the school and I imagine the hallways look very different with students often towering over the staff instead of reaching up to their armpits.

A familiar phrase I've heard repeatedly since students returned on September 6 is: "Remember when...", "Remember when Mrs. ...", "Remember when we used to ..." It is great to see students remembering the good times they had in this building when they were younger. Even though the walls and structures are similar, this year students have the exciting opportunity to create brand new memories and make 2011-2012 at WCCHS a great year as they spend time with friends, learn new concepts and share new laughs.

HIGH SCHOOL RODEO

High School Rodeo Club is holding a mandatory meeting on Tuesday, September 27 at the Agriplex at 6:30 pm. Parents and students are welcome.

ID CARDS

All grade 10-12's may pick up their school ID cards in the library. Grade 8-9 students: your cards can be picked up in block 1 from the teacher.

COBRA WEAR

Order forms for WCCHS hoodies, sweatshirts, and t-shirts are available at the office. Sample sizes for hoodies are available in Ms. Walker's classroom (Room 102) at noon. All orders must be handed in to the

office by October 14, 2011.



Claresholm's Fall Flu Immunization Clinics will be held October 19 & October 26 10 am - 6 pm



UPCOMING DATES TO NOTE

Interschool PD Day - No school for students	October 7
Thanksgiving Holiday - No School	October 10
Parent Teacher Student Interviews	October 18 & 20
School Council Meeting (8 pm) All Parents Welcome!	October 20
Report Cards	November 16
Interschool PD Day - No school for students	November 25

HOW TO REACH US

Main Phone 403-625-3387
 website: www.lrsd.ab.ca/schools/willowcreek
 email: sequind@lrsd.ab.ca
 News to add? dofsteel@shaw.ca

HAPPY FALL!



New Sites: Above, the cosmotology students have made themselves at home in CTS Central. Below, inside one of the portable classrooms. The portables are connected with an enclosed hallway, complete with lockers for students.

October 2011						
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
					September 30 - Grade 7 Swim (PE class)	1
2	3	4	5	6 Cobras Football at WR Meyers (Taber) 6:30 pm	7 Interschool collaboration Day No School for Students	8
9	10 THANKSGIVING MONDAY School Holiday	11	12 October 12 (7B) & 13(7A) Grade 7 Science Fish Rescue	13 October 12 (7B) & 13(7A) Grade 7 Science Fish Rescue	14 Cobras Football at home vs. Med Hat 7:00 pm	15
16	17	18 Parent/Teacher/Student Interviews for Grades 7-12 from 4:30 to 7:30 p.m.	19	20 Parent/Teacher/Student Interviews Gr. 7-12, 4:30 - 7:30 p.m. SCHOOL COUNCIL 8:00 pm WCCHS Library	21	22
23	24	25	26	27	28 Grade 7 Swim (PE class)	29
30	31 Grade 7's to Galt Museum	November 1 Divisional PD Day No School for Students				

Willow Creek Composite High School • Grades 7-12

Claresholm & District Museum Executive Director Report

General Comments & Statistics

- Please see attached document ‘Summary of Statistics’ for visitor, donation and gift shop sales figures for May 16, 2011 to Sept. 25, 2011.
- In September we have recorded 2 bus tours totaling 49 visitors. This brings the season total to 17 bus tours with 566 people.
- Sept. 22 hosted a school tour of 45 grade 7s. We toured them through each museum building and played croquet, bocce ball and horseshoes outside. It all went really well, a big thank you to the volunteers who helped that day!

Management & Governance

- Top Priority: Human Resources Policy to be eligible to apply to the AMA Staffing Grant.
- Secondary priorities: 1. Development of a long-term strategic plan. 2. Review of policies to include archival holdings to qualify for membership in the Archives Society of Alberta
 - (requirements for membership include: 1. Engaged in the preservation & use of archival records, 2. have an approved written operational mandate, 3. Ongoing financial support from a parent body for staff and physical facilities, 3. An access policy consistent with purpose of parent body, 4. Regular hours of at least 7 hrs/week, 5. Operating procedures for acquisition, describing and conservation consistent with archival practices.) Membership in ASA makes us eligible for their grants program for projects up to \$7500, as well as professional development grants and Canadian Council of Archives grants.
- I am currently investigating opportunities which may be available through the Board Development Program to assist with Board governance and policy development.

Operations & Finances

- Winter hours start October 11, 2011. Please see attached schedule of hours. Because of working alone, I will be doing a phone call into the Town office or to Greg Barker, the Town Peace Officer at the end of my shift to let them know when I have left the museum building.
- The Town has completed re-painting the school house, building the platform and rail, re-installed the storm windows, and have replaced the windows on the front of the school house that were cracked.
- Grants:
 - Sept. 1 submit an Institutional Project Grant application to the AMA asking for \$12 000 towards a new computer, InMagic database upgrade, archival storage materials and staff time to conduct an inventory of the new mezzanine storage area to update and correct information in the database and to apply improved storage materials where needed.
 - Sept. 1 submit a Historic Resource Conservation Grant Application to Alberta Historical Resources Foundation for exterior re-painting, particularly of the knee braces of the CPR Station in the amount of \$9366.90.
 - Nov. 1 I will submit the Operational Staffing Grant to AMA asking for the maximum of \$25 000. (this grant requires a HR policy be completed)

- Feb. 1 I will submit an application to Young Canada Works (YCW in Heritage Organizations) to try to get funding for a summer student position, which will fund up to a maximum of 75% of wages up to \$8000 per job position and for a maximum 16 week position.

Volunteers & Staff

- A number of volunteers have been wonderful in helping me with the school tour, research, visitor services, exhibit development and so much more – Thank You! Please find attached a volunteer application form for all existing volunteers and any new volunteers to fill out to register with the Claresholm Museum Volunteer Program. This way we will know what interests, skills and knowledge you have so that we can best match you with our volunteer opportunities.
- Sept. 28, attending the Southern Alberta Museum meeting in Stirling.
- Sept. 29 – Oct. 1 attending the Alberta Museums Association Conference in Calgary.
- Oct. 13 & 14 participating on a grants jury for the Alberta Museums Association in Edmonton.

Collections Management & Exhibits

- Have implemented a fee structure for people to purchase copies of archival photos or documents from the museum.
- Recent Donations
 - On Temporary Receipt
 - Bill Erickson: 2 wooden spoons (1 scoop 1 paddle)
 - Bob Lacelle: Home hardware bottle opener
 - Dave Baskin: 2 bibles, 1 dictionary
 - Have been offered, not on temporary receipt
 - Dwayne Johnson: antelope head, barn owl, hawk, WWII binoculars
 - John & Mary Coulton: Numerous nursing textbooks (Psychiatric Nursing 1953, The World Book Illustrated Home Medical Encyclopedia # 1-6 1980, State Board Questions and Answers for Nurses 1953, Nutrition in Health & Disease 1950, Surgical Nursing 1940 & 1950, Pharmacology in Nursing 1955, Microbiology & Pathology for Nurses 1956)

Programming & Special Events

- Gr. 7 school tour took place Sept. 22, 2011
- Have been approached by the Gr. 8 science teacher to organize a tour for them.
- I attended lecture on Sept. 24 at the Central Calgary Public Library by Stephane Guevremont about the BCATP in southern Alberta. He is interested in doing a talk for the museum.