



TOWN OF CLARESHOLM  
PROVINCE OF ALBERTA  
REGULAR COUNCIL MEETING  
JULY 16, 2012  
AGENDA

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

CALL TO ORDER

AGENDA: ADOPTION OF AGENDA

MINUTES: REGULAR MEETING MINUTES JUNE 25, 2012

FINANCES: JUNE 2012 BANK STATEMENT

ACTION ITEMS

1. BYLAW #1575 – Recyclable Materials Management  
RE: 2<sup>nd</sup> Reading
2. BYLAW #1576 – Land Use Bylaw Amendment  
RE: 1<sup>st</sup> Reading
3. DELEGATION RESPONSE: Pipeline Water Co-op  
RE: Old Water Line Land Titles
4. DELEGATION RESPONSE: Claresholm & District Chamber of Commerce  
RE: Recycling Program
5. CORRES: Alberta Transportation  
RE: Basic Municipal Transportation Grant
6. CORRES: Drew Barner, MLA Cypress-Medicine Hat  
RE: Critic for Transportation and Infrastructure
7. CORRES: Claresholm Kinette Club  
RE: Fundraising BBQ September 12, 2012
8. CORRES: Claresholm Lions Club  
RE: Fly-in August 18, 2012
9. CORRES: Krystal Law  
RE: Wedding in Centennial Park July 6, 2013
10. ADOPTION OF INFORMATION ITEMS
11. IN CAMERA: Development/Personnel

INFORMATION ITEMS:

1. Cheque Listing for Accounts Payable – June 2012
2. 2015 Alberta 55 Plus Summer Games – Request for Submission
3. Alberta SouthWest wifi Stats – April, May and June 2012
4. Porcupine Hills Lodge Board Meeting Minutes – May 1, 2012
5. Claresholm Animal Rescue Society Meeting Minutes – June 7, 2012
6. Claresholm Aquatic Centre Quarterly Report – April to June 2012
7. Alberta SouthWest Bulletin – July 2012
8. Alberta SouthWest Regional Alliance Board Meeting Minutes – May 2, 2012
9. Claresholm Community Centre Board Meeting Minutes – June 26, 2012
10. Claresholm Healthy Community Coalition Meeting Minutes – June 6, 2012
11. Claresholm Healthy Community Coalition – Terms of Reference 2012
12. Willow Creek Groundwater Study – Oldman Watershed Council July 4, 2012
13. Claresholm Chamber of Commerce Meeting Minutes – June 19, 2012
14. Claresholm & District Transportation Society Minutes – June 15, 2012
15. Oldman River Regional Services Commission Meeting Minutes – May 10, 2012

ADJOURNMENT:



**TOWN OF CLARESHOLM  
PROVINCE OF ALBERTA  
REGULAR COUNCIL MEETING MINUTES  
JUNE 25, 2012**

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

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

**ABSENT:** None

**AGENDA:** Moved by Councillor Sutter for unanimous consent to add the following item to the Agenda:

**10. Claresholm Community Centre – Paving**

**CARRIED**

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

**CARRIED**

**MINUTES:** **REGULAR MEETING – JUNE 11, 2012**

Moved by Councillor Quayle that the Regular Meeting Minutes of June 11, 2012 be accepted as presented.

**CARRIED**

**DELEGATIONS:**

**1. PIPELINE WATER CO-OP**

**RE: Old Water Line Land Titles**

Speaking on behalf of the Pipeline Water Co-op was Cameron Fancy and Rod Bruner. Their water co-op uses the line that the town used to use to transport treated water from Willow Creek to the Town of Claresholm. Two years ago, the pipeline reversed the use so the water is going back to them. In order to register their pipeline, they need to assume ownership of the land that the pipeline is in and get the title transferred. This has always been the intent however it has never formally been passed to the co-op. The pipeline will not belong to individuals, it will belong to the water co-op. They are responsible for the testing of their water, but they need someone to shadow under a licensed operator for six months in order to write the test to be authorized to test the water.

**2. CLARESHOLM & DISTRICT CHAMBER OF COMMERCE**

**RE: Recycling Program**

Chamber of Commerce President Iqbal Nurmohamed was present to speak to Council regarding the direction the recycling program has taken in Claresholm. The Chamber does fully support recycling in town, and thanks the town for trying to find a resolution to the recycling problem. Their two issues are efficiency and they would like the program to be fair and equitable to all residents and businesses. They feel that the new program will cost more than the subsidized business model from before. The chamber is of the opinion that the subsidized model is better. Also, it may take a great amount of time to get the centre running efficiently. Are there any other businesses that would like to step into recycling? The Town should be putting forward proposals to the business community to see if there is one that would like to come forward. How will costs be controlled and not allowed to escalate? Is there an upper limit that will be charged? Charges should be based on usage and not on a set flat fee. The proposed service seems to be a form of taxation, and that in itself is not fair.

**ACTION ITEMS:**

**1. BYLAW #1575 – Recyclable Materials Management**

**RE: 1<sup>st</sup> Reading**

Moved by Councillor MacPherson to give Bylaw #1575, regarding Recyclable Materials Management, 1<sup>st</sup> Reading.

**CARRIED**

**2. DELEGATION RESPONSE: Miho Yonemori**

**RE: Concrete Driveway**

Moved by Councillor Sutter to replace the portion of concrete driveway that the town removed at 4 Tamarack Road to the best of our ability.

**CARRIED**

**3. CORRES: Hon. Doug Griffiths, Minister of Municipal Affairs  
RE: Municipal Sustainability Initiative (MSI) Capital Funding**

Received for information.

**4. CORRES: Royal Canadian Legion Br.41  
RE: 2012 Municipal Taxes**

Moved by Councillor MacPherson to forgive the municipal portion of the 2012 property taxes of the Royal Canadian Legion in the amount of \$1,194.14.

**CARRIED**

**5. Claresholm Public Library – Corporate Sponsorship Opportunities**

Received for information.

**6. CORRES: Claresholm Public Library  
RE: Library Book Mural Project**

Moved by Councillor Quayle to support the Claresholm Public Library's Library Book Mural Project.

**CARRIED**

**7. STAFF REPORT: Recycling**

Received for information.

**8. POLICY #UT 06-12 – Recyclable Materials**

Moved by Councillor Sutter to adopt Policy #UT 06-12 regarding Recyclable Materials effective June 25, 2012.

**CARRIED**

**9. YEAR TO DATE Financial Report**

Received for information.

**10. CLARESHOLM COMMUNITY CENTRE – PAVING**

Moved by Councillor Sutter to support the Claresholm Community Centre paving project to a maximum of \$22,000.

**CARRIED**

**11. ADOPTION OF INFORMATION ITEMS**

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

**CARRIED**

**12. IN CAMERA: Personnel**

Moved by Councillor Sutter that this meeting go In Camera.

**CARRIED**

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

**CARRIED**

**ADJOURNMENT:** Moved by Councillor Sutter that this meeting adjourn at 9:22pm.

**CARRIED**

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Mayor – David Moore

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Chief Administrative Officer – Kris Holbeck

**TOWN OF CLARESHOLM  
JUNE 2012 BANK STATEMENT**

<b>RECONCILED BALANCE MAY 31, 2012</b>			<b>-\$146,100.82</b>
<b>DEPOSITS TO BANK</b>	<b>DEBITS</b>	<b>CREDITS</b>	<b>BALANCE</b>
RECEIPTS FOR MONTH	\$569,355.79		
REVOLVING LOAN RECEIVED	60,000.00		
CURRENT ACCOUNT INTEREST	74.65		
GIC REDEEMED	1,000,000.00		
INTEREST ON GICS	3,794.52		
TRANSFERS FROM T-BILLS	773,961.61		
SUBTOTAL	<b>\$2,407,186.57</b>		
<b>CHARGES TO ACCOUNT</b>			
ACCOUNTS PAYABLE		\$824,475.96	
PAYROLL CHARGES		167,786.75	
INTEREST ON REVOLVING LOAN		38.63	
REVOLVING LOAN PAID		60,000.00	
LOAN PAYMENTS		199,018.75	
MASTERCARD PAYMENT		484.64	
TRANSFERS TO T-BILLS / GIC PURCHASE		400,000.00	
NSF CHEQUES		218.86	
SERVICE CHARGES		234.78	
SCHOOL FOUNDATION PAYMENT		298,686.87	
SUBTOTAL		<b>\$1,950,945.24</b>	
<b>NET BALANCE AT END OF MONTH</b>			<b>\$310,140.51</b>
<b>BANK RECONCILIATION</b>			
BALANCE PER BANK	377,673.68		
PLUS OUTSTANDING DEPOSITS	37,807.61		
LESS OUTSTANDING CHEQUES		-105,340.78	
<b>RECONCILED BALANCE JUNE 30, 2012</b>			<b>\$310,140.51</b>
<b>OTHER BALANCES:</b>			
EXTERNALLY RESTRICTED T-BILLS	\$806,103.43		
EXTERNALLY RESTRICTED GIC'S (FCSS)	\$20,000.00		
NON-RESTRICTED GIC'S	\$900,000.00		
PARKING RESERVE	\$3,578.72		
WALKING PATHS RESERVE	\$1,956.55		
OFFSITE LEVY RESERVE	\$61,831.96		
SUBDIVISION RESERVE	\$35,754.99		
REVOLVING LOAN BALANCE		\$0.00	

SUBMITTED TO TOWN COUNCIL THIS 16<sup>th</sup> DAY OF JULY 2012

*K Wilhauk*  
Submitted: Karine Wilhauk  
Secretary Treasurer

*K Holbeck 7/12/2012*  
Reviewed: Kris Holbeck, CA  
Chief Administrative Officer

Mayor: David Moore

# **ACTION ITEMS**



**TOWN OF CLARESHOLM  
PROVINCE OF ALBERTA  
BYLAW #1575**

**A Bylaw of the Town of Claresholm to outline the provision of Recyclable Materials Management.**

**WHEREAS** pursuant to the *Municipal Government Act*, being Chapter M-26 of the Revised Statutes of Alberta 2000, and amendments thereto, a Council may pass bylaws for municipal purposes respecting the safety, health and welfare of the people, and the protection of people and Premises, nuisances, services provided by or on behalf of the municipality;

**AND WHEREAS** the *Municipal Government Act*, also provides that a council may pass bylaws to establish a system for the collection, removal and disposal of Recyclable Materials;

**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 “**RECYCLABLE MATERIALS MANAGEMENT BYLAW.**”

**SECTION 2 DEFINITIONS**

- 2.1 In this Bylaw, unless the context otherwise requires:
- a) “**Account**” means an agreement between the applicant and the Town of Claresholm for the provision of Utilities.
  - b) “**Boulevard**” means:
    - i) The strip of land between the curb and the sidewalk and between the sidewalk and the property line;
    - ii) Where there is no sidewalk, the strip of land between the curb and the property line;
    - iii) Where there is no curb, the strip of land between the near edge of the road and the property line.
  - c) “**CAO**” means the Chief Administrative Officer of the Town of Claresholm.
  - d) “**Clear Plastic Garbage Bag**” means a sturdy clear plastic bag specifically marketed to store recyclable materials, and excludes bags that are intended for other purposes.
  - e) “**Collection Day**” means the day which is scheduled by the Superintendent for municipal collection of recyclable materials.
  - f) “**Collector**” means a person or persons who collect recyclable materials within the Town for and on behalf of the Town.
  - g) “**Curb**” means the actual curb, if there be one, and if there is no curb in existence, shall mean the division of roadway between that part intended for the use of vehicles and that part intended for use by pedestrians.
  - h) “**Customer**” means any person, corporation or organization that has entered into a contract with the Town for utility provision at a particular premise, or who is the owner or occupant of any premises connected to or provided with a utility.
  - i) “**Enforcement Officer**” means a Community Peace Officer, a Bylaw Enforcement Officer, a Municipal Enforcement Officer or a member of the Royal Canadian Mounted Police (RCMP). For the purposes of this Bylaw, the Superintendent of Public Works is also considered an Enforcement Officer.
  - j) “**Lane**” means a narrow roadway intended chiefly to give access to the rear of buildings and parcels of land.
  - k) “**Manual Collection**” means collecting recyclable materials by manually tipping cans or lifting bags into a recyclable materials collection vehicle.
  - l) “**Occupant**” means a person or corporation in actual possession of any premises either as an owner or tenant. For billing purposes further defined as a person contracting with the Town for the domestic supply of utilities to any premises.
  - m) “**Premises**” means any land, building, supplied with utilities by the Town.
  - n) “**Recyclable Materials**” means those items deemed to be recyclable in Policy #UT 06-12.
  - n) “**Recyclable Materials Receptacle**” means a clear plastic garbage bag.
  - o) “**Shared Receptacle Service**” means recyclable collection services provided to a specific multi-premise site in Town in which several premises share a bin for recyclable materials collection.
  - p) “**Sidewalk**” means that part of a roadway primarily intended for the use of pedestrians and includes the part lying between the curb line or edge of the roadway and the adjacent property line, whether or not paved or improved.

- q) **“Special Occupant”** means a person contracting with the Town for the provision of recyclable materials collection services to any premises and not contracting with the Town for the domestic supply of water and/or sewer.
- r) **“Street”** means a public thoroughfare within the Town and includes, where the context so allows, the sidewalk and borders of the street and all parts appearing in the Land Titles Office as set aside for a public thoroughfare; when used in distinction, it means the public thoroughfare on which the premises in question front.
- s) **“Superintendent”** means the Superintendent of Public Works appointed to oversee the sanitation department and/or their duly authorized delegated, agent or representative.
- t) **“Town”** means the corporation of the Town of Claresholm, or the area contained within the boundaries thereof, as the context requires.

### **SECTION 3 GENERAL**

#### 3.1 Authority of the Town

Except as otherwise provided in this bylaw, the Town shall provide for the public collection and removal of recyclable materials within the limits of the Town and shall supervise the facilities and equipment necessary or desirable for the management of recyclable materials collected or disposed of by the Town.

#### 3.2 Authority of the Superintendent

The Superintendent shall:

- a) Supervise the collection, removal and disposal of recyclable materials;
- b) Supervise the days and times that collection shall be undertaken in different portions of the Town;
- c) Outline the quantities and classes of recyclable materials to be removed from any premises or accepted by the Town for disposal;
- d) Decide which method will be used to collect recyclable materials:
  - i) manual collection;
  - ii) automated collection;
  - iii) shared receptacle service;
- e) State the location from which recyclable materials will be collected;
  - i) front street collection; or
  - ii) rear lane collection;
- f) May specify availability of recyclable materials collection for commercial pick-up;
- g) Carry out any inspections required to determine compliance with this bylaw;
- h) Take any steps or carry out any actions required to enforce this bylaw;
- i) Take any steps to carry out any actions required to remedy a contravention of this bylaw.

#### 3.3 Preparation of Recyclable Materials for Collection and Recyclable Materials Receptacles

No person shall set out recyclable materials for collection without ensuring that the recyclable materials have been prepared for collection in accordance with the following:

- a) Any recyclable material that is to be collected must be:
  - i) acceptable by the Town as per Section 2.1(n);
  - ii) bagged in an acceptable clear plastic bag to prevent loose recyclable material from escaping; or
  - iii) prepared or packaged in a manner that will prevent loose material from escaping when bagging is not possible; and
  - iiii) clean and in an acceptable format as stipulated in Section 2.1(n).
- b) The occupant of any residential premises in the Town from which recyclable material is to be collected shall provide the clear plastic garbage bags sufficient to hold the amount of recyclable materials which accumulate in between designated pick-up periods.
- c) Except as otherwise provided, no person shall place recyclable materials elsewhere than in clear bags which comply with the requirements of this bylaw.
- d) Recyclable materials must be kept in a location that is clean and maintained.
- e) The occupant shall ensure that plastic bags used:
  - i) are clear plastic garbage bags (not plastic shopping bags);
  - ii) are made of a material capable of bearing the weight of its contents without tearing or breaking when lifted;
  - iii) are securely tied or fastened so that the contents are wholly enclosed by the bag;
  - iv) are no smaller than sixty (60) litres, approximately sixty-six (66) centimetres in width by eighty-two point five (82.5) centimetres in height, no larger than one hundred twenty-seven (127) litres, approximately seventy-eight point seven (78.7) centimetres in width, approximately one hundred and six point seven (106.7) centimetres in height.
- f) No person shall place recyclable materials for pickup without the permission of the owner or occupant of the premise.
- g) The Superintendent reserves the right to withhold collection of recyclable materials where the recyclable materials do not meet the necessary requirements or is in a dilapidated, unsafe

or in an unsanitary condition or in contrary to the instructions and operating policy of the Superintendent.

h) All multi-family residential units or condominiums shall utilize a recyclable materials collection bin.

#### 3.4 Weight of Recyclable Materials

The weight of recyclable materials:

a) For manual collection shall not exceed 18.2 kilograms or forty (40) pounds, and/or a weight within the plastic bag's specified limits.

#### 3.5 Location of Recyclable Materials

a) Except as otherwise provided herein, no person shall place or keep recyclable materials upon any portion of the street or lane. Any recyclable materials improperly located will not be picked up by the Town.

b) No person who receives recyclable materials collection shall set out recyclable materials at locations that are: unsafe, obstructed, blocked by snow or ice, poorly maintained and uneven, or that prevent recyclable materials collectors from collecting in a safe and efficient manner in the opinion of the Superintendent or their designate.

c) The occupant of residential premises shall place recyclable materials for collection in such a way that collectors shall have access without entering into private property.

d) Recyclable materials will be set out for manual collection at premises by front street pick-up must be placed such that:

i) where there is a combined curb sidewalk, the receptacles are placed not more than one (1) metre away from the travel portion of the sidewalk adjacent to and directly in front of the premises;

ii) where there is a separated curb and pavement by a boulevard, the receptacles are placed not more than one (1) metre away from the travel portion of the street adjacent to and directly in front of the premises;

iii) where there is a curb and no sidewalk, the receptacles are placed not more than one (1) metre away from the travel portion of the street adjacent to and directly in front of the premises.

e) Except where in the opinion of the Superintendent, it is impractical to store waste recyclable materials outside of a building, no collector shall make a collection of recyclable materials from inside any building.

f) The Town shall collect recyclable materials from only one pick-up point from each premise, except where the Superintendent has designated any other pick-up point he considers necessary.

g) Recyclable materials must be placed in a location that is free of rodents, wasps and other pests.

#### 3.6 Collection Schedules

a) The Town or the Collector shall collect recyclable materials from each residential premise once a week, or when it is deemed necessary to collect;

b) The Town or the Collector may collect recyclable materials from non-residential premises if the Superintendent determines availability per Section 3.2;

c) The Superintendent may stipulate a different recyclable materials collection schedule for the following establishments, as available per Section 3.2:

i) hotels, restaurants and apartment houses;

ii) business and professional offices;

iii) retail and wholesale merchants;

iv) other commercial premises, whether similar or dissimilar;

v) industrial premises; and

vi) agricultural and irrigated areas.

d) Recyclable materials shall not be set out for collection prior to 7:00pm the evening of the day prior to the collection day, and must be placed at collection points no later than 7:00am on the scheduled collection day.

#### 3.7 Other Provisions

a) It shall be unlawful for any person to dump recyclable materials anywhere within the limits of the Town of Claresholm, except in the location designated by the Superintendent and approved in writing by the Superintendent.

b) No person, other than the occupant of the premise, shall pick over, remove, disturb, or otherwise interfere with any recyclable materials that have been set out for municipal purposes.

c) No person shall place residential or commercial recyclable materials in a public litter container.

d) The Town reserves the right to withhold collection of improperly prepared recyclable materials, prohibited recyclable materials, excessive quantities of recyclable materials, or recyclable materials located at unsafe or non-compliant set-out locations.



e) The occupant shall keep the boulevard at the front of the premises occupied under his/her control – to the centre of the lane – in a clean and tidy condition and free from refuse of any nature.

f) The occupant shall keep the curb and gutter at the front of the premises in a clean and tidy condition.

3.8 Charges for Collection of Recyclable Materials

a) Charges for recyclable materials removal by the Town and recycling infrastructure costs are stipulated in Schedule “A”.

b) The Superintendent shall cause such measurements to be made and records to be maintained as he/she deems necessary to estimate or determine the volume of recyclable materials removed from any premises and on the basis of such measurements and records shall establish the monthly charge to be levied on any occupier or commercial hauler. The Superintendent on being satisfied that any estimate required to be amended may establish new charges.

c) Where conditions exist which could require the application of a different rate, such rate will be stipulated by the Superintendent.

d) The fee for additional recyclable materials collection shall be set out per Schedule “A”.

3.9 Contravention

Any person who contravenes a provision of this bylaw is guilty of an offense and is liable of a fine not exceeding one thousand dollars (\$1,000.00) and not less than seventy-five dollars (\$75.00).

3.10 Violation Tickets and Penalties

a) Where a Bylaw Enforcement Officer and/or the Superintendent believes on reasonable and probable grounds that a person has contravened any provision of this bylaw, he may serve upon such person a violation tag provided by this section:

i) either personally on the premises or by leaving it for the occupant at their residence with a person on the premises who appears to be at least eighteen (18) years of age or by registered mail, and such service shall be adequate for the purpose of this bylaw.

ii) A violation tag shall be in such form as determined by the Town of Claresholm and shall state the section of the bylaw which was contravened and the amount which is provided, that will be accepted by the Town in lieu of prosecution.

iii) Upon production of violation tag issued pursuant to this section within fourteen (14) days from the issue thereof together with the payment to the Town of Claresholm of the fee as provided, the person to whom the tag was issued shall not be liable for prosecution for the contravention in respect of which the tag was issued.

iv) Notwithstanding the provision of this section, a person to whom a tag has been issued pursuant to this section may exercise his right to defend any charge committing a contravention of the provisions of this bylaw.

b) The specified penalty payable in respect of a contravention of a provision of this bylaw is the amount shown in Schedule “B” in respect of that provision.

c) The minimum penalty payable in respect of a contravention of a provision of this bylaw is the amount shown in Schedule “B” in respect of that provision.

d) Notwithstanding Section 3.10:

i) where any person contravenes the same provision of this bylaw twice within one eighteen (18) month period, the specified penalty payable in respect of the second contravention is double the amount shown in respect of that provision; and

ii) where any person contravenes the same provision of this bylaw three or more times within one eighteen (18) month period, the specified penalty payable in respect of the third or subsequent contravention is triple the amount shown in Schedule “B” in respect of that provision.

3.11 Compliance with Other Legislation

No section of this bylaw relieves a person from complying with any federal or provincial law or regulation other bylaw or any requirements of any lawful permit, order, consent or other direction.

3.12 Validity of Bylaw

Every provision of this bylaw is independent of all other provisions, if any provision of this bylaw is declared invalid for any reason by a court of competent jurisdiction, all other provisions of this bylaw shall remain valid and enforceable.

**SECTION 4 PASSAGE OF BYLAW**

4.1 This Bylaw shall come into effect upon passage of Third Reading.

Read a first time in Council this **25<sup>th</sup>** day of **June** 2012 A.D.

Read a second time in Council this      day of      2012 A.D.

Read a third time in Council and finally passed in Council this      day of      2012 A.D.

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**David Moore, Mayor**

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**Kris Holbeck, CAO**

## SCHEDULE "A"

### Fees

<b>COMMERCIAL SERVICES</b>	
Commercial / institutional / industrial	\$19.99 / month
<b>RESIDENTIAL SERVICES</b>	
Residential Dwellings	\$7.25 / month

## SCHEDULE "B"

### Penalties

<b>Section</b>	<b>Description</b>	<b>Fine</b>
<b>3.3</b>	<b>Improper preparation of recyclable materials</b>	<b>\$150</b>
	<b>All other sections</b>	<b>\$75</b>



**TOWN OF CLARESHOLM  
PROVINCE OF ALBERTA  
BYLAW # 1576**

**A Bylaw of the Town of Claresholm to amend Bylaw #1525 being a bylaw setting out land uses for the Town of Claresholm.**

**WHEREAS** it is deemed expedient and proper pursuant to the provisions of *The Municipal Government Act*, RSA 2000, Chapter M-26 that the Council of the Town of Claresholm shall issue a Bylaw to amend its existing Land Use Bylaw.

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

1. The Town of Claresholm Land Use Bylaw #1525 shall be amended as follows:

**DEFINITIONS**

**Change:**

**Food processing facility** means a development that consists of the processing of raw materials into a semi-finished or finished food and/or beverage product that may be stored on site prior to the distribution of the product. Any indoor display, office or administrative support area shall be deemed an accessory use.

**To:**

**Food processing facility, major** means a development that consists of the processing of raw materials into a semi-finished or finished food and/or beverage product that may be stored on site prior to the distribution of the product. The portion of the floor area directly related to the food processing facility exceeds 465 square metres (5005 square feet). Any indoor display, retail, office or administrative support area shall be deemed an accessory use and not used in the floor processing floor area calculations.

**Add:**

**Food processing facility, minor** means a development that consists of the processing of raw materials into a semi-finished or finished food and/or beverage product that may be stored on site prior to the distribution of the product. The portion of the floor area directly related to the food processing facility shall not exceed 465 square metres (5005 square feet). Any indoor display, retail, office or administrative support area shall be deemed an accessory use and not used in the floor processing floor area calculations.

**SCHEDULE 1 – LAND USE DISTRICT REGULATIONS**

**Add to:**

**HIGHWAY COMMERCIAL – (C2)**

**1. LAND USES – DISCRETIONARY USES**

**Food Processing Facility, Minor**

2. This Bylaw shall take effect on the date of final passage.
3. Bylaw #1525 is hereby amended.

Read a first time in Council this      day of      2012 A.D.

Read a second time in Council this      day of      2012 A.D.

Read a third time in Council and finally passed in Council this      day of      2012 A.D.

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David Moore, Mayor

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Kris Holbeck, Chief Administrative Officer

**TOWN OF CLARESHOLM**  
**DEVELOPMENT AND PROPERTY**  
**SERVICES DEPARTMENT**

P.O. BOX 1000  
221 – 45<sup>th</sup> AVE W  
CLARESHOLM, AB

T0L 0T0



**Land Use Amendment Bylaw Report**

Date: July 16<sup>th</sup>, 2012

Applicant: Meadow Creek Sausage & Meats Ltd. (Chantal Blockpol)

**SYNOPSIS**

The applicant is applying to add a new use to the Town of Claresholm Land Use Bylaw No.1525; Food Processing Facility, Minor. In addition the new use would be inserted into the discretionary uses for the (C2) – Highway Commercial land use district.

**BACKGROUND**

Currently, the Town of Claresholm Land Use Bylaw No.1525 defines a **Food processing facility** as a development that consists of the processing of raw materials into a semi-finished or finished food and/or beverage product that may be stored on site prior to the distribution of the product. Any indoor display, office or administrative support area shall be deemed an accessory use. At this time the use is only listed as a discretionary use in the Industrial - (I1) land use district.

The proposed bylaw would make two classifications for a food processing facility:

***Food processing facility, major** means a development that consists of the processing of raw materials into a semi-finished or finished food and/or beverage product that may be stored on site prior to the distribution of the product. The portion of the floor area directly related to the food processing facility exceeds 465 square metres (5005 square feet). Any indoor display, retail, office or administrative support area shall be deemed an accessory use and not used in the floor processing floor area calculations.*

***Food processing facility, minor** means a development that consists of the processing of raw materials into a semi-finished or finished food and/or beverage product that may be stored on site prior to the distribution of the product. The portion of the floor area directly related to the food processing facility shall not exceed 465 square metres (5005 square feet). Any indoor display, retail, office or administrative support area shall be deemed an accessory use and not used in the floor processing floor area calculations.*

The 464 square feet of floor space is intended as a threshold between a major industrial food processing operation and a smaller operation that would be synonymous with a small business.



**Town of Claresholm**  
**APPLICATION FOR A LAND USE BYLAW AMENDMENT**

Application No. D212.071

**APPLICANT INFORMATION**

APPLICANT: Meadow Creek Sausage & Meat Ltd.

Mailing Address: PO Box 1831 Telephone No. 403-625-1063

REGISTERED OWNER: \_\_\_\_\_

Mailing Address: \_\_\_\_\_ Telephone No. \_\_\_\_\_

**CONSENT SIGNATURES**

*I certify that I am the registered owner or that the registered owner(s) of the land described above is aware of this application and the information given on this form is full and complete and is, to the best of my knowledge, a true statement of the facts in relation to the application.*

**IMPORTANT:** This information may also be shared with appropriate government/other agencies and may also be kept on file by those agencies. The application and related file contents will become available to the public and are subject to the provisions of the Freedom of Information and Protection of Privacy Act (FOIP).

DATE: 12/07/12

SIGNED:   
Applicant

SIGNED: \_\_\_\_\_  
Registered Owner

**PROPERTY INFORMATION**

CIVIC ADDRESS: NA

LEGAL DESCRIPTION: Lot(s) NA Block NA Plan NA  
Quarter NA Section NA Township NA Range NA

**PROPOSED AMENDMENT**

FROM: Food processing facility, minor - addition to  
TO: C2 - Highway commercial.

**APPLICANT'S SUBMISSION**

Please state your reasons for applying for this amendment. (Attach a separate sheet if necessary.)  
New business.

Dear Council Members Town of Claresholm,

The Pipeline Water Coop would like to ask the Town of Claresholm about transferring the land titles to the Pipeline Water Coop.

The Coop operates the old water line that use to feed the town of Claresholm and it now provides water to nine families. The Coop members were told that the titles to the land that were for the old line would be transferred to the Coop. The Town has been operating the new water treatment process for a couple of years. The land titles only pertain to the old water line and have no value to the Town of Claresholm.

We would like to make a motion that the Town transfers the titles to the Coop.

At the same time it would be helpful for one of our members to shadow a Claresholm water works staff during their routine processes of treating water. This would help the Coop to understand the operations of the water delivery system. The training would not require more than a periodic visit over a 6 months' time interval.

Thank you, the Town of Claresholm for being a participative member of the Pipeline Water Coop.

Sincerely,

Cameron Fancy

President, Pipeline Water Cooperative





Claresholm & District Chamber of Commerce  
Box 1092, Claresholm, AB T0L 0T0

- Russell.  
- Iqbal  
- Kris  
- Jeff  
- Doug MacPherson

May 31, 2012

Town of Claresholm  
Box 1000  
Claresholm, Alberta  
T0L 0T0

Attn: Kris Holbeck, CAO

Dear Kris,

At our recent meeting the Chamber of Commerce discussed the new recycling plan and attendant costs.

We resolved to write this letter and express our opinion that we are generally in favour of private business providing a solution rather than expanding the role of government and increasing the taxation of citizens. We are not saying that the past provider of recycling services is the best choice for this town; we are saying that private enterprise is historically better at providing solutions than governments.

We also discussed the costs associated with recycling and the feeling at our meeting was that this new service would cost the Town and, therefore its citizens, significantly more than the cost previously borne. If the service needs to be subsidized, the subsidy appears to be a better deal for the town than full cost support.

Even with our limited knowledge of cost structure and the associated processes, we feel we have certain perspective that we would like to discuss. Will you please propose a meeting time?

Yours sincerely,

Iqbal Nurmohamed  
President - Claresholm and District Chamber of Commerce

Meeting w/ Chamber reps 6/11/2012 @ 1 pm.  
CAO will update Council @ meeting.

bbird@telusplanet.net

Office of the Regional Director  
SOUTHERN REGION

Box 314  
3 Floor, Administration Building  
909 3 Avenue North  
Lethbridge, Alberta T1H 0H5

Toll-Free Connection  
Outside Edmonton - Dial 310-0000  
Telephone 403-381-5426  
Fax 403-382-4412  
[www.transportation.alberta.ca](http://www.transportation.alberta.ca)

File No: 1560-BMTG-CLAR

June 22, 2012

His Worship David Moore  
Mayor  
Town of Claresholm  
P.O. Box 1000  
Claresholm, AB T0L 0T0

Dear Mayor Moore:

Please be advised that a grant in the amount of \$222,000 is being electronically transferred to the Town of Claresholm under the 2012 Basic Municipal Transportation Grant.

We look forward to working with your town in continuing to meet your capital infrastructure needs. If you have any questions or concerns regarding this program, please contact Mr. Keith Schenher, Infrastructure Grants Technologist, at 403-382-4069.

Yours truly,



Darrell Camplin, P.Eng.  
Regional Director

KS/clh

cc: Municipal Programs



717 Legislature Annex  
9718 107 Street  
Edmonton, Alberta  
T5K 1E4

LEGISLATIVE ASSEMBLY  
ALBERTA

Main 780.638.3505  
Fax 780.638.3506  
cypress.medicinehat@assembly.ab.ca

**Drew Barnes**  
MLA Cypress-Medicine Hat

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

Dear Mayor Moore,

Thank you for your commitment to public service. It is the great work of dedicated individuals like you and your colleagues that make our province thrive. On April 23<sup>rd</sup> I was honored to be elected into public service as the Member of the Legislative Assembly for the residents of Cypress-Medicine Hat. I have a long history of serving people in a business context but I am excited to serve in a much more public manner and I look forward to the next four years as I work hard for both the people in Cypress- Medicine Hat, and all Albertans.

Shortly after the election, the Leader of the Official Opposition named the shadow cabinet. At that time, Danielle Smith asked me to serve as critic for Infrastructure and Transportation. These two Ministries play a vital role in meeting the needs of communities across our province and significantly impact Alberta's municipalities and economy. It is my personal goal to meet many of you over the next few years so I can better understand your local infrastructure and transportation needs. I want to gain a substantive understanding of the pressure points in your communities, and both your near term priorities and your assessment of your long term needs as your community evolves.

I look forward to hearing from you, and am always happy to discuss areas of mutual benefit or concern. Please don't hesitate to let me know of any issues with which I can assist or for which I can advocate. I invite you to contact me or my office to provide your feedback.

Thank you again for your service. I will work diligently to fulfill my Official Opposition role as critic for Infrastructure and Transportation.

Sincerely

Drew Barnes, MLA  
Critic for Transportation and Infrastructure



Claresholm Kinette Club

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

July 12, 2012

Dear Mayor Moore,

We are writing to you today to request permission to hold a fundraising barbeque on September 12, 2012 in the downtown parking lot. The Kinette Club of Claresholm are supporters of Cystic Fibrosis, a chronic lung disease that affects young children. All funds raised at this barbeque will be donated to Cystic Fibrosis Canada.

The event will run from 11 am to 2 pm but we will require time prior to the event and after for set-up and clean-up. We are requesting your permission as we have not previously held an event of this nature and we would like to offer a great lunch to people as well as raise funds for Cystic Fibrosis.

If you have any questions or concerns, please contact me directly at 403-625-1063 or at [chantal.blokpoel@gmail.com](mailto:chantal.blokpoel@gmail.com).

Thank you for your time and consideration.

Regards,

Chantal Blokpoel  
Vice-President





## **CLARESHOLM LIONS CLUB**

P.O. BOX 222  
CLARESHOLM, AB  
CANADA  
T0L 0T0

**To Town of Claresholm;**

**On behalf of the Claresholm Lions Club, this letter is in request of seeking permission to host a Fly-In at the airport, (Aug 18<sup>th</sup>), that will held in conjunction with Nanton's celebration of their annual event.**

**We will be providing both a breakfast B.B.Q, and transportation to and from Nanton. We have arranged addition support for parking and security.**

**Look forward to your response.**

**Lynn Heward**

**Secretary-Cl. Lions Club.**

To The Mayor and town Council,

My fiance and I would like to get married in Centennial Park on July 6<sup>th</sup>, 2013. We would like to use the big baseball diamond across from the campground closest to the road. I really hope that you would let this happen. Thank you for taking the time to read my letter.

Kristal Lew  
403-625-4815.

# **INFORMATION ITEMS**



# TOWN OF CLARESHOLM

## CHEQUE LISTING FOR ACCOUNTS PAYABLE

Cheque #	Cheque Date	CEO	CAO	Vendor #	Name	Amount
						<b>Batch # 15871</b>
45721	2012-06-13	EFT	EFT	600	ALBERTA ASSOCIATION OF M.D.'S	11,666.64
45722	2012-06-13	EFT	EFT	785932	Alberta Hotel & Lodging Association	262.50
45723	2012-06-13	EFT	EFT	786517	AMSC INSURANCE SERVICES LTD.	3,553.50
45724	2012-06-13	EFT	EFT	786195	Benchmark Assessment Consultants Inc.	3,803.80
45725	2012-06-13	EFT	EFT	6390	BISHOFF AUTO & AG CENTRE	817.84
45726	2012-06-13	EFT	EFT	6801	BROWN OKAMURA & ASSOCIATES LTD	573.00
45727	2012-06-13	EFT	EFT	786250	CARLETON, TRISHA	120.28
45728	2012-06-13	EFT	EFT	786671	CARNIVALS FOR KIDS AT HEART	1,233.75
45729	2012-06-13			13125	CLARESHOLM CENTRE	175.96
45730	2012-06-13	EFT	EFT	13325	CLARESHOLM FIRE DEPARTMENT	480.00
45731	2012-06-13	EFT	EFT	13660	CLARESHOLM LOCAL PRESS	2,874.76
45732	2012-06-13	EFT	EFT	786893	CLARESHOLM LOCK & KEY	453.60
45733	2012-06-13	EFT	EFT	14085	CLARESHOLM NAPA AUTO	929.60
45734	2012-06-13			786950	CLARESHOLM SELF STORAGE	598.50
45735	2012-06-13	EFT	EFT	786141	CLARESHOLM TAXI	1,332.45
45736	2012-06-13	EFT	EFT	785973	CLEARTECH INDUSTRIES INC.	3,567.48
45737	2012-06-13	EFT	EFT	786196	D.E.J. CONCRETE LTD.	4,042.50
45738	2012-06-13	EFT	EFT	785937	DEADWOOD PUBLISHING	118.56
45739	2012-06-13	EFT	EFT	21351	EDUFUN INC.	274.47
45740	2012-06-13	EFT	EFT	786445	FASTENAL CANADA	115.51
45741	2012-06-13	EFT	EFT	786257	FOOTHILLS FORD SALES	61.87
45742	2012-06-13	EFT	EFT	786146	GODLEY'S JEWELLERY	8.40
45743	2012-06-13	EFT	EFT	786505	GRAPHCOM PRINTERS LTD.	1,552.15
45744	2012-06-13	EFT	EFT	786584	HACH SALES & SERVICE CANADA LTD.	590.00
45745	2012-06-13	EFT	EFT	49980	HARRY'S TIRE SALES (1984) LTD.	1,033.27
45746	2012-06-13	EFT	EFT	26900	IRON ROCK ENTERPRISES LTD	9,649.50
45747	2012-06-13	EFT	EFT	850	JOHN DEERE FINANCIAL	574.02
45748	2012-06-13	EFT	EFT	54026	JOHNSON, KRISTEIN	446.37
45749	2012-06-13	EFT	EFT	56155	LIFESAVING SOCIETY	75.00
45750	2012-06-13	EFT	EFT	786659	LIVINGSTONE RANGE SCHOOL DIVISION	405.99
45751	2012-06-13	EFT	EFT	56200	LOCAL AUTHORITIES PENSION PLAN	11,472.19
45752	2012-06-13	EFT	EFT	58000	LOOMIS EXPRESS	45.52
45753	2012-06-13	EFT	EFT	786175	MacPherson Leslie & Tyerman LLP	1,680.00
45754	2012-06-13	EFT	EFT	61450	MCNALLY CONTRACTORS LTD.	403,701.07
45755	2012-06-13	EFT	EFT	786664	MIFFLIN, TOVE	9.06
45756	2012-06-13	EFT	EFT	786055	MINISTER OF FINANCE	3.00
45757	2012-06-13	EFT	EFT	786423	NEW WEST FREIGHTLINER INC.	1,091.01
45758	2012-06-13	EFT	EFT	71400	Oldman River Regional Services Commission	5,803.25
45759	2012-06-13	EFT	EFT	786905	ONECONNECT SERVICES INC. T46194	51.69
45760	2012-06-13	EFT	EFT	786635	ORKIN CANADA CORPORATION	92.93
45761	2012-06-13	EFT	EFT	76300	PEDERSEN TRANSPORT LTD.	316.35
45762	2012-06-13	EFT	EFT	97050	PHARMASAVE	19.94
45763	2012-06-13	EFT	EFT	76400	PITNEYWORKS	56.65
45764	2012-06-13	EFT	EFT	786050	PLANET CLEAN (LETHBRIDGE) LTD.	204.88
45765	2012-06-13	EFT	EFT	786453	PRAXAIR CANADA INC.	868.22
45766	2012-06-13	EFT	EFT	786534	PROFESSIONAL GROUP SERVICES LTD.	2,795.64
45767	2012-06-13	EFT	EFT	786156	Q.E.D. ENTERPRISES LTD.	881.49
45768	2012-06-13	EFT	EFT	786536	R P WATERWORKS INC.	4,977.36
45769	2012-06-13	EFT	EFT	86153	RANCHLAND EMBROIDERY	707.96





**TOWN OF CLARESHOLM**  
**CHEQUE LISTING FOR ACCOUNTS PAYABLE**

<b>Cheque #</b>	<b>Cheque Date</b>	<b>CEO</b>	<b>CAO</b>	<b>Vendor #</b>	<b>Name</b>	<b>Amount</b>
45770	2012-06-13	EFT	EFT	786434	RAYMAX EQUIPMENT SALES	2,586.84
45771	2012-06-13	EFT	EFT	86300	RECEIVER GENERAL FOR CANADA	25,488.58
45772	2012-06-13	EFT	EFT	786180	RICOH CANADA INC.	186.20
45773	2012-06-13	EFT	EFT	786468	SHAW CABLE	83.95
45774	2012-06-13	EFT	EFT	13525	SOBEYS CLARESHOLM	346.38
45775	2012-06-13	EFT	EFT	900	TELUS	260.74
45776	2012-06-13	EFT	EFT	96750	THE PROFESSIONAL GARDENER	323.40
45777	2012-06-13	EFT	EFT	786437	THE WRITE SOURCE	291.02
45778	2012-06-13	EFT	EFT	786500	TRINUS TECHNOLOGIES INC.	157.50
45779	2012-06-13	EFT	EFT	101400	UNITED FARMERS OF ALBERTA	574.30
45780	2012-06-13	EFT	EFT	4090	WARNACO SWIMWEAR GROUP	372.44
45781	2012-06-13	EFT	EFT	126050	ZEE MEDICAL CANADA, INC.	156.16
45782	2012-06-13			900000	Canadian Fallen Heroes Foundation	275.00
45783	2012-06-13	EFT	EFT	900000	CITY OF MEDICINE HAT	120.00
45784	2012-06-13	EFT	EFT	900000	FOX, ALICIA	148.05
45785	2012-06-13			900000	H. BURLLES at HBLS	126.99
45786	2012-06-13	EFT	EFT	900000	JUST KIDDING ENTERTAINMENT	1,449.00
45787	2012-06-13			900000	LETHBRIDGE BULLS	262.50
45788	2012-06-13	EFT	EFT	900000	MICHAEL, JOY	83.90
45789	2012-06-13	EFT	EFT	900000	SMIG'S PLUMBING	110.66
45790	2012-06-13	EFT	EFT	900000	SPANKE, KELLY	62.97
45791	2012-06-13	EFT	EFT	900000	THOMPSON, LYN	60.00
45792	2012-06-13	EFT	EFT	900000	TORRENS, VERONICA	80.00
						519,776.06
						<b>Batch # 15873</b>
45793	2012-06-13	EFT	EFT	900200	HIPWELL, RICHARD PATRICK	85.00
						85.00



# TOWN OF CLARESHOLM

## CHEQUE LISTING FOR ACCOUNTS PAYABLE

<b>Cheque #</b>	<b>Cheque Date</b>	<b>CEO</b>	<b>CAO</b>	<b>Vendor #</b>	<b>Name</b>	<b>Amount</b>
						<b>Batch # 15886</b>
45794	2012-06-21	EFT	EFT	650	ALBERTA BLUE CROSS	5,776.32
45795	2012-06-21	EFT	EFT	1025	ALBERTA ONE CALL LOCATION CORP	236.25
45796	2012-06-21	EFT	EFT	6805	BROWNLEE LLP	6,569.44
45797	2012-06-21	EFT	EFT	11250	CANADIAN LINEN SUPPLY	591.25
45798	2012-06-21	EFT	EFT	786465	CLARESHOLM GOLF CLUB	30,000.00
45799	2012-06-21	EFT	EFT	13600	CLARESHOLM PUBLIC LIBRARY	77,952.00
45800	2012-06-21	EFT	EFT	14205	CLEAN BRITE CHEMICAL SERVICES LTD.	348.71
45801	2012-06-21	EFT	EFT	786540	DIRECT ENERGY REGULATED SERVICES	32.45
45802	2012-06-21			106850	ED VELDMAN ELECTRICAL SERVICES	430.50
45803	2012-06-21	EFT	EFT	76356	Excel Telecommunications (Canada) Inc.	26.60
45804	2012-06-21	EFT	EFT	31955	GREYHOUND COURIER EXPRESS	51.92
45805	2012-06-21			786041	HAYWARD GORDON LIMITED	1,329.34
45806	2012-06-21	EFT	EFT	36800	HOME HARDWARE	44.84
45807	2012-06-21	EFT	EFT	785940	KOST FIRE EQUIPMENT LTD.	294.00
45808	2012-06-21	EFT	EFT	786704	MINISTER OF FINANCE (LT)	30.00
45809	2012-06-21			786872	MPE ENGINEERING LTD.	2,994.60
45810	2012-06-21	EFT	EFT	65000	MUNICIPAL DISTRICT OF WILLOW	800.00
45811	2012-06-21	EFT	EFT	65040	MUNICIPAL INFORMATION SYSTEMS	1,036.02
45812	2012-06-21	EFT	EFT	786192	NOBLE CONCRETE (1987) LTD	1,333.50
45813	2012-06-21	EFT	EFT	75955	PALMER, FRED	375.00
45814	2012-06-21	EFT	EFT	76300	PEDERSEN TRANSPORT LTD.	90.44
45815	2012-06-21			786205	PIPELINE WATER CO-OP LTD.	150.00
45816	2012-06-21	EFT	EFT	786050	PLANET CLEAN (LETHBRIDGE) LTD.	343.28
45817	2012-06-21	EFT	EFT	80000	PUROLATOR COURIER	63.17
45818	2012-06-21			86153	RANCLAND EMBROIDERY	84.09
45819	2012-06-21	EFT	EFT	42321	RFS CANADA	400.46
45820	2012-06-21	EFT	EFT	786040	RICE ENGINEERING & OPERATING LTD.	1,068.06
45821	2012-06-21			786506	SEXAUER LTD	311.05
45822	2012-06-21			786158	SOUTHERN SAFETY	252.00
45823	2012-06-21			786609	TASTE OF HEAVEN CAFE	118.13
45824	2012-06-21	EFT	EFT	900	TELUS	1,303.90
45825	2012-06-21	EFT	EFT	786391	THE CYPRESS GROUP	414.75
45826	2012-06-21			786501	TOM HARRIS CELLULAR	78.75
45827	2012-06-21	EFT	EFT	786428	TransAlta Energy Marketing Corp.	15,253.30
45828	2012-06-21			786284	UNIVERSITY OF ALBERTA	833.00
45829	2012-06-21			4090	WARNACO SWIMWEAR GROUP	65.29
45830	2012-06-21	EFT	EFT	900000	1594981 ALBERTA LTD.	46,019.00
45831	2012-06-21			900000	BDI PLAY DESIGNS INC.	2,625.00
45832	2012-06-21	EFT	EFT	900000	CRAZY 4 BOUNCERS	787.50
45833	2012-06-21			900000	DESCHNER, JARED	6,300.00
45834	2012-06-21			900000	NAUTA, ROY	63.00
45835	2012-06-21	EFT	EFT	900000	ORGE, BRAD	6,090.00
45836	2012-06-21	EFT	EFT	900000	SFE GLOBAL	1,304.03
45837	2012-06-21	EFT	EFT	900000	WCCHS ALUMNI ASSOCIATION	10,000.00
						<b>224,270.94</b>



**TOWN OF CLARESHOLM**  
**CHEQUE LISTING FOR ACCOUNTS PAYABLE**

Page 4 of 4  
July 12, 2012  
12:48:36 PM

<b>Cheque #</b>	<b>Cheque Date</b>	<b>CEO</b>	<b>CAO</b>	<b>Vendor #</b>	<b>Name</b>	<b>Amount</b>
					<b>Batch # 15901</b>	
45838	2012-06-29			87028	Alberta Elevating Devices & AR Safety Assoc.	254.10
45839	2012-06-29			786670	ART IN CANADA INC.	1,351.35
45840	2012-06-29			12325	CHINOOK ARCH REGIONAL LIBRARY	12,043.50
45841	2012-06-29			13150	CLARESHOLM CASTING	126.00
45842	2012-06-29	EFT	EFT	13250	CLARESHOLM CHILD CARE SOCIETY	2,183.50
45843	2012-06-29			24060	EVCON FARM EQUIPMENT LTD.	630.00
45844	2012-06-29			786240	GAMMEL'S PLUMBING HEATING & GASFITTING	63.00
45845	2012-06-29			786800	GDM ELECTRIC LTD.	2,734.31
45846	2012-06-29			786146	GODLEY'S JEWELLERY	468.41
45847	2012-06-29			36800	HOME HARDWARE	588.16
45848	2012-06-29			786175	MacPherson Leslie & Tyerman LLP	3,701.25
45849	2012-06-29			786812	MCGREGOR FILTERING EQUIPMENT	44.10
45850	2012-06-29			61450	MCNALLY CONTRACTORS LTD.	2,304.96
45851	2012-06-29			786590	MINISTER OF FINANCE	21.00
45852	2012-06-29			786101	NEEDHAM AUTO BODY	1,212.12
45853	2012-06-29			76300	PEDERSEN TRANSPORT LTD.	696.86
45854	2012-06-29			786536	R P WATERWORKS INC.	9,571.12
45855	2012-06-29			86153	RANCLAND EMBROIDERY	887.25
45856	2012-06-29			786468	SHAW CABLE	83.95
45857	2012-06-29			91700	STARLINE SIGNS	498.75
45858	2012-06-29			900	TELUS	2,882.93
45859	2012-06-29			97300	TRIPLE T TRUCKING	598.50
45860	2012-06-29			23500	W.R. MEADOWS OF WESTERN CANADA	3,551.53
45861	2012-06-29			111705	WC CLASS II REGIONAL LANDFILL	16,374.04
45862	2012-06-29			900000	ALFORD, TRINA	18.00
45863	2012-06-29			900000	ARMTEC LIMITED PARTNERSHIP	422.35
45864	2012-06-29			900000	GOFF, VINTON & AUDREY	760.45
45865	2012-06-29			900000	HOPE-RAPP, MARLA	600.00
45866	2012-06-29			900000	J GERBRANDT	87.86
45867	2012-06-29			900000	MICHAEL, JOY	200.00
45868	2012-06-29			900000	PINNACLE SECURITY LTD.	185.78
45869	2012-06-29			900000	SPENCER, DENISE	52.69
45870	2012-06-29			900000	STEWART WEIR & CO. LTD.	14,056.14
45871	2012-06-29			900000	THOMAS, DAVID	1,050.00
45872	2012-06-29			900000	WEISENSEL, JEAN	40.00
						<hr/> 80,343.96

**Total**

**824,475.96**

June 13<sup>th</sup>, 2012

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

Dear Mayor Moore:

As Minister of Tourism, Parks and Recreation, responsible for sport and recreation in Alberta, I am pleased to invite you to consider submitting a bid for the right to host the 2015 Alberta 55 Plus Summer Games in your community. Attached, for your information, is a brochure with details on how to apply.

I encourage you and your community to consider this invitation and the benefits that can result from hosting this event. The legacy of experienced volunteers and upgraded facilities associated with hosting Alberta 55 Plus Games, along with the economic benefits, has proven to be tremendous. The successful host community is given the opportunity to showcase its talents to approximately 1,100 participants from all regions of the province, as well as to attract numerous spectators and special guests. Communities with populations of less than 10,000 are encouraged to join together with neighbouring communities to submit a joint bid.

The community awarded the 2015 Alberta 55 Plus Summer Games will receive base financial support to cover operational, cultural, and legacy aspects of the Games.

The *Guidelines for Communities Bidding to Host the 2015 Alberta 55 Plus Summer Games* is available from the Alberta Sport, Recreation, Parks and Wildlife Foundation (ASRPWF) upon request to assist you in preparing your bid. In addition, ministry staff are available to provide consultative assistance if required. For additional information, please do not hesitate to contact Mr. Dennis Allen, at (403) 297-2729; toll free by first dialing 310-0000; or e-mail [dennis.allen@gov.ab.ca](mailto:dennis.allen@gov.ab.ca).

.../2

supported by



Alberta

His Worship David Moore  
Page 2

I look forward to receiving your application.

Sincerely,

A handwritten signature in cursive script, reading "Cusanelli".

Christine Cusanelli  
Minister

Attachment

cc: Kay Kenny, Chair  
Alberta Sport, Recreation, Parks and Wildlife Foundation

# Alberta Southwest Wifi Stats

Town	April	May	June	July
Coleman Rec Plex	11	26	26	
Pincher Creek Free WIFI.	0	28	91	
* Centennial Campground Claresholm	14	24	114	
* claresholm museum	27	45	102	
Fort Macleod Site 1 Museum	67	91	123	
Free Wifi Tourism Office	18	61	170	
Glenwood (Radio is getting moved no live connection)	0	0	0	
Hill Spring	7	4	10	
Nanton Air Museum	67	121	138	
Nanton City Hall	75	112	130	
Pincher Creek Free WIFI	0	0	0	
Granium Golf / Campground			22	
Stavley	7	13	22	
Stones Throw Downtown WIFI	28	45	85	

Total per month: 321 570 1033 0

## Minutes of Porcupine Hills Lodge Meeting

May 1, 2012

In Attendance: Earl Hemmaway, Judy Van Amerongen, Audrey Hoffman, Linda Todd, Karen Keen, Pam Crone, Arlette Heck

1. Meeting called to order by Earl Hemmaway @ 6:55 pm
2. LACAA Convention Report added to Agenda.
3. Moved by Judy VanAmerongen. Carried.
- 4..It was moved to accept amended minutes as follows: Eleanor to receive a gift certificate for \$150.00. by Linda Todd. Carried.
5.
  1. It was agreed to table Suzanne Fjordbotten position – Casual Call-in or Contract-until June.
  2. No Report from Vice chairperson.
  3. Pam Crone moved to accept the Financial Report. Carried.
  4. Managers Report: Outbackers Meeting May 14 @ 10:00 am: BBQ June 7 @ 4:00 pm at which pins will be presented. Moved by Karen Keen. Carried.
  5. A motion to remove outside storm doors on supportive units if requested by resident and not be replaced was made by Judy VanAmerongen. Carried.
6. Rec Report accepted. Moved by Judy VanAmeronger. Carried.
7. Linda Todd motiond to accept the Maintenance report. Carried.
8. No committee Reports.
9. No Correspondence.
10. No In camera.
11. Audrey Hoffman motioned to adjourn the meeting @ 8:35 pm.

Next Meeting June 5, 2012 @ 7:00 pm.

**Claresholm Animal Rescue Society**  
**Regular Meeting Minutes**  
**June 7, 2012**

**Present:** Pat Baker, Sylvia Giroux, Kris Holbeck, Kim Alexander, Rita Hahn, Shelley Petersen, Jean Sorochan, Anne Papan, Gerald DeBruyn.

**Regrets:** Judy Van Amerongen, Karen Thompson, Denise Peters, Barb Hinkle

**Guest:** Dr. Ken Wright and Dr. Karly Chalmers from Claresholm Veterinary Services (CVS), Paige Pedersen

**1. Call to Order**

The meeting was called to order at 7:19 pm.

**2. Approval of Agenda**

Motion by Kris Holbeck to approve agenda as Amended with addition of In Camera Session. All in favour. CARRIED.

**3. Approval of Regular General Meeting Minutes May 3, 2011**

Motion by Kris Holbeck to accept the minutes as amended. All in favour. CARRIED.

**4. Shelter Update**

May 18, 2012 to June 7, 2012 – 22 volunteers and 361.5 shelter hours

New Cats – 7 new cat Gucci, Diablo, September, Reba, Una, Fury, Remy

10 Cat adoptions: Gracie, Breezy, Frisco, Simon, Jonathan, Riley, Mason, Checkers, Webster, Tanner

New Dogs – Abby and Boomer - White Hounds with Black/Brown, Hickory and Red - Red Hounds. 6 Dogs – 5 dogs no charge same day pick up. 1 charged \$40.00 tag deposit

Calici room window grated, Beware Dog Signs installed Back door latching, dog doors fixed and Front door hydraulics fixed (might need follow up)

Maintance required – Curtains, holes under fence, Dog overhang (very busy but will be going up sometime in June) , Outside cat enclosure, Shed from old place to town yard, air system switch with old place, artificial grass and Planting beds / landscaping.

All cats that are in foster were charted and will be followed up.



- 5. Adoptions Update** – Hazel, Kodiak adopted and going well. Maci adoption fell through but someone might be interested. Hounds – fence talked to Grant about 10 day hold. Opened for continual investigation. Dead line 9:00pm tonight June 7<sup>th</sup>, 2012. The hounds will become SPCA property after that time.  
**Estimate** - \$20.00 / day 2 Spays \$185.00 each and 2 Neuters \$160.00 each. X-ray \$87.00 to see how many puppies Hickory has.  
**Puppies Prices** – Spays \$180 - \$230, Neuters \$155 - \$200. Vaccines \$55.15 each. When puppies come this will be an extra cost to CAREs. We will find fosters home to raise them until they are old enough to adopt out. CAREs will advertise Coon Hound Puppies  
**Question** – will SPCA cover cost of Spay and Neuter?  
As of 9:00pm tonight SPCA will have ownership of the Hounds and CAREs will have first take on the dogs.  
**Motion** by Sylvia Giroux to take Coon Hounds into CAREs system. All in Favour. CARRIED

Kim Alexander suggested changing Dog adoptions – 30 day Limit to adoption.

SPCA → Agreed no surrenders

Policy Change – Restriction Areas → Granum, Claresholm, Stavely, MD of Willow Creek. See Rita Hahn's Letter

**Proposal** – Temporarily → CAREs does not take surrenders or animals outside Claresholm, Stavely, Granum and the MD of Willow Creek.

**Motion:** By Rita Hahn, CAREs will not be taking any surrender animals. All in Favour. CARRIED

**Motion:** By Rita Hahn, CAREs will not be taking Stray or Abandoned Animals from this Area of Claresholm, Stavely, Granum and MD of Willow Creek.

Sylvia Giroux was opposed to second Motion. CARRIED

Website: Johnathan Pasenko has offered to upgrade Website → Contact Shelley Petersen. Possible PayPal

- 6. TNR Update** – 12 Kittens with bad eyes were caught at the Cat Lady's house.
- 1 kitten out of the 12 kittens is healthy and will be saved while the remaining will be euthanized.
  - Next TNR will be June 20<sup>th</sup>, 2012

**7. Fundraising Update** –

- Massage draw – we have not been consistent in promoting. This will be promoted better (ask Denise Peters)
- Open House and BBQ will be added to Next Meetings Agenda.

## 8. Treasurer's Report –

- See Kris Holbeck's Report

## 9. New Building Update –

- None

## 10. Others

- Debit Machine - \$40.00 per month is costly. Paige Pedersen will have to take cash only for her Grooming. Suggestion for Paige – Hold animal back until cash is in hand.
- Kim will be going for a Dog Food run June 8<sup>th</sup> – Feed Mother Dog more protein and Calories, Mother dog should be moved to another area to nurse puppies.
- Shelley – Health and Safety – Talk about Audit end of the month
- Shelley – Animal related Foster Care and Leslie / RCMP Tuesday, May 29, 2012 was discussed. See Email from Shelley explaining the Incident.
  
- **Motion:** Rita Hahn It is OK that Leslie help Paige with her grooming in her location. All in Favour CARRIED
- Kris Holbeck explained to the Board about Paige Pedersen being part of CARES Grooming. Paige Does Grooming and Does any Grooming for our dogs and CARES reimburse for her supplies.
- Shelley suggested that CARES Grooming should go onto the Website to advertise for the Grooming. Paige and Shelley should meet each other to arrange this.
- Working group for outside Cat Run.
- Bench Show Friday Judging August 10<sup>th</sup>, 2012 from 1:00pm to 5:00pm. Organizer is Donna Lannan. Pat Baker and Paige Pedersen volunteered to be judges.
- **Motion** Kris Holbeck by to go into Camera
- **Motion** Anne Papan by to go out of Camera
- **Motion:** Sylvia Giroux, Reagan will remain in training and CARES will except Applications. CARES will continue to re-assess her every Meeting. All in Favour CARRIED

## 11. Adjournment: Meeting adjourned at 9:45pm

**Next Regular Meeting:** Will be held at the CARES shelter, Thursday, June 21st, 2012, at 7:15pm.

**Claresholm Aquatic Centre**  
**Quarterly Report #2**  
**April – June 2012**

**Programming**

1. May Inservice assigned all staff to plan an Activity for a Swimming Lesson, aiming for strong Swimming Lesson programming
2. Summer Swim Lesson schedule is set, includes Lifesaving Instructor (LSI) Bronze cross and Bronze Medallion (prerequisites to LSI and NLS) and National Lifesaving Service award.
3. Have Water Art Instructor Certification Training and work shops scheduled for July that are geared toward programming of Aquafit, Arthritis (seniors) and Boot camp (Younger Demographic). With the new programming options we can introduce new programs in September.
4. Planning Family and Public swim Saturday June 30 as our Pre Canada Day Celebration.
5. Julie Ling will teach LSI in July, Ryerson Seguin and Harrison Hockley requested to Instruct Bronze C & M in early August and Linda Smiley is instructing NLS August 27-31.

**Community Involvement/ Sponsorships**

1. June 15-16 Kraken Swim Club, went very well although the Care Center had concerns regarding how many people were in the facility, and if our numbers were above fire code. We had approximately 100 people in the pool area, 100 in the hallway and 100-150 in the Gym, the best estimate was 350 people tops. There are 2 exits off the Hallway, 1 directly off the pool, 1 in the change room hallway, as well as 2 exits on/ near the Gym. The Swim Meet brings a lot of people to the community.
2. Was contacted the beginning of June and have Ads on 1040AM and The Eagle 100.9FM High River Radio Stations

**What's New**

1. Summer paintings on windows
2. Plants surrounding Hot Tub
3. Moved into 2012 with Computer Upgrade of Microsoft 2010, versus the 2003 we were using before. This move enables us to create quality posters/ advertising in house, with younger Junior and Senior Staff feeling comfortable with the computer soft ware as well.
4. Starting our Summer across The TransCanada Highway July 2nd, using Laps, and Aquafit towards distance accumulated. Tracking distance on a Map.
5. Received 3 Awards from The Lifesaving Society, they tracked from March 2011, to March 2012. Please see attached

**Staffing**

After much consideration, concluded we do not need extra summer staff as Junior and Senior Guards are averaging anywhere between 1-3 shifts per week during summer months.

**Overview**

The Claresholm Aquatic Pools continued focus will be to;

1. provide great customer service, being friendly and approachable
2. provide exceptional swim lessons, with a fresh focus on programming using props, themes, and reusable lesson plans
3. develop new public programs (aiming towards Fall)
4. continue to build a relationship between the Care Centre and The Aquatic Centre
5. continue to monitor staffing, as well as form good working relationships with the staff
6. ensure public awareness

Thank you,  
Denise Spencer  
Aquatic Supervisor



## Affiliate Awards

Annually, the Lifesaving Society recognizes our affiliate member partners who deliver the Society's programs and services to the public. There are 20 classes awarded for the delivery of the Society's programs and services during the fiscal year.

### CLASS 1

Overall highest point total

City of Calgary	58,825
City of Edmonton	18,730
County of Strathcona	12,325

### CLASS 2

Overall highest point total (Community of less than 100,000)

County of Strathcona	12,325
City of St. Albert	11,925
City of Red Deer	5,360

### CLASS 3

Overall highest point total (Community of less than 15,000)

Town of Canmore	1,810
Town of Hinton	1,025
Town of High River	970

### CLASS 4

Overall highest point total (Community of less than 7,500)

Municipality of Jasper	2,100
Town of Drayton Valley	1,670
Town of Peace River	1,520

### CLASS 5

YMCA affiliate member with the highest point total

William Lutsky YMCA	3,555
Jamie Platz YMCA	2,900
Medicine Hat Family YMCA	2,415

### CLASS 6

Community operating one outdoor pool with the highest point total

Town of Stony Plain	890
Mount Pleasant Community Pool	805
Town of Hanna	395

### CLASS 7 Dr. Edward Montgomery (Monty) University Award

University with the highest point total

University of Alberta	12,900
University of Lethbridge	2,624
University of Calgary	910

### CLASS 8

Private affiliate operating one indoor pool with the highest point total

West Edmonton Mall - World Waterpark	6,390
Glencoe Club	2,515
Talisman Centre	1,960

### CLASS 9

Camp with the highest point total

Gull Lake Centre	270
Kiwanis Kamp	185

### CLASS 10

Private affiliate with the highest point total

Rocky Mountain Adventure Medicine	1,310
Savvy Safety Certifications	955
Waterman 5	675

### CLASS 11 Terry Cavanagh Junior Lifeguard Award

Community with the highest point total for the Junior Lifeguard program

City of Calgary	2,114
University of Lethbridge	357
Westside Rec Centre	299

### CLASS 11A Terry Cavanagh Junior Lifeguard Award

Community of less than 100,000 with the highest point total for the Junior Lifeguard program

University of Lethbridge	357
County of Strathcona	157
City of Camrose	99

### CLASS 11B Terry Cavanagh Junior Lifeguard Award

Community of less than 15,000 with the highest point total for the Junior Lifeguard program

City of Wetaskiwin	80
Town of Innisfail	58
City of Lacombe	33

### CLASS 11C Terry Cavanagh Junior Lifeguard Award

Community of less than 7,500 with the highest point total for the Junior Lifeguard program

Town of Drayton Valley	65
Town of Claresholm	51
Municipality of Jasper	34

### CLASS 12 Paul (Skip) Hayden Canadian Swim Patrol Award

Community with the highest point total for Canadian Swim Patrol program

City of Calgary	2,573
City of St. Albert	563
Town of Okotoks	317

### CLASS 12A Paul (Skip) Hayden Canadian Swim Patrol Award

Community of less than 100,000 with the highest point total for Canadian Swim Patrol program

City of St. Albert	563
Town of Okotoks	317
City of Camrose	77

### CLASS 12B Paul (Skip) Hayden Canadian Swim Patrol Award

Community of less than 15,000 with the highest point total for Canadian Swim Patrol program

Town of Beaumont	24
Banff Centre Sally Borden Pool	3

### CLASS 12C Paul (Skip) Hayden Canadian Swim Patrol Award

Community of less than 7,500 with the highest point total for Canadian Swim Patrol program

Town of Claresholm	42
Town of Fairview	26
Village of Forestburg	25

### CLASS 13

Community with the highest point total for the BOAT™ program

Rocky Mountain House	85
Town of Drayton Valley	75
City of St. Albert	70







<b>CLASS 14</b>	
Private affiliate with the highest point total for the BOAT™ program	
Haakeye Consulting	160
Western Financial Group	80
Foremost Agencies	35
<b>CLASS 15</b>	
College or technical institute with the highest point total	
Canadian University College	1,205
NAIT Pool	1,185
MacEwan University	1,180
<b>CLASS 16 Anne Resek Swim for Life Award</b>	
Community with the highest point total for the Swim for Life program	
City of Calgary	77,312
City of St. Albert	9,096
Westside Regional Recreation Society	5,802
<b>CLASS 16A Anne Resek Swim for Life Award</b>	
Community of less than 100,000 with the highest point total for the Swim for Life program	
City of St. Albert	9,096
Town of Okotoks	4,736
City of Camrose	2,876
<b>CLASS 16B Anne Resek Swim for Life Award</b>	
Community of less than 15,000 with the highest point total for the Swim for Life program	
Town of Hinton	654
<b>CLASS 16C Anne Resek Swim for Life Award</b>	
Community of less than 7,500 with the highest point total for the Swim for Life program	
Town of Claresholm	662
Town of Killam	493
Town of Hay River	171
<b>CLASS 17 William (Bill) Patton First Aid Award</b>	
Community with the highest point total in conducting Lifesaving First Aid programs	
City of Calgary	22,675
City of St. Albert	5,650
City of Edmonton	5,425
<b>CLASS 17A William (Bill) Patton First Aid Award</b>	
Community of less than 100,000 with the highest point total in conducting Lifesaving First Aid programs	
City of St. Albert	6,280
County of Strathcona	5,270
Tri Leisure Centre	1,885
<b>CLASS 17B William (Bill) Patton First Aid Award</b>	
Community of less than 15,000 with the highest point total in conducting Lifesaving First Aid programs	
Town of Beaumont	795
Town of Hinton	340
Town of Canmore	290
<b>CLASS 17C William (Bill) Patton First Aid Award</b>	
Community of less than 7,500 with the highest point total in conducting Lifesaving First Aid programs	
Municipality of Jasper	1,425
Town of Hay River	630
Town of Drayton Valley	595

<b>CLASS 18</b>	
Private affiliate with the highest point total in conducting Lifesaving First Aid programs	
Savvy Safety Certifications	420
Evan Poisson	345
Center High Campus Wellness Centre	340
<b>CLASS 19 Marlin Moore National Lifeguard Award</b>	
Community with the highest point total for the National Lifeguard program	
City of Calgary	6,570
University of Alberta	4,425
City of Edmonton	3,570
<b>CLASS 19A Marlin Moore National Lifeguard Award</b>	
Community of less than 100,000 with the highest point total for the National Lifeguard program	
City of Grande Prairie	3,170
County of Strathcona	3,095
City of Red Deer	2,440
<b>CLASS 19B Marlin Moore National Lifeguard Award</b>	
Community of less than 15,000 with the highest point total for the National Lifeguard program	
Town of Canmore	1,015
Town of High River	570
City of Brooks	565
<b>CLASS 19C Marlin Moore National Lifeguard Award</b>	
Community of less than 7,500 with the highest point total for the National Lifeguard program	
Town of Pincher Creek	680
Town of Olds	630
Town of Grande Cache	610
<b>CLASS 20 Jordan Neave Swim to Survive Memorial Award</b>	
Community with the highest point total for Swim to Survive	
City of Calgary	5,271
Westside Recreation Centre	930
City of Camrose	812
<b>CLASS 20A Jordan Neave Swim to Survive Memorial Award</b>	
Community of less than 100,000 with the highest point total for Swim to Survive	
City of Camrose	812
Strathcona County	150
<b>CLASS 20B Jordan Neave Swim to Survive Memorial Award</b>	
Community of less than 15,000 with the highest point total for Swim to Survive	
Town of Beaumont	269
City of Wetaskiwin	153
Town of Canmore	36
<b>CLASS 20C Jordan Neave Swim to Survive Memorial Award</b>	
Community of less than 7,500 with the highest point total for Swim to Survive	
Town of Claresholm	384
Town of Falher	342
Town of Fairview	220



**April-June Quarterly Report**  
**Prepared July 3, 2012**

	June	May	April
6-8 or 9 an	219	306	252
8-9 Aquafil	186	179	156
9-10 Schor	323	222	243
10-11 Sch	205	300	241
9-11 Presc	34	97	163
11-12 Pare	83	99	86
12-1 Fitnes	92	129	139
1-2 CCC	82	118	101
1-2 Aquafil	77	66	66
1-2 Family	43	25	44
1-4 Public	358	323	469
2-3 School	210	304	69
3-4 Toonie	120	100	130
2-4 JLC	37	0	0
4-6 Swim I	0	0	10
5-6 Fitness	0	0	27
5-6 Aquafil	0	26	52
5-6 Swim C	922	614	52
6-8 Public	260	223	228
8-9 CCC	173	231	251
8-9 Fitness	75	81	128
Rental Tim	66	64	53
	3499	3443	2907

Pool Rev	June	May	April
Daily Rece	\$1,260.00	\$1,441.75	\$2,288.50
Quarter Pa	\$364.00	\$664.00	\$1,170.00
Aquafil	\$1,151.00	\$614.00	\$967.25
10 Punch I	\$282.00	\$490.00	\$496.00
Lessons	\$2,688.00	\$1,515.00	\$1,963.00
Pool Renta	\$550.00	\$238.00	\$418.50
Locker Ren	\$50.00	\$58.00	\$26.00
Key Rental	\$60.00	\$100.00	\$120.00
Pool Shop	\$824.13	\$670.72	\$818.50
Total	\$7,229.13	\$5,791.47	\$8,267.75
Paid Out	\$63.00	\$90.00	\$103.50
Total - PO	\$7,233.38	\$5,716.97	\$8,071.50

	Total Hours	Total Hours	Total Hours
Supervisor	145.00	156.00	134.50
Full-Time I	454.75	515.00	415.40
PT Sr. Hou	242.50	218.00	163.25
PT Jr. Hou	77.00	87.25	128.00
Total Work	919.25	976.50	841.15

April-June 2011

April-June 2010

	June	May	April	June	May	April
6-8am Fitn	242	246	150	234	219	204
8-9 Aquafil	106	96	64	117	104	113
9-10 Scho	330	131	167	353	158	174
10-11 Schi	554	120	187	305	114	114
9-11 Presc	0	94	109	0	0	0
11-12 Pare	123	158	88	102	71	95
11-12 Aqu.	64	71	82	48	81	91
12-1 Fitnes	107	131	166	140	154	151
1-2 CCC	46	53	27	80	75	51
1-2 Fire ar	48	64	64	34	35	55
1-4 Public	370	431	586	505	489	713
2-3 School	325	268	240	187	213	247
3-4 Toonie	95	131	59	76	82	76
5-6 Fitness	0	0	80	0	0	53
5-6 Swim (	906	1227	0	406	434	0
4-6 Swim l	0	12	270	120	185	136
6-7 CCC	154	144	127	191	164	205
6-8 Public	180	144	305	309	197	214
7-8 Adult L	0	0	54	4	9	10
8-9 Fitness	89	90	101	106	115	112
Rental Tirr	62	54	48	68	221	65
	<b>3801</b>	<b>3665</b>	<b>2974</b>	<b>3385</b>	<b>3120</b>	<b>2879</b>
	June	May	April	June	May	April
Daily Rece	\$1,459.00	\$1,518.00	\$2,151.00	\$1,895.00	\$1,715.00	\$2,051.00
Quarter Pa	\$236.00	\$392.00	\$1,100.00	\$1,213.00	\$660.00	\$552.00
All-Inclusiv	\$0.00	\$141.00	\$120.00	\$0.00	\$34.00	\$73.00
10 Punch l	\$644.00	\$834.00	\$939.00	\$727.00	\$987.00	\$839.00
Lessons	\$2,800.00	\$2,012.50	\$3,178.50	\$2,680.00	\$540.00	\$3,005.00
Pool Renta	\$230.00	\$642.50	\$50.00	\$150.00	\$450.00	\$340.00
Locker Rei	\$32.00	\$103.00	\$182.00	\$15.00	\$258.00	\$56.00
Key Renta	\$50.00	\$95.00	\$135.00	\$110.00	\$55.00	\$140.00
Pool Shop	\$848.00	\$800.00	\$536.00	\$407.50	\$608.50	\$451.00
Total	\$6,299.00	\$6,538.00	\$8,391.50	\$7,197.50	\$5,307.50	\$7,507.00
Paid Out	\$45.00	\$86.50	\$126.00	\$120.50	\$45.00	\$126.00
Total - PO	<b>\$6,254.00</b>	<b>\$6,451.50</b>	<b>\$8,265.50</b>	<b>\$7,077.00</b>	<b>\$5,262.50</b>	<b>\$7,381.00</b>
	June	May	April	June	May	April
Supervisor	128	152	149.5	167.5	130.25	155
Full-Time l	166.5	154.5	149	150	152	293
PT Sr. Hou	367.5	389.75	297.75	286.45	302.25	182
PT Jr. Hou	179.75	203	173	198	179.35	157.5
Total Work	<b>841.75</b>	<b>899.25</b>	<b>769.25</b>	<b>801.95</b>	<b>763.85</b>	<b>787.5</b>

# Alberta SouthWest Bulletin - July 2012

## Regional Economic Development Alliance (REDA) Update



- June 6, 2012: Over 100 attendees enjoyed the AlbertaSW Annual General Meeting held in Fort Macleod. Guest speakers included Dr. Tracy Edwards, President of Lethbridge College and Dr. Mike Mahon, President of University of Lethbridge and Marty Eberth, Director of Industry Relations South, Travel Alberta, provided tourism updates and a view of the award-winning provincial video. The news of this meeting has been reported in the Travel Alberta Buzz newsletter as well as local papers.
- June 8: supplied AlbertaSW and Crown of the Continent print and video materials to 2012 Governor General's Canadian Leadership Conference group that was touring the region.
- June 13: presentation to Crowsnest Pass Chamber re: upcoming AlbertaSW projects
- June 21: presentation to Pincher Creek Chamber re: upcoming AlbertaSW projects
- June 28: presentation at joint Chambers meeting to which Crowsnest Pass, Pincher Creek, Cardston, Fort Macleod, Nanton were invited. There are some very exciting possibilities for collaboration between AlbertaSW and the regional business organizations. Many thanks to our Chamber Presidents and Executives who are providing positive leadership in bringing us all together.
- Alberta SouthWest Board has received the proposed messaging and logo design for the Wi-Fi initiative. Final revisions are in process and signage will soon be in production. More information about this new regional service coming very soon! In addition to free Wi-Fi, the service will also offer locals and visitors the ability to quickly find information about the region.

### UPCOMING

- July 19, 2012: *Branding Bloopers and Blunders* - (10:00am MDT)  
90-minute, interactive webinar presented by Roger Brooks of Destination Development International
  - Individual - \$90;
  - Small group (2-5 participants) - \$170;
  - Large group (More than 5 participants) - \$250.

We are exposed to 5,000 marketing messages a day, so we filter out anything that doesn't appeal specifically to us. The days of promoting "something for everyone" are officially over. If there is one way to promote your community or business successfully, it is by narrowing your focus. Learn the ten rules you need to successfully brand your community, organization, or business.

- September 27-28, 2012: Third Annual Crown Round Table Conference, Fernie BC.  
*Pathways to Prosperity: Caring for Communities in the Crown of the Continent*

Registration and meals: \$100.00.

Contact Bev for information about event registration, accommodation and program.

[bev@albertasouthwest.com](mailto:bev@albertasouthwest.com) 403-627-3373.

- There will not be a regular AlbertaSW Board meeting in August.

Have a great summer!!





**Alberta SouthWest Regional Alliance**  
**Minutes of the Board of Directors Meeting**  
Wednesday May 2, 2012  
Douros Restaurant, Claresholm



**Board Representatives**

Shawn Patience, Fort Macleod  
Phil Wakelin, MD Willow Creek  
Ernie Olsen, Pincher Creek  
David Moore, Claresholm  
Dick Fenton, Nanton  
Bruce Decoux, Crowsnest Pass  
Ben Goetz, Glenwood  
Walter Gripping, Granum  
Shane Hansen, Cardston County  
Dennis Gillespie, Stavely  
Rod Cyr (alternate), MD Pincher Creek

**Guest Councillors**

Betty Fieguth

**Resource Persons**

Holly Fausett, Waterton Lakes  
Clara Yagos, Trustee, Livingstone Range School Division  
Linda Erickson, Regional Manager, South Unit AEAE  
Bev Thornton, Executive Director, AlbertaSW

1. Welcome and Introductions

2. Approval of Agenda

Additions:

- Waterton kiosk
- Executive Director contract

Moved by Walter Gripping THAT the agenda be approved with additions.

**Carried.** [2012-05-246]

3. Approval of Minutes

Moved by Dick Fenton THAT the minutes of April 4, 2012 be approved as presented.

**Carried.** [2012-05-247]

4. Country Connections update

- Community Connections:  
Request for Proposals (RFP) in development
- Wi-Fi Connections: Project components will include messaging, signage, smart phone app and mobile version of website
- GyPSy tour scripts are available and audio production is in progress

Moved by Ernie Olsen THAT AlbertaSW contract with Twist Marketing to develop the messaging platform and visual design related to the Wi-Fi Connections project.

**Carried.** [2012-05-248]

Moved by Walter Gripping THAT AlbertaSW contract with Twist Marketing to develop the Wi-Fi locator app and mobile version of the website.

**Carried.** [ 2012-05-249]

5. UnCommon Sense Sustainable Business Leadership Program: proposal to subsidize participation in this pilot project

Consensus: to not provide financial support to individuals or businesses to attend training activities.

6. Crown Round Table Conference

Consensus to consider contributing some level of sponsorship, once additional event information is available.

7. " Business Retention and Expansion Symposium" Wednesday May 30, 2012, Mount Royal University, Calgary: AlbertaSW is invited to send one representative

Bruce Decoux will represent AlbertaSW at this event.

- 8. Executive Director Report Report accepted as information.
  
- 9. Executive Director Contract Moved by Ernie Olsen THAT the management contract with Beverley Holdings Ltd. be extended with the current terms and conditions.  
**Carried.** [2012-05-250]
  
- 10. Round Table Updates
  
- 11. Next Board Meetings  
 Next Board Meeting  
 Annual General Meeting  
 Wednesday, June 6, 2012, 6:00pm Fort  
 Macleod Community Hall
  
- 12. Adjournment Moved by Shane Hansen THAT the meeting be adjourned.  
**Carried.** [2012-05-251]

Minutes approved

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Chair

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Date

**Approved July 4, 2012**

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Secretary/Treasurer

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Date

Claresholm Community Centre

June 26, 2012

7:30 p.m.

Members present:, Pat O'Dell, , Daryl Sutter, Marni Lane, Butch Glimsdale, Glen Alm

Absent: Doug Fletcher, Walt Lane, Shayne Petersen, Brad Schlossberger,

Meeting called to order at 7:40 p.m.

Minutes of previous meeting read. Daryl adopted minutes as read. Pat seconded. All in favor. Carried

Caretaker report – Karen called Marni with a list as neither Shayne or her could attend..

- Mike was fixed and seems to be working
- Walk throughs are being done with renters
- A cap was put over the vent in the bar as it wasn't capped when it was built and has been causing a smell. The Town checked all the lines and there isn't anything plugged. The smell is gone since that has been done.
- Karen will check again for dates in July to do the floor, once August hits it will have to wait until November.
- The Town is having someone come to fix a crack near the swamp cooler.
- Has Clint been approached to come and check the swamp cooler? No, Shayne can call him and let him know when he is available to be there.

Daryl accepted the report as read, Glen seconded.

Treasurer Report –

General account balance \$41206.04, Casino account balance \$0.00. The next Casino is Dec 21,22 2013. Utilities for 2011 were 24,185.00, we will send a letter to the Town after the fall meeting requesting an increase for 2013 to cover the increase. Utilities were lower last month. Caretaker expenses were higher than normal in April as the March hours were handed in April which makes it look high on the statement, note that the March expenses were low on the statement, so it works out the same overall. Pat received a UFA statement and doesn't have any invoices for it, so she requested copies and there are no signatures on them. She is not paying it as the account also received a payment that we didn't make.

Pat has only received 3 contracts so she hasn't been able to do the required balancing.

Marni accepted report as presented. Daryl seconded. All in favor. Carried.

No Old business

New Business:

Town Council approved \$22000 for paving the south side of the hall between the curb and gutter as well as new overlay on existing pavement. The MD has agreed to pay the other \$22000.00.

Roof – To put the Pace product on the entire roof will cost about \$36000.00. The Town is exploring either doing that or putting a new roof on. Butch will find out if it is metal or wood. The Town will be getting quotes to compare the 2 options.

Daryl asked if there is a key to the Gun Range that Mike could have so they can check that part of the building. Also there is a tarp on the roof and Mike has asked what the purpose is. There is daylight showing through the stage wall and will be repaired when the eave is fixed.

There are quite a few ants in the building. If we need to get something to take care of them, Shayne and Karen can go ahead with that.

The Town recycling facility will open July 16.

Meeting adjourned at 8:35 pm.

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Next meeting:

October 16, 2012

January 15, 2013

April 16, 2013

**Claresholm Healthy Community Coalition**  
**June 6, 2012**  
**MINUTES**

**Attendees:** Kristein Johnson, Connie Quayle, Tammy Lorenz, Magan Braun, Allison, Chery Starling, Orvella Small

**Regrets:** Dana McLeod, Allison McKee

Agenda Item	Discussion	Action
1. Call to order	12:03 by Magan Braun	
2. Review of minutes and additions to agenda	No additions and minutes were approved by the group	
3. Welcome New Coalition member	Chery Starling joined us for our meeting and would like to join the Coalition. She is able to attend part of the lunch hour meetings if they are at the health unit as she works at the school and has a short break.	The group welcomed Chery and she will fill out the volunteer application form to be sent to Carmelle Steel.
4. Free Swim News	<p>We were approved for the MSI grant and received \$2000 from the Town for the free swim. The third place team donated their winnings from the fitness challenge to the free swim. This is only \$100 and a free swim is \$150. Allison has donated \$50 on behalf of Body Integral so that we can fund one swim from this money</p> <p>Magan made a presentation to the Lions club for funding and we are waiting to hear if they will donate.</p> <p>Magan has also written a letter to the Health Foundation for sponsorship for the swim and we are waiting to hear back.</p>	<p>Ensure that the money is transferred into the swim account</p> <p>Approach Allison for her donation</p> <p>Follow up with Lions and then contact the pool to schedule more swims and change posters for sponsors</p>
5. It's Friday Let's Play	Kelly and Kristein completed the evaluation and we are in the process of trying to roll over some leftover funds to run the program next year. Kathy Charchun at the school is holding space in the gym for us until we know about funding. If we do get	Contact the grant funder to see status of rolling leftover

	<p>funding we will have to hire a new coordinator as Kelly will not be continuing and we will need to talk to the school board about any changes for use of the gym.</p>	<p>funds into next year</p> <p>Contact the school (Kathy Charchun) about whether we have funds</p> <p>If we have funds, hire a new coordinator</p> <p>Talk to the school board about any changes for use of the gym</p>
<b>6. ECD Mapping Project</b>	<p>We have 3 members from this coalition that have agreed to sit on the ECD coalition. This group is just coming together and we now have some Nanton representatives on board. We will have a grant subcommittee meeting today to apply for \$50,000 of seed funding</p>	
<b>7. Fitness Challenge Wind up</b>	<p>The wind up went well despite the pouring rain. We were able to donate \$450 to different charities from the winning teams. We discussed future plans as community members want to see it happen again. There was discussion to do it in January and run it for longer, maybe include geocaching. We tabled the discussion to September's meeting.</p> <p>2 communities have asked to use our fitness challenge documents to run them in their towns. The group agreed to let these towns use our ideas.</p> <p>Our current bank account for the fitness challenge is \$1556.30 but there are some pending expenses still from the wind up.</p>	<p>Tabled to September meeting</p>
<b>8. Request from Danielle Slettede for July 1 help</b>	<p>Danielle asked if the coalition could organize a community walk for July 1 celebration. No one in the group is really around so we will have to decline</p>	<p>Contact Danielle to let her know we can't help out this year.</p>

<b>9. Review of our terms of reference</b>	We had a quick review of our terms and made a few changes. Magan will send the amended document. We will action plan for the next year in September.	
<b>10. Adjournment</b>	Meeting was adjourned at 12:42	
<b>11. Next Meeting</b>	September 12, 2012 at 12 noon at the Health Unit	

## **CHCC**

### **Terms of Reference 2012**

**Mission:** Committed individuals working together to facilitate wellness through community involvement, partnership and action.

**Vision:** An active and connected community embracing health and wellness.

**Goal:** To increase healthy living opportunities and promote physical activity.

**Meetings:** Once a month for one hour. Members will receive an agenda package prior to the meeting from the facilitator. Members will notify the facilitator if they are unable to attend.

Membership:

- Membership is open to all residents of Claresholm and surrounding area
- We seek to have a balance of community and agency members
- The group is to be inclusive rather than exclusive
- All new members support the vision and mission. Terms of reference will be reviewed annually
- Membership is fluent. Members will come and go based on their interests. Membership can be active by attending the meetings and events or inactive by receiving meeting minutes. Some members have also shown interest in only being involved when there is a project/task to do.

What we believe:

- Everyone will hear and be heard
- Everyone's experience, knowledge and skills are important
- Everyone's opinion deserves respect
- Collaboration creates exceptional opportunities
- Consensus decision making generates enduring purpose

**Roles and Responsibilities:**

**Everyone**

- Linking other agencies and community members with the CHCC.
- Researching or brainstorming initiatives they feel the community would benefit.
- Keeps ears open for possible funding opportunities
- Community eyes and ears for the CHCC.
- Spreading the word about the CHCC's goals and future projects in the community.
- Keeping people in the group connected to what is up and coming.
- Notifies the facilitator if time is running out or if the topic needs to move along.
- To be action oriented
- To facilitate strategy development to address the community health and wellness needs
- To make a difference to the health of the community



- To have fun!!!

### **Facilitator**

- Compiles and sends out the agenda
- Facilitates meetings
- Co-facilitator will be responsible for facilitating the meeting in the absence of the facilitator.

Name: Facilitator-Magan

### **Spokes Person**

- Is the spokes person on behalf of the CHCC.
- Speaks to media, and partners with the assistance of other group members.

Name: any coalition member

### **Recorder**

- Takes meeting notes. General note taking not a script.

Name: will be decided at each meeting

### **Treasurer:**

- The Claresholm and District Health Foundation acts as the coalitions fiscal agent  
\*\*\*we need to revise our financial procedure and names for cheques since we have some grant money\*\*\*
- The Foundation accounts for the funds of the CHCC, keeps the books, and prepares financials for the group
- **FCSS will act as the fiscal agent for the It's Friday Let's Play program**

### **Decision Making**

- 3 members plus facilitator are needed to make decisions
- If no decision is achieved the decision being voted upon will be sent out via email for approval.
- There will be a date which a response is required, no response will be considered in agreement.

## general email

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**From:** Shannon Frank <shannon@oldmanbasin.org>  
**Sent:** July-04-12 2:21 PM  
**To:** cao@ranchland66.com; clares@telusplanet.net; md26@mdwillowcreek.com; tmgr.townofgranum@shaw.ca; stavely@platinum.ca; cao@nanton.ca; administration@fortmacleod.com; Ron MacKay; ag@ranchland66.com; jrporter@telus.net; newilson@platinum.ca  
**Subject:** Willow Creek Groundwater Study  
**Attachments:** Willow Creek Watershed Study Executive Summary.pdf

Hello everyone,

You may be interested in this report pertaining to groundwater in your region. Please forward to councillors, managers and others who may be interested.

### **Groundwater Study of Willow Creek Watershed Illustrates Need for More Groundwater Monitoring**

With funding from Alberta Environment and Sustainable Resource Development, the Oldman Watershed Council recently contracted Waterline Resources Inc. to complete a groundwater study of the Willow Creek watershed. Understanding of groundwater is quite poor in the Oldman watershed and it is one of the OWC's goals to change this so that the resource can be managed wisely. The *Willow Creek Watershed Aquifer Mapping and Groundwater Management Planning Study* is the OWC's first groundwater study and we learned a lot from it. We plan to do another study soon in another watershed and will be able to apply what we learned to the new area.

The Willow Creek study compiled existing information to paint a preliminary picture of what groundwater resources exist and where, what is the groundwater quality, what is the geology of the region, how is groundwater connected to surface water and how much groundwater is being used. Data is spotty and was not ground-truthed but the study gives us a starting point to frame future work. Aquifers and geology were mapped and a preliminary analysis of existed data was completed. Based on the limited data available the study shows that estimated recharge is greater than current use and groundwater quality varies and is linked to the geology of the area.

One of the key objectives for the study was to get recommendations for a long term monitoring plan to fill the groundwater knowledge gap. Waterline recommended 6 monitoring locations as well as management actions such as improving the Government of Alberta's current data collection and coordination system and promoting groundwater stewardship to well owners. The OWC will be looking at ways to act on these recommendations in partnership with landowners, all levels of government, academic institutions and others.

Visit [www.oldmanbasin.org](http://www.oldmanbasin.org) for the full report (18MB). Executive Summary is attached.

Shannon

**WILLOW CREEK WATERSHED  
AQUIFER MAPPING AND GROUNDWATER  
MANAGEMENT PLANNING  
STUDY  
TWPS 008 TO 016, RGS 25W4 TO 05W5  
NORTH OF FORT MCLEOD, ALBERTA**

Submitted To:



Oldman Watershed Council  
100, 5401 – 1<sup>st</sup> Avenue South  
Lethbridge, Alberta  
T1J 4V6

Submitted By:

Waterline Resources Inc.

Calgary, Alberta

March, 2012

1871-11-001

## EXECUTIVE SUMMARY

The Oldman Watershed Council is planning to develop a groundwater management framework for the Oldman River Basin located in south central Alberta. The Oldman River drains into the larger South Saskatchewan River basin and Alberta Environment and Water has placed a moratorium on surface water diversion and use because it is fully allocated. The Willow Creek sub-basin drains into the Oldman River at Fort McLeod Alberta and therefore is also under moratorium with respect to surface water diversion. As groundwater resources beneath Willow Creek may form part of the water budget in the basin, the Oldman Watershed Council have come to recognize that a conceptual understanding of the subsurface hydrogeology is required. Waterline Resources Inc. was retained to develop the conceptual hydrogeological model within the Willow Creek Watershed as it relates to water supply aquifers and interactions with surface water in Willow Creek. The objective of the project is also to develop a groundwater monitoring plan for key aquifers within the Willow Creek watershed.

Surface water flow in Willow Creek is controlled by the Chain Lakes Reservoir and the Pine Coulee Reservoir. Water supply for the Town of Claresholm and the Town of Granum are extracted from Willow Creek. The Town of Stavely is supplied by groundwater from the Stavely buried valley aquifer which is a confined aquifer situated some 35 m below the ground surface. Overburden deposits in the Willow Creek watershed consist of pre-glacial, glacial, and recent alluvial deposits. Bedrock geology varies from relatively flat lying "layer cake" geologic sequences in the eastern part of the watershed and in the vicinity of Highway 2, to highly complex, thrust faulted and folded geological sequences west of Highway 22 at the western part of the watershed. The following key groups of aquifers were identified:

- Glacial overburden aquifers;
- Glacial and/or pre-glacial buried valley aquifers (e.g, Stavely buried valley aquifer);
- Recent alluvial aquifers in the vicinity of creeks such as Willow Creek;
- Porcupine Hills Formation Aquifers (multiple aquifers with depth); and
- Willow Creek Formation Aquifer.

At present, bedrock aquifers such as the Willow Creek and Porcupine Hills Formation Aquifer(s) are the most important in the watershed from a groundwater use perspective, although buried valley aquifers such as the Stavely buried channel aquifer can be prolific and yield high volumes of groundwater. Alluvial deposits within the Willow Creek valley form an unconfined aquifer which is likely in direct connection with surface water. The Willow Creek alluvial aquifer is of some importance from a water use perspective but and is also highly vulnerable to contamination from surface activities. The greatest number of water wells in the watershed is completed in the Willow Creek Formation.

Average precipitation in the fall and winter (October to February) is generally less than 20 mm or less between 1912 and 2005. The most rain, approximately 70 mm, falls in June.

Precipitation in the Willow Creek Watershed, averaging 413 mm annually (between 1915 and 2005), ranges from 70 mm in June to 20mm fall and winter. Approximately 5% to 15% infiltrates into the ground and recharges aquifers in the subsurface. Although recharge may vary depending on the permeability of surficial geology and ground cover, the water table in unconfined aquifers, and the piezometric (pressure) surface in confined aquifers generally follows topography which is largely defined by the drainage of Willow Creek and groundwater flow therefore occurs from northwest to southeast across the watershed. Leakage through confining layers between aquifers recharges deeper systems and discharge may occur locally to creeks and in topographically lower areas.

The volume of recharge to groundwater systems over the watershed is estimated to be between 54,120,600 and 162,361,800 m<sup>3</sup>/yr based on an estimated 5% to 15% infiltration from precipitation. The 172 groundwater diversion licenses existing within the watershed account for a groundwater diversion volume of 2,227,908 m<sup>3</sup>/yr. Groundwater diversion and use for domestic purposes is estimated to be 2,671,250 m<sup>3</sup>/yr based on the 2,137 households within the watershed. This suggests that there may be a groundwater surplus of between 49,221,442 and 157,462,642 m<sup>3</sup>/yr. This also suggests that anywhere from 3-9% of the estimated recharge to aquifers may be currently in use.

A fundamental knowledge/data gap, results from the inability to reconcile water wells in the field with Alberta Environment and Water's water well database. The problem arises as a result of the fact that wells are not generally tagged in the field and there is no requirement to record an accurate well location. In most instances, the well location is estimated to the nearest quarter section by the driller which is only accurate to +/- 400 m, making it difficult to reconcile with well ID's in AEW's water well database, AEW's well license approval database, and with water chemistry records. In Waterline's opinion, drillers should be required to apply for AEW well ID number before wells are drilled. In this manner AEW can issue tags which can be affixed to the well casing by the driller so that a tracking system can be established. Although this is a provincial responsibility, the Oldman Watershed Council should promote this practice to drillers operating in the region or to the landowner after the well is drilled, as every well drilled in the watershed is a potential groundwater monitoring point that can help resolve data gaps in developing our understanding of groundwater systems within the watershed.

There is also an immediate need to establish a groundwater monitoring network in key areas. The intent of such a network is to have a series of control points in key aquifers so that the current groundwater conditions can be determined and a long-term water level record can be established. A critical question is whether aquifers in the watershed are being over-exploited and if water levels are stable, increasing or more importantly in decline. Declining water levels in wells indicates that groundwater diversion may be exceeding aquifer recharge and that corrective action may be required to ensure sustainable use of groundwater resources in the region.

Waterline has identified critical areas based on aquifer characteristics, population density, the number of wells completed in aquifers which have been identified, vulnerability of areas, areas where insufficient hydrogeological data exist, and future development areas. The following locations are recommended for establishing an observation well network within the watershed:

- Upstream of Chain Lakes Reservoir – to monitor recharge characteristics high in the watershed within alluvial materials and Alberta Group bedrock;
- Kintz Creek confluence with Willow Creek for monitoring the Porcupine Hills Formation Aquifer(s) and potential communication with surface water resources (recharge/discharge relationship);
- West of Stavelly to monitor Stavelly buried valley aquifer and underlying Willow Creek Formation aquifer;
- Trout Creek near Willow Creek to monitor interactions between Willow Creek, the Willow Creek alluvial aquifer, the Carmangay buried valley aquifer, and the Willow Creek Formation aquifer;
- Between Claresholm and Granum near Willow Creek to monitor the buried valley aquifer and the Willow Creek Formation aquifer; and
- East of Mud Lake to monitor the Willow Creek alluvial aquifer, Mud Lake buried valley aquifer, and the Willow Creek Formation aquifer.

The groundwater geochemistry transforms from a calcium-magnesium bicarbonate type in the foothills and mountains (Brazeau and Alberta Group aquifer(s)), to a sodium-sulphate, or mixed sodium sulfate-bicarbonate type groundwater in the plains part of the watershed. This is a common geochemical evolution of groundwater as the residence time of groundwater in contact with bedrock increases, and mineral dissolution progresses as groundwater moves from zones of recharge in the upper watershed to zones of discharge in the lower part of the watershed.

The TDS of groundwater appears to increase dramatically from the upper to the lower part of the Willow Creek watershed. Of the 1,504 samples with a measured TDS concentration from the Willow Creek Formation, 1,178 had TDS concentrations greater than the 500 mg/L drinking water criteria for TDS. This change in concentration may coincide with the boundary of the glacial till deposits left by the eastern derived Laurentide ice sheet and western derived Cordilleran glacial deposits from the last ice age. The glacial till to the east of this boundary has high sulphate content likely derived from the higher sulphide mineral content of the granite and gneiss pebbles. Another possibility to explain the higher TDS concentrations could be the result of higher temperature and lower precipitation in the plains region which would result in greater evaporation and thus higher TDS content than in the foothills and mountains to the west.

Continuous long-term, water level and water quality monitoring of aquifer response to natural phenomena such as precipitation events, or human activities such as groundwater pumping and diversion, and contamination is fundamental to developing an understanding of groundwater flow systems and interactions. Such an approach provides an early-warning system for aquifer management and the needed information for future land use planning. Waterline recommends

the use of existing wells, or drilling new wells as required, and continuous monitoring of water levels using pressure transducer-data loggers.

Aquifer mapping, and particularly aquifer vulnerability mapping, should be updated once baseline groundwater data are available. Land development and land use planning can then be addressed with some consideration of existing cumulative groundwater impacts. In addition, sustainable development strategies can be established to reduce impacts in sensitive areas through low impact development practices, water conservation, water capture and infiltration measures, establishing communal well systems, and through other measures. Community outreach programs can also be developed in an effort to clarify roles and responsibilities of all users who reside in the watershed.

Managing groundwater resources within the Willow Creek watershed will undoubtedly present challenges but also presents a unique opportunity for innovation and setting the template for the future approach to aquifer management in Alberta. Waterline has developed an approach that we believe will maximize the understanding of aquifers within the Willow Creek watershed so that the data can be integrated into Oldman Watershed Council's future groundwater management framework.

# CLARESHOLM CHAMBER OF COMMERCE

## MEETING MINUTES

June 19, 2012

Attendees:			
Karen Uhl	Russell Sawatzky	Betty Fieguth	Anita Wahl
Wilf Gour	Mike Young	Glen Alm	Rob Vogt
Fern Norby	Roxanne Thompson	Marilyn Curry	Norma McGuire
Patricia Llett	Linda Petryshen	Iqbal Nurmohamed	Tony Walker
Linda Herbert	Sue Gour	Tania Smeltzer	

Meeting Called to order: 12:05 P.M.	
Approval of Agenda: <ul style="list-style-type: none"> <li>• Addition of Senior Pro Rodeo</li> <li>• Addition of Claresholm Airport Fly In</li> <li>• Addition of Downtown Revitalization initiative</li> </ul>	Roxanne Thompson 2 <sup>nd</sup> Sue Gour
Approval of Minutes: Motion: To approve minutes from May 15, 2012 as presented	Linda Petryshen 2 <sup>nd</sup> Anita Wahl
Treasurers Report: presented by Sue Gour	
<ul style="list-style-type: none"> <li>• Current memberships 102</li> <li>• \$500.00 in chamber insurance due</li> <li>• Balance of accounts as of Jun 17, 2012 \$29,673.88 with \$5,000.00 of that designated strictly for fair days</li> </ul>	
Town Business: Presented by Betty Fieguth	
<ul style="list-style-type: none"> <li>• A number of community improvement projects are underway/ or soon to be under way, including                         <ul style="list-style-type: none"> <li>○ The zero-scape garden called the “Old Man watershed garden”</li> <li>○ West side playground</li> <li>○ As well as other projects</li> </ul> </li> <li>• Alicia Fox will be involved with Fair days</li> <li>• Recycling will be starting in July and run out of the town building</li> </ul>	
MD Business: presented by Glen Alm	
<ul style="list-style-type: none"> <li>• The MD is working on having a recycling trailer at the MD shop by July 1<sup>st</sup>, no discussions with the town or other communities regarding the matter have been undertaken</li> <li>• Parks and campsites are open</li> <li>• Regular road maintenance is under way</li> </ul>	



<p>Mural Project: Presented by Iqbal Nurmohamed</p> <ul style="list-style-type: none"> <li>• Under way, 1 panel completed the 2<sup>nd</sup> is approximately ½ done</li> </ul>	
<p>Mexican Fiesta: Presented by Wilf Gour</p> <ul style="list-style-type: none"> <li>• Planning is going well</li> <li>• Concerns about publicity, and lack of exposure. Committee is working hard to overcome the short fall</li> </ul>	
<p>EDC Report: Presented by Russell Sawatzky</p> <ul style="list-style-type: none"> <li>• EDC is discussing changing name to Community Development which may improve the functioning of the committee</li> <li>• Organizing an alumni event from 1969 to date for next year</li> </ul>	
<p>Hanging Baskets: Presented by Roxanne Thompson</p> <ul style="list-style-type: none"> <li>• Baskets are up</li> <li>• Canvassing for donations will be done by Roxanne, cost to sponsor a basket is \$100.00</li> </ul>	
<p>Fair Days: Presented by Russell Sawatzky</p> <ul style="list-style-type: none"> <li>• Lt. Governor for Alberta will be attending parade</li> <li>• A number of activities and sources of entertainment are being investigated</li> </ul>	
<p>Trade Fair: Presented by Iqbal Nurmohamed</p> <ul style="list-style-type: none"> <li>• Some discussion occurred with respect to changes that could enhance the value of the trade fair</li> <li>• A new chairperson to head the committee is required</li> </ul>	
<p>Town Recycling: Presented by Russell Sawatzky</p> <ul style="list-style-type: none"> <li>• A letter was sent to the town and the chamber will make a presentation to the town council at the meeting on Monday, June 25</li> </ul>	
<p><b>New Business</b></p>	
<p>Alberta Chamber Meeting – May 24/26: Presented by Iqbal Nurmohamed</p> <ul style="list-style-type: none"> <li>• Meetings were attended by Iqbal, he commented on powerful an organization the chamber body is with respect to lobbying government both provincially and federally.</li> <li>• Offers a very beneficial avenue for Southern Alberta</li> <li>• Copies of items from the meetings are available should anyone request it</li> </ul>	
<p>Strategic Planning Session: Presented by Tony Walker</p> <ul style="list-style-type: none"> <li>• Session was held June 16 with approximately 10 members attending</li> <li>• Extremely beneficial session which is leading to a greater understanding of the chambers role in the community and in the creation of future goals. Notes from the session will be available.</li> <li>• Follow up session will be held July 10 from 1 – 4 pm at Bridges Restaurant, all are encouraged to attend</li> </ul>	

<p>Claresholm Airport Fly In:</p> <ul style="list-style-type: none"> <li>• Taking place August 18<sup>th</sup>, with a breakfast then bus trip to Nanton Air Museum</li> <li>• They are looking for a donation from the Chamber</li> </ul> <p>Motion: To donate \$200.00 to the Fly In organizers</p>	<p>Roxanne Thompson 2<sup>nd</sup>: Wilf Gour Carried</p>
<p>Canadian Senior Pro Rodeo:</p> <ul style="list-style-type: none"> <li>• Taking place October 11 – 14<sup>th</sup></li> <li>• The chamber has been a \$1,000.00 sponsor in the past and they are asking for the same again</li> </ul> <p>Motion: to donate \$1,000.00 to the Rodeo:</p>	<p>Roxanne Thompson 2<sup>nd</sup>: Russell Sawatzky carried</p>
<p>Downtown Revitalization Project: Presented by Fern Norby</p> <ul style="list-style-type: none"> <li>• Concerns raised over the unsightly empty buildings with paper covered windows, doesn't present a favourable impression of our town</li> <li>• Fern has received permission from some building owners to remove the paper and has found local artists who will paint the windows</li> <li>• FCSS will do the manual work and the Chamber is being requested to pay for the paint supplies</li> <li>• It was suggested that the EDC committee is the source for this type of funding and Fern will present a letter to Russell Sawatzky for presentation to the EDC Committee</li> </ul>	
<p>Summer Meeting Schedule: Presented by Iqbal Nurmohamed</p> <ul style="list-style-type: none"> <li>• The Chamber is heading in a positive direction, interruption of our regular meeting schedule could be detrimental</li> <li>• The question was posed, should we continue our regular meetings throughout the summer:</li> </ul> <p>Motion: to continue monthly meetings throughout the year and not take a break over the summer months</p>	<p>Linda Herbert 2<sup>nd</sup> Linda Petryshen carried</p>
<p>Next meeting: July 17, 2012</p>	
<p>Motion to adjourn: 1:10 P.M.</p>	<p>Iqbal Nurmohamed</p>

**CLARESHOLM AND DISTRICT TRANSPORTATION SOCIETY**  
**Board of Directors, June 15, 2012**

**ATTENDEES:** Neil Ohler – Lay Representative  
Walter Gripping – Town of Granum  
Howard Paulsen - Lay Representative  
Bob Thompson – Seniors Center  
Brydon Saunders – Lay Representative  
Holly Gillespie – Porcupine Hills Lodge  
David Hubka– Town of Claresholm  
Earl Hemmaway – M. D. of Willow Creek  
Sandra Young - Wandering Willows  
Lyal O’Neill – Office Coordinator

**REGRETS:** Darren Allen – Wandering Willows  
Howard Paulsen, Chair called the meeting to order at 10:20am.

**1.0 APPROVAL OF ADDITIONS TO AGENDA**

Moved by Neil Ohler to accept the agenda. Carried.

**2.0 APPROVAL OF MINUTES**

Moved by Walter Gripping to accept the minutes of the meeting held **May 18, 2012**. Carried.

**3.0 BUSINESS ARISING**

1. The application for the CIP grant for \$25,000 over 1 year was on the courier June 13 to meet a June 15 deadline.

**4.0 CORRESPONDENCE**

1. The Fundrasing Committee made a presentation to approach the Towns, Claresholm, Stavely, Nanton, Granum, and Fort Macleod and the M.D. Following a lengthy discussion it was deecided to ask for donations. Moved by Neil Ohler and seconded by Brydon Saunders to approach the service clubs first and then go to the Towns & M. D. Carried.
2. Received from Community Spirit 2012 \$675.35

**5.0 REPORTS**

1. Financial Report – Moved by Lyal O’Neill to accept the financial report. Carried.
2. Office Coordinator Report- Moved by Lyal O’Neill to accept the report. Carried.
3. Advertising & Fundraising- . Received \$1,300 as a result of our Fundraising campaign

4. Chairman's report. Stops in on request to sign cheques. We will place an Ad in the Local Press to thank Cody for our interim garage storage at no cost!

**6.0 NEW BUSINESS**

1. Canada Day Parade – Granum - Bob Thompson, Brydon Saunders will drive vans in the parade.
2. Fair Days Parade – August 11, 2012 - Brydon Saunders, Neil Ohler will drive vans in the parade.
3. Stavelly Parade – August 25 - Bob Thompson will drive vans in the parade.
4. Lyal's vacation June 28- July 9, August 6-10
5. Moved by Earl Hemmaway In Camera. Carried. Moved by Bob Thompson Out Camera. Carried.

**7.0 NEXT MEETING is on Sept 21, 2012 at Claresholm General Hospital.**

**8.0** The meeting was adjourned at 11:50 by Bob Thompson

cc. Town of Claresholm  
WCCCC Laurie Watt

Please circulate to Mayor/Reeve and Council for information



# OLDMAN RIVER REGIONAL SERVICES COMMISSION

MINUTES - 4 (2012)  
**EXECUTIVE COMMITTEE MEETING**  
Thursday, May 10, 2012 at 7:00 p.m.  
ORRSC Boardroom (3105 - 16 Avenue North, Lethbridge)

**EXECUTIVE COMMITTEE:**

Terry Michaelis - *Chair*  
Gordon Wolstenholme - *Vice-Chair*  
Henry Van Hierden  
Doug MacPherson

Dick Fenton  
Anne Marie Philipsen  
Walter Gripping

**STAFF:**

Lenze Kuiper – *Director*

Barb Johnson – *Executive Secretary*

**AGENDA:**

1. **Approval of Agenda** – May 10, 2012.....
2. **Approval of Minutes** – April 12, 2012..... (attachment)
3. **Business Arising from the Minutes**
  - (a) Doubtful Accounts.....(handout)
4. **New Business**
  - (a) CPAA Conference Report by Executive Committee.....
  - (b) ORRSC Finance Committee Update.....
  - (c) Insurance Claim and Work Update.....(handout)
  - (d) Secured Line of Credit.....(handout)
  - (e) Land Use Framework Update.....(handout)
5. **Accounts**
  - (a) Office Accounts – February 2012..... (attachment)
  - (b) Financial Statements –
    - (i) January 1 - January 31, 2012..... (attachment)
    - (ii) January 1 - February 29, 2012..... (attachment)
    - (iii) January 1 - March 31, 2012.....(handout)
6. **Director’s Report** .....
7. **Executive Report** .....

**8. Adjournment**.....

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CHAIR TERRY MICHAELIS CALLED THE MEETING TO ORDER AT 7:05 P.M.

**1. APPROVAL OF AGENDA**

**Moved by: Doug MacPherson**

THAT the Executive Committee approves the agenda, as amended:

- ADD: 4(d) Secured Line of Credit
- 4(e) Land Use Framework Update
- 5(b)(iii) Financial Statement: January 1 - March 31, 2012 **CARRIED**

**2. APPROVAL OF MINUTES**

**Moved by: Dick Fenton**

THAT the Executive Committee approves the minutes of April 12, 2012, as presented. **CARRIED**

**3. BUSINESS ARISING FROM THE MINUTES**

**(a) Doubtful Accounts**

- At the April 12, 2012 Executive meeting, Committee members requested that the list of Doubtful Accounts referred to in the Auditors' Report be provided at the May meeting. The list containing six invoices totaling \$327.00 was reviewed, but the Director was asked to provide more details (e.g. invoice date, what it was for, reasons not collected, etc.) at the next meeting.

**4. NEW BUSINESS**

**(a) CPAA Conference Report by Executive Committee**

- Five members of the Executive Committee attended the CPAA Conference in Red Deer April 16-18, 2012 — Henry Van Hierden and Walter Gripping were sponsored by ORRSC; Terry Michaelis, Gordon Wolstenholme and Anne Marie Philipsen by their respective municipalities. Everyone felt the conference was excellent and worthwhile with session topics including: mitigating effects on the environment, waste energy and recycling, affordable housing, green space, etc.

**(b) ORRSC Finance Committee Update**

- The first meeting of the ORRSC Finance Committee was held on Thursday, May 3, 2012 at 6:30 p.m. with the following agenda:
  - 1. Financial History of ORRSC
  - 2. Current Audit & Financial Review
  - 3. Five Year Audit & Financial Review

4. Revenue Review
    - a. Member Fees
    - b. GIS Fees
    - c. Grants
    - d. Subdivision Fees
  5. Expense Review
- The second meeting is scheduled for Thursday, May 31, 2012 at 6:30 p.m. to review revenue options and to select an option for presentation to the Board of Directors at the June 7, 2012 meeting.

**Moved by: Anne Marie Philipson**

THAT the ORRSC Finance Committee Update be received as information. **CARRIED**

**(c) Insurance Claim and Work Update**

- On March 27, 2012 the water supply to a humidifier ruptured which caused damage to the office building. ORRSC staff did the initial cleanup and an insurance claim was subsequently filed (\$1000 deductible). Repairs have commenced including:

Furnace Room:

- repair and replace unfinished drywall
- scrape and paint cement floor

Office Area:

- remove built-in base cabinets and carpet
- disinfect / dry area
- replace and repair affected drywall and paint 2/3 coats
- reset base cabinets and kicks
- replace carpet

**Moved by: Walter Gripping**

THAT the Insurance Claim and Work Update be received as information. **CARRIED**

**(d) Secured Line of Credit**

- Due to our current deficit financial position, ORRSC may experience cash flow problems. Therefore, ATB Financial and TD Canada Trust are being approached for quotes to establish a secured line of credit. ORRSC is currently debt-free, but is in need of interim funding until more stable revenue sources are established.

**Moved by: Doug MacPherson**

THAT, the Executive Committee of the Oldman River Regional Services Commission authorizes Administration to apply for, open and manage a Secured Line of Credit to a maximum of \$500,000 through a certified financial banking institution for the purpose of managing cash flow emergencies. **CARRIED**

**(e) Land Use Framework Update**

- A letter has been received from the Land Use Secretariat dated April 30, 2012 thanking us for our submission providing input on the Regional Advisory Council's Advice to the Government of Alberta for the South Saskatchewan Regional Plan and encouraging participation in the public and stakeholder community sessions when



they are announced. ORRSC staff plans to bring this issue up in discussions with the province and will continue to participate in the process.

**Moved by: Gordon Wolstenholme**

THAT the Land Use Framework Update be received as information. **CARRIED**

**5. ACCOUNTS**

**(a) Office Accounts – March 2012**

5151	Vehicle Gas & Maintenance .....	Imperial Oil .....	\$ 99.80
5151	Vehicle Gas & Maintenance .....	Petty Cash (gas) .....	11.71
5160	Staff Field Expense .....	Petty Cash (Sobeys - J. Schmidt) .....	11.47
5320	General Office Supplies .....	Petty Cash (paper) .....	36.98
5320	General Office Supplies .....	Petty Cash (scotch tape/tylenol) .....	33.98
5350	Postage & Petty Cash .....	Petty Cash (Canada Post) .....	9.40
5520	Meetings .....	Petty Cash (juice/doughnuts) .....	46.18
5280	Janitorial Services .....	Madison Ave Business Services .....	475.00
5310	Telephone .....	Bell Mobility .....	583.75
5310	Telephone .....	Telus Communications .....	333.77
5580	Equipment & Furniture Rental .....	Telus Communications .....	222.48
5310	Telephone .....	Telus Communications .....	58.66
5320	General Office Supplies .....	Citi Cards .....	14.96
5500	Subdivision Notification .....	Citi Cards .....	32.86
5330	Dues & Subscriptions .....	Westwind Weekly .....	35.00
5330	Dues & Subscriptions .....	Crowsnest Pass Promoter .....	47.72
5350	Postage & Petty Cash .....	Postage by Phone .....	1,000.00
5440	Land Titles Office .....	Minister of Finance .....	598.00
5450	Legal Fees .....	Stringam Denecky .....	143.72
5470	Computer Software .....	Safe Software .....	900.00
5470	Computer Software .....	Autodesk .....	3,270.84
5470	Computer Software .....	Global Edge Systems & Wireless .....	349.00
5500	Subdivision Notification .....	Lethbridge Herald .....	182.64
5570	Equipment Repairs & Maintenance .....	Reiter Computer Associates .....	65.00
5580	Equipment & Furniture Rental .....	Pitney Bowes .....	292.03
1160	GST Receivable .....	GST Receivable .....	276.57
		<b>TOTAL</b>	<b><u>\$9,131.52</u></b>

**Moved by: Doug MacPherson**

THAT the Executive Committee approves the Office Accounts of March 2012 (\$9,131.52), as presented. **CARRIED**

**(b) Financial Statements**

- (i) January 1 - January 31, 2012**
- (ii) January 1 - February 29, 2012**
- (iii) January 1 - March 31, 2012**

- Actual revenue is below budgeted revenue so far again this year. To offset this, we are also trying to keep expenditures as low as possible.
- The Director was asked to report on the difference between Accounts Receivable and Accounts Receivable (Manual) at the next meeting.

**Moved by: Walter Gripping**

THAT the Executive Committee approves the following unaudited Financial Statements as presented:

January 1 - January 31, 2012  
January 1 - February 29, 2012  
January 1 - March 31, 2012

**CARRIED**

#### **6. DIRECTOR'S REPORT**

- The Town of Bassano has signed on for planning services effective June 1, 2012 (but not GIS services at this time).
- We have resubmitted a planning services proposal to the Town of Taber and plan to approach Bow Island and Foremost as well.

**Moved by: Henry Van Hierden**

THAT the Executive Committee approves the verbal Director's Report, as presented.

**CARRIED**

#### **7. EXECUTIVE REPORT**

- Committee members reported on various projects and activities in their respective municipalities.

#### **8. ADJOURNMENT**

**Moved by: Anne Marie Philipsen**

THAT we adjourn the regular meeting of the Executive Committee of the Oldman River Regional Services Commission at 9:00 p.m. until Thursday, June 14, 2012 at 7:00 p.m.

**CARRIED**

/bj

CHAIR: \_\_\_\_\_

