



TOWN OF CLARESHOLM  
PROVINCE OF ALBERTA  
REGULAR COUNCIL MEETING  
MARCH 26, 2012  
AGENDA

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

CALL TO ORDER

AGENDA: ADOPTION OF AGENDA

MINUTES: REGULAR MEETING MINUTES MARCH 12, 2012

DELEGATIONS:

1. YOUNG PARKYN McNAB LLP  
RE: Audit
2. CLARESHOLM LIBRARY BOARD  
RE: 2012 Budget

ACTION ITEMS

1. BYLAW #1573 – Street Maintenance Tax  
RE: 2<sup>nd</sup> & 3<sup>rd</sup> Readings
2. DELEGATION RESPONSE: Claresholm Lions Club  
RE: Lions Park
3. CORRES: Hon. Ray Danyluk, Minister of Transportation  
RE: 2012 Transportation Grant Programs
4. CORRES: Alberta Transportation  
RE: Pedestrian Crossing Review
5. CORRES: Willow Creek Agricultural Society  
RE: Liability Insurance
6. CORRES: Cicon Engineering  
RE: 2012 Infrastructure
7. STAFF REPORT: Surplus Transfers to Capital Reserves 2011
8. COMMUNITY STANDARDS COMMITTEE: Requests for Proposal – General Contractor Services
9. WESTHILL PARK REDEVELOPMENT PROJECT
10. ADOPTION OF INFORMATION ITEMS
11. IN CAMERA: PERSONNEL

INFORMATION ITEMS:

1. Claresholm Healthy Community Coalition – Thank you for your support!
2. Claresholm Animal Rescue Society Regular Meeting Minutes – March 1, 2012
3. Alberta Historical Resources Foundation Heritage Awards 2012
4. Workers' Compensation Board letter – Day of Mourning April 28, 2012
5. Alberta Municipal Affairs - Minister's Awards for Municipal Excellence
6. Alberta Municipal Affairs – Emergency Management Act
7. Baseball Users' Meeting Minutes – March 14, 2012
8. Bridges at Claresholm Golf Club Meeting Minutes – March 14, 2012
9. Alberta SouthWest Regional Alliance Board Meeting Minutes – February 1, 2012
10. Alberta SouthWest Bulletin – March 2012

ADJOURNMENT:



**TOWN OF CLARESHOLM  
PROVINCE OF ALBERTA  
REGULAR COUNCIL MEETING MINUTES  
MARCH 12, 2012**

**CALL TO ORDER:** The meeting was called to order at 7:03pm by Mayor David Moore

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

**ABSENT:** None

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

**CARRIED**

**MINUTES:** **REGULAR MEETING – FEBRUARY 27, 2012**

Moved by Councillor Van Amerongen that the Regular Meeting Minutes of February 27, 2012 be accepted as amended.

**CARRIED**

**DELEGATIONS:**

**1. CLARESHOLM LIONS CLUB**

**RE: Lions Park**

Speaking on behalf of the Claresholm Lions Club was Butch Boucher and Don Campbell regarding Lions Park. They have formed a committee and would like to improve their park. In the past they planted spruce trees in honor of Lions who have passed away. Don Campbell proposed a joint project to memorialize previous Lions and provide a seating area. They would like to place three metal panels to have past and present Lions remembered. They would like to move the gate from the one corner to the centre of the park and make an apron around the park. They plan to put forth about \$12,000 towards the rehabilitation, and they would like to work with the Town's Public Works Department. The Lions have appreciated what the town has been doing in the parks and would like to improve Lions Park along the same lines. They would like to start sometime this year. No improvements towards the playground equipment is planned at this time, as the Town takes care of the equipment in each park on a rotating basis.

**2. CLARESHOLM & DISTRICT MUSEUM BOARD**

**RE: 2012 Budget**

Trisha Carleton, Executive Director and Doug Leeds, Museum Board Member, were present to speak to Council regarding their 2012 budget. Trisha has been applying for many different grants, and hopes that there will be new grants that come up during the year that can be applied for as well. They have lowered the amount they are asking for from the town from their previous budget. They are working to make the Museum more of a place for the community to go visit and learn more about local heritage.

**ACTION ITEMS:**

**1. BYLAW #1570 – Land Use Bylaw Amendment**

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

Moved by Councillor MacPherson to give Bylaw #1570, a Land Use Bylaw Amendment, 1<sup>st</sup> Reading.

**CARRIED**

**2. BYLAW #1573 – Street Maintenance Tax**

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

Moved by Councillor Quayle to give Bylaw #1573, regarding a Street Maintenance Tax, 1<sup>st</sup> Reading.

**CARRIED**

**3. CORRES: Willow Creek Agricultural Society**

**RE: Letter of Support**

Moved by Councillor Hubka to write a letter of support for the Willow Creek's Agricultural Society's application to the Community Facilities Enhancement Grant.

**CARRIED**

**4. Willow Creek Recycling & Bottle Depot**

Moved by Councillor MacPherson to agree to a three year contract starting January 1, 2012 with Willow Creek Recycling & Bottle Depot at a five percent increase for the Town's half of the contract, or \$82.69 per tonne of recycling.

**CARRIED**

5. **CORRES: Willow Creek Regional Waste Management Services Commission**  
**RE: 2012 Requisition**

Referred to budget.

6. **STAFF REPORT: Sewage Lagoon Project Update**

Moved by Councillor MacPherson to approve the construction of the Sewage Lagoon Upgrades – Phase One in 2013 to be funded through the Alberta Municipal Water / Wastewater Partnership and the Municipal Sustainability Initiative Capital Grant.

**CARRIED**

7. **STAFF REPORT: Animal Services Building Project Update**

Received for information.

8. **STAFF REPORT: Joint Fire / Emergency Services Agreement**

Moved by Councillor Sutter to approve the Joint Fire / Emergency Services Agreement with the Municipal District of Willow Creek as presented.

**CARRIED**

9. **CORRES: Dan Ellsworth**  
**RE: Municipal Planning Commission**

Moved by Councillor Sutter to appoint Dan Ellsworth to the Municipal Planning Commission.

**CARRIED**

10. **ADOPTION OF INFORMATION ITEMS**

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

**CARRIED**

11. **IN CAMERA: DEVELOPMENT**

Moved by Councillor Sutter that this meeting go In Camera.

**CARRIED**

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

**CARRIED**

Moved by Councillor Fieguth to approve the purchase agreement with Mike Petrovic as presented, to include a waiver of the development fees relating to development permit application number D2012.011.

**CARRIED**

**ADJOURNMENT:** Moved by Councillor Quayle that this meeting adjourn at 9:10pm.

**CARRIED**

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Mayor – David Moore

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Chief Administrative Officer – Kris Holbeck

# **ACTION ITEMS**



**TOWN OF CLARESHOLM  
PROVINCE OF ALBERTA  
BYLAW #1573**

**A Bylaw of the Town of Claresholm to authorize the imposition and levy of a special Street Maintenance Tax upon lands fronting or abutting on any of the streets, overlaid with asphaltic or bituminous material under the Provincial Basic Municipal Transportation Fund Program.**

**WHEREAS** it is essential that the paved surfaces hereinbefore mentioned are maintained in a good state of repair; and

**WHEREAS** it has been determined that an annual tax of one dollar (\$1.00) per assessable front foot on properties abutting and fronting on the said paved streets, to raise from benefiting properties, an equitable share of the maintenance costs;

**NOW THEREFORE**, under the authority and subject to the provisions of the *Municipal Government Act*, RSA 2000, Chapter M-26, the Council of the Town of Claresholm duly assembled does hereby enact:

1. That the Chief Administrative Officer (CAO), or such other official as may from time to time be authorized, shall in the year 2012 through the year 2049 levy annually, against all properties fronting or abutting on any street on which an asphaltic overlay has been placed under the Provincial Basic Municipal Transportation Fund Program, a uniform special paving maintenance tax in the amount of one dollar (\$1.00) per assessable front foot.
2. That the special tax referred to in (1) shall be in addition to all other taxes and shall be levied on properties noted in Schedule A.
3. Pursuant to the provisions of Section 404 of the Municipal Government Act, different size or odd shaped lots may be assigned the number of units of measurement the Council consider appropriate to ensure that they will bear a fair portion of the maintenance tax.
4. That this Bylaw shall come into effect on the date of the third reading.

Read a first time in Council this **12<sup>th</sup>** day of **March** 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**

## Schedule "A" to Bylaw #1573

Properties to be assessed:

1. From: East property line of Lot 1 Block 131 Plan 6535GA  
To: West property line of Lot 1 Block 131 Plan 6535GA
2. From: East property line of Lot 15 Block 122 Plan 2496R  
To: West property line of Block 16 Lot 122 Plan 2496R
3. From: East property line of Lot 17 Block 122 Plan 2496R  
To: West property line of Lot 17 Block 122 Plan 2496R
4. From: East property line of Lot 18 Block 122 Plan 2496R  
To: West property line of Lot 19 Block 122 Plan 2496R
5. From: East property line of Lot 20 Block 122 Plan 2496R  
To: West property line of Lot 21 Block 122 Plan 2496R
6. From: East property line of Lot 21 Block 122 Plan 2496R  
To: West property line of Lot 22 Block 122 Plan 2496R
7. From: East property line of Lot 23 Block 122 Plan 2496R  
To: West property line of Lot 23 Block 122 Plan 2496R
8. From: East property line of Lot 24 Block 122 Plan 2496R  
To: West property line of Lot 24 Block 122 Plan 2496R
9. From: East property line of Lot 25 Block 122 Plan 2496R  
To: West property line of Lot 25 Block 122 Plan 2496R
10. From: East property line of Lot 26 Block 122 Plan 2496R  
To: West property line of Lot 26 Block 122 Plan 2496R
11. From: East property line of Lot 27 Block 122 Plan 2496R  
To: West property line of Lot 27 Block 122 Plan 2496R
12. From: East property line of Lot 28 Block 122 Plan 2496R  
To: West property line of Lot 28 Block 122 Plan 2496R
13. From: East property line of Lot \_\_ Block 6 Plan 7810527  
To: West property line of Lot \_\_ Block 6 Plan 7810527
14. From: East property line of Lot 2 Block 36 Plan 147N  
To: West property line of Lot 1 Block 36 Plan 147N
15. From: East property line of Lot 3 Block 36 Plan 147N  
To: West property line of Lot 2 Block 36 Plan 147N
16. From: East property line of Lot 4 Block 36 Plan 147N  
To: West property line of Lot 4 Block 36 Plan 147N
17. From: East property line of Lot 5 Block 36 Plan 147N  
To: West property line of Lot 5 Block 36 Plan 147N
18. From: East property line of Lot 6 Block 36 Plan 147N  
To: West property line of Lot 6 Block 36 Plan 147N
19. From: East property line of Lot 7 Block 36 Plan 147N  
To: West property line of Lot 7 Block 36 Plan 147N
20. From: East property line of Lot 8 Block 36 Plan 147N  
To: West property line of Lot 8 Block 36 Plan 147N

# **Claresholm Lions Club**

[Click here and type return address]

February 24, 2012

Town of Claresholm

Dear Ms. Willock:

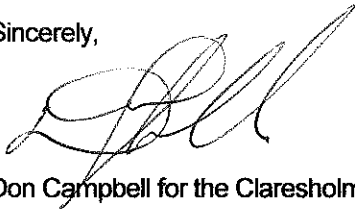
The Claresholm Lions Club would like to participate in the restoration of the park known as Lions Park.

With your approval we would like to establish an entryway with benches and memorial plaques for Lions.

We would like to appear as a delegation to outline our proposal at the March 12<sup>th</sup> council meeting.

Thank you for your consideration.

Sincerely,

A handwritten signature in black ink, appearing to read 'D. Campbell', written over a faint, illegible printed name.

Don Campbell for the Claresholm Lions Club



ALBERTA  
TRANSPORTATION

*Office of the Minister  
MLA, Lac La Biche - St. Paul*

AR51623

March 5, 2012

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

Dear Mayor Moore:

I am pleased to advise your council of the Alberta government grant funding that will be provided to the Town of Claresholm under the following 2012 Transportation grant programs:

**Basic Municipal Transportation Grant (BMTG) in the amount of \$222,000.** The 2012 BMTG is comprised of:

- The Streets Improvement component in the amount of \$222,000, based on \$60 per capita and the official 2011 population.

**Federal Gas Tax Fund (FGTF) in the amount of \$206,201.**

My colleague, Honourable Evan Berger, MLA for Livingstone-Macleod, and I are very supportive of the grants that help support Alberta's transportation network.

Your administration should contact department staff regarding the necessary arrangements for processing the financial assistance.

Sincerely,

Ray Danyluk  
Minister

cc: Honourable Evan Berger, MLA, Livingstone-Macleod  
Darrell Camplin, Regional Director, Southern Region



Office of the Regional Director  
SOUTHERN REGION

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

Toll-Free Connection  
Outside Edmonton - Dial 310-0000  
Telephone 403/381-5426  
Fax 403/382-4412  
www.trans.gov.ab.ca

File No: 2100-CLAR

March 13, 2012

Mr. Kris Holbeck  
Chief Administrative Officer  
Town of Claresholm  
P.O. Box 1000  
Claresholm, AB T0L 0T0

**RE: PEDESTRIAN CROSSING REVIEW – HWY 2:08 AT HWY 520**

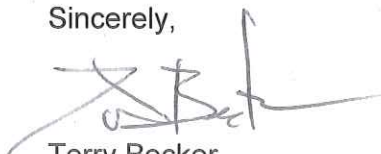
We are in receipt of your letter requesting the installation of a pedestrian crosswalk at the above noted location. Department staff have undertaken an internal review, taking into account the newly installed sidewalk on the north-east corner, and have determined that a crosswalk is warranted at this location.

To this end, the department has begun preparations for the design and install of a pedestrian crosswalk at this location and the necessary signs, flashing beacons and other changes associated with such an installation. The preliminary assessment undertaken to date indicates that this location will require a five-lane transverse crosswalk, two secondary crosswalks to connect the turn lane delineation islands to the town of Claresholm sidewalk network and set of pedestrian-activated overhead warning beacons. In addition, a set of advance warning "Crosswalk Ahead" signs will be required in advance of the intersection both north- and southbound. The exact location of all these items will be determined during the course of the final design and confirmed on site prior to installation. Installation is contingent upon securing sufficient funding and is anticipated for the summer 2012 construction season. The attached photos and maps show a conceptual view of the proposed installation.

I am aware that this issue has been an ongoing concern for the Town of Claresholm and its residents and offer my apologies for the delay in coming to a final conclusion. It is my hope that, by continuing to work together in a positive and productive manner, this issue can be resolved in a way acceptable to all interested parties.

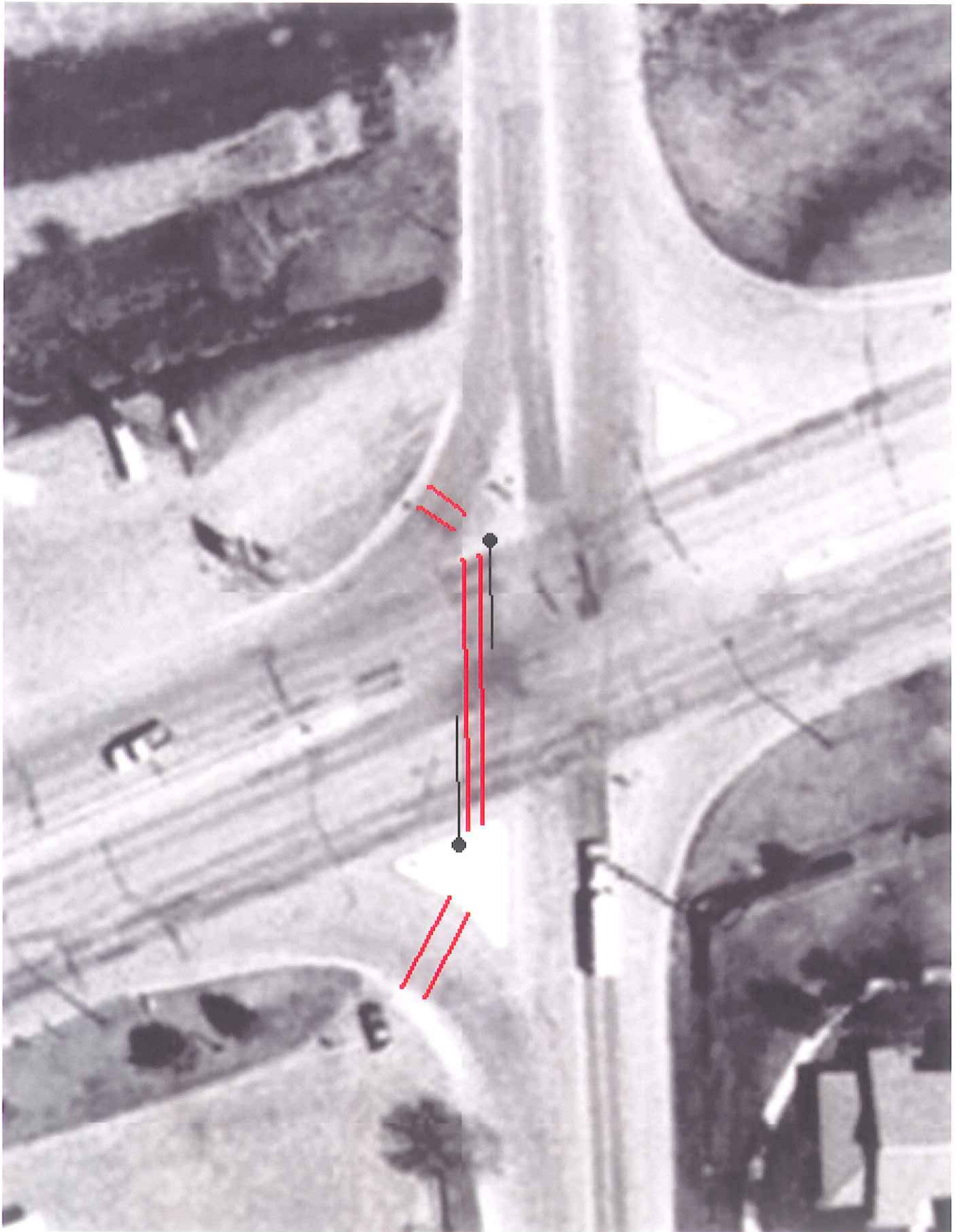
I trust the above will be an acceptable course of action.

Sincerely,



Terry Becker  
Operations Manager

TV/vt



# Willow Creek Agricultural Society

P.O. Box 1401

Claresholm, Alberta, Canada T0L 0T0

March 21, 2012

Attn: Town of Claresholm Council

I am writing this letter on behalf of the Willow Creek Agricultural Society (WCAS) board, which runs the Claresholm Agriplex, in regards to the General Insurance Coverage as Additional Named Insured (ANI's). In previous years the WCAS(2005 premium \$1,676) and the Claresholm Stampede and Fair Association(2005 premium \$670) had Boiler & Machinery Insurance, Non-owned Auto Liability and Commercial General Liability Insurance coverage thru the Town of Claresholm insurance. This was known as the Additional Named Insured policy holders. This agreement between the WCAS and the Town of Claresholm was formed when the Town of Claresholm built the Community Centre on the WCAS owned land. This caused some conflict between the WCAS and the Town because the WCAS owned the land that the Community Centre was being built on. An agreement was formed where the Town would cover the Insurance for both organizations and the Town services for the Agriplex. In return of doing this the WCAS gave the 40 acres which the Agriplex sits on back to the Town and leased it back for \$1/year for 99 years. The Community Centre then subleased the land which the Building sits back from the WCAS before construction continued. The Community Centre then again leased more land from the WCAS when it put on its North addition.

This is a brief history of the agreement between the WCAS and the Town in regards to the insurance that was provided to the WCAS by the Town of Claresholm. The Town of Claresholm paid for the 2006, 2007, 2008, 2009, 2010 and 2011 insurance for the WCAS and the WCAS is again asking the Town pays for the 2012 insurance. We have received a paid our renewal notice from AMSC for 2012 insurance. The premium for 2012 is \$3977. The WCAS is asking that the cost of the General Liability Insurance be paid for by the Town of Claresholm because of the previous agreement that was made between these two groups.

Thank you for your consideration in this matter. If you have any further questions you can call me at the Agriplex at: 625-2410.

Thanks



David Hansma



# AUMA General Insurance Program - Renewal Invoice 25155

<b>Certificate Holder:</b>	Willow Creek Agricultural Society BOX 1401 CLARESHOLM, AB T0L 0T0	<b>Invoice No:</b>	25155
<b>Member Code:</b>	WCAGS	<b>Invoice Date:</b>	January 01, 2012
<b>Certificate No:</b>	4842	<b>Due Date:</b>	March 01, 2012
		<b>Page:</b>	1

### Premium Distribution

Auto-MUNIX Coverage	0
Auto-Excess Coverage	0
Boiler	0
Crime	154
Liability-MUNIX 0 to 10,000 Coverage	560
Liability-MUNIX 10,000 to 1M Coverage	2,235
Liability-Excess Coverage	629
Property-MUNIX Coverage	250
Property-Excess Coverage	149
Umbrella	0

Amount paid in 2011 was \$4,126.
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<b>Jan 1, 2012 Annual Premium</b>	<b>\$3,977</b>
<b>Total Premium Payable</b>	<b>\$3,977</b>

<b>Account Balance Prior to Invoice</b>	<b>\$0</b>
<b>Account Balance Incl This Invoice</b>	<b>\$3,977</b>

*Handwritten signature and initials*  
# 5346

Please make your payments to: **AMSC Insurance Services Limited**  
A Subsidiary of AUMA  
300 - 8616 51 Avenue  
Edmonton, AB T6E 6E6

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

Premiums include an administration fee. Please refer to the Administration Fee Schedule for more information.

Terms: net 30 days – interest on overdue accounts will be charged at 1.5% per month (19.56% per annum)



File: 506127

March 20, 2012

Town of Claresholm  
221 – 45<sup>th</sup> Avenue West  
Box 1000  
Claresholm, Alberta  
T0L 0T0

Attention: Kris Holbeck, CAO

**RE: Town of Claresholm – 2012 Infrastructure**

The total costs for two projects for 2012 Infrastructure is projected as follows:

59 Ave.W. – Construction (McNally)	\$718,288.00
- Engineering (Cicon)	\$70,000.00
- Electrical (Fortis)	\$10,000.00
Sub total	\$798,288.00
Reservoir & Line – Construction (OssaTerra)	\$158,822.00
- Engineering (Cicon)	\$24,300.00
- Sand blast & overflow	\$15,000.00
- Hydrovac	\$7,000.00
Sub total	\$205,122.00
<b>TOTAL</b>	<b>\$1,003,410.00 plus GST</b>

Our cost estimate for these two projects including engineering was:

59 Ave.W.	\$724,160.00
Reservoir & Line	\$266,800.00
<b>TOTAL</b>	<b>\$990,960.00 plus GST</b>

Therefore, the two projects are contemplated to cost \$12,450.00 more than we had estimated.

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

Yours truly,

Ivan Chrapko, P.Eng.  
CICON ENGINEERING

cc. Mike Schuweiler, Public Works Superintendent



File: 506127

March 20, 2012

Town of Claresholm  
221 – 45<sup>th</sup> Avenue West  
Box 1000  
Claresholm, Alberta  
T0L 0T0

Attention: Mayor and Council

**RE: Town of Claresholm – 2012 Infrastructure – 59 Avenue West Upgrade**

Five (5) bids were received and are listed below. (GST not included)

Chinook Pipeline Inc.	\$945,755.00
Bow Mark Paving Ltd.	\$1,117,368.44
Jenex Contracting Ltd.	\$1,084,723.00
McNally Contractors Ltd.	\$718,288.00
Foran Equipment Ltd.	\$930,218.47

We recommend contract award to the low bidder, McNally Contractors Ltd. of Lethbridge, Alberta. McNally intends to commence May 1 and complete September 15, 2012.

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

Yours truly,

A handwritten signature in blue ink, appearing to read 'Ivan Chrapko', is written over a horizontal line.

Ivan Chrapko, P.Eng.  
CICON ENGINEERING

Cc: Dave Harker, McNally Contractors Ltd.



File: 506127

March 20, 2012

Town of Claresholm  
221 – 45<sup>th</sup> Avenue West  
Box 1000  
Claresholm, Alberta  
T0L 0T0

Attention: Mayor and Council

**RE: Town of Claresholm – 2012 Infrastructure – Reservoir Supply Line**

Four (4) bids were received and are listed below. (GST not included)

Chinook Pipeline Inc.	\$242,422.00
Jenex Contracting Ltd.	\$255,649.00
OssaTerra Ltd.	\$158,822.25
T.A. Excavating Ltd.	\$314,054.00

We recommend contract award to the low bidder, OssaTerra Ltd. of Lethbridge, Alberta. OssaTerra intends to commence April 2 and complete May 12, 2012.

The interior of the reservoir has been inspected since tender call and it is recommended that sand blasting and replacement of overflow pipe be included for approximately \$15,000.00 over the bid amount.

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

Yours truly,

Ivan Chrapko, P.Eng.  
CICON ENGINEERING

Cc: Ryan Teierle, Ossaterra Ltd.

# Staff Report

**To:** Council  
**From:** CAO  
**Date:** March 21, 2012  
**Re:** Surplus Transfers to Capital Reserves 2011

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The 2011 Town of Claresholm financial statements show a preliminary surplus of \$369,648. This amount is available to be transferred into capital or operating reserves for future programs or projects. If not transferred it becomes part of unrestricted surplus and is not earmarked for any projects.

In order to reduce amounts to be funded by the 2012 operating budget, Administration recommends that Council transfer the following amounts from the 2011 surplus. These transfers will put monies into reserves that would otherwise have to be funded by the 2012 mill rate. By putting these reserves away utilizing the 2011 surplus, the amounts do not show as cash outflows that are to be funded by 2012 operations. Additional amounts can be allocated to these projects next year if there is surplus.

## **RECOMMENDATION**

Capital Reserve Transfers:

- \$80,000 Arena project (slab and boards)
- \$100,000 Fire Truck
- \$80,000 Backhoe (this will allow the Superintendent to purchase a new backhoe in 2012 with an equipment reserve in place of \$160,000.
- \$20,000 park redevelopment (this results in the park development fund to have over \$70,000 in it for the redevelopment of West Hill Park in 2012)
- \$43,000 payment on the 8<sup>th</sup> Street Sanitary Sewer project
- \$36,000 Capital Equipment - Enforcement Vehicle (this results in \$52,000 in the reserve for a new enforcement vehicle to be purchased in 2012).

The total of these six transfers is \$359,000 which leaves an unrestricted surplus of \$10,648.00 for 2011.

***If Council is in favor of these transfers, they will also need to pass a resolution for the approval of capital equipment purchases of an enforcement vehicle costing up to \$52,000 and a backhoe costing up to \$160,000 for 2012.***

Kris Holbeck, CA CAO Town of Claresholm



**TOWN OF CLARESHOLM  
COMMUNITY STANDARDS  
COMMITTEE**

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



# BRIEF

**To:** Council  
**From:** Jeff Gibeau, Manager of Regulatory & Property Services Department  
Secretary to the Community Standards Committee  
**Date:** March 26<sup>th</sup>, 2012  
**Re:** Request for Proposal: General Contractor Services

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## **REQUEST FOR PROPOSAL: GENERAL CONTRACTOR SERVICES:**

Through the Community Standards Committee, Town Council has expressed the need to follow through on enforcement actions. One of the biggest challenges that faces the Regulatory & Property Services Department is hiring contractors to follow through with the enforcement actions. The purpose of the Request for Proposal for General Contractor Services is to ensure that a specific contractor is available to provide on-demand snow removal, grass cutting and private property cleanup services for the Regulatory & Property Services Department. These services are often time sensitive. The Request for Proposal: General Contractor Services document is attached for your review.

The Community Standards Committee recommends that Council accept Umbrella Enterprises Ltd. proposal for the on-demand contractor services outlined in the request for proposal.

Regards,

***Jeff Gibeau***

Request for Proposal: General Contractor Services

***Manager of Regulatory & Property Services***

***Secretary to the Community Standards Committee***



[townofclaresholm.com](http://townofclaresholm.com)

Phone: (403) 625-3381

Fax: (403) 625-3869

**UMBRELLA ENTERPRISES LTD.  
P.O. BOX 2875  
CLARESHOLM, ALBERTA  
TOL OTO  
(403) 625-1122 Terry Stevenson (403) 969-1899**

**TO:** Jeff Gibeau  
Manager of the Regulatory &  
Property Services Department

**FROM:** Terry Stevenson  
Umbrella Enterprises Ltd.  
(403) 625-1122  
(403) 969-1899

Dear Jeff:

Please accept this as our letter of intent. I have read and understand the request for proposal, general contractor services, for "on demand" snow removal, vegetation removal and property clean up.

We, at Umbrella Enterprises Ltd., are currently providing snow ploughing and lawn maintenance for Alberta Health Services at the Claresholm Centre for Mental Health and Addiction . We are fully equipped with a skid steer, trailer, blowers, chainsaw, lawnmowers, etc. and have extended experience in this area. Our company has WCB coverage and liability insurance.

Our response time for emergencies will be within one hour and for any other jobs will be within your specified time frames.

If we are the successful contractor, we would like to negotiate the performance bond of one thousand dollars.

Thank you for your time and consideration of this proposal.

Thanks,



Terry Stevenson  
Umbrella Enterprises Ltd.



April 23, 2011.

TO WHOM IT MAY CONCERN

This is a letter of reference for TERRY STEVENSON of UMBRELLA ENTERPRISES LTD. (Formerly coyote Coulee Enterprises).

We are pleased with the professional manner in which he maintain our lawn and snowplows our lot. We highly recommend him.

Thank you.

A handwritten signature in black ink, appearing to be 'S. Claresholm', is written over the printed name.

Manager  
Shell Claresholm  
403-625-4179



# K.C. DOORS LTD.

April 19/2011

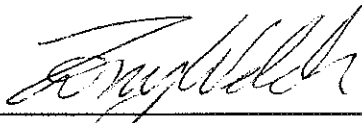
TO WHOM IT MAY CONCERN:

We have used Umbrella Enterprises, for snow removal for the last few years. We are extremely happy with the service; and we will continue to use Terry in the future for all snow removal.

Sincerely,

K.C. DOORS LTD.

X



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Tony Welch  
Vice-President GM

YOUR DOOR TO QUALITY

MAIL ADDRESS 1606 9<sup>TH</sup> AVE S.E.  
HIGH RIVER, AB T1V 1P8

SHOP ADDRESS 5420 52<sup>ND</sup> STREET  
STAVELY, AB TOL 10Z

SHOP PHONE # 403-549-3806  
SHOP FAX # 403-549-3828

# CSIO CERTIFICATE OF INSURANCE

DATE (YY/MM/DD)  
12/02/17

**BROKER**

Western Financial Group (VUL)

103 Sinclair Road, Box 1000  
Vulcan, AB

TOL 2B0

BROKER'S CLIENT ID: STEVTE2

This certificate is issued as a matter of information only and confers no rights upon the certificate holder. This certificate does not amend, extend or alter the coverage afforded by the policies below.

**COMPANIES AFFORDING COVERAGE**

COMPANY A The Wawanesa Mutual Ins. Co.

COMPANY B

COMPANY C

COMPANY D

INSURED'S FULL NAME AND MAILING ADDRESS  
Umbrella Enterprises Ltd.

Box 557  
Stavelly, AB TOL 1Z0

**COVERAGES**

This is to certify that the policies of insurance listed below have been issued to the insured named above for the policy period indicated, notwithstanding any requirement, term or condition of any contract or other document with respect to which this certificate may be issued or may pertain. The insurance afforded by the policies described herein is subject to all the terms, exclusions and conditions of such policies.

**LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.**

TYPE OF INSURANCE	CO LTR	POLICY NUMBER	POLICY EFFECTIVE DATE (YY/MM/DD)	POLICY EXPIRATION DATE (YY/MM/DD)	LIMITS OF LIABILITY (Canadian dollars unless indicated otherwise)	
<b>COMMERCIAL GENERAL LIABILITY</b> <input type="checkbox"/> CLAIMS MADE OR <input type="checkbox"/> OCCURRENCE <input checked="" type="checkbox"/> PRODUCTS AND / OR COMPLETED OPERATIONS <input type="checkbox"/> EMPLOYERS'S LIABILITY <input type="checkbox"/> CROSS LIABILITY <input type="checkbox"/> TENANT'S LEGAL LIABILITY <input type="checkbox"/> NON-OWNED <input type="checkbox"/> HIRED <input type="checkbox"/> POLLUTION LIABILITY EXTENSION	A	5157404	11/09/21	12/09/21	EACH OCCURRENCE	\$ 500000
					GENERAL AGGREGATE	\$ 500000
					PRODUCTS - COMP/OP AGG	\$ 500000
					PERSONAL INJURY	\$ 500000
					TENANT'S LEGAL LIABILITY	\$ 500000
					MED EXP (Any one person)	\$ 5000
					NON-OWNED AUTO	\$ 5000000
					OPTIONAL POLLUTION LIABILITY EXTENSION	\$
					(Per Occurrence)	\$
					(Aggregate)	\$
<b>AUTOMOBILE LIABILITY</b> <input checked="" type="checkbox"/> DESCRIBED AUTOMOBILES <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> LEASED AUTOMOBILES	A	5599379	11/09/22	12/09/22	BODILY INJURY PROPERTY DAMAGE COMBINED	\$ 200000
					BODILY INJURY (Per person)	\$
					BODILY INJURY (Per accident)	\$
					PROPERTY DAMAGE	\$ 200000
<b>EXCESS LIABILITY</b> <input type="checkbox"/> UMBRELLA FORM <input type="checkbox"/> OTHER THAN UMBRELLA FORM (Specify)					EACH OCCURRENCE	\$
					AGGREGATE	\$
OTHER LIABILITY (SPECIFY)						

ADDITIONAL INSURED

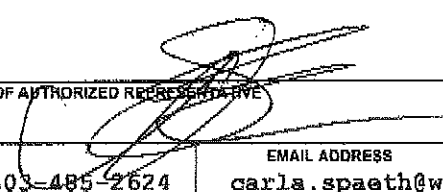
DESCRIPTION OF OPERATIONS/LOCATIONS/AUTOMOBILES/SPECIAL ITEMS  
Mail delivery for Canada Post Concrete Contractor

CERTIFICATE HOLDER

CANCELLATION

Should any of the above described policies be cancelled before the expiration date thereof, the issuing company will endeavor to mail \_\_\_\_\_ days written notice to the certificate holder named to the left, but failure to mail such notice shall impose no obligation or liability of any kind upon the company, its agents or representatives.

SIGNATURE OF AUTHORIZED REPRESENTATIVE



PRINT NAME INCLUDING POSITION HELD

Carla Spaeth Branch Manager

FAX NUMBER

403-485-2624

EMAIL ADDRESS

carla.spaeth@westernfg.ca

COMPANY

Western Financial Group (VUL)

DATE

12/02/17

CSIO CERT (6/00)



# Town of Claresholm

## Request for Proposals

### General Contractor Services

The Town of Claresholm is seeking proposals for General Contractor Services as follows:

- **“On-Demand” Snow Removal**
  - A Contractor will be engaged to provide snow removal and ice control services. Snow removal and ice control services will typically include pedestrian hard surface areas located within the boulevards of municipal right-of-ways.
  - The Contractor will provide all equipment, materials and labour for the provision of snow removal and ice control services. The Contractor to be available as required on a 24 hours per day, 7 days a week basis for the duration of the snow season. The Contractor must give the Town top priority in response to demands for service.
  - The Town of Claresholm will appoint a specified coordinator who will be the point of contact for implementation of the snow and ice management program. The coordinators will deploy Contractors and provide direction regarding site priorities.
  - Stockpiles of snow must not be placed on top of drainage points, such as catch basins. Depending on the nature and scale of the winter conditions, snow stock piles may need to be relocated or moved off-site.
  - Whenever possible snow stockpiles should be located on grass areas to facilitate dissipation of melting snow. If stockpiling within the hard surface areas, the piles shall be located at or near the lowest elevation points to avoid sheeting of melting snow across hard surface areas.
- **“On-Demand” Vegetation Removal (grass cutting)**
  - A Contractor will be engaged to provide vegetation removal (grass cutting) services. Vegetation removal (grass cutting) services will typically take place on private property, and will include the boulevard areas between municipal right-of-ways (including alleys) and private property.
  - The Contractor is to perform grass-cutting operations in a professional manner that ensures a smooth surface appearance without scalping. The Contractor shall not set mowing heights to be less than ¾” for all turf areas. Mowing height may be set as high as 3” with 1.5” being considered normal. Grass clippings are allowed to remain on lawn areas. Grass clumps are to be spread out.
  - Prior to the commencement of any work the Contractor will be required to pick-up any general litter, paper, beverage containers, small branches and leaves. Waste material is to be disposed of at an approved waste/compost disposal facility.
  - No grass clippings, leaves or waste materials are to be blown onto walkways and/or roadways and must be collected and removed immediately.

- **“On-Demand” Property Clean-up**
  - The Town of Claresholm is soliciting from qualified and experienced Contractors for **“on-demand”** garbage or unwanted materials collection, separation and disposal from Town owned or privately-owned properties at various sites within the boundaries of the municipality. On a timely basis, the Contractor shall provide its own transportation, equipment, materials and labour for the collection, separation and disposal from each clean-up site.
  - The contractor shall be knowledgeable to the manner of garbage and debris collection and disposal in conformance to all the Federal, Provincial and Municipal regulations and by-laws related to this field.
  - The contractor shall have the licenses and permits to haul these materials, and where they are transporting dangerous and/or hazardous materials, which may happen in some occasions, they shall conform to all the regulations as defined by the Transportation of Dangerous Goods Regulations.
  - The contractor shall be familiar and in full compliance with the Occupation Health and Safety regulations and in conformance with Material Safety Data Sheets (MSDS).
- **General Description of Services:**
  - Service requirements include and are not limited to the following:
    - In performing all operations in connection with the services, the Contractor shall provide all labour, equipment, tools and materials.
    - Site specific circumstances and requirements will be determined by the coordinator and will be communicated to the Contractor at and during the time of deployment.
    - The Services will be on an **“on-demand”** basis. The Contractor is to provide the services and dispatch its equipment and clean-up crew to the identified site within 48 hours from the time of notification.
    - The Contractor is to provide a contact person and telephone number for the purpose of this project.
    - The site could be on an empty lot or an abandoned property where the Town has served clean-up notices to the owner. The Contractor is to perform the clean-up services expeditiously, and where the property is privately owned, the Town will recover the costs from the property owner.
    - The garbage or unwanted materials could be in various forms; such as furniture, mattresses, cardboards, plastics, automotive parts, tires, batteries, electronics equipment, household appliances, chemicals, liquids, construction debris, general garbage, etc. Some of these are recyclables; some could be hazardous or toxic materials. Where they are hazardous or toxic, radio-active or banned materials, the Contractor shall dispose of these according to all Federal and Provincial regulations. Evidence of such disposals shall be attached to the invoices with receipts.
    - Upon the pickup of these materials, the Contractor shall separate and sort out all materials to the categories in conformance with the requirements of all the regulations before sending them to the transfer stations or landfill. The separation could be carried out on site or in some occasions at the Contractor’s premises. No extra charges shall be billed to the Town if the collection is separated or sorted out at the Contractor’s premises.

- In some instances, there could be a large amount of garbage or unwanted materials. In such cases, the Town may request the Contractor to submit a written assessment for the Town's approval prior to the commencement of the work.
  - The Contractor, upon completion of the garbage collection at the appointed site shall leave the site free of all debris and unwanted materials.
- **Equipment**
  - The Contractor shall have adequate equipment, manpower, materials, etc. to be able to respond to the Town at short notices and to perform the services adequately and efficiently. All equipment shall be kept in good mechanical order. Where possible, the Contractor shall have duplicate equipment which can be put into service and operated in case of any mechanical breakdown.
- **Sale of Recyclable Materials**
  - The Contractor shall be responsible for transporting all recyclable materials to a recognized processing facility where all materials will be recycled. All proceeds from the sale of any recycled materials shall be credited back to the Town.
- **Fees & Tipping Fees**
  - The Contractor shall invoice the Town of Claresholm for services rendered within 45 days from the date of completion.
  - When requested, the Contractor shall provide pricing rates on labour rates, equipment rates and per tonne pickup. The rates shall include all transportation, equipment, labour and materials from the time the Contractor arrives at the appointed site to the time of completion (when the garbage or unwanted materials are being disposed of at the transfer station or landfill. Separation or sorting of the garbage or unwanted materials at the site, or at the Contractor's premises, shall be included in the pricing rates.
  - The disposal fee will be the transfer station ticket rates and the Contractor shall not include any mark-ups. The Contractor shall attach a copy of the Transfer station ticket with their invoices for reimbursements.
- **Municipal Fees & Tipping Fees**
  - Municipal fees, tipping fees and surcharges shall be added to the total cost. Evidence of such disposals shall be attached to the invoices with receipts.
- **Term**
  - The term of an Agreement shall commence through to June 1<sup>st</sup>, 2013. The Agreement may be extended for additional terms upon mutual agreement of both parties. The extended term shall not exceed the additional twelve (12) month time period.
- **Examination of Site**
  - The Contractor shall conduct site inspections prior to removing any rubbish materials. The Contractor shall assess rubbish materials for any hazardous materials and recyclable materials.
  - The Contractor shall ensure that before and after pictures are taken of the site. The pictures must be attached to the invoices.
  - The Contractor shall ensure that employees and sub-contractors are not required, in their performance of duties, to work in surroundings or under working conditions which are unsanitary, hazardous, or dangerous to his health or safety.



- **Hauling and Disposal Permits:**
  - The Contractor shall have and maintain all required permits current, and be in good standing. Any change in status must be reported to the Town in writing within 24 hours. The Contractor is expected to adhere to all federal, provincial and local by-laws and regulations, governing rubbish collection and disposal.
- **Recycling Provision:**
  - Where possible, the Contractor should recycle as much of the materials as feasible.
- **Worksite Conduct:**
  - All labourers and workers (including sub-contractors) shall act in a professional manner. The Contractor is to enforce proper discipline and decorum among all labourers and workers (including sub-contractors) on the worksite and is to control, among other things:
    - noise, including music;
    - the use of offensive language;
    - smoking or drinking of alcoholic beverages on the worksite;
    - physical violence;
    - thievery; and
    - the transportation of articles or materials deemed hazardous.
  - If the Town determines, in its sole discretion, that any labourer need to be removed due to his or her failure to comply with the terms of this provision, the Contractor will remove such labourers from the worksite immediately. Alcohol and drugs are not tolerated on this site at any time. Anyone deemed to be under the influence shall be escorted off site.
- **Insurance:**
  - The Contractor covenants and agrees that it shall carry comprehensive liability insurance and that the following provisions shall apply to such insurance:
    - the Town shall be a named insured in all public liability policies;
    - all policies shall provide that an event of default on the part of the Contractor, its servants or agents, shall not be an event of default on the part of the Town;
    - none of the policies shall be cancelled unless THIRTY (30) days prior written notice of cancellation is first given to the Town;
    - copies of all policies of insurance shall immediately be provided to the Town upon written request by the Town;
    - the insurance policies shall have the following minimum limits of coverage:
      - Commercial General Liability - TWO MILLION (\$2,000,000.00) DOLLARS;
  - The Contractor agrees to indemnify and save harmless the Town of Claresholm from any and all claims for death and injury to persons and loss or damage to property of any nature whatsoever that arise in connection with acts and omissions of the Contractor in performance by Contractor of its duties.
- **Performance Bond:**
  - To ensure full compliance by the Contractor with the terms, covenants and conditions, the Contractor agrees that it shall deposit security with the Town, in the form of an irrevocable letter of credit or cash in the amount of ONE THOUSAND (\$1,000) DOLLARS.

Interested parties are to submit a letter of intent to the Town of Claresholm. The letter of intent shall include:

- name and contact information of the interested party,
- a statement indicating that the full request for proposals has been reviewed,
- a statement indicating how the interested party intends to comply with the service requirements,
- two references related to the primary service responsibilities,
- proof of insurance,

**DEADLINE FOR PROPOSALS:      Friday, February 17<sup>th</sup>, 2012 @ 2:00pm**

**DEADLINE FOR DECISION:      Friday, March 9<sup>th</sup>, 2012 @ 2:00pm (or sooner)**

The Town of Claresholm reserves the right to accept or reject any or all proposals and to waive irregularities and information at its discretion. The Town of Claresholm reserves the right to reject a proposal without any reasons. The letter of intent shall be submitted to Jeff Gibeau, Manager of the Regulatory & Property Services Department. Inquiries regarding any facet of the Request for Proposal (including the process) shall be forwarded to Jeff Gibeau, Manager of the Regulatory & Property Services Department. Addendums to the Request for Proposal will be posted to the Town of Claresholm website and sent to registered parties.

**“ADDENDUMS”**

**Added February 16<sup>th</sup>, 2012: 3:00pm**

- The Contractor covenants and agrees that it shall carry applicable Worker Compensation Board insurance / coverage. Proof of this insurance must be submitted to the Town of Claresholm with the submission.

**TOWN OF CLARESHOLM  
REGULATORY & PROPERTY  
SERVICES**

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



# BRIEF

**To:** Council  
**From:** Jeff Gibeau, Manager of Regulatory & Property Services Department  
**Date:** March 26<sup>th</sup>, 2012  
**Re:** Westhill Park Redevelopment

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## **WESTHILL PARK REDEVELOPMENT PROJECT:**

The Regulatory & Property Services Department, in conjunction with Public Works Department is undertaking a concept plan for the redevelopment of the Westhill Park. A concept plan will be circulated with notice for a Municipal Planning Commission Meeting; tentatively scheduled for April 5<sup>th</sup>, 2012 @ 8:30am. The public will be able to ask question regarding the concept plan and the park redevelopment in general.

I would recommend that the letters are referred to the Municipal Planning Commission.

Regards,

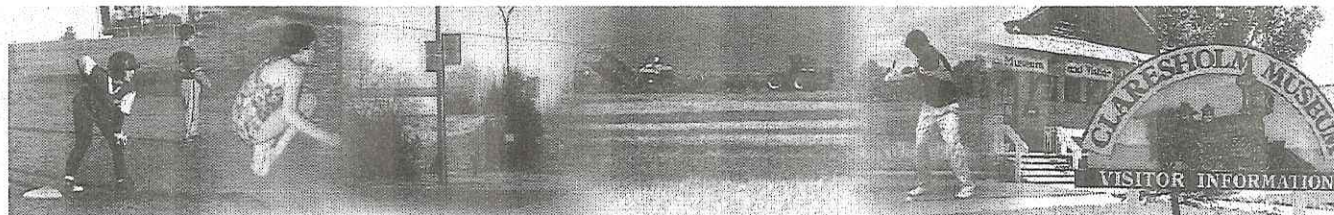
***Jeff Gibeau***  
***Manager of Regulatory & Property Services***



[townofclareholm.com](http://townofclareholm.com)

Phone: (403) 625-3381

Fax: (403) 625-3869



221 - 45 Avenue West • Ph 403-625-3381 • Fax 625-3869 • www.townofclaresholm.com

**TAKE NOTICE THAT THE FOLLOWING APPLICATION HAS BEEN REVIEWED BY THE MUNICIPAL PLANNING COMMISSION ON FEBRUARY 16TH, 2012.**

**Approved Development:**

File: D2012.001  
 Applicant: Darren Lutz  
 Civic Address: 531 50th Avenue West  
 Legal Address: Lots 24, Block 4, Plan 731014  
 Development Permit: Home Occupation Application;  
 Janitorial Services

File: D2012.013  
 Applicant: Steve Dahl  
 Civic Address: 4424 2nd Street West  
 Legal Address: Lots 30, Block 7, Plan 0813703  
 Development Permit: Home Occupation Application; Plumbing  
 and Heating Contractor

The land use bylaw provides that any person affected by the decision(s) of the Development Officer or the Municipal Planning Commission made under the land use bylaw may appeal (appeal fee is \$300.00) such decision to the Development Appeal Board. Such an appeal to the Development Appeal Board shall contain a statement of the grounds of the appeal and shall be delivered either personally or by registered mail so as to reach the Development Officer no later than 2:00 PM Thursday, March 8th, 2012.

*Municipal Planning Commission  
 Town of Claresholm  
 www.townofclaresholm.com*

**TOWN OFFICE HOURS**

Monday - Friday 8:30 a.m. - 4:30 p.m.  
 Closed Every Friday from 12 - 1 p.m.  
 for lunch.

**- PUBLIC NOTICE -**

**2012 Infrastructure Projects**

**WATERLINE REPLACEMENT** from the water tower to the water reservoir (north of UFA Farm Supply) and new lining for the water reservoir. This project will affect traffic on 2nd Street East when the road is being trenched and crossed with the new waterline;

**SUNDANCE SUBDIVISION** replacement of sanitary sewer, road replacement and rehabilitation and sidewalk replacement. This project will affect traffic flow in the area (both within the Sundance subdivision and on Willow Road);

**59TH AVENUE WEST (DIVISION AVENUE)** new sanitary sewer and waterlines from 8th Street West to 4th Street West. This road will also be upgraded and paved and new curb and gutter will be constructed on the north side of 59th Avenue West. This project will affect traffic using 59th Avenue and potentially 8th and 4th Streets during the duration of the project; and

**WEST HILL PARK PLAYGROUND** will be redeveloped. West Hill is bordered by 53rd and 54th Avenues West and 4th and 6th Streets West. This project will replace all existing playground structures within the park with new play structures designed for ages 5 - 12, the toboggan

hill will be removed (due to the elementary school building one in 2011) and soccer nets will be added to the open field area of the park to differentiate the available use. This project will affect park users and traffic flows in the adjacent alleys and streets during the redevelopment process. The West Hill Park Redevelopment is the third park redeveloped under the Town's policy to redevelop one of our seven parks every second year (Willow Park in 2008 and Patterson Park in 2010). The Town looks forward to the public enjoying this redevelopment to keep our youth active and healthy.

**Please be understanding as we move forward with new infrastructure and replacing old infrastructure in order to serve our residents better. If you have any questions or concerns regarding these projects, please contact the Town Office at 625-3381.**



MARK YOUR  
CALENDARS!

Claresholm  
**SPRING TOWN CLEAN UP**  
 West side: May 14<sup>th</sup> - 18<sup>th</sup>  
*(full week before long weekend)*  
 East side: May 22<sup>nd</sup> - 25<sup>th</sup>  
*(four days after long weekend)*



**"LEND A HAND"  
 - BECOME A TAX VOLUNTEER**

Many people don't know how to complete their income tax and are unable to pay for assistance.

We need volunteers to provide this important community service. Tax returns are simple, and training is provided. This works best for volunteers who have home computers.

- Get free volunteer training and reference material
- Help people in your community
- Become a tax volunteer

Apply now as training takes place soon.

For further information call  
 Claresholm and District FCSS Office 625-4417.



Feb 22

Community surrounding West Hill Park – Playground



We the residents of this community are looking forward to having this park revitalized with new playground structures, but we have some concerns.

We are aware that there are to be soccer nets put in place but our concern is parking. This park is surrounded by alleys, so people will be blocking the alleys and also resident's access to get to their garages. We would like to see the fence at the east end of the park moved in 20 or so feet to accommodate parking for the new soccer nets.

We would also like the TOBBAGGON HILL left as is, for the children have enjoyed this hill for years and continue to enjoy this hill. They play on it daily either on their bikes, toboggans or playing "King of the hill." Parents with younger children have concerns of taking their children over to West Meadow School because of the distance and time restrictions for you cannot take your kids there during school hours. Also for safety concerns, surrounding resident's keep an eye on what is happening at the park, where at the West Meadow is more secluded and does not have the safety aspect that West Hill Park has. PLEASE save our HILL!

SIGNATURE	ADDRESS	COMMENT
<i>[Signature]</i>	5416 5 <sup>th</sup> St. W. Clareholm	Keep the hill, its the right size for preschooler's (there isn't much for them)
<i>[Signature]</i>	5309-3 Street East Clareholm AB	My grandchildren enjoy playing on this hill as to others.
<i>[Signature]</i>	SAME AS ABOVE	SAME AS ABOVE
Krystal Low	5105 34 St	same as above
Kelly Van hange	5416 5 <sup>th</sup> W. Clareholm	
Nicole McDonald	5221A	Same As Above
Caringa Slaughter	20 Willow Road	" "
Trevor Hoffman	20 Willow Rd	" "
<i>[Signature]</i>	216 47 <sup>th</sup> Ave W	" "
Kathleen Heyland	216 47 <sup>th</sup> Ave W	" "
Krissy Stettin	519- 54 <sup>th</sup> Ave W	_____
<i>[Signature]</i>	519-54 <sup>th</sup> Ave W	The hill is The best part of the park.

Community surrounding West Hill Park

SIGNATURE	ADDRESS	COMMENT
Ray Schumard	515 - 54 AVE W	
Emu Ledgwick	515 - 54 AVE W	
Kevin Davis	503 54ave West	
M Green	510-54 St W.	
Howard Jones	"	
Janet Brown	518 - 54 Ave. W.	
M. L. White	522 - 54 Ave W	
Lon Wylie	632 - 54 AVE W	
Elaine Wylie	632 - 54 AVE W	The teens need to have another place, hell for "kids"
Pat Weston	684 - 54 AVE W	
Mary Renne	640 54 AVE W	
Bill Kuhl	644 54 AVE W	
Jay Krueger	5350 655 W.	
Donna	5407 4th St. W.	
Connie Sillito	5349 - 6 <sup>th</sup> St. West	
Sara Schuler	5378 7 <sup>th</sup> St west	Good for kids to toboggan and play close to home. Needs new play ground equip
Tracy Mitchell	5345 6 <sup>th</sup> St West	but kids enjoy the hill so need to keep it as well.
Matt Mitchell	5345 6 <sup>th</sup> St. west	Keep the Hill
Judi Erdman	637 - 52 Ave W	Keep the Hill
Bob Carter	632 - 54 AVE W	PLEASE KEEP THE HILL 
Barb Roife	5386 - 7 St. W.	The hill gets good use. 
Jen Broderman	5390 7 St W	Need to Keep the hill go.

45.

Community surrounding West Hill Park

SIGNATURE	ADDRESS	COMMENT
Heather Popoff	5398-7st.W.	NO soccer nets parking will be very bad.
Jenny Popoff	"	Do not Remove the hill.
Sharon Goodwin	5382-7st W	Add Parking
Christine Gusten	5272-7st W	leave hill
<del>Bernice</del>	" "	" "
<del>[Signature]</del>	5264-75th W	Add Parking/leave Hill
Jeanne Soullgate	5377 75th W	OPP. SIDE OF ROAD MOVING LIGHTS
Dylan schill	5381 7st W	Please leave
Bew Larabin	5385-7st W	B Larabe
Marianne Williams	5389-75th W	<del>[Signature]</del>
ROGER LARABIN	5385-7ST	<del>[Signature]</del>
Della Roche	5293-7st.	
<del>[Signature]</del>	5397 7th ST	<del>[Signature]</del>
C Kozlowski	5599 7 ST	
Werner Kozlowski	5399 9 st	
Steve Bunnell	<del>5257</del> 5400 W	
DeCoda Schuler	5230 5th St West	DeCoda Schuler



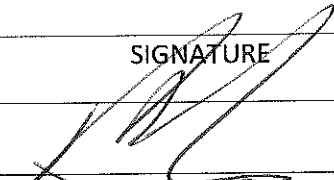
Community surrounding West Hill Park – Playground

We the residents of this community are looking forward to having this park revitalized with new playground structures, but we have some concerns.

We are aware that there are to be soccer nets put in place but our concern is parking. This park is surrounded by alleys, so people will be blocking the alleys and also resident's access to get to their garages. We would like to see the fence at the east end of the park moved in 20 or so feet to accommodate parking for the new soccer nets.

We would also like the TOBBAGGON HILL left as is, for the children have enjoyed this hill for years and continue to enjoy this hill. They play on it daily either on their bikes, toboggans or playing "King of the hill." Parents with younger children have concerns of taking their children over to West Meadow School because of the distance and time restrictions for you cannot take your kids there during school hours. Also for safety concerns, surrounding resident's keep an eye on what is happening at the park, where at the West Meadow is more secluded and does not have the safety aspect that West Hill Park has.

PLEASE save our HILL!

SIGNATURE	ADDRESS	COMMENT
	516 53 AVE West	
Philip Rodgers	524 - 53 Ave W.	
Con [unclear]	525 53 ave W	
Ken DeBoer	5362 6 <sup>th</sup> ST WEST	
Charlotte West	5 <sup>th</sup> Street west.	
Maureen [unclear]	5334 5 <sup>th</sup> Street W.	
H. Anderson	528-53RD AVE	asphalt pad ???
N. Bergbrant	5365 - 6 st. W.	
T. [unclear]	5365 - 6 ST W	
Bob [unclear]	5361 - 6 <sup>th</sup> W	
Ray Peters	521 - 54 <sup>th</sup> W.	
Tara VanDellen	501 - 51 <sup>st</sup> Ave. W.	
Susan Stettin	519-54 <sup>th</sup> Ave. W	


Community surrounding West Hill Park – Playground

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PLEASE save our HILL!

SIGNATURE	ADDRESS	COMMENT
Cheri Liehant	5361 6th St. West.	
Mary Ann Mayhew	5362 6 <sup>th</sup> Street W.	
Keith Bantle	5258 6 <sup>th</sup> street W.	
Henry + Mary Bantle	5258 6 <sup>th</sup> street W.	
Scott + Kristen Corbett	5353 6 <sup>th</sup> ST W	
Lewis McDavid	5341 6 ST. W.	
McLester	5337 6 <sup>th</sup> W.	
Wendy Norley	633-53 Ave W.	Refuse not to have nets as it will attract older kids + drive away smaller kids.
Lita Ekeh	521-53 Ave W.	
Joseph Walker	513-53 Ave W	
Kathleen Quinlan	5357- 6 St West	
Joyce Horvath	504-53 Ave W.	No soccer Nets No parking leave our park alone we are glad the school is getting a hill what does that have to do with us?
	504-53 Ave W	

Letter to council via Facebook to Councillors Judy Van Amerongen and Betty Fieguth  
March 17, 2012

Hey ladies, as councillors I just wanted to send a quick email to let you know that even though everyone is busy talking about recycling there is another issue that was brought to our attention. It is about the park update just north of our house. It is the park that is surrounded by houses (back alleys) Now we love this park. and are glad it will be getting new playground equipment! that is awesome. However since the school has created hills the town feels this one is no longer necessary. However our kids love that hill. Lots of kids use it that cannot get to the school because it is too far to go by themselves. Many parents use that little tobaggan hill because they can't go to the school during school hours. The town does not maintain the hills at the school so I am not sure why they would go to the expense of ripping out a perfectly good hill that is being used by the surrounding users. Also the soccer field is a great idea, but there is another issue. With new equipment will come more users. The hills is a cheap and easy thing to allow more people to use the space. That is why parent council ( me included) wanted the hills at the school .There are too many kids using not enough equipment so the hills create a great alternative to play structures that cost a fortune.

Parking is going to be a huge issue. We walk to this park, but many drive and with the alleys blocked off and many people park on the sides blocking peoples access to garages and driveways. I would love to see the town instead of using equipment and funds to rip out a little hill that isn't in the way at all, spend those resources to try to develop some parking like at the spray park. I am sure the residents around the area will appreciate it. Just wanted to bring it to your attention before it is too late!! We love our hills, Claresholm doesn't have very many, don't rip out what we have. We use it summer and winter.

Thanks  
Tara VanDellen

Response:

Hey, Tara. Thanks for the info. Would you like us to officially take this letter, with your signature to council, so we can muse the issue over some? As you are aware, we can only act upon issues with a signed letter addressed to council. We would be happy to bring this forward if you agree. Judy

Tara VanDellen

Sure. I think you will also get more. There are a few people going around collecting signatures as well, so I am sure there might be more on this issue. Thanks....

Jude Schuiling Van Amerongen  
No problem. Be happy to add this to the agenda.

Betty Fieguth

Hey Tara I see Judy is getting it on the agenda but will be glad to discuss this issue at council meeting

Tara VanDellen  
thanks ladies!! I appreciate it...

# **INFORMATION ITEMS**



March 12, 2012

To: Town of Clareholm, Town Council

I would like to thank The Town of Clareholm for your support of our community wide fitness challenge. Thank you so much for sponsoring half of the cost of supplying t-shirts to our participants. The participants are very excited about having a t-shirt this year. The teams will earn bonus points if they get “caught” by our “watchdogs” wearing their shirts while being physically active, so please watch for the lime green shirts around town! This is the second time that the coalition, in partnership with the Clareholm Fire Department, has facilitated the fitness challenge and it is truly a great community event. So far we have 43 teams of 4 registered for this year’s challenge.

We have noticed that some the Town staff and council have entered teams into the challenge again this year. We wish all teams the best of luck! Have fun.

I can be reached at 403-625-8658 for any questions you may have.

Sincerely,

Magan Braun, BScKin  
Community Development Coordinator  
Alberta Health Services, Clareholm Health Unit

**Claresholm Animal Rescue Society**  
**Regular Meeting Minutes**  
**March 1, 2012**

**Present:** Rita Hahn, Kris Holbeck, Anne Papan, Barb Hinkle, Sylvia Giroux, Judy Van Amerongen Gerald DeBruyn

**Regrets:** Karen Thompson, , Denise Peters, Kim Alexander

**Guest:** Lisa Miller

**1. Call to Order**

The meeting was called to order at 7:25 p.m.

**2. Approval of Agenda**

Motion by Anne Papan to approve agenda as presented. All in favour. CARRIED.

**3. Approval of Regular General Meeting Minutes February 2, 2011**

Motion by Barb Hinkle to accept the minutes as presented. All in favour. CARRIED.

**4. Shelter Update**

February 17, 2012 to March 1, 2012 – 14 volunteers and 238shelter hours

No new dogs

New Cats – 2 Quigley and Kipty + 3babies from Gwynn

13 Cat adoptions: Theo, Parker, Harmony, Hurley, Sienna, Wheaton, Willa, Skylar, Aggie, Dove, Donna, Marty

**5. Adoptions Update - Tabled**

**6. TNR Update – No report , wait until spring**

**7. Fundraising Update –**

➤ Sobey's \$50.00

➤ Bottle Depot – we should make a bin for people to drop off their bottles by our gate with a little hole in it so they can drop in the bottles, cans, etc. We would have a lock on it and someone from the shelter would empty it daily.

**8. Treasurer's Report –**

➤ See Kris's Report

## 9. New Building Update –

- Quote for roof over outside dog Kennels is \$7000.00.

## 10. Others

### 1.

- Denise called Barb moving Garage Sale to May – March 23<sup>rd</sup> the ice will be taken out of the Arena
- Suggested first week April 2<sup>nd</sup> to the 7<sup>th</sup>, 2012
- Start Advertising and collecting items – book the arena before the lacrosse gets started.  
➔ April 30<sup>th</sup> to May 5<sup>th</sup>
- Ask Dianne, Larry and Terry, Sandy MacPherson, Carry
- Specific time for delivery
- Barb will not be organizing the garage sale this year.

### 2.

- Elk Donation \$500.00 Calico Cats for barn cats
- Discussion about cats being barn cats – Sylvia is against giving out cats that are going to be barn cats, this should not be for all barn cats. Concerned about cats going to the barns and most cats being food for Coyote, Sylvia believes these cats should remain house cats. Discussion continued – Sylvia said she spends time taking care of these cats, why should we give cats out to just any one.
- Barb – these cats will be barn cat as long as they get fed by the owner.
- Some cats cost CARES \$200.00 - \$500.00
- We have to trust the people who adopt our cats.
- We should go through our records and find out about some off the cats that were adopted out in the past years.

### 3.

- Kris – Mayor and Council – See letter for Paige Agreement.
- **Motion:** For Letter of Agreement Between Paige and CARES.
- Rita Hahn **Motion:** to Enter into Letter of Agreement Between of Paige and CARES All in Favour. CARRIED
- AGM Date to be set April 05<sup>th</sup>, 2012 at Library. Ask Public for invitation to this upcoming meeting.
- Regular meeting after
- Discussion about \$10.00 Membership or so many hours as volunteer can be a Member of CARES, Life time membership \$100.00.
- CARES should have this in their Policy
- Judy Van Amerongen **Motion:** to set Date AGM For April 05, 2012 All In Favour CARRIED

## 11. Adjournment: Meeting adjourned at 8:40pm

**Next Meeting:** Will be held in the at the Shelter, Thursday, March 14, 2012, at 7:15pm.



*Working with Albertans to preserve and interpret our heritage*

March 15, 2012

Dear Sir or Madam:

**Re: HERITAGE AWARDS 2012**

As part of its ongoing efforts to honour local contributions in the protection, preservation and promotion of Alberta's built heritage, history and archaeology, the Alberta Historical Resources Foundation is seeking nominations for Heritage Awards 2012. The deadline for submitting nominations is **June 1<sup>st</sup>**.

The Heritage Awards provide an excellent opportunity to recognize and celebrate the outstanding accomplishments of individuals, organizations, corporations and municipalities. Awards are presented to projects in ***Heritage Conservation*** and ***Heritage Awareness***; to municipalities for ***Municipal Heritage Preservation***; and to individuals for ***Outstanding Achievement***.

Preserving Alberta's heritage benefits all of us, but it is often the actions of individuals and communities that drive these efforts forward. If you know of an exceptional building conservation project, a heritage awareness initiative, a municipality or individual in your community, this is your chance to have them recognized. A nomination for the Heritage Awards is your opportunity to honour these Albertans who have demonstrated their commitment in preserving our province's heritage.

Enclosed please find a copy of the guidelines and nomination form (also available on our website at [www.culture.alberta.ca/ahrf](http://www.culture.alberta.ca/ahrf)). If you have any questions, please contact the Program Coordinator, Carina Naranjilla, at 780-431-2305 (toll-free by first dialing 310-0000) or [carina.naranjilla@gov.ab.ca](mailto:carina.naranjilla@gov.ab.ca).

Thank you.

Sincerely,

A handwritten signature in blue ink that reads "Pollock".

Carolee Pollock, Ph.D.  
Chair  
Alberta Historical Resources Foundation



9925 - 107 Street  
PO Box 2415  
Edmonton, Alberta T5J 2S5

Tel: (780) 498-8680  
Fax: (780) 498-7875  
WCB website: [www.wcb.ab.ca](http://www.wcb.ab.ca)

March 5, 2012

Dear Mayors, Reeves and Councillors:

**RE: Day of Mourning - honouring the memory of workers injured or killed on the job**

On April 28<sup>th</sup>, people across Canada will recognize a Day of Mourning for all workers who have been killed, injured or disabled at their place of work. In 2011, 123 Alberta workers died from workplace injury or disease – leaving 123 families to mourn.

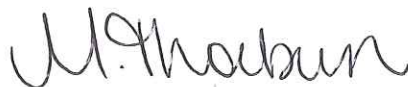
Enclosed is this year's poster to commemorate the day. This poster will appear across the province as a remembrance and tribute to workers killed or injured on the job. We ask that you post it and use it in any events marking Day of Mourning.

Also included is a small (2" x 2") vinyl sticker featuring the Day of Mourning logo (see below right). It provides a tangible reminder to Albertans of the significance of April 28<sup>th</sup>. We would be happy to provide you with a supply if you are interested.

WCB-Alberta will be lowering its flags to half-mast on April 28<sup>th</sup>; we invite you to mark the day by doing the same.

If you would like to order the sticker or more copies of the poster, please contact Dina DaSilva at 780-498-8616 or [dina.dasilva@wcb.ab.ca](mailto:dina.dasilva@wcb.ab.ca).

Respectfully,



Megan Thorburn  
Communications Advisor  
WCB-Alberta

Encl.





ALBERTA  
MUNICIPAL AFFAIRS

*Office of the Minister*

AR54086

March 9, 2012

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

Dear Mayor Moore:

I am pleased to invite the Town of Claresholm to provide submissions for the 11<sup>th</sup> annual Minister's Awards for Municipal Excellence, which formally recognizes local government excellence and promotes knowledge sharing among municipalities. These awards offer an opportunity to recognize the truly great work being done by local governments in Alberta.

An independent review committee, comprised of representatives from various municipal associations, will recommend award recipients in four categories and one award for outstanding achievement:

Innovation Award – recognizes a leading practice embodying the first use of an idea in a municipal context in Alberta;

Partnership Award – recognizes a leading municipal practice involving consultation, co-ordination, and co-operation with other municipalities, jurisdictions, or organizations;

Smaller Municipality Award – recognizes the innovative practices developed by communities with less than 3,000 residents;

Safe Communities Award – recognizes a leading practice that promotes or improves public safety in municipalities; and

.../2

Alberta

Outstanding Achievement Award – recognizes a municipality or municipal partnership that has helped to inspire action and change that has benefited local government practices in Alberta. *This award, selected by the review committee, recognizes the best submission from the other categories.*

Submission forms and additional details can be found on the Municipal Excellence Network website at [www.menet.ab.ca](http://www.menet.ab.ca). The submission deadline is May 25, 2012. Award recipients will be announced at the 2012 fall conventions of the Alberta Association of Municipal Districts and Counties and the Alberta Urban Municipalities Association.

I encourage you to share your success stories, and I look forward to celebrating these successes with your communities and your neighbours.

If you have any questions regarding the Minister's Awards for Municipal Excellence or the Municipal Excellence Network, please direct them to the Municipal Excellence Team, at 780-427-2225, or by email at [menet@gov.ab.ca](mailto:menet@gov.ab.ca).

Sincerely,



Doug Griffiths  
Minister



ALBERTA  
MUNICIPAL AFFAIRS

*Office of the Minister*

March 15, 2012

Dear Chief Elected Official:

I am writing to reaffirm the intent behind emergency management bylaws as well as the provincial *Emergency Management Act*. You may have heard about or have already been approached by a group of individuals lobbying to have emergency management bylaws repealed based on their premise that it infringes on personal rights and freedoms. As Minister responsible for the *Emergency Management Act*, I want to clear up any misconceptions brought forward by this citizens group.

The *Emergency Management Act* gives local authorities the ability to declare a state of local emergency (SOLE). It also gives municipalities the flexibility to, in good faith, do what is necessary to keep their residents and property safe. This includes:

- acquiring or using personal property to prevent, combat or alleviate the effects of an emergency or disaster
- authorizing or requiring any qualified person to render aid of a type the person is qualified to provide
- authorizing the entry into any building or on any land, without warrant
- causing the demolition or removal of trees, structures or crops, if the demolition or removal is necessary or appropriate in order to reach the scene of a disaster or to attempt to forestall its progress or to combat its progress
- authorizing the conscription of persons needed to meet an emergency

These provisions are common across Canada and many have been in place for decades. Fortunately, Alberta has never experienced a disaster to the magnitude that requires citizens to help with the emergency response. In fact, as you can likely attest, during an emergency we all regularly encounter many citizens who want to voluntarily help out their friends and neighbours, so this provision has never been needed. Additionally, communities have either repaired property or paid compensation when actions to assist with the emergency response caused damage to personal property. This requirement is clearly stated in the Act, contrary to the argument put forth by the group challenging local bylaws.

.../2

Alberta

Many municipalities have created bylaws to bring structure to how they respond to an emergency and these are based very closely on the provincial Act. Even without an emergency management bylaw, each local authority has the above listed options, and more, available to them under the Act to assist with the emergency response.

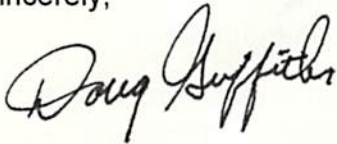
Your emergency management bylaw solidifies how your community will respond during an emergency, who can declare a SOLE and who would be included in your municipal emergency operations centre. With a bylaw, you are able to pre-identify who represents the quorum necessary to declare a SOLE so the entire Council does not need to meet to make a resolution. Without a bylaw, there could be a delay in declaring a SOLE. The result could be a risk to the safety of your residents.

The powers available to you are listed in the *Emergency Management Act* and are in place to assist you when there is a significant threat to personal safety and people's lives are on the line. Any action taken during a state of local emergency is done with the goal to protect the public, and I stand behind you as elected officials as well as your first responders who make difficult decisions to keep our friends, families and property safe.

I believe Albertans expect that during an emergency, officials should do everything in their power to keep our families and our properties safe. To suggest otherwise is irresponsible, especially when there is a threat to public safety.

I want you to know that we are here to assist you should anyone try to challenge your emergency management bylaw. Please contact your local Alberta Emergency Management Agency field officer or my office at 780-427-3744 if you have any questions or require support.

Sincerely,



Doug Griffiths  
Minister

cc: Honourable Alison M. Redford, QC  
Premier

All Government MLAs

## CLARESHOLM BASEBALL USER'S MEETING

WEDNESDAY, MARCH 14, 2012

### ATTENDENCE:

Daryl Sutter	T of Claresholm	403-625-3224	<a href="mailto:dsutter@telusplanet.net">dsutter@telusplanet.net</a>
Chris Dixon	Clhm Minor Ball	403-625-0296	<a href="mailto:cjasondixon@gmail.com">cjasondixon@gmail.com</a>
Mike Edwards	Clhm Minor Ball	403-625-2575	<a href="mailto:clareholmbaseball@gmail.com">clareholmbaseball@gmail.com</a>
Shaun Boyle	WCCH girls	403-625-4749	<a href="mailto:sk8leona@telus.net">sk8leona@telus.net</a>
Patrick Lannan	WCCH boys	403-625-5000 403-489-5000	<a href="mailto:plannan@telus.net">plannan@telus.net</a>
Myles Fisher	Clhm Slo-pitch	403-625-2443 403-625-0340	<a href="mailto:fisher.m@live.com">fisher.m@live.com</a>
Candice Greig	Clhm Slo-pitch	403-625-9500	<a href="mailto:candice.greig@viterra.ca">candice.greig@viterra.ca</a>
Kris Cope	T of Claresholm	403-625-3446	<a href="mailto:starfan17@hotmail.com">starfan17@hotmail.com</a>

REGRETS: Candice Grieg, Chris Dixon

Call to order – 7:05 PM

Topics of Discussion

Fields

Infields –

- Due to the wind storm of November a lot of shale has been either blown away or has been moved into the grass area – town has started raking and scrapping shale back onto the infield – Insurance will be covering the cost of replacing the shale and it will be brought backup to appropriate levels. Frost has not left ground yet, so edging will be completed once all frost is out.

- CLAY is requested immediately for the high school diamond, as they will be having a work bee, later this upcoming week if weather permits, to prep the field and are will to shaping and packing the pitcher's mound. It was suggested that a full load of clay and shale be delivered to the Millennium field so that it can be utilized on a timely basis – Minor Ball suggested that they would build open-ended storage boxes for the clay and shale. A 12x12 steel tamper was requested for the fields, high school rep suggested that he could get the welding class to produce something for the baseball users to have on site.
- A load of topsoil is also requested to fill in gopher holes and could also be stored in an open-ended storage box.
- Dugouts – users need to remind their respectful parties that dugouts MOST be left in a clean manner for the next users – town staff tries to do a morning walk around but it is dependent on the workload for the day/week
- Pitching machine – it is believed that it has been repaired and is again functional – settings MUST be set properly and only right size of balls used with the settings – suggested that another machine be looked at for future.

#### Outfields

- Over-seeding will depend upon moisture and weather
- Suggestion that MOFFAT PARK diamond be given a thorough extreme make-over – by moving fences out,
  - Installing base pegs at 60ft mark - this would also require minor ball to have a “moveable” pitcher mound – which we were informed that they are investigating costs.
  - And other improvements as needed
- Water needs to be turned on so that it is available for the whole duration of the season – requested by Monday April 16<sup>th</sup> – this also includes the irrigation components as well, as they were not available for the later part of the season – and impacted the fields for the later part of the season.
- Some vandalism on sprinkler heads on one outfield – they have been replaced
- Port-a-potties needed ASAP

#### Kitchen

- No issues – will proceed same as last year

#### Fencing

- The moveable fence will be put into place for minor ball, and then will be moved back again at the end of their season

Dog Waste

- With the garbage bins set at the entrances, it has helped with dog waste – However there are citizens who are using it as their own personal dog run-without cleaning up after their animal(s). The group has recommended that after the season that ALL fields be fenced off at the person gates too to prevent people from using it for this purpose.

Garbage/Recycle Bins

- More bins are NEEDED especially ones that are enclosed so that the wind does not tip them over (or animals-for that matter) – some like at the arena with combined recycle and garbage would be GREAT!

Tournament Scheduling

- Suggested that one weekend per month be allotted to Claresholm slo-pitch
- Umpires association from foothills/okotoks has found another venue
- Jr. AA Prairies tournament for JULY 20 – 22, ages 13 & 14 (Minor Ball) will be at Millennium and Moffat
- Minor Ball tournament (MINORS) May 26 & 27 at Millennium - using both north diamonds
- Minor Ball tournament (MAJORS) June 9<sup>th</sup> & 10<sup>th</sup> at Centennial and Millennium

Season Scheduling

<p align="center"><b><u>NORTH WEST field #2</u></b></p> <p align="center">SLO-PITCH – Tuesday &amp; Wednesday 5:30 till dusk</p> <p align="center">WCCHS Girls – Monday, Thursday, Friday 5:00 till dusk</p>	<p align="center"><b><u>NORTH EAST field #3</u></b></p> <p align="center">SLO-PITCH – Tuesday &amp; Wednesday 5:30 till dusk</p> <p align="center">WCCHS Girls – Monday, Thursday, Friday 5:00 till dusk</p>
<p align="center"><b><u>SOUTH WEST field #1</u></b></p> <p align="center">SLO-PITCH – Wednesday 5:30 till dusk</p>	<p align="center"><b><u>South East Field #4</u></b></p> <p align="center">Minor Ball – ages 11 &amp; 12, others</p>



<p>WCCHS Boys – Hardball Monday, Tuesday, Thursday, Friday 5:00 till dusk</p>	<p>Monday, Tuesday, Wednesday, Thursday, Friday 5:30 till dusk</p>
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<p><b><u>MOFFAT BALL PARK</u></b></p> <p>Alternate for WCCHS girls</p> <p>Monday, Thursday, Friday 5:00 till dusk</p>	<p><b><u>CENTENNIAL BALL PARK</u></b></p> <p>Minor Ball – ages 11 &amp; 12, others</p> <p>Monday, Tuesday, Wednesday, Thursday, Friday 5:30 till dusk</p>
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<p><b><u>BASEBALL CONTACT NUMBERS</u></b></p> <p><b><u>CLAREASHOLM SDULT SLO=PITCH LEAGUE</u></b></p> <ul style="list-style-type: none"> <li>• Candice Grieg – 403-625-9500</li> </ul> <p><b><u>CLARESHOLM MINOR BASEBALL ASSOCIATION</u></b></p> <ul style="list-style-type: none"> <li>• Chris Dixon: President – 403-468-0012 <ul style="list-style-type: none"> <li>• 403-625-0296</li> </ul> </li> </ul> <p><b><u>WILLOW CREEK COMPOSITE HIGH SCHOOL</u></b></p> <ul style="list-style-type: none"> <li>• Boys <ul style="list-style-type: none"> <li>○ Patrick Lannan – 403- 625-5000 <ul style="list-style-type: none"> <li>• 403-489-5000</li> </ul> </li> <li>○ Todd Lybert – 403-682-9803</li> </ul> </li> <li>• Girls <ul style="list-style-type: none"> <li>○ Shaun Boyle – 403-625-4749</li> <li>○ JoAnna Sutter – 403-625-3387 <ul style="list-style-type: none"> <li>• 403-682-7220</li> </ul> </li> </ul> </li> </ul>
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The Bridges at Claresholm Golf Club  
**REGULAR MEETING**  
Wednesday, March 14, 2012 at 12 noon

**Present:** Wes Wiebe, Dan Rhode, Larry Ford, Mike Young, Frank Keller, Larry MacDonald , Russell Sawatzky, , Kathy Davies, Lyle Broderson & Rod Andrews

**Excused:** Dave Baptie, Doug MacPherson

1. Vice Chairman Larry Ford called the meeting to order at 12:07 pm.
2. Russell Sawatzky moved the approval of the agenda. CARRIED.
3. Russell Sawatzky moved the approval of February 29, 2012 Regular Meeting. CARRIED.
4. **Correspondence:** None

**5. Old Business:**

**5.1 Ford Motor Company Fund Raiser:**

Wes said a packet will be coming shortly. They will pay \$20.00 per test drive and can hold up to 300 test drives in the one day. Therefore could make \$6000.00. Drivers cannot be from the same household and must have a current driver's license. They will have around 20 different vehicles to try out. Will need 12 -15 volunteers to help on Sat. June 9. Was suggested that we ask the Town to have the back gates open for this event. Lyle will look at having some other things going on at the same time.

**5.2 Tree plan:**

Larry Ford presented information on his visit to Garden Soul Garden Centre. See attachment. Moved by Dan Rhode that \$2500.00 be added to the budget for Trees. CARRIED.

**6. Reports:**

**5.1 Greens Committee:** Rod reported on:

- The pump needs to be pulled and sent to Lethbridge to see what is needed to fix it;
- Will try to have everything ready to open on March 24<sup>th</sup>;
- Work started on the well site in the past couple of days. Talked about them putting gravel on the road, but they have said no. We will have to look at buying a couple loads of gravel to put on the road.

**5.2 Clubhouse Committee:** Lyle reported on:

- Huge is back and will set up a meeting for next week.

**5.3 Finance Committee:**

- Lyle changed the donation revenue from \$9000.00 to \$2,000.00 in the 2012 budget.
- The automatic withdrawal for the Telus bill has to be changed over to the Credit Union account. Then it can be closed. The credit cards are now going through the Credit Union account.

**5.4 Club Pro Committee:** Lyle reported:

- A new quote from electrician for wiring electrical outlets in the cart shed was for \$1000.00 for 8 - 20amp outlets. A little extra for the wire to run to the ball dispenser. Also had Adam look at the PA System in the Club House. Hopefully can fix it;
- Group On – received our first cheque from them for \$1600.00;
- Completed getting 5 sponsors for the score cards. Will order 3000 and should be ready in the first part of April;
- Have found mats for the Driving Range in Lacombe. They will give us 11 mats and some ball trays for \$600.00 +GST. Dan Rhode and Larry Ford will drive up to get them in the next week or so. Will be compensated for gas.

**5.5 Town Representative:** no report.

**5.6 Grants and Casino Committee:** no report

- Have received the casino money.

**5.7 Tournament Committee:** Lyle report that:

- Tournaments are listed on the webpage and are in the newsletter.
- Had an inquiry for Imperial Oil for a tournament.

**5.8 Policy and By-Law Committee:**

- Kathy changed the format and added the suggestion from last meeting. Will email to Board members and Lyle so he can have it ready for anyone asking for them.

**7. New Business:** Nothing

**8. Adjournment:** Russell Sawatzky moved the meeting be adjourned at 1:03pm.

Next meeting will be Wed. April 4, 2012 at noon.

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President

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Date

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Secretary

# Alberta SouthWest Regional Alliance Minutes of the Board of Directors Meeting

Wednesday February 1, 2012  
Community Center-Stavely  
Meeting 7:00pm



## Board Representatives

Barney Reeves, Waterton Lakes  
Bruce Decoux, Crowsnest Pass  
Bjorn Berg, MD Pincher Creek  
Bob Campbell, Hill Spring  
Shawn Patience, Fort Macleod  
Dennis Gillespie, Stavely  
Mark Wynen, Cowley  
David Moore, Claresholm  
Ernie Olsen, Pincher Creek  
Dick Fenton, Nanton  
Jordan Koch, Glenwood

## Guest Councillors

Barry Johnson, Stavely

## Resource Persons

Sheryl Fath  
Linda Erickson  
Bev Thornton

1. Welcome and Introductions
2. Approval of Agenda  
-Waterton Park kiosks added as item #9  

Moved by David Moore THAT the agenda be approved as amended.  
**Carried.** [2012-02-230]
3. Approval of Minutes  

Moved by Bjorn Berg THAT the minutes of January 4, 2012 be approved as presented.  
**Carried.** [2012-02-231]
4. Approval of Cheque Register  

Moved by Walter Gripping THAT cheques #950 to #960 be approved as presented.  
**Carried.** [2012-02-232]
5. REDA Chair report  

Chair and Executive Director participated in a provincial Economic Development Summit called by Deputy Premier the Honourable Doug Horner, Minister of Treasury Board and Enterprise. The report of this one day meeting will be available in about a month. The sense is that there will not be changes to current REDA operations and funding.
6. • Executive Meeting Update  

Town of Cardston will withdraw as AlbertaSW member community effective March 31, 2012. Cardston will remain a partner in the Regional Business License program until the end of this calendar year, December 31, 2012, but will not be involved in other projects.  
AlbertaSW will buy a Chinook Country membership but will not purchase memberships for all communities.  
AlbertaSW will have a two page display in the CCTA travel planner that features all our communities.

- 7. • Election of Officers  
Chair  
Vice-Chair  
Secretary Treasurer

Moved by Ernie Olsen THAT Shawn Patience be nominated for the position of Chair.  
 Moved by Barney Reeves THAT nominations cease.  
**Carried.** [2012-02-233]  
 Shawn Patience declared Chair.  
 Moved by Bjorn Berg THAT Brian (Barney) Reeves be nominated for the position of Vice-Chair.  
 Moved by David Moore THAT nominations cease.  
**Carried.** [2012-02-234]  
 Brian (Barney) Reeves declared Vice-Chair.  
 Moved by David Moore THAT Phil Wakelin be nominated for the position of Secretary-Treasurer.  
 Moved by Dick Fenton THAT nominations cease.  
**Carried.** [2012-02-235]  
 Phil Wakelin declared Secretary Treasurer.  
 No change of signing authority is required.

- 8. • Planning and Priorities for 2012-2013

Communications is seen as a priority that supports other opportunities. Some goals may include

- increasing name recognition for AlbertaSW via social media and strategic public relations tactics
- targeting business community; engaging with Chambers, inviting business leaders to REDA meetings and networking events
- utilizing effective signage
- continuing to position website as a key resource for the region, maintaining business directory data, community information, jobs bank and promoting opportunities.

- 9. Waterton Park Kiosk

Barney Reeves outlined the planned kiosk for Waterton Lakes; AlbertaSW will consider its ability to have one of the panels on the kiosk, depending upon budget next year.

- 10. Executive Director Report

Accepted as information.

- 11. Round Table Updates

- 12. Next Board Meeting  
Wednesday **March 7, 2012-Pincher Creek**

Meeting will include a presentation on Trends and Statistics for the AlbertaSW region.  
 CAOS and EDOs will be invited to this meeting

- 13. Adjournment

Moved by Ernie Olsen THAT the meeting be adjourned.  
**Carried.** [2012-02-236]

Minutes approved  
by:

**Approved March 7, 2012**

\_\_\_\_\_  
Chair

\_\_\_\_\_  
Date

\_\_\_\_\_  
Secretary/Treasurer

\_\_\_\_\_  
Date

# Alberta SouthWest Bulletin-March 2012



Regional Economic Development Alliance (REDA) Update

## → Regional promotion

- AlbertaSW partners participated in the Calgary Home and Garden Show, February 23-26, 2012; our tourism partners planned and implemented the project, which is a tremendous asset to the region.
- AlbertaSW visited Holland for the fourth year; thank you to Henk Van Ee for volunteer time and effort.
  - February 11-12, 2012 Immigration Fair (Emigratiebeurs) Houten; AlbertaSW booth: "Welcome 2 Canada"
  - February 15, 2012 (daytime) Canada Contact Day at Zwolle; individual meetings for 1.5 hour each.
  - February 15, 2012 (evening) Canada Information Session at Zwolle; representative from AlbertaSW
- AlbertaSW GPS Committee met with GyPSy Tours, from Banff, and provided input and information for the travel writer who will research and develop a guided GPS tour of the AlbertaSW region.
- *National Geographic* map guide inventory summary: 412,500 printed in 2009; MT, AB and BC have distributed 321,772. This is to a targeted audience by on-line request and in geotourism event context.
- Travel Alberta consulted with AlbertaSW in the process of preparing a new provincial publication.
- 50 people participated in the first Yellowstone Business Partnership (YBP) "Sustainable Business Leadership" webinar, 11 from AB, others from MT, CA and NJ. There is widespread interest. A series of half-day workshops will be offered throughout the Crown region in April.
- Nerds-On-Site has completed Wi-Fi installation in Fort Macleod, Hill spring, Glenwood, Stavely.

## → Sustainability and Operations

- The Southern Alberta Alternative Energy Partnership (SAAEP) is organizing the third of three consultation sessions to involve municipalities, industry and associations to identify key issues and barriers related to alternative and renewable energy industry development.
- AlbertaSW is implementing a system of Regional Business License information management for all offices. This will be an on-line share document to provide a real-time list of all business license holders that can be accessed by designated staff (administration, bylaw, planning and development, etc).

## → New Documents/Information

- Alberta SouthWest TDR Final Report re: summer web launch and marketing campaign
- Economic Development Summit: Summary of Session Discussions held January 30, 2012, Edmonton
- Interim Report: Ag Canada Rural Secretariat Zone Measurement Project: Alberta SouthWest

## → Upcoming Events

- March 28, 2012: RADF 2<sup>nd</sup> Annual Big Sky Summit, Edmonton [www.bigskysummit.ca](http://www.bigskysummit.ca)
- March 28-29, 2012: Canadian Badlands Ltd 2<sup>nd</sup> Annual Tourism Development Conference, Drumheller
- April 2-4, 2012: Growing Rural Tourism Conference, Camrose [www.GrowingRuralTourism.ca](http://www.GrowingRuralTourism.ca)
- April 11-13, 2012: Economic Developers Alberta (EDA) Conference [www.edaalberta.ca](http://www.edaalberta.ca)
- April 11-13, 2012: Montana Governor's Conference, Great Falls MT
- April 18, 2012: UnCommon Sense Sustainable Business Leadership sessions, Pincher Creek
- September 27-28, 2012 Third Annual Crown Round Table Conference, Fernie BC  
[www.crownroundtable.org](http://www.crownroundtable.org)

