



TOWN OF CLARESHOLM  
PROVINCE OF ALBERTA  
REGULAR COUNCIL MEETING  
JULY 22, 2013  
AGENDA

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

CALL TO ORDER

AGENDA: ADOPTION OF AGENDA

MINUTES: REGULAR MEETING MINUTES JUNE 24, 2013

FINANCES: JUNE 2013 BANK STATEMENT

DELEGATIONS: CLARESHOLM & DISTRICT CHAMBER OF COMMERCE  
RE: Relocation of Businesses

ACTION ITEMS:

1. BYLAW #1587: Fire Protection & Emergency Services Bylaw Amendment  
RE: 1<sup>st</sup> Reading
2. POLICY #PROT 08-13: Emergency Services Levels and Standards
3. CORRES: Hon. Doug Griffiths, Minister of Municipal Affairs  
RE: *Public Interest Disclosure Act (PIDA)*
4. CORRES: Royal Canadian Legion  
RE: Military Service Recognition Book
5. CORRES: Jillisa Quinton  
RE: Claresholm Fair Days Ball Tournament
6. CORRES: Claresholm Junior Rodeo Club  
RE: Junior Rodeo, August 11, 2013
7. CORRES: Fair Days Committee  
RE: Downtown Parking Lot
8. CORRES: Oldman River Regional Services Commission  
RE: Membership
9. STAFF REPORT: Carol Henker Cemetery Letter
10. STAFF REPORT: Intermunicipal Servicing Agreement with the MD of Willow Creek
11. STAFF REPORT: AMSC Energy Aggregation Program 2014+
12. STAFF REPORT: 2013 Tax Recovery Sales
13. POLICY #GA 08-13: Cessation of Benefits Policy – Long Term Disability Leaves
14. POLICY #GA 08-13a: Benefits Continuance While on Leave Policy
15. REVENUE & EXPENDITURE REPORT: Year to date July 19, 2013
16. ADOPTION OF INFORMATION ITEMS
17. IN CAMERA: PERSONNEL

INFORMATION ITEMS:

1. Cheque Listing for Accounts Payable – June 2013
2. Claresholm & District Chamber of Commerce Meeting Minutes – June 18, 2013
3. Claresholm & District Transportation Society Meeting Minutes – June 21, 2013
4. ORRSC Annual Report & Financial Statements 2012
5. Letter from the Mayor of Wetaskiwin – June 24, 2013
6. Claresholm & District Museum Board Meeting Minutes – May 22, 2013
7. Porcupine Hills Lodge Board Meeting Minutes – June 6, 2013
8. The Bridges at Claresholm Golf Club Meeting Minutes – May 15, 2013
9. Oldman Watershed Council Newsletter – July 2013
10. Thank you from the Texas 4000 Rockies Team

ADJOURNMENT



**TOWN OF CLARESHOLM  
PROVINCE OF ALBERTA  
REGULAR COUNCIL MEETING MINUTES  
JUNE 24, 2013**

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

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

**ABSENT:** None

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

**CARRIED**

**MINUTES:** **REGULAR MEETING – JUNE 10, 2013**

Moved by Councillor Fieguth that the Regular Meeting Minutes of June 10, 2013 be accepted as presented.

**CARRIED**

**FINANCES:** **MAY 2013 BANK STATEMENT**

Moved by Councillor Sutter to accept the May 2013 bank statement as presented.

**CARRIED**

**ACTION ITEMS:**

**1. DELEGATION RESPONSE: Claresholm Fire Department**  
**RE: Review of Scope of Practice**

Moved by Councillor Fieguth to have administration move forward with changes to the Claresholm Fire Department's scope of practice as recommended.

**CARRIED**

**2. CORRES: Alberta Transportation**  
**RE: Municipal Grant Payment**

Received for information.

**3. JOINT ELECTION SERVICES AGREEMENT**  
**RE: Livingstone Range School Division**

Moved by Councillor Hubka to accept the Joint Election Services Agreement with Livingstone Range School Division as presented.

**CARRIED**

**4. CORRES: Claresholm Garden Club**  
**RE: Centennial Park Project**

Moved by Councillor Sutter to enter into the Centennial Park beautification project with the Claresholm Garden Club as presented.

**CARRIED**

**5. CORRES: Claresholm Curling Club**  
**RE: Municipal Portion of Property Taxes**

Moved by Councillor MacPherson to forgive the municipal portion of the 2013 property taxes of the Claresholm Curling Club in the amount of \$855.97.

**CARRIED**

**6. CORRES: Claresholm Veterinary Services**  
**RE: Use of Centennial Park July 13, 2013**

Moved by Councillor Quayle to allow Claresholm Veterinary Services to use Amundsen Park for their Dog Days of Summer event on July 13, 2013 from 10:30am to 3:00pm.

**CARRIED**

**7. POLICY #GA 06-13 – Personal Vehicle Usage & Compensation**

Moved by Councillor MacPherson to accept Policy #GA 06-13 regarding Personal Vehicle Usage & Compensation effective June 25, 2013.

**CARRIED**

**8. STAFF REPORTS: Annexation with MD of Willow Creek**

Moved by Councillor MacPherson to accept the resolution for the purpose of compensation for lost taxation for the annexed parcels for four years to the MD of Willow Creek as presented in the Staff Report.

**CARRIED**

Moved by Councillor Fieguth to accept the resolution to provide 25 years of tax relief for landowners affected by annexation with the MD of Willow Creek with the conditions as presented in the Staff Report.

**CARRIED**

**9. JULY & AUGUST 2013 Regular Council Meeting Dates**

Moved by Councillor Hubka to set July 22<sup>nd</sup> and August 19<sup>th</sup> as regular Council meeting dates for the summer months.

**CARRIED**

**10. ADOPTION OF INFORMATION ITEMS**

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

**CARRIED**

**11. IN CAMERA: LEGAL**

Moved by Councillor MacPherson that this meeting go In Camera.

**CARRIED**

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

**CARRIED**

**ADJOURNMENT:** Moved by Councillor Quayle that this meeting adjourn at 8:58pm.

**CARRIED**

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Mayor – David Moore

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Chief Administrative Officer – Kris Holbeck

**TOWN OF CLARESHOLM  
JUNE 2013 BANK STATEMENT**

<b>RECONCILED BALANCE MAY 31, 2013</b>			<b>-\$313,229.98</b>
<b>DEPOSITS TO BANK</b>	<b>DEBITS</b>	<b>CREDITS</b>	<b>BALANCE</b>
RECEIPTS FOR MONTH	\$760,295.21		
REVOLVING LOAN RECEIVED	230,000.00		
CURRENT ACCOUNT INTEREST	88.99		
GIC REDEEMED	750,000.00		
INTEREST ON GICS	3,202.81		
TRANSFERS FROM T-BILLS	0.00		
SUBTOTAL	<b>\$1,743,587.01</b>		
<b>CHARGES TO ACCOUNT</b>			
ACCOUNTS PAYABLE		\$160,607.06	
PAYROLL CHARGES		140,659.33	
INTEREST ON REVOLVING LOAN		133.15	
REVOLVING LOAN PAID		230,000.00	
LOAN PAYMENTS		199,018.75	
MASTERCARD PAYMENT		1,176.46	
TRANSFERS TO T-BILLS / GIC PURCHASE		206,201.00	
NSF CHEQUES		0.00	
SERVICE CHARGES		394.28	
SCHOOL FOUNDATION PAYMENT		301,340.36	
SUBTOTAL		<b>\$1,239,530.39</b>	
<b>NET BALANCE AT END OF MONTH</b>			<b>\$190,826.64</b>
<b>BANK RECONCILIATION</b>			
BALANCE PER BANK	205,779.97		
PLUS OUTSTANDING DEPOSITS	14,715.95		
LESS OUTSTANDING CHEQUES		-29,669.28	
<b>RECONCILED BALANCE JUNE 30, 2013</b>			<b>\$190,826.64</b>
<b>OTHER BALANCES:</b>			
EXTERNALLY RESTRICTED T-BILLS	\$1,363,925.01		
EXTERNALLY RESTRICTED GIC'S (FCSS)	\$10,000.00		
NON-RESTRICTED GIC'S	\$500,000.00		
PARKING RESERVE	\$3,596.65		
WALKING PATHS RESERVE	\$1,968.33		
OFFSITE LEVY RESERVE	\$62,094.28		
SUBDIVISION RESERVE	\$35,934.17		
REVOLVING LOAN BALANCE		\$0.00	

**SUBMITTED TO TOWN COUNCIL THIS 22th DAY OF JULY 2013**

*Karine Wilhauk*

**Submitted: Karine Wilhauk**  
Secretary Treasurer

*Kris Holbeck 7/19/2013*

**Reviewed: Kris Holbeck, CA**  
Chief Administrative Officer

**Mayor: David Moore**

# **DELEGATIONS**

# **Claresholm and District Chamber of Commerce**

Box 1092, Claresholm, AB. T0L 0T0

July 18, 2013

## **Town Of Claresholm**

Claresholm, AB, T0L 0T0

Dear Mayor, Chief Administrative Officer and Councillors,

Claresholm and District Chamber of Commerce would like as a delegation to make a presentation to the council at the next town council meeting on Monday, July 22, 2013.

Due to the flooding in High River, Alberta, a number of businesses will not be able to continue to conduct their operations in the near future. This provides an opportunity for the town of Claresholm to provide assistance to such businesses. This would be in the form of creating an environment for such businesses to relocate to Claresholm. Such relocations maybe on a short term or permanent basis.

The delegation would like to discuss the following possible suggestion:

1. Reduction of property taxes.
2. Waive business licenses.
3. Streamline and expedite the development process for new businesses.
4. Encourage landlords of empty buildings to work with displaced businesses. Perhaps by offering an open lease or to improve their buildings.
5. Openly promote through the media and other sources that we welcome them to the community.

The chamber has major concerns regarding the downtown core and feels that whatever action we can take to enhance the business sector will be a benefit to the whole town.

The Chamber of Commerce is willing to work hand in hand with the town in whatever capacity is required. We believe it is imperative that we act quickly on this and request that the town make a decision as quickly as possible.

Yours sincerely,

Iqbal Nurmohamed

President – Claresholm and District Chamber of Commerce

# **ACTION ITEMS**



**TOWN OF CLARESHOLM  
PROVINCE OF ALBERTA  
BYLAW #1587**

**A Bylaw of the Town of Claresholm to amend Bylaw #1558, the Fire Protection & Emergency Services Bylaw.**

**WHEREAS** pursuant to the provisions of the Municipal Government Act, Revised Statutes of Alberta 2000, Chapter M-26, as amended, Council of the Town of Claresholm (hereafter called Council) has adopted the Fire Protection & Emergency Services Bylaw #1558; and

**WHEREAS** Council deems it necessary to amend the existing Bylaw #1558;

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

1. The Town of Claresholm Fire Protection & Emergency Services Bylaw #1558 shall be amended as follows:

**Section 3 Establishment of Department**

Old Version:

3.1 k) Providing rescue services;

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

New Version:

3.1 k) Providing rescue services.

2. This bylaw comes into full force and effect upon third and final reading.
3. Bylaw #1558 is hereby amended.

Read a first time in Council this        day of        2013 A.D.

Read a second time in Council this        day of        2013 A.D.

Read a third time in Council and finally passed in Council this        day of  
2013 A.D.

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**David Moore, Mayor**

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**Kris Holbeck, CAO**





## Policy #PROT 08-13

### Emergency Services Levels and Standards

**PURPOSE:** To provide guidelines for all first responders to an emergency call as to the level and standards approved by the municipality.

The Town of Claresholm's Fire Department (CFD) serve as first responders within the geographical area of the Town, and such other areas designated by Town Council. The Town's fire fighters hold varying levels of qualifications from Basic First Aid & CPR training (Health Care Provider) to Emergency Medical Responder (EMR) and Emergency Medical Technician (EMT).

The Town of Claresholm has adopted this policy to ensure that any first response call is handled by the CFD responders based upon Council's direction and the training and qualifications of the individual members who may respond.

**POLICY:**

1. Town of Claresholm Fire Department members responding to an emergency services call are expected to provide medical first response care based upon a Basic First Aid and CPR Level C HCP (Health Care Provider) level of service.
2. Individual members who have received personal training and have been properly qualified to provide EMR or EMT service, if present at an incident, may provide EMR or EMT services within the scope of their training and qualifications and the CFD Standard Operating Guidelines (SOG) and Protocols.
3. Members will only provide the above services if they are qualified to do so.
4. This policy rescinds all prior policies of the Town of Claresholm on this topic.

**EFFECTIVE DATE:**



## **Policy #PROT 07-10**

### **Emergency Services Levels And Standards**

**PURPOSE:** To provide guidelines for all first responders to an emergency call as to the level and standards approved by the municipality.

The Town of Claresholm's Fire Department (CFD) serve as first responders within the geographical area of the Town, and such other areas designated by Town Council. The Town's fire fighters hold varying levels of qualifications from Basic First Aid & CPR training (Basic) to Emergency Medical Responder (EMR).

The Town of Claresholm has adopted this policy to ensure that any first response call is handled by the CFD responders based upon Council's direction and the training and qualifications of the individual members who may respond. The emergency services levels and standards approved by the Town (attached) are based on differing first response scenarios.

**POLICY:**

1. Town of Claresholm Fire Department members responding to an emergency services call are expected to provide medical first response care based upon a Basic First Aid and CPR Level C level of service. However individual members who have received personal training and have been properly qualified to provide EMR service, if present at an incident, may provide EMR services within the scope of their training and qualifications.
2. Members will provide services in accordance with the attached Appendix “A” – Claresholm Fire Department Emergency Services Levels and Standards.
3. Members will only provide the above services if they are qualified to do so.

**EFFECTIVE DATE: July 20, 2010**

**APPENDIX A**

**CLARESHOLM FIRE DEPARTMENT  
EMERGENCY SERVICES LEVELS AND STANDARDS**

<b>EMERGENCY SERVICE PROVIDED</b>	<b>LEVEL OR STANDARD</b>
<b>EMERGENCY DISPATCH SERVICES:</b>	Approved Provided 911 Dispatch Centre
<b>EMERGENCY MEDICAL SERVICES:</b>	
<ul style="list-style-type: none"> <li>• <b>Medical Co-Response (MCR)</b></li> </ul>	Basic First Aid and CPR training. However members with EMR, if present, may provide EMR level response within their qualifications.
<ul style="list-style-type: none"> <li>• <b>Medical First Responder (only when no ambulances are available)</b></li> </ul>	Basic First Aid and CPR training. However members with EMR, if present, may provide EMR level response within their qualifications.
<ul style="list-style-type: none"> <li>• <b>Medical First Responder (assist on Delta &amp; Echo Responses)</b></li> </ul>	Basic First Aid and CPR training. However members with EMR, if present, may provide EMR level response within their qualifications.
<ul style="list-style-type: none"> <li>• <b>Medical First Responder (fire drivers for medical emergencies)</b></li> </ul>	Class 4 License



ALBERTA  
MUNICIPAL AFFAIRS

*Office of the Minister*

AR68462

June 28, 2013

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

Dear Mayor Moore:

The new *Public Interest Disclosure (Whistleblower Protection) Act (PIDA)* came into force on June 1, 2013. The Act is a cornerstone in the Government of Alberta's commitment to providing a more accountable and transparent government.

This legislation facilitates the disclosure and investigation of wrongdoing in the public sector and protects employees from reprisal for making a disclosure. *PIDA* establishes a robust disclosure and investigation framework for a broad range of wrongdoings including illegal acts; actions or omissions that create a danger to health, safety, or the environment; and gross mismanagement of public funds. Please see the attached *PIDA* Highlights for additional information about the *Act*.

*PIDA* applies to the Alberta Public Service; provincial agencies, boards and commissions with employees; post-secondary institutions; school boards, charter schools, and accredited private schools that receive public funding; and public sector health entities. Under the legislation, public entities are expected to implement internal procedures to manage and investigate disclosures of wrongdoing and to ensure a safe environment for employees to bring forward matters in the public interest.

Although municipalities of Alberta are not entities under *PIDA*, we believe your municipality would benefit from the legislation. Please review the legislation available at [www.qp.alberta.ca](http://www.qp.alberta.ca) and if you wish to opt-in and be listed as an entity, please write to:

Honourable Don Scott, Associate Minister  
Accountability, Transparency and Transformation  
103 Legislature Building  
10800 - 97 Avenue NW  
Edmonton AB T5K 2B6

.../2

Mayor David Moore  
Page 2

At a minimum, I urge you to adopt similar whistleblower policies that mirror the new provincial requirements. Implementing whistleblower protections will enhance the public's confidence in elected officials, public institutions and the staff delivering programs and services to Albertans.

I am aware that many municipalities have existing whistleblower protection mechanisms in place. For these municipalities, I applaud your leadership and encourage a thorough review of these policies against the new legislation to demonstrate a renewed commitment to accountability and transparency.

If you have questions about *PIDA*, please contact Trevor Bergen, Manager, Policy Services with Service Alberta, toll-free at 310-0000, then 780-644-8560, or at [trevor.bergen@gov.ab.ca](mailto:trevor.bergen@gov.ab.ca).

Thank you for your continued dedication to Albertans.

Sincerely,

A handwritten signature in black ink that reads "Doug Griffiths". The signature is written in a cursive style with a large, looped initial "D".

Doug Griffiths  
Minister

Attachment

copy: Honourable Don Scott, QC  
Associate Minister of Accountability, Transparency and Transformation

## Karine Wilhauk

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**From:** Campaign Office <campaignoffice@fenety.com>  
**Sent:** June-28-13 12:27 PM  
**To:** Karine Wilhauk  
**Subject:** Town of Claresholm Veterans & Troops Recognition Ad  
**Attachments:** Ratesheet.pdf; Town of Claresholm Veterans Ad.pdf

**Importance:** High

Hello Council,

First of all, we would like to Thank You very much for your generous support last year in our historic Remembrance project. Your support is a big help and greatly appreciated.

The Veterans would be honored to have the Town of Claresholm included in this years Remembrance Project by our Veterans. The "Military Service Recognition Book" is going to be a first class, full sized publication, approximately 300 pages. The content of the book will be individual photographs and biographies of our "Hometown Veterans" who bravely served in WW1, WWII the Korean Conflict and our current Troops serving overseas on the mission in Afghanistan. The Recognition Book will be available to view for all of our citizens at our Local Legion Branch. The book will be available free of charge to our schools and public facilities to educate our younger generation on the sacrifices of our Local Veterans.

The proceeds raised from this project will be used for Alberta's Veteran Support Programs and Transition Programs for Alberta's returning Troops from overseas as well as Local Youth Programs such as scholarships, cadets and sports.

The Town of Claresholm has been a major sponsor with a 1/4 page ad in last year's Volume. Your renewed support would be a big help and greatly appreciated.

\*\*Attached is the ratesheet, letter and your 1/4 page ad copy used in the last year.\*\*

If you have any questions, please let me know. Thank You Very Much Karine.

Best Regards,

Tom Campbell  
Royal Canadian Legion  
18005061888  
Alberta/NWT Command  
Campaign Office



Claresholm

# Claresholm answered the call

1914 - 1918

1939 - 1945



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



## Alberta/Northwest Territories Command The Royal Canadian Legion

### *“Military Service Recognition Book”*

Dear Sir/Madam:

Thank you for your interest in the **Alberta/Northwest Territories Command / The Royal Canadian Legion**, representing **Alberta** and the **Territory’s Veterans**. Please accept this written request for your support, as per our recent telephone conversation.

Our **Alberta/NWT Command Legion** is very proud to be printing **10,000 copies** of a **“Military Service Recognition Book”**, scheduled for release by March 31, 2014, to help identify and recognize many of the brave **Veterans** of Alberta and the Northwest Territories who served our Country so well during times of great conflict. This annual publication goes a long way to help the Legion in our job as the **“Keepers of Remembrance”**, so that none of us forget the selfless contributions made by our **Veterans**.

We would like to have your organization’s support for this Remembrance project by sponsoring an advertisement space in our **“Military Service Recognition Book.”** Proceeds raised from this important project will allow us to fund the printing of this unique publication and will also help our Command to improve our services to **Veterans** and the more than 170 communities that we serve throughout Alberta and the Northwest Territories. The Legion is recognized as one of Canada’s largest “Community Service” organizations, and we are an integral part of the communities we serve. This project ensures the Legion’s continued success in providing these very worthwhile services.

Please find enclosed a rate sheet for your review. Whatever you are able to contribute to this worthwhile endeavor would be greatly appreciated. For further information please contact **Alberta/NWT Command Campaign Office** toll free at **1-888-404-1877**.

**Thank you for your consideration and/or support.**

Sincerely,

**Darrel Jones**  
**President**





## Alberta/Northwest Territory Command The Royal Canadian Legion

### *“Military Service Recognition Book”*

#### Advertising Prices

<u>Ad Size</u>	<u>Cost</u>	<u>GST</u>	<u>Total</u>
Full Colour Outside Back Cover	\$2,185.71	+ \$109.29	= \$2,295.00
Inside Front/Back Cover (Full Colour)	\$1,900.00	+ \$95.00	= \$1,995.00
Full Page (Full Colour)	\$1,519.05	+ \$75.95	= \$1,595.00
Full Page	\$1,138.10	+ \$56.90	= \$1,195.00
½ Page (Full Colour)	\$852.38	+ \$42.62	= \$895.00
½ Page	\$661.90	+ \$33.10	= \$695.00
¼ Page (Full Colour)	\$519.05	+ \$25.95	= \$545.00
¼ Page	\$423.81	+ \$21.19	= \$445.00
1/10 Page (Full Colour)	\$309.52	+ \$15.48	= \$325.00
1/10 Page (Business Card)	\$261.90	+ \$13.10	= \$275.00

**G.S.T. Registration # R12 397 0410**

All typesetting and layout charges are included in the above prices.

A complimentary copy of this year's publication will be received by all advertisers purchasing space of 1/10 page and up, along with a Certificate of Appreciation from the Alberta/NWT Command.



PLEASE MAKE CHEQUE PAYABLE TO:  
Alberta/NWT Command  
The Royal Canadian Legion  
(AB/NWT RCL)  
(Campaign Office)  
P O Box 2275  
Calgary, AB T2D 2M6



July 8, 2013

Attn Claresholm Town Counsel,

My name is Jillisa Quinton I am taking over the Claresholm Fair Days Ball Tournament in Claresholm this year from Candice Greig.

The tournament is the weekend of August 9-11, 2013. In order for us to draw teams to this tournament and benefit the community we have always offered camping in the Agriplex Field to the West of the Agriplex itself. There is usually 25-40 campers that stay there for the weekend. We provide Portable Toilets from Fergs as well we are very strict regarding garbage and noise. In the 7 years of doing this we have not had any complaints and everything is clean and tidy.

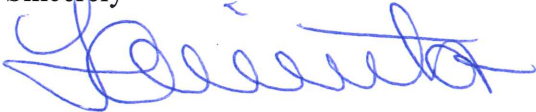
I have talked to Dave Hansma of the Agriplex and he is aware of the camping again this year and has given his permission to do this again.

We would like to have the towns permission as well.

This tournament is very well liked as well brings a lot of revenue to Claresholm for the weekend. There is usually 18-24 teams that attend this tournament annually.

Please advise me as soon as you can with your decision on this matter. Either by email [jillisa.quinton@gmail.com](mailto:jillisa.quinton@gmail.com) or phone 403-393-9242.

Sincerely



Jillisa Quinton



**CLARESHOLM JUNIOR RODEO CLUB**

C/O Colleen Penner  
Box 1704, Claresholm AB T0L0T0

The Claresholm Junior Rodeo Club has been in operation for many years. It is a great opportunity for children of all ages to be able to participate in western events as well as interact with each other on a weekly basis. It takes hard work and dedication to participate in rodeo, not only with mastering talent but also in the upkeep of their animals. We as a club facilitate a comfortable, low stress and fun environment for our children to participate in.

Every year the Claresholm Junior Rodeo Club hosts a Junior Rodeo during Fair Days in Claresholm. This event brings participants and their families from all over Alberta. We have been putting this junior rodeo on for the past 8 years. Our rodeo will be on Sunday, August 11th.

It is our hope to be able to make this a positive experience for all those involved. At this time we are seeking sponsorship for this event. We are not looking to make a profit on this event however if there is a surplus at the end it will go directly towards the club.

Any amount that your organization would like to put forward would be greatly appreciated. To show our appreciation we will put your name or logo in our program, you will be announced as a sponsor during the rodeo and any flags, signs or posters that you have can be hung around the arena during the rodeo.

We appreciate you taking the time to consider the Claresholm Junior Rodeo Club for sponsorship. We look forward to hearing from you.

If you have any questions please contact:

Dave Penner  
403-687-2993

Tania Smeltzer  
403-625-3020

Colleen Penner  
403-43-2167

643

Sincerely,  
CLARESHOLM JUNIOR RODEO CLUB

July 15<sup>th</sup>, 2013

Dear Town Council Members,

The Fair Days Committee would like to request the use of the parking lot across from Home Hardware on Saturday August 10<sup>th</sup>, 2013 for the Porcupine Hills Classic Cruisers to display some of their vehicles. There will be approximately 10-15 vehicles on the premises. I understand there maybe concerns for whether there will be enough parking for customers and businesses in town that day. I have talked with a few business owners, and they have mentioned downtown shopping during fair days is almost non-existent. So, it would not deter customers or businesses from parking downtown. We believe it will help to bring more traffic to the downtown area.

Thank you for your support.

Sincerely,

Jas Schmirler  
Fair Days Committee  
403 625 3929  
jas.schmirler@gmail.com

**From:** ORRSC Admin [<mailto:admin@orrsc.com>]

**Sent:** June-28-13 3:04 PM

**To:** 'Arrowwood - Village'; 'Barnwell - Village'; 'Barons - Village'; 'Bassano - Town CAO'; Brooks - City; 'Cardston - County'; 'Cardston - Town'; 'Carmangay - Village'; 'Champion - Village'; Kris Holbeck; 'Coaldale - Town'; 'Coalhurst - Town'; 'Coutts - Village'; 'Cowley - Village'; 'Crowsnest Pass - Municipality'; 'Fort Macleod - Town'; 'Glenwood - Village'; 'Granum - Town'; 'Lethbridge - County'; 'Lomond - Village'; 'Magrath - Town'; 'Milk River - Town'; 'Milo - Village'; 'Nanton - Town'; 'Newell - County'; 'Nobleford - Village'; 'Picture Butte - Town'; 'Pincher Creek - MD'; 'Pincher Creek - Town'; 'Ranchland - MD'; 'Raymond - Town'; 'Stavelly - Town'; Stirling - Village; 'Taber - MD'; 'Vauxhall - Town'; Vulcan - County; Vulcan - Town; 'Warner - County'; 'Warner - Village'; 'Willow Creek - MD'

**Cc:** Lenze Kuiper

**Subject:** Council Resolution for ORRSC Membership

**Importance:** High

**Please Note: Municipal Action and Cooperation Requested**

Alberta Municipal Affairs began conducting a general review of all regional services commissions province wide in 2011. As part of that process, they are currently reviewing the Oldman River Regional Services Commission Bylaw and have indicated they require updated documentation to be filed. Therefore, they are requesting a council resolution from each municipality approving of their membership to the Commission. Even though resolutions by member municipalities were filed with the province when ORRSC was established, due to some additional members joining the organization and additional services provided, they are requesting new resolutions all in the same format to be submitted. There has been some change in ministry operations since ORRSC was established as a Commission, and as a result Municipal Affairs is requesting a standardized format of documentation to meet their new administrative requirements. This new initiative from Municipal Affairs is something we are anxious to comply with by summer's end.

To help you in responding to our request, please find attached a Resolution for your Council to approve at its next meeting. Please **mail an original signed and dated resolution** to our office at the address below as soon as possible. Once we have received all the signed resolutions from our member municipalities, one complete package will be forwarded to Municipal Affairs in the standardized format.

We would like to thank you for your cooperation on fulfilling this administrative matter with the ministry and for your continued support. The Minister has stated that he supports the regional collaboration and ORRSC providing services that are beneficial for each municipality and the region as a whole. If you have any questions or require further information on this matter, please contact me at 403-329-1344.

**Lenze Kuiper**, Director  
3105 - 16th Avenue North  
Lethbridge, Alberta  
T1H 5E8

[lenzekuiper@orrsc.com](mailto:lenzekuiper@orrsc.com)

ph: (403) 329-1344

cell: (403) 380-7854

fax: (403) 327-6847



**Oldman River Regional Services Commission Membership  
Council Resolution**

- 1) **“BE IT RESOLVED THAT** we approve the \_\_\_\_\_  
*(Legal Status and Name of the Organization)*
- to be a member of the ***Oldman River Regional Services Commission (ORRSC)***, and to be added to the Oldman River Regional Services Commission Bylaw as a municipal member;
- 2) **AND THAT** the Minister of Municipal Affairs be notified of this approval and be requested to amend the Oldman River Regional Services Commission Regulation accordingly.”

\_\_\_\_\_  
Chief Elected Official or  
Duly Authorized Signing Officer

\_\_\_\_\_  
Date



# Memo

## Town of Claresholm

To: Council  
 From: Kris Holbeck, CA, CAO  
 Date: 6/25/2013  
 Re: Carol Henker Cemetery Letter

Comments: Town staff have discussed Carol Henker's request to place more than two cremains in a full burial size plot with no full burial in it.

Cemetery staff is not in favor of the amendment as with each burial, the earth has to be disturbed and this leaves the site with an area which sinks/compacts in the future. This leaves the cemetery with uneven terrain for visitors, maintenance and machinery. Staff feel more intensified use of full burial plots will increase the chance of disturbing previously buried remains in the same plot or adjacent plots. It is staff's opinion that one full burial and two sets of cremains is an intense enough use of a full burial plot.

The Town has specified an area within the cemetery for placing solely cremains. A family wishing to have multiple cremains and a full burial near each other has the option of pre-purchasing adjacent full burial plots. Anyone who has purchased a full burial plot and will not be placing a full burial in it has the option to sell the plot back to the Town of Claresholm and purchase as many cremain plots as needed to accommodate their plans.

Staff is currently amending the Cemetery Bylaw to ensure all wording and rules within it are practical and functional for families and the cost of services comparable with other communities in our region.

Fee changes that will be proposed in the Bylaw Amendment are:

	Current	Revised
Burial plot & permit fees	\$300	\$400
Cremains plot & permit fee	\$100	\$100
Open & close - full	\$300	\$500
Open & close - cremains	\$75	\$200
Winter surcharge	\$125	*
Late funeral	\$100	*
Weekend/holiday surcharge	\$100	*
(included in o & c costs)		
Perpetual care / burial site	\$200	\$200
Perpetual care / columbarium		\$200**
(Charges plus GST)		

\* These costs will now be part of the plot and open & close fees.

\*\*Staff feels that it is fair for columbarium users to also contribute to perpetual care.

Kris Holbeck, CA  
 CAO  
 Town of Claresholm

Mayor David Moore and Council Members

Claresholm, Alberta,

January 23, 2013

Dear Mr. Moore and Members of Claresholm Town Council,

As time marches on, and life with it, we sometimes feel the need to face future arrangements that will be necessary when we pass on. I have checked on the rulings that the Town of Claresholm has in place for burial of cremated remains that are in an urn that is placed on the same grave as another family member. I have been told that the ruling allows two cremated burials upon a single full-sized grave, and that a permit is required in each case.

My question to you is this; if no vault and casket is ever buried at all in a full size plot, then could a family place more than two cremation urns in that plot? If there is only one regulation headstone per plot placed there, and the names of any cremated persons buried in that plot are placed on plaques that are mounted on that one regulation single headstone, I can see no reason a family would not be allowed to bury more than two urns per full sized grave plot. Would you allow four per plot? It seems to me that the space saved as well as the cost of additional plots would serve all very well.

At this time our family would like to have some arrangements in place, and our children, who are adult, would like to know that they can someday have their own remains come home and be buried with the rest of their immediate family.

I would appreciate a letter from you regarding this matter, and ask that you give it some thoughtful consideration.

Thank you,

Respectfully yours,



Carol Henker

Box 161 Claresholm, AB T0L 0T0



Town of Claresholm Administration

Cemetery Committee Members

February 22, 2013,

Dear Cemetery Committee Members ,

In reference to my recent letter to you, dated January 23, 2013, and read at the Feb. 11<sup>th</sup> meeting of the Town Council, I have read in the Claresholm Local Press, that after consideration, you will provide appropriate changes to the cemetery bylaw for council approval. Thank you.

As to the concern that the more times a plot is disturbed, the less stable it is; the rulings now provide for a full sized casket and vault, as well as two cremation urns to be allowed on a single full sized plot. This would be three disturbances; one being a very large disturbance. I was only requesting to have four small disturbances, perhaps occurring over many years, and I do not know how I can arrange to have family members pass away two at a time, as was inferred. I do not wish to hold cremated remains in wait for the next death. It is not appropriate for our family to place two cremated remains in one urn. Think about that please.

If you go out and look at the cremation grounds at the Claresholm cemetery, where the very small plots are, you will see nothing but clutter and congestions of headstones. My suggestion is quite realistic, and surely a grid pattern can be kept on the records with no confusion at all as to whose urn is where.

Once again, I am asking for this very small change in regard to full sized burial plots only.

Hoping this will not be turned down by the Town Administration, I remain,

Yours truly,



Carol Henker

Box 161 Claresholm, AB TOLOTO

# Staff Report

**To:** Council

**From:** CAO

**Date:** July 19, 2013

**Re:** Intermunicipal Servicing Agreement with the MD of Willow Creek

---

Attached is a draft copy of the proposed intermunicipal servicing agreement between the Town of Claresholm and the MD of Willow Creek. This copy sets out the framework that will govern how the two municipalities deal with water/sewer and garbage services that are provided by the Town of Claresholm to the MD of Willow Creek residents and businesses.

## **Background**

Historically, the Town of Claresholm has provided these utilities to the Claresholm Industrial Airport (CIA) users and billed each user. This causes issues when a utility bill is not paid as the Town of Claresholm is not the taxation authority and therefore cannot move the utilities arrears to the tax roll to be collected as part of that system. The Town has to shut off water services (if even possible) which is both highly labor intensive and hard on the aging infrastructure at the CIA.

Additionally, the Town of Claresholm should not be contracting with individuals in the MD, but should have an agreement with the MD itself and they take care of the billings to their residents and collection of utilities amounts. The MD will have to develop water and sewer and garbage bylaws and determine the fee they will charge their residents and administer their utilities.

## **Moving Forward**

The proposed agreement is based on the Town's template used for water conveyance agreements with the MD and the Town of Granum and has been reviewed by our legal advisors. Once the agreement has been agreed to in concept by the Town to move forward, Administration will continue to work with the MD of Willow Creek to develop the schedules and maps that will be an integral part of this agreement.

When the maps, rates and schedules have been developed, the final agreement will be brought back to Council for approval. The Utilities Planning Committee will be the working committee that will assist Administration with this process.

**Recommendation**

Administration is recommending that Council support the concept of a master servicing agreement with the Municipal District of Willow Creek and refer the matter to Administration to continue working on the maps and details of the agreement.

*Kris Holbeck, CA CAO Town of Claresholm*

**MASTER SERVICING AGREEMENT INDEX**

<b><u>Article</u></b>	<b><u>Pages</u></b>
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4. Approvals	8
5. Town Obligations (Water)	8-10
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9. Ownership of Infrastructure	15
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19. Annexation	23
20. General	23-27

THIS AGREEMENT made the \_\_\_\_\_ day of \_\_\_\_\_, 2013.

**DRAFT**

**BETWEEN:**

**TOWN OF CLARESHOLM**  
Being a municipal corporation under the *Municipal Government Act*,  
R.S.A. 2000 Chapter M-26, as amended,  
(hereinafter referred as the "Town")

**OF THE FIRST PART**

- and -

**MUNICIPAL DISTRICT OF WILLOW CREEK NO. 26**  
Being a municipal corporation under the *Municipal Government Act*,  
R.S.A. 2000 Chapter M-26, as amended,  
(hereinafter referred to as "MD")

**OF THE SECOND PART**

**MASTER SERVICING AGREEMENT FOR WATER, WASTEWATER AND SOLID WASTE  
COLLECTION**

**WHEREAS:**

- A. The Town provides potable water services and owns and operates a potable water treatment and distribution system within its jurisdictional boundaries;
- B. The Town provides wastewater services and owns and operates a wastewater treatment and distribution system within its jurisdictional boundaries;
- C. The Town provides solid waste collection and disposal services within its jurisdictional boundaries;
- D. The Town may provide any service that it provides in all or part of the Town to the MD with the agreement of the MD pursuant to Article 54 of the *Municipal Government Act*, R.S.A. 2000, Chapter M-26;
- E. The Town and the MD want to set out the terms upon which the Town supplies and the MD receives potable water, wastewater and solid waste collection services pursuant to this Master Servicing;
- F. Town Council and MD Council have approved the content of this Master Servicing Agreement and authorized its execution by resolution;

**NOW THEREFORE THIS AGREEMENT WITNESSETH** that in consideration of the promises, mutual terms, covenants and conditions contained within this Agreement, the parties hereto agree as follows:

**1. Definitions**

In this Agreement:

- (a) "AENV" means Alberta Environment;

- 
- (b) "Agreement" means this Master Servicing Agreement for Water, Wastewater and Solid Waste collection services and the schedules attached hereto, together with such amendments, extensions and renewals as may be evidenced in writing and executed by the parties from time to time;
  - (c) "Best Efforts" means in relation to the performance obligation, efforts that are sensible and practical and involve the exercise of reasoned and sound judgment, having regard to all of the relevant circumstances;
  - (d) "Biomedical Waste" means medical waste that requires appropriate handling and disposal due to environmental, aesthetic and public health and safety concerns including:
    - (i) Human anatomical waste,
    - (ii) Infectious human waste,
    - (iii) Blood and bodily fluids,
    - (iv) Medical sharps including needles, syringes, blades or other clinical laboratory material capable of causing punctures or cuts, and
    - (v) Similar waste;
  - (e) "Building Waste" means all waste produced in the process of constructing, demolishing, altering or repairing a building and includes but is not limited to soil, vegetation and rocks displaced through the building process;
  - (f) "Certified Operator" means a Person holding all necessary approvals and certification from AENV to operate a Wastewater system or a Water system, as applicable;
  - (g) "Cross Connection" means any temporary, permanent or potential Water connection that allows or may allow backflow of contaminants, pollutants, infectious agents, other materials or substances that may change the Water quality in the Town Water System and includes swivels or changeover devices, removable sections, jumper connections and by-pass arrangements;
  - (h) "Effective Date" means the date of this Agreement as it appears on the first page of this Agreement;
  - (i) "Emergency" means a sudden and unexpected condition requiring immediate action including but not restricted to a water shortage; equipment or utility failure or possible failure; the failure or breakdown or possible failure or breakdown of the Town Water System, Water Treatment Plant, Town Wastewater System, Wastewater Treatment Plant, MD Water System, or MD Wastewater System; electrical outages; and orders or directives from AENV or other federal or provincial department;
  - (j) "Emergency Response Plan" means the respective plans prepared by each party that outlines the procedure and protocol for any response to an emergency defined by the plan;
  - (k) "Fire Flow" means a quantity of water for fire protection purposes in excess of that required for other purposes such as residential, commercial and industrial consumption;
  - (l) "Force Majeure" means acts of God, strikes, lockouts or other industrial disturbances of a general nature affecting an industry critical to the performance of this Agreement, acts of the Queen's enemies, wars, blockades, insurrections, riots, epidemics, landslides, lightning, earthquakes, fires, storms, floods, washouts, arrests and restraints of rulers and people, civil disturbances, explosions, inability with reasonable diligence to obtain materials and any other cause not within the control of the party claiming a suspension, which, by the exercise of due diligence, such party shall not have been able to avoid or overcome; provided however, the term "Force Majeure" does not include a lack of financial resources or available funds or similar financial predicament or economic circumstances or any other event, the occurrence or existence of which is due to the

financial inability of a party to pay any amount that a prudent and financially sound entity in similar circumstances would reasonably be expected to pay to avoid or discontinue such event.

- (m) "Hazardous Substances" means any substance which is hazardous to persons or property and includes, without limiting the generality of the foregoing:
  - (i) any substance that, if added to any water, would degrade or alter or form part of a process of degradation or alteration of the quality of that water to the extent that it is detrimental to its use by man or by any animal, fish or plant;
  - (ii) any solid, liquid, gas or odor or combination of any of them that, if emitted into the air, would create or contribute to the creation of a condition of the air that:
    - (1) endangers the health, safety or welfare of persons or the health of animal life;
    - (2) interferes with normal enjoyment of life or property; or
    - (3) causes damage to plant life or to property;
  - (iii) substances declared to be hazardous or toxic under any law or regulation now or hereafter enacted or promulgated by any governmental authority having jurisdiction over the parties hereto;
  - (iv) any form of radioactive materials; and
  - (v) explosives;
- (n) "Hazardous Waste" means any substance or thing that comes within the definition of Hazardous Waste in Schedule 1 of the *Waste Control Regulation Alberta Regulation 192/96* as such regulation may be amended or replaced from time to time;
- (o) "Interest" means prime daily commercial lending rate of the TD Canada Trust bank posted at its head office in Calgary, plus 1.5 percent per month;
- (p) "MD" means the Municipal District of Willow Creek No. 26 and its jurisdictional boundaries;
- (q) "MD Council" means the elected representatives forming the Council for the MD;
- (r) "MD Wastewater System" means the Wastewater collection and transmission system which is constructed, owned, maintained and operated by the MD, as more particularly described in Schedule "F" attached to this Agreement including all pipelines, force mains, wastewater mains, lift stations, pumps, improvements, works and facilities whether free standing or otherwise, appurtenances, access roads, gates, land, easements and rights of way or whether ancillary thereto or connected therewith, together with any and all associated approvals, licenses, storage tanks, pumps, pipes, improvements, works and facilities, whether free standing or otherwise, or whether ancillary thereto or connected therewith and whether existing as at the date of this Agreement or constructed in the future;
- (s) "MD Water System" means the Water delivery system which is constructed, owned, maintained and operated by the MD, as more particularly described in Schedule "B" attached to this Agreement including all pipelines, water mains, reservoirs, pumps, booster pumping facilities, improvements, works and facilities whether free standing or otherwise, appurtenances, access roads, gates, land, easements and rights of way or whether ancillary thereto or connected therewith, together with any and all associated approvals, licenses, storage tanks, pumps, pipes, improvements, works and facilities, whether free standing or otherwise, or whether ancillary

thereto or connected therewith and whether existing as at the date of this Agreement or constructed in the future;

- (t) "Meter" means both Water Meter Vaults and Wastewater Metering Equipment;
- (u) "Person" means any individual, firm, partnership or body corporate;
- (v) "Rate" means the fee charged by the Town to the MD for Water, Wastewater and Solid Waste services as described in Schedule "L";
- (w) "SCADA" means System Control and Data Acquisition remote monitoring and controls;
- (x) "Solid Waste" means normal household or commercial garbage and may be composed of organic and inorganic materials but does not include Biomedical Waste, Building Waste, or Hazardous Waste;
- (y) "Solid Waste Management Bylaw" means any bylaw of general application now or hereafter established, amended or replaced from time to time by the Town Council governing, amongst other things:
  - (i) Solid Waste collection and disposal;
  - (ii) the manner in which Solid Waste collection and disposal services shall be provided within all or any portion of the Town or outside the Town;
  - (iii) the manner in which Solid Waste collection and disposal services may be extended to additional lands or users;
  - (iv) the manner in which operations of any Solid Waste service provider shall be conducted within or upon any properties owned by or under the care, control or management of the Town; and
  - (v) the rates payable by any recipient of Solid Waste collection and disposal services from the Town, or any municipally controlled designate of the Town providing Solid Waste services.
- (z) "Stormwater" means any surface water or other substance draining from the surface created by snow melt, precipitation or other means;
- (aa) "Superintendent" means the Superintendent of Public Works for the Town;
- (bb) "Term" means that period of time commencing on the Effective Date and ending upon termination of this Agreement in accordance with the provisions herein;
- (cc) "Town" means the Town of Claresholm and its jurisdictional boundaries;
- (dd) "Town Council" means the elected representatives forming the Council for the Town;
- (ee) "Town Wastewater System" means the Wastewater collection, transmission, treatment and disposal system which is constructed, owned, maintained and operated by the Town, as more particularly described in Schedule "E" attached to this Agreement including the Wastewater Treatment Plant, all pipelines, wastewater mains, force mains, pumps, improvements, SCADA, Wastewater Metering Equipment, lift stations, lagoons, works and facilities whether free standing or otherwise, appurtenances, access roads, gates, land, easements and rights of way or whether ancillary thereto or connected therewith, together with any and all associated approvals, licenses,



storage tanks, pumps, pipes, improvements, works and facilities, whether free standing or otherwise, or whether ancillary thereto or connected therewith and whether existing as at the date of this Agreement or constructed in the future;

- (ff) "Town Water System" means the Water treatment and delivery system which is constructed, owned, maintained and operated by the Town, as more particularly described in Schedule "A" attached to this Agreement including the Water Treatment Plant, Water Meter Vaults, and all pipelines, water mains, pumps, improvements, works and facilities whether free standing or otherwise, appurtenances, SCADA, access roads, gates, land, easements and rights of way or whether ancillary thereto or connected therewith, whether existing as at the date of this Agreement or constructed in the future, together with raw water distribution infrastructure including pipelines and plant complete with filtration unit and back wash unit (up to but not including the inlet and outlet isolation valves), and reservoirs together with any and all associated approvals, licenses, storage tanks, pumps, pipes, improvements, works and facilities, whether free standing or otherwise, or whether ancillary thereto or connected therewith and whether existing as at the date of this Agreement or constructed in the future;
- (gg) "Wastewater" means liquid effluent produced from or arising in conjunction with residential, commercial or industrial use within the MD, excluding stormwater;
- (hh) "Wastewater Allowable Quantity" means the daily and annual amounts stipulated in Schedule "I";
- (ii) "Wastewater Connection Points" means the points of Wastewater delivery from the MD's Wastewater System to the Town's Wastewater System as shown on Schedule "G";
- (jj) "Wastewater Metering Equipment" means that equipment and all related structures, connections and electrical supply, necessary and incidental, to meter the flow of Wastewater through the Wastewater Connection Points on a continuous basis, as shown on Schedule "G";
- (kk) "Wastewater Non-Permitted Substance" means any substance at a concentration or mass loading that:
  - (i) Exceeds the limit set out in Schedule "H" hereto; or
  - (ii) Is not contemplated in Schedule "H" hereto and violates any applicable municipal, provincial or federal bylaws, legislation or regulations in force from time to time including any applicable Wastewater Utilities Bylaw;
- (ll) "Wastewater Quality Limits" means the substances and maximum concentrations or daily mass loading of such substances (as applicable) which may be contained in the Wastewater as set forth in Schedule "H" hereto, as the same may be changed from time to time by the Town upon the receipt by the MD of a written notice from the Town to change the maximum concentrations or daily mass loading of such substances (as applicable);
- (mm) "Wastewater Treatment Plant" means that wastewater treatment plant as shown on Schedule "E";
- (nn) "Wastewater Utilities Bylaw" means any bylaw of general application now or hereafter established, amended or replaced from time to time by the Town Council governing, amongst other things:
  - (i) Wastewater collection, treatment and disposal;
  - (ii) the manner in which Wastewater services shall be provided within all or any portion of the Town or outside the Town;
  - (iii) the manner in which Wastewater services may be extended to additional lands or users;

- (iv) the prevention, restriction, control or regulation of the discharge of Wastewater, substances and materials into the Town's Wastewater system;
  - (v) the manner in which operations of any Wastewater service provider shall be conducted within or upon any properties owned by or under the care, control or management of the Town;
  - (vi) the commodity rates payable by any recipient of Wastewater services from the Town, or any municipally controlled designate of the Town providing Water services; and
  - (vii) the overall rate structure to be applied by the Town, or any municipally controlled designate of the Town providing Water services, with respect to any services related to the supply of Water.
- (oo) "Water" means potable water suitable for human consumption which has been treated and tested by the Town to meet all Alberta Environment drinking water standards;
- (pp) "Water Connection Points" means the points of Water delivery from the Town Water System to the MD Water System as shown on Schedule "C";
- (qq) "Water License" means Water License No. \_\_\_\_\_ issued by Alberta Environment in the name of the MD, as amended or replaced from time to time;
- (rr) "Water Maximum Daily Quantity" means the amount stipulated in Schedule "D";
- (ss) "Water Meter Vault" means the water meter vaults located at the Water Connection Points, including chambers, appurtenances, controls, heating, venting, lighting and drainage systems, access roads, fencing and gates, easements and rights of way, all as further described in Schedule "C";
- (tt) "Water Operating Pressure" means the Water pressure measured at the Water Connection Points at the level set out in Schedule "D";
- (uu) "Water Quality Requirements" means the requirements of any and all permits, approvals or applicable laws, governing or otherwise applying to the treatment and the supply of Water as contemplated within this Agreement;
- (vv) "Water Treatment Plant" means the Claresholm Regional Water Treatment Plant and water distribution system owned by the Town as more particularly described in Schedule "A";
- (ww) "Water Utilities Bylaw" means any bylaw of general application now or hereafter established, amended or replaced from time to time by the Town Council governing, amongst other things:
- (i) the treatment and provision of Water;
  - (ii) the manner in which Water services shall be provided within all or any portion of the Town or outside the Town;
  - (iii) the manner in which Water services may be extended to additional lands or users;
  - (iv) Water conservation measures;
  - (v) the manner in which operations of any Water service provider shall be conducted within or upon any properties owned by or under the care, control or management of the Town;

- (vi) the commodity rates payable by any recipient of Water services from the Town, or any municipally controlled designate of the Town providing Water services; and
- (vii) the overall rate structure to be applied by the Town, or any municipally controlled designate of the Town providing Water services, with respect to any services related to the supply of Water.

**2. Preamble And Schedules**

2.1 The parties hereby confirm and ratify the matters contained and referred to in the Preamble to this Agreement and agree that same and the various schedule(s) hereto are expressly incorporated into and form part of this Agreement:

- Schedule "A" - Town Water System
- Schedule "B" - MD Water System
- Schedule "C" - Water Connection Points and Water Meter Vaults
- Schedule "D" - Water Daily Quantities, Annual Maximum Limits and Operating Pressure
- Schedule "E" - Town Wastewater System
- Schedule "F" - MD Wastewater System
- Schedule "G" - Wastewater Connection Points and Wastewater Metering Equipment
- Schedule "H" - Wastewater Quality Limits
- Schedule "I" - Wastewater Daily Quantities and Annual Maximum Limits
- Schedule "J" - Solid Waste Collection Service Area
- Schedule "K" - Solid Waste Management Bylaw
- Schedule "L" - Rates

**3. Term and Termination**

3.1 The initial term of this Agreement shall commence on \_\_\_\_\_, 2013 and continue in force for a period of Twenty (20) Years expiring on \_\_\_\_\_, 2033 (the "Termination Date") (the "Term") or until such other time as this Agreement is terminated in accordance with its provisions.

3.2 Either party may serve the other party with a notice to renew in writing not less than two (2) years prior to the Termination Date. The parties shall commence negotiations of a new servicing agreement as soon as practical after receipt of the notice to renew by the receiving party.

3.3 In the event that the parties have not completed negotiations in accordance with Article 3.2 and in the event that neither party has issued a notice of termination in accordance with Article 3.4, upon expiry of the Term, this Agreement shall thereafter continue on a year by year basis until such time as the parties enter into a new servicing agreement or one of the parties terminates the Agreement in accordance with its provisions.

3.4 Either party may terminate this Agreement without cause by giving the other party not less than Two (2) years written notice of its intention to terminate this Agreement

3.5 Upon termination of this Agreement, the Town shall continue to own and control all elements of the Town Water System and the Town Wastewater System and the MD shall continue to own and control all elements of the MD Water System, including the Water License, and the MD Wastewater System.

3.6 Upon termination of this Agreement, the MD shall be responsible to pay all costs owing to the Town pursuant to the terms of this Agreement as at the effective date of termination.

**4. Approvals**

4.1 Each party shall be responsible for the acquisition of any and all necessary consents, approvals, licenses, permits, allocations or authorities relating to the execution and performance of the terms of this Agreement by that party.

4.2 The MD shall be responsible at its sole cost and expense to maintain the Water License and such other approvals and permits as may be required by any Provincial or Federal department having jurisdiction including but not limited to AENV in order to authorize the Town to provide Water, Wastewater and Solid Waste services to the MD as contemplated in this Agreement.

**5. Town Obligations (Water)**

5.1 The Town shall:

- (a) provide Water services to the MD in accordance with and subject to the terms and conditions contained in this Agreement;
- (b) construct, own, maintain and operate the Town Water System at the Town's sole cost and expense including but not limited to all upgrades, repairs and replacements as may be required from time to time;
- (c) where any part of the Town Water System is damaged or destroyed for any reason, the Town is solely responsible to undertake all necessary repairs and replacements;
- (d) provide appropriately qualified staff required for the performance of the Town's obligations pursuant to this Agreement including but not limited to an on-site Certified Operator at the Water Treatment Plant;
- (e) be bound by and observe all applicable Federal, Provincial and municipal legislation and related regulations, which, without limiting the generality of the foregoing, shall include the provisions of the *Water Act*, *Reservoir Act*, the *Occupational Health and Safety Act* and the *Environmental Protection and Enhancement Act*, all as amended from time to time, and the Town shall cause all of its employees and approved subcontractors to be so bound;
- (f) obtain, maintain and comply with at its sole expense all necessary permits, licenses, consents and approvals required by all authorities having jurisdiction incidental to the performance of the Town's obligations under this Agreement;
- (g) obtain all necessary permits and approvals from AENV and any other relevant Federal, Provincial or municipal department, body or agency to treat the Raw Water at the Water Treatment Plant within the jurisdiction of the Town; and
- (h) pay all fees and all other costs, including utility charges, incidental to the performance of the Town's obligations under this Agreement.

5.2 During the Term and pursuant to the terms of this Agreement, the Town shall:

- (a) make Water available for distribution at the Water Connection Points:
  - (i) to an aggregate amount of Annual Water Quality, at the Maximum Water Daily Quantity and the Maximum Water Rate of Withdrawal; and
  - (ii) at the Operating Pressure;

- (b) meter the Water treated and conveyed by the Town pursuant to this Agreement at the Water Connection Points; and
- (c) use Best Efforts to ensure that no contamination, pollutants, foreign matter or like materials enter the Water Treatment Plant or the Town Water System;

5.3 The manner in which and the terms upon which Water is supplied by the Town is subject to the Water Utilities Bylaw. Where there is any conflict between the terms of this Agreement and the Water Utilities Bylaw, the terms of this Agreement shall take precedence to the extent of the conflict.

5.4 Subject to Article 5.5, the MD acknowledges and agrees that the Town shall not be required to make Water available for distribution to the MD at the Water Connections Points:

- a) at a rate exceeding the rate of diversion, if any, set out in the Water Licenses, and/or
- b) at an annual quantity exceeding the maximum annual quantity of Water the MD is permitted to draw, use or divert pursuant to the Water Licenses,

regardless of whether the maximum annual quantity of Water the MD is permitted to draw, use or divert under the Water Licenses is less than the Maximum Annual Quantity and/or the rate of diversion set out in the Water Licenses is less than the Maximum Rate of Withdrawal.

5.5 Notwithstanding Article 5.4, the MD may make prior written request to the Town to draw Water in excess of the rates detailed in Schedule "D" in special circumstances such as filling MD reservoirs. The Town may, in its sole discretion, refuse or approve such request on such conditions as the Town deems appropriate.

5.6 The Town is not be responsible to provide Fire Flow at the Water Connection Points.

5.7 Notwithstanding anything contained in this Agreement, the parties acknowledge and agree that the Town shall not be responsible for any failure respecting the operation of the MD Water System including, without restriction, the inability of the Town to provide Water service contemplated to the MD due to any malfunction or other event concerning or otherwise impacting the flow of Water through the MD Water System.

5.8 The Town shall obtain prior approval by the MD Council before directly supplying or agreeing to directly supply Water services to any lands located within the MD after the date of this Agreement.

5.9 Unless the parties reach a mutual agreement in writing to amend the provisions of this Agreement, the Town is not obligated to convey Water from any additional Water Licenses that may be obtained by the MD in the future.

5.10 Unless the Town agrees in writing, the Town is not required to provide Water for the following purposes:

- a) Filling recreational lakes or providing water for raising recreational lakes to a desired level,
- b) Irrigating golf courses,
- c) Irrigating agricultural land, or
- d) Servicing any development where providing such service would contravene any applicable Provincial or Federal legislation, regulation or regional or sub-regional plan approved by the Provincial government as at the date of execution of this Agreement.

5.11 In the event that the Superintendent believes that there may be a shortage of Water, the Superintendent may regulate the distribution and use of Water including the times of day when the use of Water may be allowed or prohibited on an equitable and pro rata basis between the Town and the MD. The Superintendent's decision to regulate the distribution and use of Water to the MD will be based upon but not limited to:

- a) the conditions of the wells and aquifers utilized by the Town to obtain Water;
- b) the condition of the aquifers utilized by the Town to obtain Water pursuant to the Water Licenses;
- c) any applicable federal or provincial directives; or
- d) Town Water System limitations.

5.12 When the Superintendent has imposed Water use restrictions within the Town, the Town may notify the MD in writing of the terms and anticipated period of such Water use restrictions and request that the MD take necessary steps to impose the same Water use restrictions on MD customers who receive Water pursuant to the terms of this Agreement. The Town shall immediately notify the MD when the Town ends such Water use restrictions within the Town.

## 6. MD Obligations (Water)

### 6.1 The MD shall:

- (a) receive Water services from the Town in accordance with and subject to the terms and conditions contained in this Agreement;
- (b) construct, own, maintain and operate the MD Water System at the MD's sole cost and expense including but not limited to all upgrades, repairs and replacements as may be required from time to time;
- (c) where any part of the MD Water System is damaged or destroyed for any reason, the MD is solely responsible to undertake all necessary repairs and replacements;
- (d) maintain the MD Water System in a reasonable state of repair and use Best Efforts including regular monitoring and inspection to ensure that the MD Water System does not contain leaks;
- (e) where a leak in the MD Water System is detected, the MD is required to undertake all necessary repair work to remedy the leak in a timely manner;
- (f) be bound by and observe all applicable federal, provincial and municipal legislation and related regulations, which, without limiting the generality of the foregoing, shall include the provisions of the *Water Act*, *Reservoir Act*, and the *Environmental Protection and Enhancement Act*, all as amended from time to time;
- (g) obtain, maintain and comply with at its sole expense all necessary permits, licenses, consents and approvals required by all Provincial or Federal department, body or agency having jurisdiction incidental to the performance of MD's obligations under this Agreement;
- (h) comply with all terms or requirements of the Water Licenses and ensure that the Water Licenses are kept in good standing with AENV and any other relevant Provincial department, body or agency having jurisdiction in relation to the Water Licenses;
- (i) pay all fees and all other costs incidental to the performance of MD's obligations under this Agreement;
- (j) be solely responsible for ensuring adequate Fire Flows within the MD; and
- (k) bill, collect and retain all amounts charged for Water services by the MD to its customers.

6.2 Subject to Article 6.3, during the Term and pursuant to the terms of this Agreement, the MD shall be entitled to draw Water at the Water Connection Points up to the Maximum Daily Quantity and Maximum Annual Quantity at a rate up to the Maximum Rate of Withdrawal, all as detailed in Schedule "D", and subject always to the terms of this Agreement and the Water service limitations contemplated within this Agreement.

6.3 Notwithstanding Article 6.2, upon making prior written request to the Town and receiving the prior written approval from the Town, the MD may draw Water in excess of the rates detailed in Schedule "D" in special circumstances such as filling MD reservoirs. The Town may, in its sole discretion, refuse such request. Where the Town provides such approval, the MD shall strictly comply with any conditions of such approval.

6.4 Notwithstanding anything contained in this Agreement, the MD shall not be permitted to draw Water at the Connection Points:

- c) at a rate exceeding the rate of diversion, if any, set out in the Water Licenses, and/or
- d) at an annual quantity exceeding the maximum annual quantity of Water the MD is permitted to draw, use or divert pursuant to the Water Licenses,

regardless of whether the maximum annual quantity of Water the MD is permitted to draw, use or divert under the Water Licenses is less than the Maximum Annual Quantity and/or the rate of diversion set out in the Water Licenses is less than the Maximum Rate of Withdrawal. In the event that the MD exceeds the rate or maximum annual quantity of Water prescribed by the Water Licenses, the MD is responsible to report the excess rate or diversion to AENV.

6.5 Where the MD receives a notice from the Town pursuant to Article 5.11, the MD shall use Best Efforts to impose Water use restrictions on MD customers who receive Water pursuant to the terms of this Agreement.

6.6 The MD agrees to adhere to the applicable provisions of the Water Utilities Bylaw except where there is a conflict between the provisions of the Water Utilities Bylaw and this Agreement. Where there is a conflict between the provisions of the Water Utilities Bylaw and this Agreement, the provisions of this Agreement shall prevail to the extent of the conflict.

6.7 The MD shall not permit any Cross Connections between the MD Water System and any other sources of Water other than the Town Water System.

6.8 The MD shall utilize Best Efforts to ensure that no contamination, pollutants, foreign matter or like materials enter the MD Water System or Town Water System from the MD.

6.9 Unless the Town, in its sole and unfettered discretion, agrees in writing, the MD shall not permit any connection between the MD Water System and any other system or pipeline located outside of the MD.

6.10 The MD shall utilize Best Efforts to ensure all customers supplied with Water from the MD Water System have Water meters installed.

6.11 The MD shall notify the Superintendent prior to the addition of any customers to the MD Water System which will consume more than \_\_\_\_\_ of Water.

6.12 In the event of Water capacity reductions for any reason, the Town and the MD shall share in the capacity reductions on an equitable and pro rata basis such that the MD will continue to be provided with a pro rata supply of Water during the period of Water capacity reduction.

**7. Town Obligations (Wastewater)**

7.1 The Town shall:

- (a) provide Wastewater services to the MD in accordance with and subject to the terms and conditions contained in this Agreement;
- (b) construct, own, maintain and operate the Town Wastewater System at the Town's sole cost and expense including but not limited to all upgrades, repairs and replacements as may be required from time to time;
- (c) where any part of the Town Wastewater System is damaged or destroyed for any reason, the Town is solely responsible to undertake all necessary repairs and replacements;
- (d) provide appropriately qualified staff required for the performance of the Town's obligations pursuant to this Agreement including but not limited to an on-site Certified Operator at the Wastewater Treatment Plant;
- (e) be bound by and observe all applicable Federal, Provincial and municipal legislation and related regulations, which, without limiting the generality of the foregoing, shall include the provisions of the *Water Act*, *Reservoir Act*, the *Occupational Health and Safety Act* and the *Environmental Protection and Enhancement Act*, all as amended from time to time, and the Town shall cause all of its employees and approved subcontractors to be so bound;
- (f) obtain, maintain and comply with at its sole expense all necessary permits, licenses, consents and approvals required by all authorities having jurisdiction incidental to the performance of the Town's obligations under this Agreement; and
- (g) pay all fees and all other costs, including utility charges, incidental to the performance of the Town's obligations under this Agreement.

7.2 During the Term and pursuant to the terms of this Agreement, the Town shall:

- (a) Accept Wastewater from the MD delivered to the Wastewater Connections Points:
  - (i) In volumes no more than the Allowable Quantity and at a rate no greater than the Maximum Rate of Delivery as set out in Schedule "I"; and
  - (ii) That complies with the Wastewater Quality Limits as set out in Schedule "H"

and transmit, treat and dispose of, or cause to be transmitted, treated and disposed of, in accordance with any applicable Town bylaws and regulations, applicable AENV licenses and all applicable legislation or regulations in force from time to time.

7.3 The manner in which and the terms upon which Wastewater is received, transmitted, treated and disposed of by the Town is subject to the Wastewater Utilities Bylaw. Where there is any conflict between the terms of this Agreement and the Wastewater Utilities Bylaw, the terms of this Agreement shall take precedence to the extent of the conflict.

7.4 The Town shall provide the MD with written notice of any change to any maximum acceptable concentration or daily mass loading (as applicable of a substance set forth in Schedule "H"), provided that the Town shall not reduce the maximum acceptable concentration or daily mass loading of substances except where required by Provincial or Federal law.



7.5 Notwithstanding anything contained in this Agreement, the parties acknowledge and agree that the Town shall not be responsible for any failure respecting the operation of the MD Wastewater System including, without restriction, the inability of the Town to provide Wastewater service contemplated to the MD due to any malfunction or other event concerning or otherwise impacting the flow of Wastewater through the MD Wastewater System.

7.6 The Town shall obtain prior approval by the MD Council before directly supplying or agreeing to directly supply Wastewater services to any lands located within the MD after the date of this Agreement.

7.7 Unless the Town agrees in writing, the Town is not required to provide Wastewater services for the following purposes:

- a) Stormwater drainage, or
- b) Servicing of any land outside of the MD.

7.8 Notwithstanding Article 7.7, the MD may make prior written request to the Town to accept Wastewater for purposes other than normal domestic and municipal purposes. The Town may, in its sole discretion, refuse or approve such request on such conditions as the Town deems appropriate including but not limited to requiring that the parties entering into a separate servicing agreement.

7.9 The Town shall provide the MD with a copy of its Emergency Response Plan, as such Emergency Response Plan may be amended or replaced from time to time, for the Town Wastewater System.

## **8. MD Obligations (Wastewater)**

8.1 The MD shall:

- (a) receive Wastewater services from the Town in accordance with and subject to the terms and conditions contained in this Agreement;
- (b) construct, own, maintain and operate the MD Wastewater System at the MD's sole cost and expense including but not limited to all upgrades, repairs and replacements as may be required from time to time;
- (c) where any part of the MD Wastewater System is damaged or destroyed for any reason, the MD is solely responsible to undertake all necessary repairs and replacements;
- (d) be bound by and observe all applicable federal, provincial and municipal legislation and related regulations, which, without limiting the generality of the foregoing, shall include the provisions of the *Environmental Protection and Enhancement Act*, all as amended from time to time;
- (e) obtain, maintain and comply with at its sole expense all necessary permits, licenses, consents and approvals required by all Provincial or Federal department, body or agency having jurisdiction incidental to the performance of MD's obligations under this Agreement;
- (f) pay all fees and all other costs incidental to the performance of MD's obligations under this Agreement; and
- (g) bill, collect and retain all amounts charged for Wastewater services by the MD to its customers.

8.2 The MD shall at all times during the Term:

- (a) deliver Wastewater at the Wastewater Connection Points:
  - (i) containing no Non-Permitted Substances,
  - (ii) in compliance with current Wastewater Quality Limits, and

(iii) in volumes at a rate no greater than the Maximum Rate of Delivery.

8.3 The MD shall provide the Town with ninety (90) days advance written notice of any material changes in the quantity of any substance described in the Wastewater Quality Limits, always within the permitted limits.

8.4 The MD agrees to adhere to the applicable provisions of the Wastewater Utilities Bylaw except where there is a conflict between the provisions of the Wastewater Utilities Bylaw and this Agreement. Where there is a conflict between the provisions of the Wastewater Utilities Bylaw and this Agreement, the provisions of this Agreement shall prevail to the extent of the conflict.

8.5 The MD shall monitor all dump stations that deliver Wastewater into the MD Wastewater System to ensure that all dump station Wastewater conforms to the Wastewater Quality Limits.

8.6 The MD shall, immediately upon:

- (a) becoming aware that, or
- (b) having reasonable suspicion that

any substance described in the Wastewater Quality Limits exceeds or is about to exceed the limit for that substance described in the Wastewater Quality Limits as outlined in Schedule "H", notify the Town verbally of such circumstances and confirm such verbal notice with written notice as soon as practicable thereafter.

8.7 Upon receiving a reasonable request from the Town, the MD shall, at the MD's sole cost and expense, arrange for the independent sampling and testing of the Wastewater and shall provide the Town with a copy of any such testing results.

8.8 If the amount of Wastewater received at the Wastewater Connection Point exceeds the Allowable Quantity or if the Town determines, acting reasonably, that any part of the Wastewater Quality Limits will be exceeded or if the Wastewater contains a Non-Permitted Substance, the Town may provide a verbal or written demand to the MD to take the necessary action to resolve the circumstances giving rise to such demand within a reasonable time.

8.9 Upon receipt of a demand issued pursuant to Article 8.8 by the Town, the MD shall take all reasonable steps to resolve, as soon as practicable, the circumstances giving rise to such demand or excesses. Failing which, the MD shall stop the flow of Wastewater at the Connection Point.

8.10 If the MD has not provided the Town with confirmation, acceptable to the Town acting reasonably, that the circumstances giving rise to the Article 8.9 demand have been remedied or that the flow of Wastewater has been stopped at the Connection Point, the Town may stop the flow of Wastewater at the Connection point with no further notice to the MD.

8.11 After the Town has received confirmation from the MD that the circumstances giving rise to the Article 8.9 demand have been remedied to the reasonable satisfaction of the Town, the Town shall re-establish the flow of Wastewater at the Connection Point.

8.12 The MD agrees that no new Stormwater drainage connections shall be approved or permitted to tie into the MD Wastewater System. The MD shall provide the Town with a report detailing the numbers, types and locations of any existing Stormwater drainage connections to the MD Wastewater System that the MD is aware of as at the date of execution of this Agreement.

8.13 The MD shall undertake testing of Wastewater generated by any industrial user connected to the MD Wastewater System and provide the testing results to the Town as may be reasonably requested by the Superintendent from time to time.

8.14 The MD shall provide the Town with a copy of its Emergency Response Plan, as such Emergency Response Plan may be amended or replaced from time to time, for the MD Wastewater System.

8.15 At any time when the Town is unable or unwilling to provide Wastewater service which exceeds the parameters of this Agreement, the MD may arrange for alternate Wastewater services.

8.16 Unless the Town agrees in writing, the MD shall not permit any tie-in or connection to the MD Wastewater System by another system or pipeline outside of the MD's jurisdiction.

8.17 The MD shall notify the Town prior to the addition of any customers to the MD Wastewater System which will generate more than \_\_\_\_\_ Imperial Gallons Per Minute of Wastewater.

**9. Ownership of Infrastructure**

9.1 The Town Water System and the Town Wastewater System are public utilities and shall remain the property of the Town.

9.2 The Town, at its sole cost and expense, is responsible for constructing, maintaining and operating the Meters. All title and ownership of the Meters shall remain with the Town.

9.3 The MD Water System and the MD Wastewater System are public utilities and shall remain the property of the MD.

**10. Metering Equipment Accuracy**

10.1 The accuracy of the Meters at both the Water Connection Points and Wastewater Connection Points shall be verified by the Town upon receipt of the written request of MD, provided that a period of no less than twelve (12) months has elapsed since the most recent verification of such Meters. The MD shall have the right to have a representative present to witness such verification.

10.2 If, upon any verification, the Meter is found to be outside a range of 99% to 101% of the actual Water or Wastewater volume that passes through the Meter, previous readings of such Meter shall be adjusted in accordance with Article 10.3, herein, in computing the volumes being metered and such Meter shall be adjusted properly at once to record accurately.

10.3 If any Meter is out of service, out of repair or outside the limits specified in Article 10.2 so that the volume being metered is not correctly indicated by the reading thereof, the volumes attributable to the period shall be estimated on the basis of the best available data using the first of whichever of the following methods is feasible:

- (a) by accounting for and adjusting by the calculated error if the percentage of error is ascertainable by calibration, test or mathematical calculations; or
- (b) by estimating the volume based upon the most recent deliveries under similar conditions, taking into account any changes in volume that have occurred since the period when the Meter was registering accurately.

10.4 Where the parties have determined that a Meter has resulted in the MD being either over charged or under charged by the Town for Water or Wastewater services, on the next billing cycle, the Town shall charge and the MD shall pay any further required Rate amount to account for the previous under charge or the Town shall credit the MD for any overcharge.

## **11. Rates and Billings**

11.1 The Town shall charge the MD for Water and Wastewater services at the Rates outlined in Schedule "L" on the basis of volume metered at the Water and Wastewater Connection Points.

11.2 The Town shall charge the MD for Solid Waste collection services at the Rates outlined in Schedule "L".

11.3 The Town shall maintain fair and non-discriminatory Rates based upon the actual cost of providing Water, Wastewater and Solid Waste collection services to the MD which actual cost calculation includes operational costs and capital cost components as well as financing costs related to infrastructure construction or upgrades.

11.4 The Town shall issue invoices to the MD on a monthly basis for Water, Wastewater and Solid Waste collection services. The monthly invoices shall include a monthly Water, Wastewater and Solid Waste collection service summary showing:

- a) the amount of Water delivered at the Water Connection Points for that billing period,
- b) the amount of Wastewater received at the Wastewater Connection Points for that billing period,
- c) the amount of Solid Waste collected from residential and commercial properties listed in Schedule "J", and
- d) the total amount due and payable to MD for Water, Wastewater and Solid Waste collection services.

11.5 Upon the written request of the MD, the Town shall provide copies of all documentation relating to the calculation of the Rates.

11.6 The parties shall review the Rates set out in Schedule "L" no later than September 1 of each year with any Rate change being implemented effective January 1 of the following year. The annual review may include consideration of any changes in actual supply and operation costs, annual revenue, and any other matter that the parties deem relevant. Any Rate changes shall be agreed to in writing between the parties.

11.7 In the event that the MD exceeds the Water Maximum Daily Quantity and/or the Water Maximum Rate of Withdrawal, the rate of diversion and/or Maximum Annual Quantity of Water that the MD is permitted to divert under the Water Licenses and/or Wastewater Daily Maximum Amount and/or Wastewater Annual Maximum Daily Amount and/or Wastewater Quality Limits, in addition to the Rates set out in Article 11.1, the MD will be required to pay the excess service fee forming part of the Rates set out in Schedule "L". Notwithstanding anything contained within this Agreement, the parties acknowledge and agree that any such excess service fee provided for and calculated within this Article 11.7 and Schedule "L" to this Agreement is not a penalty but is evidence of an agreement between the parties and is a reasonable estimate of the liquidated damages suffered by the Town as a result of the MD exceeding the Water and/or Wastewater service limitations created under this Agreement.

11.8 The MD shall pay the Town all amounts due and payable within 30 days of receipt of the invoice issued by the Town pursuant to Article 11.4. If an invoice is not paid by the MD within 30 days of receipt, any unpaid amount will attract Interest from the invoice date until payment of such unpaid amount has been received by the Town.

## **12. Indemnity and Insurance**

12.1 Each party (the "Indemnifying Party") shall at all times and without limitation, be liable for and shall defend, indemnify, keep indemnified, and save harmless the other party, its Councillors, employees, officers, volunteers, agents, representatives and insurers (collectively referred to as the "Indemnified Parties") from and against all liabilities, losses, costs, damages, legal fees (on a solicitor and his own client full indemnity basis), disbursements, fines, penalties, expenses, all manner of actions, causes of action, claims, demands, prosecutions, charges and proceedings, all of whatever nature and kind which the Indemnified Parties may sustain, pay or incur or which may be brought, made or alleged against all or any of the Indemnified Parties, and whether or not incurred in connection with any action or other proceedings or claims or demands made by third parties, with respect to any occurrence, event, incident or matter caused by, and/or arising as a direct result of:

- (a) the Indemnifying Party's misconduct, negligent action or negligent failure to act, as the case may be, of any of those persons for whom they are responsible at law (including, without limitation, any of its employees or subcontractors) relating to the Indemnifying Party's performance or intended performance of its obligations pursuant to this Agreement; or
- (b) any breach, violation or non-performance of any representation, warranty, obligation, covenant, condition or agreement in this Agreement set forth and contained on the part of the Indemnifying Party to be fulfilled, kept, observed or performed, as the case may be; or
- (c) the Indemnifying Party's breach or non-compliance with any Federal or Provincial legislation, regulation, approval, permit or authorization including but not limited to the Alberta *Environmental Protection and Enhancement Act* relating to the Indemnifying Party's performance or intended performance of its obligations pursuant to this Agreement; or
- (d) any damages to third parties caused by, resulting at any time from, arising out of or in consequence of the Indemnifying Party's misconduct, negligent action or negligent failure to and/or any of those persons for whom the Indemnifying Party is responsible at law (including, without limitation, any of its employees or subcontractors) relating to the Indemnifying Party's performance or intended performance of its obligations pursuant to this Agreement.

12.2 The Indemnified Parties shall give the Indemnifying Party written notice of any liability, loss, costs, damages, legal fees, disbursements, fines, penalties, expenses, actions, claims, demands, prosecutions, charges and proceedings for which the Indemnified Parties may be liable and which are within the scope of Article 12.1 as soon as practicable after the Indemnified Parties become aware of same and the delivery of such notice will be deemed to constitute demand for the Indemnifying Party to defend, indemnify and keep indemnified and save harmless the Indemnified Parties pursuant to Article 12.1 hereof. The parties shall consult and cooperate in determining whether a claim or any legal proceedings resulting therefrom should be defended, compromised or settled.

12.3 Neither party hereto shall settle or compromise any claim without the prior written consent of the other party, which consent shall not be unreasonably withheld.

12.4 The indemnifications set forth in Article 12.1 shall not apply for the benefit of the Indemnified Parties to the extent that the liability referred to is determined by:

- a) agreement between the parties, or
- b) a Court of competent jurisdiction

to have arisen out of any misconduct, negligent action or negligent failure to act of the Indemnified Parties.

12.5 Notwithstanding any other provision in this Agreement, the MD hereby releases and saves harmless the Town for any damages, losses, costs, expenses, legal fees (on a solicitor and his own client full indemnity basis), disbursements, fines, penalties, expenses, all manner of actions, causes of action, claims, demands and proceedings, all of whatever nature and kind which MD may sustain, pay or incur as a result of the MD Water System being damaged as a result of the Town being unable to provide Water at the Water Operating Pressure or at the Maximum Daily Quantity due to Water restrictions, an Emergency, Force Majeure or as a result of repairs, maintenance or replacement work to the Town Water System.

12.6 Notwithstanding any other provision in this Agreement, the MD hereby releases and saves harmless the Town for any damages, losses, costs, expenses, legal fees (on a solicitor and his own client full indemnity basis), disbursements, fines, penalties, expenses, all manner of actions, causes of action, claims, demands and proceedings, all of whatever nature and kind which MD may sustain, pay or incur as a result of the MD Wastewater System being damaged as a result of the Town being unable to provide Wastewater services at the Wastewater Daily Quantities due to an Emergency, Force Majeure or as a result of repairs, maintenance or replacement work to the Town Wastewater System.

12.7 The provisions of this Article are in addition to and shall not prejudice any other rights of either party at law or in equity. This Article shall survive the termination or expiry of this Agreement for any reason whatsoever.

12.8 Throughout the Term, each party to this Agreement shall obtain and maintain in force the following insurance, all satisfactory to the other parties, acting reasonably:

- (a) comprehensive general liability insurance with inclusive limits of not less than Five Million Dollars (\$5,000,000.00) per occurrence,
- (b) All Risk Property insurance policy, including earthquake and flood coverage, covering not less than one hundred percent (100%) of the replacement value of the parties' respective property referenced within this Agreement including all buildings, structures, facilities, and infrastructure;
- (c) Comprehensive pollution legal liability insurance with inclusive limits of not less than Two Million Dollars (\$2,000,000.00) per occurrence;
- (d) any other form of insurance the parties may agree, from time to time, is reasonable including the form, amount and the insurance risks against which a prudent party under similar circumstances would insure.

12.9 All insurance policies shall be taken out with insurers and shall be in a form acceptable to all parties, acting reasonably. Certificates of insurance and summary reports relating to each insurance policy acceptable to each party, acting reasonably, shall be delivered by each party to the other parties as soon as practicable after the placing of such insurance on an annual basis. All policies shall contain an undertaking by the insurers to notify all parties in writing of any material change, cancellation or termination of any provision of any policy not less than thirty (30) days prior to the material change, cancellation or termination thereof.

12.10 If either party's action or inaction with respect to any of its obligations under this Agreement results in environmental damage or an order, penalty or prosecution by AENV, that party shall be solely responsible for all resulting damages, costs, expenses, penalties and fines.

**13. Emergency Suspension of Service**

13.1 In the event of an Emergency, either party may curtail, reduce, suspend or otherwise interrupt the provision of Water and/or Wastewater and/or Solid Waste collection services for as long as is reasonable in view of the circumstances contributing to the Emergency. The party experiencing the Emergency shall determine when an Emergency exists using reasonable judgment and shall take whatever steps are necessary to meet the Emergency. The party experiencing the Emergency shall provide notice of the interruption to the other party as soon as reasonably practicable in accordance with notification protocols as established within the Calgary Health Region. The party experiencing the Emergency shall use Best Efforts to ensure that any service interruption is as short in duration as circumstances permit.

13.2 In the event of an Emergency, the following people shall be notified:

**Town:** Superintendent of Public Works: 403-

**MD:** \_\_\_\_\_: 403-

Or such other individuals as the parties may advise in writing from time to time.

13.3 The parties shall have no liability to each other for any direct or indirect costs, damages, charges or amounts whatsoever associated with either party taking steps under this Article 13 to shut off, limit, reduce or suspend Water and/or Wastewater and/or Solid Waste collection services.

13.4 Both parties shall provide the other party with up to date copy of its Emergency Response Plan.

13.5 In the event of an Emergency, the parties shall adhere to the provisions of their respective Emergency Response Plans.

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13.6 The MD shall participate in ongoing joint emergency planning meetings as scheduled and organized by the Town.

**14. Repairs, Maintenance and Replacements**

14.1 Without limiting the generality of anything contained herein, either party, acting reasonably, may interrupt, suspend or curtail the provision of Water and/or Wastewater services to the MD for the purpose of effecting any repairs, maintenance, replacement, upgrading or other work relating to the Town Water System, Town Wastewater System, MD Water System or MD Wastewater System as the case may be, PROVIDED THAT:

- (a) Such party has given the other party at least seven (7) days prior notice, or in the event of unforeseen circumstances, such party gives notice of such interruption or curtailment to the other party as soon as is reasonably practicable;
- (b) Such party acts to restore services as soon as is reasonably practicable in the circumstances; and
- (c) Such party will coordinate the repairs, maintenance, replacement, upgrading and other work referred to in the immediately preceding Article with the other party so as to minimize, to the extent reasonable in the circumstances, inconvenience to the other party arising from such interruption or curtailment.

14.2 Where the Town interrupts, suspends or curtails the provision of Water and/or Wastewater services pursuant to Article 14.1, such interruption, suspension or curtailment shall be done equitably as between the Town and MD.

14.3 The parties shall have no liability to each other for any direct or indirect costs, damages, charges or amounts whatsoever associated with either party taking steps under this Article 14 to shut off, limit, reduce or suspend Water and/or Wastewater services.

**15. Solid Waste Collection and Disposal Services**

15.1 With respect to the properties outlined in Schedule "J", the Town shall provide weekly Solid Waste collection services at the Rates set out in Schedule "L".

15.2 The Town shall collect and dispose of the Solid Waste in accordance with all applicable Federal, Provincial and municipal legislation and bylaws.

15.3 Solid Waste collection services shall be provided by the Town in accordance with the provisions of the Town's Solid Waste Management Bylaw attached as Schedule "K". Where there is any conflict between the terms of this Agreement and the Solid Waste Management Bylaw, the terms of this Agreement shall take precedence to the extent of the conflict.

15.4 The MD shall utilize Best Efforts to provide the owners of property outlined in Schedule "J" with a copy of the Town's Solid Waste Management Bylaw.

15.5 The Superintendent shall advise the MD of which day of the week Solid Waste will be collected from the properties set out in Schedule "J" and the MD shall utilize Best Efforts to advise those property owners of the Solid Waste collection schedule.

**16. Force Majeure**

16.1 In the event that either party is rendered unable wholly, or in part, by Force Majeure to carry out its obligations under this Agreement, other than its obligations to make payments of money due hereunder, such party shall give written notice to the other party stating full particulars of such Force Majeure. The obligation of the Party giving such notice shall be suspended during the duration of the delay resulting from such Force Majeure, to a maximum of One Hundred and Eighty (180) days.

**17. Default by Either Party**

17.1 A party shall be deemed to be in default hereunder if any of the following events occur (each of the following events to be referred to as an “Event of Default”, the party in default to be referred to as the “Defaulting Party” and the party not in default to be referred to as the “Non-defaulting Party”):

- (a) a party fails to make a payment as required by any provision of this Agreement including failure to pay an indemnity amount required to be paid pursuant to the terms of this Agreement (a “Payment Default”); or
- (b) a party fails to perform any of its obligations under Articles 5, 6, 7, 8 or 15 of this Agreement or fails to perform any other material obligation imposed upon such party under this Agreement (which, for greater certainty, shall not include obligations resulting in a Payment Default if not performed) (each such event being a “Performance Default”).

17.2 If:

- (a) a party claims that there has been a Payment Default or Performance Default committed by or affecting the other party, the party making the claim shall give to the party alleged to be in default a notice (hereinafter referred to as the “Notice of Default”). The Notice of Default shall specify and provide particulars of the alleged Event of Default.
- (b) In the event the alleged Event of Default is capable of being remedied, the party alleged to be in default shall:
  - (i) have a cure period of ten (10) days after receipt of the Notice of Default with respect to a Payment Default,
  - (iii) subject to Articles 17.2(b)(iv) and 17.2(c), have a cure period of Thirty (30) days after receipt of the Notice of Default with respect to a Performance Default, or
  - (iv) if a Performance Default is such that it cannot be reasonably remedied within Thirty (30) days after receipt of the Notice of Default, have a reasonable period of time to cure the Performance Default provided that the Defaulting Party promptly commences and diligently continues thereafter to remedy the Event of Default.
- (c) If before the expiry of the later of the cure period referred to in Article 17.2(b) or the time to cure specified in the Notice of Default the Defaulting Party cures the Event of Default, the Default Notice shall be inoperative and the Defaulting Party shall lose no rights hereunder.

17.3 If:

- (a) a Notice of Default has been given and the party alleged to be in default does not cure or remedy the Event of Default in the manner contemplated by Article 17.2(b)(c),

the Non-defaulting Party shall have the rights and remedies set out in Article 17.4 or 17.5, as the case may be.

17.4 In the case of a Payment Default, the Non-defaulting Party shall have the following rights and remedies:

- (a) to charge the Defaulting Party Interest with respect to the unpaid amount until it is paid, calculated daily, regardless of whether the Non-defaulting Party has notified the Defaulting Party in advance of its intention to charge Interest with respect to the unpaid amount; and/or



- (b) to set-off against the unpaid amount any sums due or accruing to the Defaulting Party by the Non-defaulting Party in accordance with this Agreement; and/or
- (c) to maintain an action or actions for the unpaid amount and Interest thereon on a continuing basis as the amounts become payable but are not paid by the Defaulting Party, as if the obligation to pay those amounts and the Interest thereon was a liquidated demand due and payable on the date the amounts were due to be paid, without any right or resort of the Defaulting Party to set-off or counter-claim; and/or
- (d) to terminate this Agreement upon thirty (30) days' written notice being given to the Defaulting Party;

and any obligation to pay Interest under this Article 17 shall apply until the Payment Default is rectified or remedied and shall not merge into a judgment for principal and interest, or either of them.

17.5 In the case of a Performance Default:

- (a) the Non-defaulting Party shall have the right to suspend performance of its obligations under this Agreement, including the right to suspend any payment owing pursuant to this Agreement; and/or
- (b) the Non-defaulting Party may but shall not be obligated to, either directly or indirectly by engaging a third party or otherwise, as the case may be, do all such things in order to rectify such Event of Default at the sole cost and expense of the Defaulting Party; and/or
- (c) the Non-defaulting Party shall have the right to terminate this Agreement upon thirty (30) days' written notice being given to the Defaulting Party.

17.6 A Non-defaulting Party may, at its discretion, exercise the remedies referenced in Articles 17.3, 17.4, or 17.5 applicable to it in the alternative, concurrently or cumulatively, except where inconsistent with the express provisions contained in this Agreement and provided that in the case of a Payment Default the concurrent or cumulative exercise of remedies shall not result in duplication or a recovery on the part of the Non-defaulting Party based on an amount (excluding Interest) in excess of the Payment Default. No delay or omission by a Non-defaulting Party in exercising its rights or remedies hereunder shall operate as a waiver of those rights or remedies or of any other right or remedy and no single or partial exercise thereof shall preclude any other or future exercise thereof or the exercise of any other right or remedy.

## **18. Dispute Resolution**

18.1 Unless specifically described herein to the contrary, the following provisions shall apply to the resolution of conflicts between the parties as they arise:

- (a) The MD and the Town agree to utilize all reasonable efforts to resolve any dispute, whether arising during the term of this Agreement or at any time after its termination promptly and in an amiable manner by negotiations between the parties;
- (b) The MD and the Town shall continue to perform their respective obligations during the resolution of any dispute or disagreement, including during any period of mediation and arbitration, unless and until this Agreement is lawfully terminated according to its terms;
- (c) Initially, the dispute shall be referred to the respective Chief Administrative Officers of the MD and the Town. The Chief Administrative Officers, or their designates, shall meet as soon as is reasonably possible after the dispute is referred to them, giving due regard to the nature and the impact of the issue under consideration;

- (d) If a dispute cannot be resolved by the respective Chief Administrative Officers of the MD and the Town, the dispute shall be referred to the respective Councils of the MD and the Town. Within 30 days after the dispute being referred to the Councils, the Councils shall hold a joint meeting for the purpose of resolving the dispute;
- (e) If the dispute cannot be resolved by the respective Councils within a time period that is reasonably satisfactory to the party raising the issue under consideration, either party may submit the dispute for mediation. Either party may, on notice to the other party, request that mediation take place and the parties shall together select a mediator whose qualifications are appropriate to the matter to be mediated. If the parties cannot agree on a mediator, the parties shall request that Alberta Municipal Affairs appoint a mediator. The mediator shall designate a place for a meeting by the mediator with representatives of the parties. During the mediation process, no action will be taken by either party to commence or continue legal or arbitration proceedings under this Agreement with the exception of commencing legal action for the sole purpose of preserving limitation periods. The cost of the mediator will be equally shared by the parties. Any mediation which takes place will be strictly confidential. No proposal or concession made by either party in the course of mediation may be used by either party in any subsequent proceedings. The mediator may not be called by either party as a witness in any subsequent proceedings. Unless otherwise agreed to in writing, mediation will be in accordance with the procedures of the ADR Institute of Canada, Inc.;
- (f) Should mediation fail to result in a resolution of the dispute between the parties within fifteen (15) days after the parties initially attempted to mediate the dispute, either party may submit the dispute for arbitration as provided in SubArticle (g) below. The determination arising out of the arbitration process shall be final and binding upon the parties;
- (g) Arbitration shall be conducted in accordance with the following terms:
  - (i) The arbitration shall be carried out by a single arbitrator pursuant to the provisions of this Article;
  - (ii) If the parties are unable to agree on a single arbitrator, the party desiring arbitration shall nominate one (1) arbitrator and shall notify the other party in writing of the nomination. The notice shall set forth a brief description of the matter submitted for arbitration. The other party shall, within ten (10) days after receiving such notice, nominate an arbitrator and the two (2) arbitrators shall select a chairman of the arbitration tribunal to act jointly with them. The parties will act reasonably and in good faith to select arbitrators who are objective and who are suitably qualified by education or professional experience to deal with the matters which are the subject of arbitration. If the nominated arbitrators are unable to agree on the selection of a chairman within ten (10) days after the second arbitrator is nominated, the parties or either one of them may apply to the Alberta Court of Queen's Bench to have the chairman appointed;
  - (iii) If the party receiving the notice of the nomination of an arbitrator by the party desiring arbitration fails with ten (10) days to nominate an arbitrator, then the arbitrator nominated by the party desiring arbitration may proceed alone to determine the dispute in such manner and at such time as he shall think fit and his decision shall, subject to the provision of this Agreement, be binding upon the parties;
  - (iv) Any arbitration conducted pursuant to this Agreement shall take place in the City of Calgary and, subject to the provisions of this Agreement, the decision of the arbitrator or arbitrators and chairman as the case may be, or any of the two (2) of them, in writing, shall be binding upon the parties both in respect of procedure and the conduct of the parties during the proceedings and final determination of the issue. Any written award or decision of the arbitrator(s) shall not repeat or recite any evidence which is proprietary or confidential to either party;
  - (v) The costs of arbitration shall be born by the parties as may be specified in the arbitrator's decision; and

- (vi) Except as modified herein, the provisions of the Alberta *Arbitration Act*, as amended from time to time, shall govern the arbitration process.

18.2 Except for the purposes of preserving a limitation period or obtaining an appropriate interim order or remedy where reasonably necessary, unless otherwise agreed to by the parties in writing, it is a condition precedent to the bringing of any legal proceedings that the means or procedures in this Article have been used and followed in good faith.

**19. Annexation**

19.1 In the event of annexation by the Town of any lands which contain any portion of the MD Water System or the MD Wastewater System, the parties shall include compensation for that portion of the MD Water System and MD Wastewater System infrastructure located within the annexation area, including booster stations, as part of their annexation negotiations. The Town shall be solely responsible for moving all affected Meters to the new boundaries where the pipelines providing Water and Wastewater services cross the relocated corporate boundaries of the Town.

19.2 All title and ownership of land, easements and rights of way included in the MD Water System or MD Wastewater System within the annexation area shall be transferred to the Town upon the Town assuming ownership and control of that portion of the MD Water System and the MD Wastewater System located within the annexation area.

**20. General**

**20.1 Annual Meetings**

The Town and the MD shall participate in joint meetings on not less than an annual basis for the purpose of discussing population and community growth within the Town and the MD and the impact such anticipated growth will have on existing Water and Wastewater infrastructure and service requirements. Such discussions shall not obligate either the MD or Town to undertake any specific action unless mutually agreed to in writing and approved by the respective Councils.

**20.2 Cost Sharing**

From time to time, the parties may agree to enter into a cost sharing arrangement with respect to the upgrade or construction of Water and/or Wastewater infrastructure. Any such cost sharing arrangements shall be set out in a written agreement separate from this Agreement.

**20.3 Notices**

Whether or not so stipulated herein, all notices, communication, requests and statements (the "Notice") required or permitted hereunder shall be in writing. Notice shall be served by one of the following means:

- (a) personally, by delivering it to the party on whom it is to be served at the address set out herein, provided such delivery shall be during normal business hours. Personally delivered Notice shall be deemed received when actually delivered as aforesaid and addressed as specified in subArticle (c) below; or
- (b) by telecopier or by any other electronic method by which a written message may be sent, printed and directed to the party on whom it is to be served at that address set out herein. Notice so served shall be deemed received on the earlier of:
  - (i) upon transmission with answer back confirmation if received within the normal working hours of the business day; or

- (ii) at the commencement of the next ensuing business day following transmission with answer back confirmation thereof; or
- (c) by mailing via first class registered post, postage prepaid, to the party on whom it is served. Notice so served shall be deemed to be received **THREE (3)** days after the date it is postmarked. In the event of postal interruption, no notice sent by means of the postal system during or within seven (7) days prior to the commencement of such postal interruption or seven (7) days after the cessation of such postal interruption shall be deemed to have been received unless actually received.

Except as herein otherwise provided, notice required to be given pursuant to this Agreement shall be deemed to have been received by the addressee on the date received when served by hand or courier, or **THREE (3)** days after the same has been mailed in a prepaid envelope by single registered mail to:

- (a) **to the MD at:**

**Municipal District of Willow Creek No. 26**  
123027 Secondary Highway 520  
P.O. Box 550  
Claresholm, AB T0L 0T0  
Ph: (403) 625-  
Fax: (403) 625-  
**Attention: Chief Administrative Officer**
- (b) **to the Town at:**

**Town of Claresholm**  
221-45 Avenue West  
P.O. Box 1000  
Claresholm, Alberta T0L 0T0  
Ph: (403)  
Fax: (403)  
**Attention: Chief Administrative Officer**

or to such other address as each party may from time to time direct in writing.

20.4 Governing Law

This Agreement shall be construed and governed by the laws of the Province of Alberta and the laws of Canada applicable therein and the parties hereto irrevocably attorn to the exclusive jurisdiction of the Courts of the Province of Alberta.

20.5 Time of Essence

Time shall be of the essence of this Agreement.

20.6 Headings

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

20.7 Relationship between Parties

Nothing contained herein shall be deemed or construed by the parties hereto nor by any third party, as creating the relationship of employer and employee, principal and agent, partnership, or of a joint venture between the parties hereto, it being understood and agreed that none of the provisions contained herein nor any act of the parties hereto shall be deemed to create any relationship between the parties hereto other than an independent service agreement between the two parties at arm's length.

20.8 No Authority

Except as may from time to time be expressly stated in writing by the one party, the other party has no authority to assume or create any obligation whatsoever, expressed or implied, on behalf of or in the name of the other party, nor to bind the other party in any manner whatsoever.

20.9 Agreement Entire Relationship

This Agreement constitutes the entire agreement between the parties and the parties acknowledge and agree that there are no covenants, representations, warranties, agreements or conditions expressed or implied, collateral or otherwise forming part of or in any way affecting or relating to the matters set out herein save as expressly set out in this Agreement.

20.10 Further Assurances

Each of the parties do hereby agree to do such things and execute such further documents, agreements and assurances as may be necessary or advisable from time to time in order to carry out the terms and conditions of this Agreement in accordance with their true intent.

20.11 Amendments

This Agreement may not be altered or amended in any of its provisions, except where any such changes are reduced to writing and executed by the parties.

20.12 Waiver

No consent or waiver, express or implied, by either party to or of any breach or default by the other party in the performance by the other party of its obligations hereunder shall be deemed or construed to be a consent or waiver to or of any other breach or default in the performance of obligations hereunder by such party hereunder. Failure on the part of either party to complain of any act or failure to act of the other party or to declare the other party in default, irrespective of how long such failure continues, shall not constitute a waiver by such party of its rights hereunder.

20.13 Counterparts

This Agreement may be executed in several counterparts each of which when so executed shall be deemed to be an original, and such counterparts shall constitute the one and same instrument and notwithstanding their date of execution shall be deemed to bear date as of the date first above written.

20.14 Statutory Reference

Any reference to a statute shall include and shall be deemed to be a reference to such statute and to the regulations made pursuant thereto and promulgated thereunder with all amendments made thereto and in force from time to time and any final judicial decisions interpreting the same, and to any statute or regulation that may be passed which has the effect of supplementing or superseding the statute so referred to or the regulations made pursuant thereto.

20.15 Unenforceability

If any term, covenant or condition of this Agreement or the application thereof to any party or circumstances shall be invalid or unenforceable to any extent, the remainder of this Agreement or application of such term, covenant or condition to a party or circumstance other than those to which it is held invalid or unenforceable shall not be affected thereby and each remaining term, covenant or condition of this Agreement shall be valid and shall be enforceable to the fullest permitted by law.

20.16 Survival

The parties acknowledge and agree that the provisions of this Agreement which, by their context, are meant to survive the termination or expiry of the Term shall survive the termination or expiry of the Term and shall not be merged therein or therewith.

20.17 Remedies Generally

Mention in this Agreement of any particular remedy of a party in respect of a default by the other party does not preclude the first party from any other remedy in respect thereof, whether available at law or in equity or by statute or expressly provided for in this Agreement. No remedy shall be exclusive or dependent upon any other remedy, but a party may from time to time exercise any one or more of such remedies generally or in combination, such remedies being cumulative and not alternative.

20.18 Payment of Monies

The parties acknowledge and agree that any payment of monies required to be made hereunder shall be made in Canadian funds and that any tender of monies or documents hereunder may be made upon the solicitors acting for the party upon whom the tender is desired and it shall be sufficient that a negotiable bank draft is tendered instead of cash.

20.19 Singular, Plural and Gender

Wherever the singular, plural, masculine, feminine or neuter is used throughout this Agreement the same shall be construed as meaning the singular, plural, masculine, feminine, neuter, body politic or body corporate where the fact or context so requires and the provisions hereof.

20.20 Binding Effect

This Agreement shall enure to the benefit of and be binding upon the successors and permitted assigns of each of the parties.

20.21 Assignment

Neither party shall assign its interest in this Agreement, or any part hereof, in any manner whatsoever without having first received written consent from each of the other parties.

20.22 Requests for Consent

Each party shall provide any decision with regard to a request for consent in a timely manner.

IN WITNESS WHEREOF the parties have executed this Agreement on the day and year first written above.

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

Per: \_\_\_\_\_ (c/s)

Per: \_\_\_\_\_

**TOWN OF CLARESHOLM**

Per: \_\_\_\_\_ (c/s)

Per: \_\_\_\_\_

**DRAFT**

SCHEDULE "A"

TOWN WATER SYSTEM

**DRAFT**



SCHEDULE "B"  
MD WATER SYSTEM

**DRAFT**

**SCHEDULE "C"**

**WATER CONNECTION POINTS AND WATER METER VAULTS**

**DRAFT**

**SCHEDULE "D"**

**WATER DAILY QUANTITIES, ANNUAL MAXIMUM LIMITS AND OPERATING PRESSURE**

- a) Annual Water Quantity: \_\_\_\_\_ acre feet per calendar year
- b) Maximum Water Rate of Delivery: \_\_\_\_\_ litres per second
- c) Minimum Water Rate of Delivery: \_\_\_\_\_ litres per second
- d) Maximum Water Daily Quantity: \_\_\_\_\_ cubic meters per day
- e) Operating Pressure: \_\_\_\_\_

**DRAFT**

SCHEDULE "E"

TOWN WASTEWATER SYSTEM

**DRAFT**

SCHEDULE "F"

MD WASTEWATER SYSTEM

**DRAFT**

SCHEDULE "G"

WASTEWATER CONNECTION POINTS AND WASTEWATER METERING EQUIPMENT

**DRAFT**

**SCHEDULE "H"**

**WASTEWATER QUALITY LIMITS**

1. At all times, the Wastewater Quality Limits shall comply with the current Town Wastewater Utilities Bylaw as that Bylaw may be amended or replaced by Town Council.
2. Immediately upon receiving notice from the Town of any changes to the Wastewater Quality Limits, the MD agrees to bring its Wastewater into compliance with the new Wastewater Quality Limits.
2. As at the date of execution of this Agreement, the Wastewater Quality Limits include the following:

**Parameter**

**Maximum Effluent Water Loading**

Total Suspended Solids

Biological Oxygen Demand

Chemical Oxygen Demand

Fats, Oil and Greases

pH

Hydrogen Sulphide (H<sub>2</sub>S)

H<sub>2</sub>S generation within any part of the MD Wastewater System in excess of ten (10) parts per million (ppm) will require odour control mechanisms to the reasonable satisfaction of the Town

or as per the Wastewater Utility Bylaw, whichever limit is lower.

3. The MD shall monitor Wastewater for the above parameters and provide a monitoring report to the Town on a monthly basis.

**DRAFT**

**DRAFT**

**SCHEDULE "I"**

**WASTEWATER DAILY QUANTITIES AND ANNUAL MAXIMUM LIMITS**

Annual Maximum Volume:

Daily Maximum Flow Rate:

Average Annual Wastewater Flow Rate: \_\_\_\_\_ Imperial Gallons Per Minute (G.P.M.)

**DRAFT**



SCHEDULE "J"

SOLID WASTE COLLECTION SERVICE AREA

**DRAFT**

SCHEDULE "K"  
SOLID WASTE MANAGEMENT BYLAW

**DRAFT**

SCHEDULE "L"

RATES

**DRAFT**

- a) **Water Rate:** \$ \_\_\_\_\_ per cubic meter of Water delivered by the Town at the Water Connection Points.
- b) **Wastewater Rate:** \$ \_\_\_\_\_ per cubic meter of Wastewater received by the Town at the Wastewater Connection Points.
- c) **Excess Service Rate** (being the rate payable by the MD pursuant to Article \_\_\_\_\_ of this Agreement) is the sum of \$3,500.00 per excess incident occurrence. The Town shall only impose the Excess Service Rate one time per day per excess incident on the basis of the MD exceeding any of the following parameters:
  - i) Water Maximum Daily Quantity,
  - ii) Water Maximum Annual Quantity,
  - iii) Wastewater Daily Maximum Flow Rate,
  - iv) Wastewater Annual Maximum Volume, or
  - v) Wastewater Quality Limits.

For greater certainty, exceeding any of the parameters set out in c) shall constitute a separate excess incident occurrence.

d) **Solid Waste Collection and Disposal Rate:**

**Residential Property (Each)**

\$ \_\_\_\_\_ per month to a maximum of 100 litres/week with weekly pick up.

\*Additional pick up \$ \_\_\_\_\_ per pick up.

**Commercial Property (Each)**

\$ \_\_\_\_\_ per month to a maximum of three (3) cubic yards/week with weekly pick up.

\*Additional pick up \$ \_\_\_\_\_ per pick up.

**DRAFT**

# Memo

**To:** Council  
**From:** Administration  
**Date:** July 17, 2013  
**Re:** AMSC Energy Aggregation Program 2014+

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## **OVERVIEW**

The Town of Claresholm is currently in the AMSC Energy Aggregation Program from 2009 to 2013. Our contract is up at the end of December. AMSC has partnered with TransAlta Energy Marketing Corp (through competitive bidding) to offer the program for the next five years for natural gas and electricity.

This round of the program offers more flexibility for customers. It allows us to contract for between one to five years initially and then add one year at the end of the term when a year passes. The best rates offered will be for customers who sign up for the longer term of five years.

Another positive aspect of this program is that the Town can purchase blocks of energy which gives us predictability but also some room for growth. Administration has been pleased with the program in the past five years and TransAlta has been good to deal with.

Because the cost of energy cannot be determined until all municipalities sign up and TransAlta goes to the market to purchase the energy, there is no way for TransAlta to give us quotes for this contract. The prior five year contract locked the Town in and was at a reasonable and predictable rate which helps when budgeting. (No information of rates is disclosed in this document per the confidentiality agreement signed with TransAlta).

Based on our past five years of usage information and costs for both electricity and gas, our usage has stayed relatively constant except when a new facility comes online (ie. recycling centre) or when we retrofit a building for new lighting (arena light upgrade).

While other retailers have approached municipalities with programs, Administration understands that these consultants still have to find a retailer and the retailer is not a generator of power. These retailers have to go to the wholesale market and buy from a generator to get power. These consultants offers don't include costs that are already transparent in the AMSC costing (ie. commodity, transmission and administration charges). Karine and I attended the AMSC Energy Roadshow presentation on July 16th and I am confident in the recommendation.

Administration recommends the municipality commit to the 2014 program through 2018 for both electricity and natural gas, with the green component to remain at 20% (previous contracted amount of green power). On an annual basis Administration will consider adding another year onto the contract if the market conditions and price forecasts are favorable for the Town.

**RECOMMENDATION:** That Council authorizes the Mayor and CAO to execute the AMSC Member Master Agreement effective 2014 - 2018 for both electricity and natural gas, with a green component of 20%.

*Kris Holbeck, CA CAO Town of Claresholm*

## ***Request for Decision***

Date: July 22/2013

Re: **Participation in the 2014 AMSC Energy Program**

### **Recommendation:**

THAT Council or senior management authorize the execution of the AMSC Energy Member Master Agreement to participate in the 2014 AMSC Energy Program for procurement of electricity, natural gas and a green power component of 20% for January 1, 2014.

### **Background:**

The 2014 AMSC Energy Program is now available for municipal and not-for-profit organization's energy needs relating to the procurement of electricity, green power and natural gas effective January 1, 2014.

Incorporated in 2005, Alberta Municipal Services Corporation (AMSC) is a wholly-owned subsidiary of the Alberta Urban Municipalities Association (AUMA) that provides aggregated services to member municipalities, their employees, associates and Community Related Organizations (CROs) and Not-for-Profit Organizations. AMSC's suite of aggregated services include: benefits, general insurance, risk management, casual legal, retirement, consulting, investment, and energy services.

The AMSC Energy Program was launched at the time Alberta deregulated its electric utility industry in response to member's needs. The AUMA membership participating in the program has benefited since the program's inception in 2001 through the cost effective supply of aggregated energy: Natural Gas, Electricity and optional Green Power. The AMSC Energy Program is a member owned program governed by the elected and appointed AMSC Board of Governors and is delivered through strategic partnerships with industry. AMSC Energy partners are TransAlta Energy Marketing Corp. and Cognera Corporation.

As experts in Alberta's Municipalities and Not-for-Profit Organizations, AMSC Energy provides a strong focus on customer service and support, consistently accurate billing practices, varied products and terms, energy efficiency services ( assisting in implementation) and energy management (Carbon and GHG Quantification and Management). The 2014 AMSC Energy Program is the **RIGHT PRODUCT**, the **RIGHT PARTNERSHIP**, and the **RIGHT PRICE** to Municipalities, Municipally Related Organizations and Not-for-Profit Organizations in Alberta for Natural Gas, Electricity and Green Power.

### ***AMSC Energy as a Retailer***

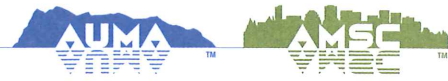
AMSC Energy has direct control of retailing functions and costs. That means cost savings, enhanced flexibility and customization of products, processes and program direction, while strategic decisions are made from a non-profit perspective. By being a retailer AMSC increases efficiency by functioning as an aggregator, energy marketer, customer care provider, billing provider and agent for commodity purchases on behalf of members. By combining all of these functions in one organization that is not focused on profit maximization, AMSC Energy removes multiple layers and parties that would otherwise receive profit and increase costs for members.

### ***Transparent Fees:***

Typically, margins and fees are added to a pure market price to cover various costs and generate profit. With the AMSC Energy Program, all fees are fully disclosed and transparent, ranging from retail service charges to aggregation fees to procurement fees. This is not the case in many other programs where margin and fees are hidden into what is deemed a "market price" giving the perception of low retail and administration fees.

### ***Products:***

The AMSC Energy Program carries a wide range of natural gas, electricity and optional green power products



to balance cost and risk tolerance, very similar to options available for mortgages. Members can choose from a variety of products including load-following / full requirements products to customized block products.

**Term:**

Program members can benefit significantly from long term products when prices fall below the expected spot price or short term products when prices are higher than the spot market. The new program offers flexibility and choice in product term.

**Economies of Scale:**

Participating in set aggregation rounds provides economies of scale to many members who may otherwise not be able to access wholesale markets and reduced pricing. AMSC Energy acts as an agent in wholesale procurement of energy, which reduces the administrative costs and burden facing municipalities and not-for-profit organizations in managing energy. It also negates the need for in-house or costly contracted energy procurement specialists while still maintaining competitive procurement practices. For those members who prefer non-aggregated transactions, AMSC offers competitive, "off-the-desk" pricing.

AMSC is a trusted expert in the needs of municipalities and not-for-profit organizations and with a track record of responding to member needs, AMSC is continually evolving the energy program in ways that maximize value, increase customer service and reduce members' costs. AUMA is the sole shareholder of AMSC and uses revenue generated for funding advocacy on behalf of its members. AMSC's Energy Program is created by members for members.

Administration has thoroughly reviewed the detailed program package supplied by AMSC Energy and recommends committing to the 2014 AMSC Energy Program effective January 1, 2014 for both electricity and natural gas, with the green component to be determined based on the will of council or senior management.

**Financial Implications:**

AMSC's standard fee structure is below.

Commodity	Procurement Fee	Retail Service Charge (RSC)	Imbalance Volumes
Electricity	\$1.00/Mwh	\$3.15/Mwh (subject to \$20.00 min/site/month excluding unaggregated Streetlights)	N/A
Natural Gas	\$0.15/GJ ≤ 2,500 GJ/day \$0.05/GJ > 2,500 GJ/day	\$0.20/GJ (subject to \$20.00 min/site/month)	\$0.15/GJ
Green Power	\$0.55/Mwh	N/A	N/A

**Attachments:** None.

# Memo

**To:** Council  
**From:** Administration  
**Date:** July 19, 2013  
**Re:** 2013 Tax Recovery Sales

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## **OVERVIEW**

Below is the listing of six (6) properties that are eligible per the *Municipal Government Act* to be sold for recovery of tax arrears at a public auction.

Administration is proposing the public auction be held on Monday, September 30<sup>th</sup>, 2013, at 9 am in Council Chambers. Beside each property is the reserve bid (estimated market value) that Council also needs to set for each property. Below the listing of properties are the terms and conditions that apply to the sale of the properties which Council must also set according to the *Municipal Government Act*.

### **Lands:**

1. W107' of E255' Block 51, Plan 147N (\$ 92,290)
2. Unit 10, Condominium Plan 8910978 (\$ 144,470)
3. Lot 1, Block 66, Plan 9212404 (\$ 88,310)
4. Lot 8, Block 74, Plan 147N (\$ 76,430)
5. Lot 16, Block 63, Plan 0110064 (\$ 1,129,020)
6. Lot 15, Block 63, Plan 0110064 (\$ 122,170)



**Terms and Conditions:**

Each parcel will be offered for sale, subject to a reserve bid and to the reservations and conditions contained in the existing certificate of title.

The lands are being offered for sale on an "as is, where is" basis, and the Town of Claresholm makes no representation and gives no warranty whatsoever as to the adequacy of services, soil conditions, land use districting, building and development conditions, absence of presence of environmental contamination, vacant possession, or the developability of the lands for any intended use by the successful bidder. No bid will be accepted where the bidder attempts to attach conditions precedent to the sale of any parcel of land. No terms or conditions of sale will be considered other than those specified by the Town of Claresholm. No further information is available at the auction regarding the lands to be sold.

Terms: Cash or Certified Cheque. Deposit: 10% of bid at the time of the sale, September 30<sup>th</sup>, 2013. Balance: 90% of bid within 30 days of receipt by the Town of Claresholm. Goods and Services Taxes (GST) applicable per Federal statutes. Redemption may be effected by payment of all arrears of taxes and costs at any time prior to the sale.

*Kris Holbeck, CA CAO*

*Town of Claresholm*



## Policy #GA 08-13

# Cessation of Benefits Policy - Long Term Disability Leaves

### **PURPOSE:**

The purpose of this policy is to establish procedures for administering benefits to employees on long term disability. This policy outlines the definition of an extended long term disability leave of absence and the discontinuation of benefits following a time period of more than two years (24 months) effective August 1, 2013.

### **APPLICATION:**

The Cessation of Benefits Policy applies to all Town of Claresholm employees who will be going on an extended long term leave as of August 1, 2013 for a period of more than two years (24 months). This policy does not apply to any employees who began their long term leave prior to August 1, 2013.

### **DEFINITION:**

Long term disability leave: A continuous leave of absence from an employee's place of employment due to an employee's inability to perform the essential duties or requirements of the job.

### **POLICY:**

All access to company benefits for any employee on a long term disability leave of absence will cease after a 2 year (24 month) period. This restriction will continue until the employee is either able to return to work, or attains 65 years of age as per The Town of Claresholm's Benefit Policy.

### **TERMS & CONDITIONS:**

1. Once an employee is approved for long term disability leave, all of the premiums for benefits that are paid by the employer at the commencement of the disability approval will continue to be paid by the employer up to the maximum of two years (24 months). Any portion that is paid by the employee at the commencement of the disability approval will continue to be paid by the employee. The employee will provide the employer with a payment, equivalent to their portion owed, within fifteen (15) days of the end of the month of coverage.
2. Employees returning to work are required to work with AMSC and their doctor to ensure that they are able to perform their duties; or duties of a comparable nature, without causing further injury. After the two year period, if the employee returns to work, their employee benefits will be reinstated according to the Benefits Policy.

### **EFFECTIVE DATE OF POLICY:**

## Acknowledgement & Agreement

I, \_\_\_\_\_ (Employee Name), acknowledge that I have read and understand the Cessation of Benefits Policy – Long Term Disability Leaves of the Town of Claresholm. Further, I agree to adhere to this Policy and will ensure that employees working under my direction adhere to this Policy. I understand that if I violate the rules/procedures outlined in this Policy, I may face disciplinary action, up to and including termination of employment.

Name: \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Witness: \_\_\_\_\_



## Policy #GA 08-13a

### Benefits Continuance While on Leave Policy

#### **PURPOSE:**

This policy outlines what constitutes an extended leave of absence and how employees who wish to continue their participation in The Town of Claresholm benefits program may do so while they are on leaves from their position with the company.

#### **APPLICATION:**

The Benefits Continuance While on Leave policy applies to all Town of Claresholm employees who are eligible to participate in the company's benefits plan and who are on or going on an extended leave from the company.

#### **DEFINITION:**

For the purpose of this policy an extended leave includes:

- Pregnancy
- Parental
- Personal Emergency Leave
- Family Medical Leave
- Organ Donor Leave
- Reservist Leave
- Any company approved leave of absence

For a full definition of each leave please see Alberta's *Employment Standards Code and Regulation*.

#### **POLICY:**

Employees who are going on an approved leave of absence have the option of continuing their participation in the company provided benefits programs.

If an employee would like to continue participating in the Town of Claresholm's benefits plan, the employee is responsible for paying the full premium amount for the benefits for the length of their leave.

#### **TERMS & CONDITIONS:**

1. The employee must provide the organization with post-dated cheques, payable to the Town of Claresholm, for the total of premiums owing. The employee can write a monthly cheque to cover the premium expenses for the entire month and date it for the first day of each coverage month.
2. Before going on leave, or as soon as reasonably possible as the situation warrants, the employee must make Human Resources aware of their intent to continue participation in the benefits program. Human Resources will notify the employee of the total monthly amount owed to the Town. It is the employee's responsibility to ensure cheques are received by the Human Resources department before the premium payments are due.

3. Employees on leave may discontinue their benefits while on leave by notifying the Human Resources department in writing. Any post-dated cheques in the company's possession upon notification of discontinuance will be returned to the employee.
4. If an employee wishes to continue benefits coverage while on leave it is the employee's responsibility to ensure the Company is in possession of post-dated cheques. If cheques are not received for a portion of the leave, benefits will be discontinued for the remainder of the leave and will not resume until the employee has returned to work.

**EFFECTIVE DATE OF POLICY:**

**Acknowledgement & Agreement**

I, \_\_\_\_\_ (Employee Name), acknowledge that I have read and understand the Benefits Continuance While On Leave Policy of the Town of Claresholm. Further, I agree to adhere to this Policy and will ensure that employees working under my direction adhere to this Policy. I understand that if I violate the rules/procedures outlined in this Policy, I may face disciplinary action, up to and including termination of employment.

Name: \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Witness: \_\_\_\_\_



# TOWN OF CLARESHOLM

## REVENUE AND EXPENDITURE REPORT

General Ledger	Description	2012 YTD Budget	2012 YTD Actual	2012 YTD \$ Variance	2013 YTD Budget	2013 YTD Actual	2013 YTD \$ Variance
<b>TAXES AND GRANTS IN LIEU</b>							
1-00-00-104-00	TAXES VACANT RES/FARMLAND	121,514.00	121,514.31	(0.31)	92,800.00	92,083.35	716.65
1-00-00-105-00	TAXES NON RES LAND & IMPROVE	923,535.00	923,535.10	(0.10)	972,900.00	1,009,574.61	(36,674.61)
1-00-00-108-00	TAXES LINEAR PROPERTY	102,629.00	102,628.74	0.26	120,500.00	109,634.39	10,865.61
1-00-00-110-00	TAXES RES LAND & IMPROVEMENTS	2,968,746.00	2,968,589.60	156.40	3,065,100.00	3,103,802.24	(38,702.24)
1-00-00-230-00	FEDERAL GRANTS IN LIEU	6,990.00	6,990.25	(0.25)	6,700.00	0.00	6,700.00
1-00-00-240-00	PROVINCIAL GRANTS IN LIEU	85,829.00	85,829.55	(0.55)	83,600.00	0.00	83,600.00
<b>*</b>	<b>TOTAL TAXES AND GRANTS IN LIEU</b>	<b>4,209,243.00</b>	<b>4,209,087.55</b>	<b>155.45</b>	<b>4,341,600.00</b>	<b>4,315,094.59</b>	<b>26,505.41</b>
<b>REVENUE GENERAL MUNICIPAL</b>							
1-00-00-510-00	PENALTIES & COSTS TAXES	65,000.00	71,625.58	(6,625.58)	100,000.00	52,010.43	47,989.57
1-00-00-514-00	PEN & COSTS ACCTS RECEIVABLE	139.00	2,935.97	(2,796.97)	1,000.00	249.18	750.82
1-00-00-540-00	CONCESSION & FRANCHISE	120,000.00	110,842.90	9,157.10	110,000.00	70,861.38	39,138.62
1-00-00-550-00	INTEREST ON INVESTMENTS	19,700.00	35,747.42	(16,047.42)	35,000.00	6,999.88	28,000.12
1-00-00-560-00	ADMINISTRATION FEES	1,500.00	1,366.70	133.30	1,000.00	32.37	967.63
1-00-00-746-00	OTHER PROVINCIAL GRANTS	5,500.00	5,600.00	(100.00)	0.00	0.00	0.00
<b>*</b>	<b>TOTAL REVENUE GEN MUNICIPAL</b>	<b>211,839.00</b>	<b>228,118.57</b>	<b>(16,279.57)</b>	<b>247,000.00</b>	<b>130,153.24</b>	<b>116,846.76</b>
<b>**</b>	<b>GROSS TOTAL MUNICIPAL REVENUE</b>	<b>4,421,082.00</b>	<b>4,437,206.12</b>	<b>(16,124.12)</b>	<b>4,588,600.00</b>	<b>4,445,247.83</b>	<b>143,352.17</b>
<b>REQUISITIONS</b>							
2-12-00-995-00	HOME FOR AGED-POR. HILLS LODGE	109,830.00	109,830.23	(0.23)	112,070.00	112,070.00	0.00
2-12-00-997-00	SCHOOL FOUNDATION PROGRAM	1,194,748.00	1,194,747.51	0.49	1,205,361.46	602,680.72	602,680.74
<b>**</b>	<b>TOTAL REQUISITIONS</b>	<b>1,304,578.00</b>	<b>1,304,577.74</b>	<b>0.26</b>	<b>1,317,431.46</b>	<b>714,750.72</b>	<b>602,680.74</b>
<b>***P</b>	<b>NET REVENUE MUN PURPOSES</b>	<b>3,116,504.00</b>	<b>3,132,628.38</b>	<b>(16,124.38)</b>	<b>3,271,168.54</b>	<b>3,730,497.11</b>	<b>(459,328.57)</b>



# TOWN OF CLARESHOLM

## REVENUE AND EXPENDITURE REPORT

General Ledger	Description	2012 YTD Budget	2012 YTD Actual	2012 YTD \$ Variance	2013 YTD Budget	2013 YTD Actual	2013 YTD \$ Variance
<b>COUNCIL &amp; OTHER LEGIS</b>							
2-11-00-100-00	WAGE BENEFITS LEGISLATIVE	2,300.00	2,467.22	(167.22)	2,500.00	870.63	1,629.37
2-11-00-120-00	MAYOR FEES PER DIEM, MEETINGS	13,000.00	11,019.96	1,980.04	13,000.00	5,789.98	7,210.02
2-11-00-130-00	COUNCIL FEES PER DIEM MEETINGS	47,000.00	45,249.52	1,750.48	47,000.00	24,049.76	22,950.24
2-12-00-212-00	DELEGATE CONVENTION EXPENSES	0.00	0.00	0.00	8,000.00	0.00	8,000.00
2-11-00-220-00	MAYORS EXPENSE TRAVEL & SUB	500.00	322.26	177.74	500.00	192.86	307.14
2-11-00-230-00	COUNCIL FEES TRAVEL & SUB	1,000.00	791.34	208.66	1,000.00	296.19	703.81
2-11-00-240-00	COMMITTEE MEETINGS EXPENSES	2,000.00	671.42	1,328.58	1,000.00	81.08	918.92
<b>*</b>	<b>TOTAL COUNCIL &amp; OTHER LEGIS</b>	<b>65,800.00</b>	<b>60,521.72</b>	<b>5,278.28</b>	<b>73,000.00</b>	<b>31,280.50</b>	<b>41,719.50</b>
<b>***P</b>	<b>NET COSTS COUNCIL &amp; LEGIS</b>	<b>(65,800.00)</b>	<b>(60,521.72)</b>	<b>(5,278.28)</b>	<b>(73,000.00)</b>	<b>(31,280.50)</b>	<b>(41,719.50)</b>



# TOWN OF CLARESHOLM

## REVENUE AND EXPENDITURE REPORT

General Ledger	Description	2012 YTD Budget	2012 YTD Actual	2012 YTD \$ Variance	2013 YTD Budget	2013 YTD Actual	2013 YTD \$ Variance
<b>REV GEN ADMIN &amp; OTHER</b>							
1-00-00-740-00	OPERATING GRANTS - NON GOV'T SOURCES	0.00	7,305.60	(7,305.60)	0.00	0.00	0.00
1-12-00-414-00	SALE OF MATERIAL	500.00	2,665.78	(2,165.78)	2,500.00	105.00	2,395.00
1-12-00-416-00	CERTIFICATE FEES	4,000.00	4,815.00	(815.00)	4,000.00	2,636.00	1,364.00
1-12-00-562-00	FARM LAND RENTAL	5,000.00	5,080.00	(80.00)	5,000.00	1,700.00	3,300.00
1-12-00-568-00	ADMIN BLDG/MODULAR RENT	9,000.00	11,536.31	(2,536.31)	10,000.00	6,112.64	3,887.36
1-12-00-570-00	SUNDRY RENTALS	10,000.00	12,913.50	(2,913.50)	10,000.00	2,425.00	7,575.00
1-12-00-595-00	PROCEEDS ON PROPERTY SALES	0.00	0.00	0.00	0.00	0.00	0.00
1-12-00-596-00	GAIN (LOSS) SALE OF LAND INVENTORY	0.00	19,575.22	(19,575.22)	0.00	0.00	0.00
1-12-00-597-00	GAIN (LOSS) ON DISPOSAL OF TCA	0.00	32,572.06	(32,572.06)	0.00	0.00	0.00
1-12-00-900-00	PROV OPERATING GRANTS (MSI/MSP)	78,000.00	48,489.00	29,511.00	34,232.00	0.00	34,232.00
1-12-00-950-00	MISCELLANEOUS CHARGES	300.00	300.00	0.00	300.00	175.00	125.00
1-12-00-960-00	INTERDEPARTMENT SECRETARY	34,625.00	40,807.62	(6,182.62)	34,625.00	0.00	34,625.00
1-12-00-963-00	INTERDEPARTMENT POST & TELE	17,250.00	17,250.00	0.00	17,250.00	0.00	17,250.00
1-12-00-967-00	INTERDEPARTMENT INSURANCE	15,000.00	15,000.00	0.00	15,000.00	0.00	15,000.00
1-12-00-969-00	INTERDEPART OFFICE SUPPLIES	7,500.00	7,500.00	0.00	7,500.00	0.00	7,500.00
5-00-00-555-00	ISF CAPITAL GRANT FUNDING	0.00	0.00	0.00	0.00	0.00	0.00
5-00-00-590-00	OTHER FINANCES ACQUIRED	0.00	0.00	0.00	0.00	0.00	0.00
5-00-00-990-00	GRANTS NON GOVT & OTHER SOURCE	0.00	20,000.00	(20,000.00)	0.00	0.00	0.00
5-00-00-830-00	FEDERAL CAPITAL GRANTS (FGTG)	414,400.00	406,023.84	8,376.16	12,000.00	206,201.00	(194,201.00)
5-00-00-840-00	PROV CAPITAL GRANTS (BMTF)	293,000.00	291,233.07	1,766.93	0.00	0.00	0.00
5-00-00-841-00	PROV CAPITAL GRANTS (MSI)	522,552.00	628,319.61	(105,767.61)	1,181,500.00	719,662.00	461,838.00
5-00-00-845-00	PROV CAP GRANTS (AMWWP)	160,000.00	0.00	160,000.00	1,281,500.00	0.00	1,281,500.00
<b>*</b>	<b>TOTAL REV GEN ADMIN &amp; OTHER</b>	<b>1,571,127.00</b>	<b>1,571,386.61</b>	<b>(259.61)</b>	<b>2,615,407.00</b>	<b>939,016.64</b>	<b>1,676,390.36</b>
<b>**</b>	<b>TOTAL REV GEN ADMIN &amp; OTHER</b>	<b>1,571,127.00</b>	<b>1,571,386.61</b>	<b>(259.61)</b>	<b>2,615,407.00</b>	<b>939,016.64</b>	<b>1,676,390.36</b>





# TOWN OF CLARESHOLM

## REVENUE AND EXPENDITURE REPORT

General Ledger	Description	2012 YTD Budget	2012 YTD Actual	2012 YTD \$ Variance	2013 YTD Budget	2013 YTD Actual	2013 YTD \$ Variance
<b>EXPENSES GEN ADMIN &amp; OTHER</b>							
2-12-00-100-00	WAGE BENEFITS ADMINISTRATION	76,000.00	77,092.97	(1,092.97)	84,000.00	41,238.31	42,761.69
2-12-00-130-00	SALARY ADMIN MANAGEMENT	205,000.00	204,614.44	385.56	213,000.00	114,325.26	98,674.74
2-12-00-131-00	MANAGEMENT CONSULTING FEES	5,000.00	5,068.70	(68.70)	0.00	0.00	0.00
2-12-00-135-00	SALARY ADMIN STAFF	81,500.00	81,354.00	146.00	84,000.00	45,119.20	38,880.80
2-12-00-140-00	ADMIN JANITOR WAGES	22,700.00	18,251.86	4,448.14	24,250.00	11,906.53	12,343.47
2-12-00-150-00	ELECTIONS STAFF	0.00	0.00	0.00	1,500.00	225.00	1,275.00
2-12-00-155-00	ELECTION NON STAFF	0.00	0.00	0.00	3,000.00	0.00	3,000.00
2-12-00-200-00	ADMIN. - CONTRACTED SERVICES	16,000.00	15,720.28	279.72	16,500.00	7,744.48	8,755.52
2-12-00-210-00	ALLOWANCES & OTHER EXPENSES	2,500.00	2,181.53	318.47	2,500.00	1,636.02	863.98
2-12-00-211-00	STAFF DEVELOPMENT & TRAINING	7,000.00	6,459.99	540.01	7,000.00	2,761.95	4,238.05
2-12-00-215-00	OFFICE EXP,MILEAGE, FREIGHT	300.00	409.49	(109.49)	500.00	181.44	318.56
2-12-00-216-00	POSTAGE	14,000.00	12,807.29	1,192.71	14,000.00	8,479.00	5,521.00
2-12-00-217-00	TELEPHONE / FAX	9,000.00	9,051.37	(51.37)	9,500.00	4,912.20	4,587.80
2-12-00-220-00	PRINTING & STATIONERY	6,000.00	3,925.26	2,074.74	4,000.00	1,665.10	2,334.90
2-12-00-221-00	ASSOCIATION FEES	6,000.00	9,113.36	(3,113.36)	9,500.00	6,704.54	2,795.46
2-12-00-230-00	ASSESSOR	44,500.00	44,841.66	(341.66)	47,000.00	26,810.00	20,190.00
2-12-00-232-00	AUDITOR	15,500.00	19,950.00	(4,450.00)	20,000.00	17,225.00	2,775.00
2-12-00-234-00	LEGAL EXPENSES	5,000.00	6,899.36	(1,899.36)	5,000.00	2,383.85	2,616.15
2-12-00-235-00	TAX RECOVERY	0.00	0.00	0.00	0.00	0.00	0.00
2-12-00-237-00	LAND TITLES FEES	1,000.00	1,153.00	(153.00)	1,200.00	818.00	382.00
2-12-00-252-00	MODULAR RENTAL COSTS	7,000.00	4,993.56	2,006.44	5,500.00	2,643.91	2,856.09
2-12-00-274-00	PUBLIC LIABILITY INSURANCE	135,000.00	136,698.24	(1,698.24)	140,000.00	136,219.93	3,780.07
2-12-00-509-00	ADVERTISING - GENERAL	16,000.00	19,729.79	(3,729.79)	20,000.00	7,418.16	12,581.84
2-12-00-511-00	COMPUTER HARDWARE AND SOFTWARE	10,000.00	8,477.86	1,522.14	5,000.00	1,900.82	3,099.18
2-12-00-512-00	OFFICE SUPPLIES	22,000.00	19,425.36	2,574.64	22,000.00	7,705.23	14,294.77
2-12-00-514-00	ELECTIONS - MATERIALS	0.00	0.00	0.00	2,500.00	0.00	2,500.00
2-12-00-515-00	COMPUTER CONTRACTED SERVICES	14,725.00	14,725.00	0.00	14,725.00	7,685.00	7,040.00
2-12-00-516-00	JANITORIAL SUPPLIES	2,500.00	886.86	1,613.14	1,500.00	340.00	1,160.00
2-12-00-525-00	SAFETY REVIEW WAGES	0.00	0.00	0.00	2,500.00	1,200.60	1,299.40
2-12-00-526-00	SAFETY REVIEW WAGE BENEFITS	0.00	0.00	0.00	500.00	283.62	216.38
2-12-00-535-00	SAFETY PROGRAM EXPENSES	0.00	0.00	0.00	13,000.00	8,472.48	4,527.52
2-12-00-540-00	OFFICE UTILITIES	31,000.00	29,715.46	1,284.54	31,000.00	16,101.40	14,898.60
2-12-00-541-00	MACKIN HALL UTILITIES	3,500.00	3,500.65	(0.65)	3,500.00	1,744.04	1,755.96
2-12-00-550-00	OFFICE EQUIPMENT RENTALS	13,000.00	14,442.57	(1,442.57)	15,000.00	9,617.51	5,382.49
2-12-00-711-00	TAXI SUBSIDY	7,000.00	6,688.00	312.00	7,500.00	3,405.00	4,095.00
2-12-00-750-00	AMORTIZATION EXP - ADMIN	4,800.00	5,351.88	(551.88)	5,300.00	0.00	5,300.00
2-12-00-770-00	GRANTS	78,000.00	78,989.00	(989.00)	64,232.00	30,000.00	34,232.00
2-12-00-771-00	FAIR DAYS	10,000.00	10,000.00	0.00	10,000.00	2,092.66	7,907.34



# TOWN OF CLARESHOLM

## REVENUE AND EXPENDITURE REPORT

General Ledger	Description	2012 YTD Budget	2012 YTD Actual	2012 YTD \$ Variance	2013 YTD Budget	2013 YTD Actual	2013 YTD \$ Variance
2-12-00-772-00	CANADA DAY	6,000.00	6,449.87	(449.87)	7,000.00	8,374.84	(1,374.84)
2-12-00-810-00	TEMPORARY LOAN INTEREST	500.00	360.81	139.19	500.00	137.26	362.74
2-12-00-811-00	EXCHANGE & BANK CHARGES	3,000.00	3,043.11	(43.11)	3,344.54	1,703.35	1,641.19
2-12-00-987-00	GENERAL BAD DEBTS W/OFF	2,000.00	0.00	2,000.00	0.00	0.00	0.00
2-12-00-989-00	ECONOMIC DEVEL & PROMOTION	40,000.00	46,742.20	(6,742.20)	20,000.00	8,046.72	11,953.28
2-12-00-990-00	PUBLIC RELATIONS/ENTERTAINMENT	5,000.00	6,802.47	(1,802.47)	3,000.00	1,111.08	1,888.92
2-12-00-992-00	DISCOUNT ON CURRENT TAXES	1,500.00	1,044.70	455.30	4,000.00	1,040.91	2,959.09
2-12-00-993-00	CURRENT LEVY CANCELLATIONS	30,000.00	31,812.98	(1,812.98)	30,000.00	3,286.67	26,713.33
2-12-00-994-00	DAMAGE CLAIMS	500.00	0.00	500.00	0.00	0.00	0.00
<b>* TOTAL EXP GEN ADMIN &amp; OTHER</b>		<b>960,025.00</b>	<b>968,774.93</b>	<b>(8,749.93)</b>	<b>978,051.54</b>	<b>554,667.07</b>	<b>423,384.47</b>
<b>***P NET COSTS GEN ADMIN &amp; OTHER</b>		<b>611,102.00</b>	<b>602,611.68</b>	<b>8,490.32</b>	<b>1,637,355.46</b>	<b>384,349.57</b>	<b>1,253,005.89</b>



# TOWN OF CLARESHOLM

## REVENUE AND EXPENDITURE REPORT

General Ledger	Description	2012 YTD Budget	2012 YTD Actual	2012 YTD \$ Variance	2013 YTD Budget	2013 YTD Actual	2013 YTD \$ Variance
<b>REVENUE FIRE FIGHTING</b>							
1-23-00-850-00	M.D. CONT TO FIRE DEPARTMENT	28,500.00	28,886.02	(386.02)	14,000.00	3,229.61	10,770.39
1-23-00-990-00	NON GOVT CONTR TO FIRE DEPT	10,000.00	9,693.73	306.27	10,000.00	1,800.00	8,200.00
1-23-00-995-00	FIRE TRAINING GRANTS	0.00	5,457.41	(5,457.41)	0.00	0.00	0.00
<b>* TOTAL REVENUE FIRE FIGHTING</b>		<b>38,500.00</b>	<b>44,037.16</b>	<b>(5,537.16)</b>	<b>24,000.00</b>	<b>5,029.61</b>	<b>18,970.39</b>
<b>EXPENSES FIRE FIGHTING</b>							
2-23-00-100-00	WAGE BENEFITS - FIRE DEPT.	2,000.00	1,831.39	168.61	2,300.00	934.00	1,366.00
2-23-00-110-00	FIRE FIGHTER PPE	0.00	0.00	0.00	4,675.00	0.00	4,675.00
2-23-00-120-00	FIRE DEPARTMENT - TRAINING	20,000.00	9,287.00	10,713.00	10,000.00	10,395.99	(395.99)
2-23-00-130-00	FIRE CHIEF - SALARY	58,000.00	55,769.25	2,230.75	70,000.00	37,230.80	32,769.20
2-23-00-131-00	FRINGE BENEFITS - FIRE CHIEF	13,500.00	17,372.90	(3,872.90)	18,500.00	9,385.38	9,114.62
2-23-00-200-00	FIRE DEPARTMENT - FIRE CALLS	17,000.00	13,394.00	3,606.00	15,000.00	8,314.00	6,686.00
2-23-00-210-00	FIRE DEPARTMENT - TELEPHONE	3,800.00	4,453.83	(653.83)	5,000.00	2,334.21	2,665.79
2-23-00-250-00	FIRE DEPARTMENT - SUPPLIES	15,000.00	13,834.96	1,165.04	2,000.00	873.46	1,126.54
2-23-00-510-00	FIRE DEPARTMENT - JOINT SUPPLIES	39,500.00	11,468.09	28,031.91	0.00	0.00	0.00
2-23-00-511-00	FIRE DEPT. - BLDG. & REPAIRS	5,000.00	4,861.90	138.10	3,500.00	2,164.27	1,335.73
2-23-00-512-00	FIRE DEPARTMENT - GAS & OIL	3,600.00	3,304.71	295.29	3,600.00	2,422.17	1,177.83
2-23-00-513-00	FIRE DEPARTMENT - EMERGENCY RESPONSE	14,250.00	14,212.40	37.60	15,300.00	15,294.36	5.64
2-23-00-515-00	FIRE DEPT - JOINT EQUIPMENT	0.00	4,759.27	(4,759.27)	0.00	0.00	0.00
2-23-00-517-00	FIRE DEPT - MD EQUIPMENT	0.00	6,581.81	(6,581.81)	0.00	0.00	0.00
2-23-00-520-00	FIRE DEPARTMENT - TRAINING	0.00	825.00	(825.00)	0.00	0.00	0.00
2-23-00-525-00	FIRE DEPARTMENT - JOINT TRAINING	0.00	5,210.71	(5,210.71)	0.00	0.00	0.00
2-23-00-540-00	FIRE DEPARTMENT - UTILITIES	12,000.00	12,003.95	(3.95)	12,000.00	5,348.36	6,651.64
2-23-00-550-00	FIRE EQUIPMENT	0.00	0.00	0.00	4,680.00	0.00	4,680.00
2-23-00-555-00	FIRE EQUIPMENT MAINTENANCE	0.00	0.00	0.00	3,000.00	1,116.76	1,883.24
2-23-00-560-00	OFFICE SUPPLIES	0.00	0.00	0.00	0.00	0.00	0.00
2-23-00-565-00	FIRE EDUCATION COSTS	0.00	0.00	0.00	500.00	0.00	500.00
2-23-00-750-00	AMORTIZATION EXP - FIRE	17,000.00	23,826.52	(6,826.52)	23,000.00	0.00	23,000.00
<b>* TOTAL EXPENSES FIRE FIGHTING</b>		<b>220,650.00</b>	<b>202,997.69</b>	<b>17,652.31</b>	<b>193,055.00</b>	<b>95,813.76</b>	<b>97,241.24</b>
<b>***P NET COSTS FIRE FIGHTING</b>		<b>(182,150.00)</b>	<b>(158,960.53)</b>	<b>(23,189.47)</b>	<b>(169,055.00)</b>	<b>(90,784.15)</b>	<b>(78,270.85)</b>



# TOWN OF CLARESHOLM

## REVENUE AND EXPENDITURE REPORT

General Ledger	Description	2012 YTD Budget	2012 YTD Actual	2012 YTD \$ Variance	2013 YTD Budget	2013 YTD Actual	2013 YTD \$ Variance
<b>REVENUE BYLAW ENFORCEMENT</b>							
1-21-00-845-00	PROVINCIAL FINES COLLECTED	20,000.00	9,216.00	10,784.00	10,000.00	12,914.00	(2,914.00)
1-26-00-524-00	DOG LICENSES/IMPOUND FEES	5,000.00	5,360.00	(360.00)	5,000.00	4,880.00	120.00
1-26-00-525-00	CLEANUP FEES	0.00	6,910.00	(6,910.00)	5,000.00	187.66	4,812.34
1-26-00-530-00	MUNICIPAL STATUTE FINES	45,000.00	26,643.00	18,357.00	20,000.00	1,276.00	18,724.00
1-26-00-531-00	MUNICIPAL BYLAW FINES	1,000.00	250.00	750.00	1,000.00	1,362.50	(362.50)
<b>*</b>	<b>TOTAL REVENUE BYLAW ENFORCE</b>	<b>71,000.00</b>	<b>48,379.00</b>	<b>22,621.00</b>	<b>41,000.00</b>	<b>20,620.16</b>	<b>20,379.84</b>
<b>EXPENSES BYLAW ENFORCE</b>							
2-26-00-101-00	WAGE BEN - PEACE OFFICER	14,700.00	9,663.72	5,036.28	8,000.00	807.03	7,192.97
2-26-00-111-00	WAGES - PEACE OFFICER	65,600.00	33,298.50	32,301.50	53,000.00	10,562.25	42,437.75
2-26-00-200-00	BYLAW - ANIMAL SERVICES	31,000.00	30,292.16	707.84	31,000.00	30,000.00	1,000.00
2-26-00-210-00	LEGAL SERVICES - ENFORCEMENT	1,000.00	343.43	656.57	1,000.00	0.00	1,000.00
2-26-00-300-00	CLEANUP COSTS - ENFORCEMENT	0.00	6,610.00	(6,610.00)	5,000.00	0.00	5,000.00
2-26-00-512-00	SUPPLIES - ENFORCEMENT	1,500.00	2,531.85	(1,031.85)	3,000.00	1,378.31	1,621.69
2-26-00-513-00	PEACE OFFICER TRAINING	2,000.00	928.68	1,071.32	2,000.00	675.00	1,325.00
2-26-00-514-00	PEACE OFFICER MONITORING	2,000.00	2,000.00	0.00	2,000.00	2,000.00	0.00
2-26-00-520-00	UNIFORM COSTS - ENFORCEMENT	3,000.00	1,527.27	1,472.73	3,000.00	1,073.58	1,926.42
2-26-00-521-00	PEACE OFFICER FUEL	3,000.00	1,686.24	1,313.76	3,000.00	542.23	2,457.77
2-26-00-550-00	I/D - INSURANCE	0.00	0.00	0.00	0.00	0.00	0.00
2-26-00-555-00	I/D - RPS ADMIN ASST WAGES	0.00	0.00	0.00	0.00	0.00	0.00
2-26-00-560-00	I/D - OFFICE SUPPLIES	0.00	0.00	0.00	0.00	0.00	0.00
2-26-00-565-00	I/D - POSTAGE/FAX/PHONE	0.00	0.00	0.00	0.00	0.00	0.00
2-26-00-570-00	I/D - VEHICLE RENTAL	0.00	0.00	0.00	0.00	0.00	0.00
2-26-00-750-00	AMORTIZATION EXP - BYLAW	2,800.00	4,258.64	(1,458.64)	4,000.00	0.00	4,000.00
<b>*</b>	<b>TOTAL EXPENSES BYLAW ENFORCE</b>	<b>126,600.00</b>	<b>93,140.49</b>	<b>33,459.51</b>	<b>115,000.00</b>	<b>47,038.40</b>	<b>67,961.60</b>
<b>***P</b>	<b>NET COSTS BYLAW ENFORCEMENT</b>	<b>(55,600.00)</b>	<b>(44,761.49)</b>	<b>(10,838.51)</b>	<b>(74,000.00)</b>	<b>(26,418.24)</b>	<b>(47,581.76)</b>



# TOWN OF CLARESHOLM

## REVENUE AND EXPENDITURE REPORT

General Ledger	Description	2012 YTD Budget	2012 YTD Actual	2012 YTD \$ Variance	2013 YTD Budget	2013 YTD Actual	2013 YTD \$ Variance
<b>REVENUE EQUIPMENT POOL</b>							
1-12-00-560-00	MACHINERY & EQUIPMENT RENTALS	500.00	1,935.00	(1,435.00)	1,500.00	220.00	1,280.00
1-31-00-100-00	OTHER PROV GRANTS - Y & B	0.00	2,900.00	(2,900.00)	0.00	0.00	0.00
1-31-00-960-00	EQUIPMENT POOL RENTAL	70,000.00	70,000.00	0.00	70,000.00	0.00	70,000.00
<b>* TOTAL REV EQUIPMENT POOL</b>		<b>70,500.00</b>	<b>74,835.00</b>	<b>(4,335.00)</b>	<b>71,500.00</b>	<b>220.00</b>	<b>71,280.00</b>
<b>EXP EQUIPMENT POOL</b>							
2-31-00-100-00	WAGE BEN. COMMON SERVICES	63,000.00	63,906.59	(906.59)	35,200.00	23,825.36	11,374.64
2-31-00-110-00	SALARY - SUPERINTENDENT	39,000.00	41,576.09	(2,576.09)	8,550.00	(29,453.44)	38,003.44
2-31-00-160-00	EQUIPMENT - WAGES	40,000.00	50,374.70	(10,374.70)	51,500.00	26,189.26	25,310.74
2-31-00-170-00	YARD & BLDG. MTCE. - WAGES	45,000.00	48,593.16	(3,593.16)	72,000.00	21,148.81	50,851.19
2-31-00-180-00	ON CALL PAY - WAGES	11,600.00	9,300.00	2,300.00	11,600.00	5,900.00	5,700.00
2-31-00-181-00	ON CALL PAY - WAGE BENEFITS	2,900.00	2,073.89	826.11	2,900.00	1,451.26	1,448.74
2-31-00-130-00	ENGINEERING/ENVIRONMENTAL COSTS	10,000.00	6,390.14	3,609.86	5,000.00	126.00	4,874.00
2-31-00-200-00	YARD & BLDG. MTCE.-CONT. SERV.	40,000.00	39,279.21	720.79	45,000.00	21,545.08	23,454.92
2-31-00-216-00	SHOP EXPENSE - TELEPHONE	5,000.00	5,254.52	(254.52)	5,500.00	2,075.21	3,424.79
2-31-00-217-00	SHOP EXPENSE - FREIGHT	6,000.00	5,757.48	242.52	6,000.00	2,615.46	3,384.54
2-31-00-513-00	ENG. SERVICE - MATERIALS	0.00	0.00	0.00	0.00	0.00	0.00
2-31-00-515-00	SHOP EXPENSE - MATERIALS	25,000.00	33,153.02	(8,153.02)	35,000.00	11,784.30	23,215.70
2-31-00-516-00	YARD & BLDG. MTCE - MATERIALS	45,000.00	37,716.11	7,283.89	40,000.00	16,890.53	23,109.47
2-31-00-518-00	EQUIPMENT INSURANCE	15,500.00	15,598.62	(98.62)	16,000.00	21,234.02	(5,234.02)
2-31-00-520-00	EQUIPMENT PARTS & REPAIRS	130,000.00	159,974.25	(29,974.25)	130,000.00	55,632.55	74,367.45
2-31-00-521-00	EQUIPMENT OIL & GAS	90,000.00	67,626.38	22,373.62	70,000.00	38,810.88	31,189.12
2-31-00-525-00	COMMON TRAINING	10,000.00	9,930.89	69.11	10,000.00	7,285.53	2,714.47
2-31-00-540-00	SHOP EXPENSE - UTILITIES	17,000.00	18,298.60	(1,298.60)	20,000.00	7,995.34	12,004.66
2-31-00-750-00	AMORTIZATION EXP - EQUIPMENT	73,000.00	10,395.76	62,604.24	10,500.00	0.00	10,500.00
<b>* TOTAL EXP EQUIPMENT POOL</b>		<b>668,000.00</b>	<b>625,199.41</b>	<b>42,800.59</b>	<b>574,750.00</b>	<b>235,056.15</b>	<b>339,693.85</b>
<b>***P NET COSTS EQUIPMENT POOL</b>		<b>(597,500.00)</b>	<b>(550,364.41)</b>	<b>(47,135.59)</b>	<b>(503,250.00)</b>	<b>(234,836.15)</b>	<b>(268,413.85)</b>



# TOWN OF CLARESHOLM

## REVENUE AND EXPENDITURE REPORT

General Ledger	Description	2012 YTD Budget	2012 YTD Actual	2012 YTD \$ Variance	2013 YTD Budget	2013 YTD Actual	2013 YTD \$ Variance
<b>REVENUE ROADS &amp; STREETS</b>							
1-32-00-120-00	LOCAL IMPROV CHARGES - PAVING	65,000.00	64,697.53	302.47	61,000.00	60,982.82	17.18
1-32-00-990-00	STREETS OTHER FUNDING	1,500.00	0.00	1,500.00	0.00	0.00	0.00
1-32-00-999-00	DEVELOPER CONTRIBUTIONS - ROADS	0.00	0.00	0.00	0.00	0.00	0.00
<b>* TOTAL REVENUE ROADS &amp; STREETS</b>		<b>66,500.00</b>	<b>64,697.53</b>	<b>1,802.47</b>	<b>61,000.00</b>	<b>60,982.82</b>	<b>17.18</b>
<b>EXPENSE STREETS &amp; ROADS</b>							
2-32-00-100-00	WAGE BEN. ROADS, STREETS	43,000.00	27,599.36	15,400.64	32,500.00	8,580.76	23,919.24
2-32-00-105-00	SALARY SUPERINTENDENT	0.00	0.00	0.00	8,550.00	8,550.00	0.00
2-32-00-110-00	STS. LANES,BLVDS. MTCE - WAGES	35,000.00	41,089.64	(6,089.64)	56,500.00	21,298.99	35,201.01
2-32-00-120-00	STREET CLEANING - WAGES	12,000.00	10,308.40	1,691.60	15,500.00	4,935.80	10,564.20
2-32-00-130-00	SNOW REMOVAL - WAGES	40,000.00	13,301.93	26,698.07	43,500.00	8,662.87	34,837.13
2-32-00-140-00	TRAFFIC & PARK CONTROL - WAGES	5,000.00	7,825.46	(2,825.46)	6,000.00	2,122.46	3,877.54
2-32-00-214-00	ROAD ENGINEERING COSTS	0.00	1,296.00	(1,296.00)	2,000.00	690.00	1,310.00
2-32-00-260-00	STREET LIGHTS	160,000.00	157,193.96	2,806.04	160,000.00	93,451.70	66,548.30
2-32-00-500-00	STS.LANE,BLVD MTCE - MATERIALS	100,000.00	114,793.24	(14,793.24)	100,000.00	17,540.90	82,459.10
2-32-00-530-00	TRAFF. & PARK. CONTROL - MAT.	5,000.00	17,743.29	(12,743.29)	15,000.00	8,702.28	6,297.72
2-32-00-570-00	I/D VEHICLE RENTAL	0.00	0.00	0.00	0.00	0.00	0.00
2-32-00-750-00	AMORTIZATION EXP - STREETS	371,000.00	603,240.96	(232,240.96)	600,000.00	0.00	600,000.00
<b>* TOTAL EXPENSE STREETS &amp; ROADS</b>		<b>771,000.00</b>	<b>994,392.24</b>	<b>(223,392.24)</b>	<b>1,039,550.00</b>	<b>174,535.76</b>	<b>865,014.24</b>
<b>***P NET COSTS STREETS &amp; ROADS</b>		<b>(704,500.00)</b>	<b>(929,694.71)</b>	<b>225,194.71</b>	<b>(978,550.00)</b>	<b>(113,552.94)</b>	<b>(864,997.06)</b>



# TOWN OF CLARESHOLM

## REVENUE AND EXPENDITURE REPORT

General Ledger	Description	2012 YTD Budget	2012 YTD Actual	2012 YTD \$ Variance	2013 YTD Budget	2013 YTD Actual	2013 YTD \$ Variance
<b>REV AIRPORT SERVICES</b>							
1-33-00-564-00	AIRPORT FACILITY RENTAL	5,000.00	10,000.00	(5,000.00)	5,000.00	0.00	5,000.00
1-33-00-850-00	AIRPORT LOCAL GOVT GRANTS	800.00	800.00	0.00	800.00	1,000.00	(200.00)
<b>* TOTAL REV AIRPORT SERVICES</b>		<b>5,800.00</b>	<b>10,800.00</b>	<b>(5,000.00)</b>	<b>5,800.00</b>	<b>1,000.00</b>	<b>4,800.00</b>
<b>EXP AIRPORT SERVICES</b>							
2-33-00-100-00	WAGE BEN AIRPORT SERVICES	1,200.00	1,022.13	177.87	1,000.00	55.33	944.67
2-33-00-110-00	AIRFIELD - WAGES	2,500.00	2,712.57	(212.57)	3,000.00	212.80	2,787.20
2-33-00-500-00	AIRFIELD - MATERIALS	2,000.00	871.79	1,128.21	1,000.00	504.21	495.79
2-33-00-540-00	AIRFIELD - UTILITIES	6,000.00	6,250.40	(250.40)	6,000.00	3,292.86	2,707.14
2-33-00-580-00	AIRFIELD - INSURANCE	3,100.00	3,022.00	78.00	3,500.00	2,956.91	543.09
2-33-00-750-00	AMORTIZATION EXP - AIRPORT	4,200.00	0.04	4,199.96	4,000.00	0.00	4,000.00
<b>* TOTAL EXP AIRPORT SERVICES</b>		<b>19,000.00</b>	<b>13,878.93</b>	<b>5,121.07</b>	<b>18,500.00</b>	<b>7,022.11</b>	<b>11,477.89</b>
<b>***P NET COSTS AIRPORT SERVICES</b>		<b>(13,200.00)</b>	<b>(3,078.93)</b>	<b>(10,121.07)</b>	<b>(12,700.00)</b>	<b>(6,022.11)</b>	<b>(6,677.89)</b>



# TOWN OF CLARESHOLM

## REVENUE AND EXPENDITURE REPORT

General Ledger	Description	2012 YTD Budget	2012 YTD Actual	2012 YTD \$ Variance	2013 YTD Budget	2013 YTD Actual	2013 YTD \$ Variance
<b>REV STORM SEWER &amp; DRAIN</b>							
1-37-00-120-00	LOCAL IMPROV CHARGES - CURB & GUTTER	6,000.00	6,140.30	(140.30)	6,000.00	6,140.30	(140.30)
1-37-00-121-00	LOCAL IMPR. CHARGES - STORM DRAINAGE	7,000.00	7,039.90	(39.90)	7,000.00	7,039.90	(39.90)
<b>*</b>	<b>TOTAL REV STORM SEWER &amp; DRAIN</b>	<b>13,000.00</b>	<b>13,180.20</b>	<b>(180.20)</b>	<b>13,000.00</b>	<b>13,180.20</b>	<b>(180.20)</b>
<b>EXP STORM SEWER &amp; DRAIN</b>							
2-37-00-100-00	WAGE BENEFITS - DRAINAGE	8,000.00	8,762.62	(762.62)	6,000.00	1,049.21	4,950.79
2-37-00-120-00	STORM SEWER MAINTENANCE-WAGES	7,000.00	4,473.39	2,526.61	6,000.00	3,731.89	2,268.11
2-37-00-130-00	DRAINAGE - WAGES	15,000.00	16,729.10	(1,729.10)	17,000.00	1,143.59	15,856.41
2-37-00-200-00	SIDEWALK MTCE-CONTRACTED SERV.	75,000.00	75,000.00	0.00	75,000.00	0.00	75,000.00
2-37-00-210-00	STORM SEWER MTCE-CONTR. SERV.	50,000.00	44,866.60	5,133.40	35,000.00	8,257.00	26,743.00
2-37-00-511-00	STORM SEWER MTCE. - MATERIAL	20,000.00	15,299.77	4,700.23	2,000.00	0.00	2,000.00
2-37-00-512-00	STORM DRAINAGE - ENGINEERING	5,000.00	13,939.00	(8,939.00)	5,000.00	0.00	5,000.00
2-37-00-540-00	SKYLINE PUMP - POWER	0.00	1,434.42	(1,434.42)	1,500.00	623.36	876.64
2-37-00-570-00	I/D VEHICLE RENTAL	0.00	0.00	0.00	0.00	0.00	0.00
2-37-00-750-00	AMORTIZATION EXP - STORM SEWER	34,000.00	40,959.28	(6,959.28)	40,000.00	0.00	40,000.00
<b>*</b>	<b>TOTAL EXP STORM SEWER &amp; DRAIN</b>	<b>214,000.00</b>	<b>221,464.18</b>	<b>(7,464.18)</b>	<b>187,500.00</b>	<b>14,805.05</b>	<b>172,694.95</b>
<b>***P</b>	<b>NET COSTS STORM SEWER &amp; DRAIN</b>	<b>(201,000.00)</b>	<b>(208,283.98)</b>	<b>7,283.98</b>	<b>(174,500.00)</b>	<b>(1,624.85)</b>	<b>(172,875.15)</b>





# TOWN OF CLARESHOLM

## REVENUE AND EXPENDITURE REPORT

General Ledger	Description	2012 YTD Budget	2012 YTD Actual	2012 YTD \$ Variance	2013 YTD Budget	2013 YTD Actual	2013 YTD \$ Variance
<b>REVENUE WATER SERVICES</b>							
1-00-00-512-00	PENALTIES & COSTS UTILITIES	6,700.00	6,904.40	(204.40)	6,500.00	3,906.46	2,593.54
1-41-00-120-00	LOCAL IMPROV CHARGES - WATER	0.00	(25.00)	25.00	0.00	0.00	0.00
1-41-00-410-00	SALE OF WATER RESIDENTIAL	592,000.00	542,245.77	49,754.23	608,000.00	282,638.08	325,361.92
1-41-00-411-00	SALE OF WATER COMM/INDUST	275,000.00	276,214.34	(1,214.34)	320,500.00	131,253.84	189,246.16
1-41-00-420-00	GRANUM METER VAULT	40,000.00	48,219.38	(8,219.38)	45,000.00	23,642.70	21,357.30
1-41-00-425-00	WEST WATERLINE CO-OP	1,500.00	1,578.07	(78.07)	1,500.00	714.24	785.76
1-41-00-590-00	OTHER REVENUE WATER	15,000.00	27,728.58	(12,728.58)	25,000.00	9,118.32	15,881.68
1-41-00-990-00	CONTRIB. TO HIGH PRESSURE SYST	2,800.00	3,496.56	(696.56)	3,000.00	0.00	3,000.00
1-41-00-992-00	PROVINCIAL GOV'T GRANTS	0.00	0.00	0.00	0.00	0.00	0.00
1-41-00-999-00	DEVELOPER CONTRIBUTIONS - WATER	0.00	0.00	0.00	0.00	0.00	0.00
<b>*</b>	<b>TOTAL REVENUE WATER SERVICES</b>	<b>933,000.00</b>	<b>906,362.10</b>	<b>26,637.90</b>	<b>1,009,500.00</b>	<b>451,273.64</b>	<b>558,226.36</b>
<b>EXPENSE WATER SERVICE</b>							
2-41-00-100-00	WAGE BENEFITS - WATER TREATMENT	72,000.00	89,440.28	(17,440.28)	51,500.00	35,574.21	15,925.79
2-41-00-101-00	WAGE BENEFITS - DISTRIBUTION	0.00	0.00	0.00	19,500.00	0.00	19,500.00
2-41-00-110-00	SALARY- SUPERINTENDENT	25,000.00	25,000.00	0.00	25,600.00	25,600.00	0.00
2-41-00-120-00	WAGES - PLANT OPERATORS	105,900.00	191,728.72	(85,828.72)	196,000.00	143,025.55	52,974.45
2-41-00-130-00	WAGES - T & D	76,800.00	27,900.86	48,899.14	49,000.00	31,052.54	17,947.46
2-41-00-132-00	WAGES - METER READING	600.00	775.32	(175.32)	1,000.00	171.12	828.88
2-41-00-134-00	WAGES - AIRPORT SYSTEM	16,500.00	1,495.34	15,004.66	3,000.00	561.42	2,438.58
2-41-00-135-00	WAGES - HIGH PRESSURE FIRE	7,800.00	955.38	6,844.62	1,000.00	256.68	743.32
2-41-00-200-00	WATER COOP MEMBERSHIP	1,000.00	600.00	400.00	1,000.00	300.00	700.00
2-41-00-211-00	WATERPLANT TRAINING	0.00	1,192.80	(1,192.80)	3,000.00	1,958.96	1,041.04
2-31-00-215-00	RURAL OWNED LAND MTCE	2,000.00	3,500.00	(1,500.00)	3,500.00	0.00	3,500.00
2-41-00-216-00	TELEPHONE - WATER SUPPLY	10,000.00	6,792.06	3,207.94	7,500.00	3,008.18	4,491.82
2-41-00-217-00	TELEPHONE - SWTP	4,000.00	3,966.16	33.84	4,500.00	1,872.96	2,627.04
2-41-00-218-00	WATERPLANT FREIGHT CHARGES	9,000.00	8,484.98	515.02	9,000.00	1,873.87	7,126.13
2-41-00-230-00	WATER - ENGINEERING & LEGAL	15,000.00	10,678.04	4,321.96	25,000.00	0.00	25,000.00
2-41-00-509-00	CHEMICALS SWTP	75,000.00	110,020.36	(35,020.36)	110,000.00	45,835.22	64,164.78
2-41-00-513-00	OLD WATERPLANT MAINTENANCE	3,000.00	2,046.96	953.04	2,000.00	125.00	1,875.00
2-41-00-514-00	HIGHWAY PUMP STATION MATERIALS	1,500.00	1,721.63	(221.63)	2,000.00	52.27	1,947.73
2-41-00-515-00	T & D - MATERIALS	40,000.00	24,889.07	15,110.93	30,000.00	22,825.70	7,174.30
2-41-00-516-00	ITRON CONTRACT (METERS)	1,500.00	1,586.05	(86.05)	2,000.00	1,124.63	875.37
2-41-00-517-00	AIRPORT SYSTEM MTCE MATERIALS	1,500.00	2,418.00	(918.00)	3,000.00	1,250.28	1,749.72
2-41-00-518-00	SWTP MAINTENANCE	30,000.00	85,100.88	(55,100.88)	80,000.00	20,680.88	59,319.12
2-41-00-521-00	WATER DEPT - FUEL	0.00	8,218.75	(8,218.75)	9,000.00	4,505.52	4,494.48
2-41-00-538-00	POWER - SWTP	90,000.00	91,474.27	(1,474.27)	92,000.00	53,683.58	38,316.42



# TOWN OF CLARESHOLM

## REVENUE AND EXPENDITURE REPORT

General Ledger	Description	2012 YTD Budget	2012 YTD Actual	2012 YTD \$ Variance	2013 YTD Budget	2013 YTD Actual	2013 YTD \$ Variance
2-41-00-539-00	POWER - AIRPORT SYSTEM	8,000.00	9,255.73	(1,255.73)	9,500.00	4,066.13	5,433.87
2-41-00-540-00	POWER - OLD WTP	10,000.00	12,618.04	(2,618.04)	13,000.00	5,789.91	7,210.09
2-41-00-541-00	POWER - BOOSTER STATION	800.00	816.49	(16.49)	1,000.00	652.90	347.10
2-41-00-542-00	POWER - HWY PUMP STN/RESERVOIR	30,000.00	32,368.82	(2,368.82)	33,000.00	14,835.73	18,164.27
2-41-00-544-00	HEATING - OLD WTP	2,500.00	(1,239.28)	3,739.28	1,000.00	609.29	390.71
2-41-00-545-00	HEATING - BOOSTER STATION	1,500.00	963.26	536.74	1,500.00	484.51	1,015.49
2-41-00-546-00	HEATING - HIGHWAY PUMP STATION	1,500.00	1,143.90	356.10	1,500.00	809.55	690.45
2-41-00-547-00	HEATING - AIRPORT SYSTEM	2,000.00	1,893.02	106.98	2,000.00	1,122.38	877.62
2-41-00-548-00	HEATING - SWTP	17,000.00	18,510.24	(1,510.24)	19,000.00	10,848.30	8,151.70
2-41-00-966-00	SWTP - WATER TESTING	5,500.00	4,948.15	551.85	5,500.00	3,136.14	2,363.86
2-41-00-987-00	WATER BAD DEBTS W/OFF	0.00	0.00	0.00	0.00	0.00	0.00
2-41-00-750-00	AMORTIZATION EXP - WATER	1,987,000.00	1,608,830.04	378,169.96	1,600,000.00	0.00	1,600,000.00
2-41-00-832-00	WATER DEBENTURES INTEREST	195,100.00	194,866.19	233.81	190,100.00	95,689.65	94,410.35
2-41-00-102-00	I/D - WAGES ADMINISTRATION	0.00	0.00	0.00	0.00	0.00	0.00
2-41-00-103-00	I/D - WAGE BENEFITS ADMINISTRATION	0.00	0.00	0.00	0.00	0.00	0.00
2-41-00-960-00	I/D - OFFICE PERSONNEL	25,300.00	25,300.00	0.00	25,300.00	0.00	25,300.00
2-41-00-961-00	I/D - TELEPHONE ADMINISTRATION	8,750.00	8,750.00	0.00	8,500.00	0.00	8,500.00
2-41-00-962-00	I/D - POSTAGE	8,500.00	8,500.00	0.00	8,750.00	0.00	8,750.00
2-41-00-963-00	I/D - INSURANCE	12,500.00	12,500.00	0.00	12,500.00	0.00	12,500.00
2-41-00-964-00	I/D - WATER MTC TRUCK RENTAL	11,200.00	11,200.00	0.00	11,200.00	0.00	11,200.00
2-41-00-965-00	I/D - OFFICE SUPPLIES	1,625.00	1,625.00	0.00	1,625.00	0.00	1,625.00
<b>*</b>	<b>TOTAL EXPENSE WATER SERVICE</b>	<b>2,916,875.00</b>	<b>2,652,835.51</b>	<b>264,039.49</b>	<b>2,675,075.00</b>	<b>533,383.06</b>	<b>2,141,691.94</b>
<b>***P</b>	<b>NET COSTS WATER SERVICES</b>	<b>(1,983,875.00)</b>	<b>(1,746,473.41)</b>	<b>(237,401.59)</b>	<b>(1,665,575.00)</b>	<b>(82,109.42)</b>	<b>(1,583,465.58)</b>



# TOWN OF CLARESHOLM

## REVENUE AND EXPENDITURE REPORT

General Ledger	Description	2012 YTD Budget	2012 YTD Actual	2012 YTD \$ Variance	2013 YTD Budget	2013 YTD Actual	2013 YTD \$ Variance
<b>REVENUE SEWER SERVICES</b>							
1-42-00-120-00	LOCAL IMPROV CHARGES - SEWER	0.00	0.00	0.00	4,100.00	3,822.16	277.84
1-42-00-410-00	SEWER SERVICE FEES - RESIDENTIAL	291,000.00	299,264.27	(8,264.27)	190,000.00	98,461.83	91,538.17
1-42-00-420-00	SEWER SERVICE FEES - COMM/IND	0.00	0.00	0.00	110,000.00	41,971.14	68,028.86
1-42-00-590-00	OTHER REVENUE SEWER	0.00	0.00	0.00	0.00	6,348.03	(6,348.03)
1-42-00-990-00	NON GOVT CONTRIB SEWER	0.00	0.00	0.00	0.00	0.00	0.00
1-42-00-999-00	DEVELOPER CONTRIBUTIONS - SEWER	0.00	0.00	0.00	0.00	0.00	0.00
<b>*</b>	<b>TOTAL REVENUE SEWER SERVICES</b>	<b>291,000.00</b>	<b>299,264.27</b>	<b>(8,264.27)</b>	<b>304,100.00</b>	<b>150,603.16</b>	<b>153,496.84</b>
<b>EXPENSES SEWER SERVICES</b>							
2-42-00-100-00	SAN SEWER SERV ADMIN WAGE BEN	3,000.00	1,124.00	1,876.00	2,000.00	0.00	2,000.00
2-42-00-101-00	SEWER MTCE - WAGE BENEFITS	12,000.00	5,663.37	6,336.63	16,300.00	2,761.29	13,538.71
2-42-00-110-00	SALARY - SUPERINTENDENT	8,000.00	8,000.00	0.00	25,600.00	25,600.00	0.00
2-42-00-140-00	SEWER MAINTENANCE - WAGES	15,000.00	10,648.33	4,351.67	44,000.00	11,693.40	32,306.60
2-42-00-150-00	SEWER LAGOON MAINTENANCE-WAGES	15,000.00	2,461.52	12,538.48	4,000.00	983.94	3,016.06
2-42-00-200-00	SEWER LAGOON MTCE-CONTRAC SERV	5,000.00	7,037.23	(2,037.23)	8,000.00	0.00	8,000.00
2-42-00-201-00	SEWER MTCE - CONTRACTED SERVICES	8,000.00	425.00	7,575.00	12,000.00	11,985.00	15.00
2-42-00-205-00	SEWER REPAIRS - TAMARACK	50,000.00	6,750.00	43,250.00	20,000.00	8,565.00	11,435.00
2-42-00-510-00	SEWER MAINTENANCE - MATERIALS	10,000.00	9,701.36	298.64	10,000.00	7,703.74	2,296.26
2-42-00-520-00	SEWER LAGOON MAINT - MATERIALS	2,000.00	346.09	1,653.91	1,000.00	132.23	867.77
2-42-00-832-00	SEWER DEBENTURE - INTEREST	42,800.00	42,051.71	748.29	40,250.00	0.00	40,250.00
2-42-00-960-00	I/D - OFFICE SECRETARY	8,450.00	8,450.00	0.00	8,450.00	0.00	8,450.00
2-42-00-961-00	I/D - INSURANCE	2,500.00	2,500.00	0.00	2,500.00	0.00	2,500.00
2-42-00-962-00	I/D - ADMIN TRUCK RENTAL	4,200.00	4,200.00	0.00	0.00	0.00	0.00
2-42-00-963-00	I/D - MTCE TRUCK RENTAL	10,500.00	10,500.00	0.00	10,500.00	0.00	10,500.00
2-42-00-964-00	I/D - OFFICE SUPPLIES	2,625.00	2,625.00	0.00	2,625.00	0.00	2,625.00
2-42-00-965-00	I/D - POSTAGE/FAX/PHONE	0.00	0.00	0.00	0.00	0.00	0.00
2-42-00-550-00	LIFT STATION POWER & HEAT	600.00	546.14	53.86	600.00	300.22	299.78
2-42-00-551-00	LIFT STATION - HEAT	0.00	(178.08)	178.08	0.00	0.00	0.00
2-42-00-552-00	SEWER LAGOON POWER	14,000.00	11,423.19	2,576.81	12,000.00	4,226.13	7,773.87
2-42-00-750-00	AMORTIZATION EXP - SAN SEWER	248,000.00	257,617.23	(9,617.23)	255,000.00	0.00	255,000.00
<b>*</b>	<b>TOTAL EXPENSES SEWER SERVICES</b>	<b>461,675.00</b>	<b>391,892.09</b>	<b>69,782.91</b>	<b>474,825.00</b>	<b>73,950.95</b>	<b>400,874.05</b>
<b>***P</b>	<b>NET COSTS SEWER SERVICES</b>	<b>(170,675.00)</b>	<b>(92,627.82)</b>	<b>(78,047.18)</b>	<b>(170,725.00)</b>	<b>76,652.21</b>	<b>(247,377.21)</b>



# TOWN OF CLARESHOLM

## REVENUE AND EXPENDITURE REPORT

General Ledger	Description	2012 YTD Budget	2012 YTD Actual	2012 YTD \$ Variance	2013 YTD Budget	2013 YTD Actual	2013 YTD \$ Variance
<b>REVENUE GARBAGE COLLECTION</b>							
1-43-00-410-00	GARBAGE COLLECTION - RESIDENTIAL	390,000.00	427,891.84	(37,891.84)	220,000.00	108,486.05	111,513.95
1-43-00-420-00	GARBAGE COLLECTION - COMM/IND	0.00	0.00	0.00	200,000.00	94,751.39	105,248.61
<b>* TOTAL REVENUE GARBAGE</b>		<b>390,000.00</b>	<b>427,891.84</b>	<b>(37,891.84)</b>	<b>420,000.00</b>	<b>203,237.44</b>	<b>216,762.56</b>
<b>EXP GARBAGE COLLECTION</b>							
2-43-00-100-00	GARBAGE ADMIN - WAGE BENEFIT	3,000.00	1,165.00	1,835.00	1,200.00	0.00	1,200.00
2-43-00-101-00	GARBAGE COLLECTION-WAGE BEN	45,000.00	32,763.71	12,236.29	28,000.00	8,081.68	19,918.32
2-43-00-110-00	SALARY - GARBAGE ADMIN SUPT	10,000.00	10,000.00	0.00	4,300.00	4,300.00	0.00
2-43-00-120-00	GARBAGE COLLECTION - WAGES	85,000.00	83,031.27	1,968.73	84,000.00	51,299.87	32,700.13
2-43-00-140-00	COMPOST MANAGEMENT - WAGES	15,000.00	7,359.98	7,640.02	7,000.00	2,135.54	4,864.46
2-43-00-210-00	LANDFILL MTCE - CONTRACTED SER	95,000.00	98,944.70	(3,944.70)	100,000.00	60,043.87	39,956.13
2-43-00-211-00	WASTE MANAGEMENT - CONT. SERV.	26,606.00	26,606.00	0.00	27,000.00	26,606.64	393.36
2-43-00-213-00	LANDFILL CLOSURE - CONT. SERV.	5,000.00	3,500.00	1,500.00	3,500.00	1,875.00	1,625.00
2-43-00-520-00	GARBAGE COLLECTION - MATERIALS	10,000.00	0.00	10,000.00	1,500.00	330.84	1,169.16
2-43-00-960-00	I/D - ADMIN TRUCK RENTAL	3,500.00	3,500.00	0.00	3,500.00	0.00	3,500.00
2-43-00-961-00	I/D - COLL TRUCK RENTAL	40,600.00	40,600.00	0.00	40,600.00	0.00	40,600.00
2-43-00-962-00	I/D - OFFICE SUPPLIES	1,625.00	1,625.00	0.00	1,625.00	0.00	1,625.00
2-43-00-963-00	I/D - INSURANCE	0.00	0.00	0.00	0.00	0.00	0.00
2-43-00-964-00	I/D - SECRETARY	0.00	0.00	0.00	0.00	0.00	0.00
2-43-00-965-00	I/D - POSTAGE/FAX/PHONE	0.00	0.00	0.00	0.00	0.00	0.00
2-43-00-750-00	AMORTIZATION EXP - GARBAGE	26,000.00	22,055.76	3,944.24	22,000.00	0.00	22,000.00
<b>* TOTAL EXP GARBAGE COLLECTION</b>		<b>366,331.00</b>	<b>331,151.42</b>	<b>35,179.58</b>	<b>324,225.00</b>	<b>154,673.44</b>	<b>169,551.56</b>
<b>***P NET COSTS GARBAGE COLLECTION</b>		<b>23,669.00</b>	<b>96,740.42</b>	<b>(73,071.42)</b>	<b>95,775.00</b>	<b>48,564.00</b>	<b>47,211.00</b>



# TOWN OF CLARESHOLM

## REVENUE AND EXPENDITURE REPORT

General Ledger	Description	2012 YTD Budget	2012 YTD Actual	2012 YTD \$ Variance	2013 YTD Budget	2013 YTD Actual	2013 YTD \$ Variance
<b>REVENUE RECYCLING</b>							
1-44-00-410-00	RECYCLING RESIDENTIAL FEES	0.00	51,298.45	(51,298.45)	109,000.00	52,950.72	56,049.28
1-44-00-420-00	RECYCLING COMMERCIAL FEES	0.00	9,472.05	(9,472.05)	12,500.00	5,269.11	7,230.89
1-44-00-500-00	RECYCLING COMMODITY REVENUE	0.00	2,616.58	(2,616.58)	9,000.00	6,270.24	2,729.76
1-44-00-600-00	RECYCLING FEES OTHER MUNIS	0.00	0.00	0.00	0.00	0.00	0.00
1-44-00-700-00	RECYCLING OTHER REVENUE	0.00	0.00	0.00	0.00	0.00	0.00
<b>*</b>	<b>TOTAL REVENUE RECYCLING</b>	<b>0.00</b>	<b>63,387.08</b>	<b>(63,387.08)</b>	<b>130,500.00</b>	<b>64,490.07</b>	<b>66,009.93</b>
<b>EXPENSES RECYCLING</b>							
2-44-00-100-00	RECYCLING CENTRE WAGE BEN	0.00	14,531.72	(14,531.72)	19,500.00	9,598.20	9,901.80
2-44-00-105-00	SALARY SUPERINTENDENT	0.00	0.00	0.00	4,300.00	4,300.00	0.00
2-44-00-120-00	RECYCLING CENTRE OPERATOR WAGES	0.00	30,872.87	(30,872.87)	59,000.00	29,543.62	29,456.38
2-44-00-150-00	RECYCLING TECHNICIANS - WAGES	0.00	5,837.00	(5,837.00)	30,000.00	15,792.67	14,207.33
2-43-00-212-00	WC BOTTLE DEPOT - CONT. SERV.	45,000.00	14,601.65	30,398.35	0.00	0.00	0.00
2-44-00-217-00	RECYCLING SHIPPING COSTS	0.00	7,162.97	(7,162.97)	11,000.00	5,855.25	5,144.75
2-44-00-225-00	RECYCLING CONSUMABLES	0.00	0.00	0.00	0.00	0.00	0.00
2-44-00-400-00	ARTIFACT STORAGE RENT	0.00	3,420.00	(3,420.00)	7,000.00	3,990.00	3,010.00
2-44-00-518-00	RECYCLING INSURANCE	0.00	0.00	0.00	0.00	0.00	0.00
2-44-00-520-00	RECYCLING SUPPLIES	0.00	7,051.57	(7,051.57)	500.00	1,120.94	(620.94)
2-44-00-521-00	RECYCLING GAS & OIL	0.00	263.71	(263.71)	500.00	234.17	265.83
2-44-00-525-00	RECYCLING REPAIRS & MAIN	0.00	0.00	0.00	0.00	0.00	0.00
2-44-00-555-00	RECYCLING CENTRE UTILITIES	0.00	974.03	(974.03)	3,000.00	2,644.09	355.91
2-44-00-570-00	I/D - INSURANCE	0.00	0.00	0.00	0.00	0.00	0.00
2-44-00-571-00	I/D - SECRETARY	0.00	0.00	0.00	0.00	0.00	0.00
2-44-00-572-00	I/D - OFFICE SUPPLIES	0.00	0.00	0.00	0.00	0.00	0.00
2-44-00-573-00	I/D - POSTAGE/FAX/PHONE	0.00	0.00	0.00	0.00	0.00	0.00
2-44-00-574-00	I/D - VEHICLE RENTAL	0.00	0.00	0.00	0.00	0.00	0.00
2-44-00-700-00	RECYCLING EQUIPMENT RESERVE	0.00	0.00	0.00	0.00	0.00	0.00
2-44-00-750-00	RECYCLING AMORTIZATION	0.00	0.00	0.00	0.00	0.00	0.00
<b>*</b>	<b>TOTAL EXPENSES RECYCLING</b>	<b>45,000.00</b>	<b>84,715.52</b>	<b>(39,715.52)</b>	<b>134,800.00</b>	<b>73,078.94</b>	<b>61,721.06</b>
<b>***P</b>	<b>NET COSTS RECYCLING</b>	<b>(45,000.00)</b>	<b>(21,328.44)</b>	<b>(23,671.56)</b>	<b>(4,300.00)</b>	<b>(8,588.87)</b>	<b>4,288.87</b>



# TOWN OF CLARESHOLM

## REVENUE AND EXPENDITURE REPORT

General Ledger	Description	2012 YTD Budget	2012 YTD Actual	2012 YTD \$ Variance	2013 YTD Budget	2013 YTD Actual	2013 YTD \$ Variance
<b>REVENUE FCSS</b>							
1-51-00-100-00	FCSS - PROVINCIAL FUNDING	87,695.00	87,178.00	517.00	87,695.00	65,771.00	21,924.00
1-51-00-101-00	FCSS - TOWN OF CLARESHOLM	21,924.00	31,924.00	(10,000.00)	21,924.00	0.00	21,924.00
1-51-00-102-00	FCSS - MD OF WILLOW CREEK	39,270.00	39,269.48	0.52	39,270.00	19,634.74	19,635.26
1-51-00-104-02	COMMUNITY CHOOSE WELL	0.00	929.67	(929.67)	0.00	2,775.88	(2,775.88)
1-51-00-104-03	HEALTHY COMMUNITY COALITION	0.00	7,656.87	(7,656.87)	0.00	4,390.69	(4,390.69)
1-51-00-105-00	FCSS - INTEREST EARNED	25.00	231.49	(206.49)	25.00	35.40	(10.40)
1-51-00-101-01	ALBERTA HEALTH SERVICES OP	24,136.00	26,770.67	(2,634.67)	24,136.00	19,541.46	4,594.54
1-51-00-102-01	OTHER FUNDING & FEES OP	250.00	50.00	200.00	250.00	72.42	177.58
1-51-00-104-00	FCSS - OTHER INCOME	250.00	0.00	250.00	250.00	503.52	(253.52)
1-51-00-100-02	FEES YOUTH PROGRAMS	0.00	11,993.66	(11,993.66)	0.00	10.00	(10.00)
1-51-00-100-04	FEES & REIMBURSEMENTS OTHER	925.00	575.00	350.00	925.00	0.00	925.00
1-51-00-100-06	CFSA FUNDING RC	31,071.00	32,431.00	(1,360.00)	31,071.00	24,322.00	6,749.00
1-51-00-101-06	OTHER FUNDING & FEES RC	0.00	7,500.00	(7,500.00)	0.00	14,541.25	(14,541.25)
1-51-00-107-00	NEW HORIZONS GRANT	0.00	6,694.62	(6,694.62)	0.00	17,975.38	(17,975.38)
1-51-00-108-00	CONT FROM FRIENDS OF SOCIETY	0.00	0.00	0.00	0.00	2,450.10	(2,450.10)
<b>*</b>	<b>TOTAL REVENUE FCSS</b>	<b>205,546.00</b>	<b>253,204.46</b>	<b>(47,658.46)</b>	<b>205,546.00</b>	<b>172,023.84</b>	<b>33,522.16</b>
<b>**</b>	<b>TOTAL REVENUES</b>	<b>205,546.00</b>	<b>253,204.46</b>	<b>(47,658.46)</b>	<b>205,546.00</b>	<b>172,023.84</b>	<b>33,522.16</b>
<b>EXPENSE FCSS GENERAL</b>							
2-51-00-100-00	WAGES & SALARIES DIRECTOR	50,923.20	51,417.60	(494.40)	33,750.00	24,010.91	9,739.09
2-51-00-102-00	EI EXPENSE	1,200.00	1,172.97	27.03	1,200.00	632.01	567.99
2-51-00-103-00	CPP EXPENSE	2,200.00	2,301.10	(101.10)	800.00	1,105.53	(305.53)
2-51-00-104-00	HOLIDAY/SICK PAY EXPENSE	5,000.00	4,963.45	36.55	5,000.00	0.00	5,000.00
2-51-00-105-00	BENEFITS EXPENSE	3,300.00	6,212.04	(2,912.04)	2,000.00	661.32	1,338.68
2-51-00-106-00	LAPP CONTRIBUTIONS	4,000.00	5,134.60	(1,134.60)	0.00	909.54	(909.54)
2-51-00-107-00	PROFESSIONAL DEVELOPMENT	500.00	428.87	71.13	500.00	209.98	290.02
2-51-00-108-00	ADVERTISING & PROMOTION	750.00	195.00	555.00	750.00	571.31	178.69
2-51-00-109-00	ACCOUNTING & LEGAL	3,500.00	3,500.00	0.00	3,500.00	3,500.00	0.00
2-51-00-111-00	MEMBERSHIPS	750.00	436.81	313.19	750.00	713.00	37.00
2-51-00-112-00	OFFICE EXPENSES	3,500.00	5,386.44	(1,886.44)	3,000.00	4,128.57	(1,128.57)
2-51-00-113-00	RENT EXPENSE	10,200.00	10,074.12	125.88	10,500.00	6,978.09	3,521.91
2-51-00-114-00	GENERAL & ADMIN EXPENSES	500.00	565.69	(65.69)	500.00	0.00	500.00
2-51-00-115-00	JANITORIAL EXPENSES	1,000.00	39.89	960.11	1,000.00	267.98	732.02
2-51-00-116-00	TELEPHONE & UTILITIES	7,500.00	6,631.59	868.41	7,500.00	2,609.85	4,890.15
2-51-00-117-00	TRAVEL & MEALS	1,000.00	952.03	47.97	0.00	0.00	0.00
2-51-00-118-00	INSURANCE EXPENSE	475.00	475.00	0.00	475.00	550.00	(75.00)



# TOWN OF CLARESHOLM

## REVENUE AND EXPENDITURE REPORT

General Ledger	Description	2012 YTD Budget	2012 YTD Actual	2012 YTD \$ Variance	2013 YTD Budget	2013 YTD Actual	2013 YTD \$ Variance
2-51-00-120-00	MISCELLANEOUS EXPENSE	0.00	161.91	(161.91)	0.00	109.99	(109.99)
2-51-00-122-00	ADMIN ALLOCATION - GENERAL	0.00	6,182.62	(6,182.62)	3,300.00	0.00	3,300.00
2-51-00-123-03	HEALTHY COMMUNITY COALITION	0.00	7,656.87	(7,656.87)	0.00	2,344.88	(2,344.88)
<b>*</b>	<b>TOTAL EXPENSE FCSS GENERAL</b>	<b>96,298.20</b>	<b>113,888.60</b>	<b>(17,590.40)</b>	<b>74,525.00</b>	<b>49,302.96</b>	<b>25,222.04</b>
<b>FCSS OUTREACH PROGRAM</b>							
2-51-00-100-01	WAGES OP	33,172.80	33,977.67	(804.87)	23,500.00	12,916.24	10,583.76
2-51-00-100-11	EI EXPENSE - OP	1,000.00	865.22	134.78	700.00	339.96	360.04
2-51-00-100-21	CPP EXPENSE - OP	2,000.00	1,510.66	489.34	450.00	594.19	(144.19)
2-51-00-105-01	BENEFITS OP	2,800.00	6,175.40	(3,375.40)	1,300.00	576.03	723.97
2-51-00-107-01	PROFESSIONAL DEVELOPMENT OP	300.00	0.00	300.00	0.00	0.00	0.00
2-51-00-108-01	ADVERTISING OP	500.00	68.40	431.60	500.00	0.00	500.00
2-51-00-116-01	CELL PHONE OP	320.00	245.97	74.03	360.00	1.29	358.71
2-51-00-117-01	TRAVEL & MEALS OP	100.00	57.18	42.82	100.00	0.00	100.00
2-51-00-120-01	SUPPLIES OP	1,500.00	1,092.48	407.52	1,000.00	100.64	899.36
2-51-00-123-01	DRUG COALITION EXPENSE	0.00	0.00	0.00	0.00	0.00	0.00
2-51-00-123-02	COMMUNITY CHOOSEWELL EXPENSE	0.00	929.67	(929.67)	0.00	0.00	0.00
<b>*</b>	<b>TOTAL FCSS OUTREACH PROGRAM</b>	<b>41,692.80</b>	<b>44,922.65</b>	<b>(3,229.85)</b>	<b>27,910.00</b>	<b>14,528.35</b>	<b>13,381.65</b>
<b>YOUTH PROGRAMS EXPENSES</b>							
2-51-00-100-02	WAGES YOUTH PROGRAMS	0.00	27,751.77	(27,751.77)	0.00	3,743.52	(3,743.52)
2-51-00-100-12	EI EXPENSE - YP	0.00	725.19	(725.19)	0.00	98.53	(98.53)
2-51-00-100-22	CPP EXPENSE - YP	0.00	1,074.19	(1,074.19)	0.00	151.99	(151.99)
2-51-00-105-02	BENEFITS YP	0.00	813.04	(813.04)	0.00	0.00	0.00
2-51-00-108-02	ADVERTISING YP	0.00	0.00	0.00	0.00	0.00	0.00
2-51-00-117-02	TRAVEL & MEALS YP	0.00	0.00	0.00	0.00	0.00	0.00
2-51-00-120-02	SUPPLIES YP	0.00	3,178.63	(3,178.63)	0.00	47.78	(47.78)
<b>*</b>	<b>TOTAL YOUTH PROGRAMS EXPENSE</b>	<b>0.00</b>	<b>33,542.82</b>	<b>(33,542.82)</b>	<b>0.00</b>	<b>4,041.82</b>	<b>(4,041.82)</b>
<b>OTHER PROGRAM EXPENSES</b>							
2-51-00-100-04	WAGES - OTHER	250.00	0.00	250.00	250.00	0.00	250.00
2-51-00-108-04	ADVERTISING - OTHER	500.00	620.95	(120.95)	500.00	0.00	500.00
2-51-00-120-04	SUPPLIES - OTHER	500.00	797.14	(297.14)	0.00	499.00	(499.00)
2-51-00-123-05	OTHER ALLOCATED FUNDS	13,265.00	884.27	12,380.73	35,161.00	9,225.20	25,935.80
2-51-00-120-05	FRIENDS OF SOCIETY PROJECTS	0.00	0.00	0.00	0.00	0.00	0.00
<b>*</b>	<b>TOTAL OTHER PROGRAM EXPENSES</b>	<b>14,515.00</b>	<b>2,302.36</b>	<b>12,212.64</b>	<b>35,911.00</b>	<b>9,724.20</b>	<b>26,186.80</b>



# TOWN OF CLARESHOLM

## REVENUE AND EXPENDITURE REPORT

General Ledger	Description	2012 YTD Budget	2012 YTD Actual	2012 YTD \$ Variance	2013 YTD Budget	2013 YTD Actual	2013 YTD \$ Variance
<b>PROGRAM GRANTS EXPENSE</b>							
2-51-00-125-05	COMMUNITY GRANTS EXPENSE	18,100.00	17,609.44	490.56	24,200.00	24,200.00	0.00
<b>*</b>	<b>TOTAL PROGRAM GRANTS EXPENSE</b>	<b>18,100.00</b>	<b>17,609.44</b>	<b>490.56</b>	<b>24,200.00</b>	<b>24,200.00</b>	<b>0.00</b>
<b>NEW HORIZONS EXPENSE</b>							
2-51-00-100-07	WAGES NH	0.00	2,387.61	(2,387.61)	0.00	6,402.38	(6,402.38)
2-51-00-120-07	SUPPLIES NH	0.00	4,307.01	(4,307.01)	0.00	6,510.11	(6,510.11)
<b>*</b>	<b>TOTAL NEW HORIZONS EXPENSE</b>	<b>0.00</b>	<b>6,694.62</b>	<b>(6,694.62)</b>	<b>0.00</b>	<b>12,912.49</b>	<b>(12,912.49)</b>
<b>UNITED WAY EXPENSE</b>							
2-51-00-100-08	WAGES UW	0.00	0.00	0.00	0.00	0.00	0.00
2-51-00-120-08	SUPPLIES UW	0.00	458.75	(458.75)	0.00	717.71	(717.71)
<b>*</b>	<b>TOTAL UNITED WAY EXPENSE</b>	<b>0.00</b>	<b>458.75</b>	<b>(458.75)</b>	<b>0.00</b>	<b>717.71</b>	<b>(717.71)</b>
<b>RESOURCE CENTRE EXPENSES</b>							
2-51-00-100-06	WAGES RC	30,940.00	30,583.00	357.00	34,000.00	21,137.73	12,862.27
2-51-00-100-16	EI EXPENSE - RC	1,000.00	783.80	216.20	1,000.00	540.22	459.78
2-51-00-100-26	CPP EXPENSE - RC	1,700.00	1,346.59	353.41	1,600.00	934.71	665.29
2-51-00-105-06	BENEFITS RC	300.00	881.74	(581.74)	5,700.00	2,668.23	3,031.77
2-51-00-107-06	PROFESSIONAL DEVELOPMENT RC	300.00	0.00	300.00	0.00	0.00	0.00
2-51-00-108-06	ADVERTISING RC	100.00	195.80	(95.80)	100.00	25.00	75.00
2-51-00-117-06	TRAVEL & MEALS RC	0.00	35.50	(35.50)	0.00	0.00	0.00
2-51-00-120-06	SUPPLIES RC	600.00	241.90	358.10	600.00	95.20	504.80
2-51-00-122-06	ADMIN ALLOCATION RC	0.00	0.00	0.00	0.00	0.00	0.00
<b>*</b>	<b>TOTAL RESOURCE CENTRE EXPENSES</b>	<b>34,940.00</b>	<b>34,068.33</b>	<b>871.67</b>	<b>43,000.00</b>	<b>25,401.09</b>	<b>17,598.91</b>
<b>**</b>	<b>TOTAL FCSS EXPENSES</b>	<b>205,546.00</b>	<b>253,487.57</b>	<b>(47,941.57)</b>	<b>205,546.00</b>	<b>140,828.62</b>	<b>64,717.38</b>
<b>***P</b>	<b>NET FCSS SURPLUS (DEFICIT)</b>	<b>0.00</b>	<b>(283.11)</b>	<b>283.11</b>	<b>0.00</b>	<b>31,195.22</b>	<b>(31,195.22)</b>





# TOWN OF CLARESHOLM

## REVENUE AND EXPENDITURE REPORT

General Ledger	Description	2012 YTD Budget	2012 YTD Actual	2012 YTD \$ Variance	2013 YTD Budget	2013 YTD Actual	2013 YTD \$ Variance
<b>EXPENSES DAYCARE SERVICES</b>							
2-51-00-750-00	CONTRIBUTION TO F.C.S.S. PROJ	21,924.00	31,924.00	(10,000.00)	21,924.00	0.00	21,924.00
2-52-00-750-00	CONTRIBUTION TO DAY CARE	26,202.00	26,202.00	0.00	26,202.00	13,101.00	13,101.00
		<u>48,126.00</u>	<u>58,126.00</u>	<u>(10,000.00)</u>	<u>48,126.00</u>	<u>13,101.00</u>	<u>35,025.00</u>
*	<b>TOTAL EXP DAYCARE SERVICES</b>						
***P	<b>NET COSTS DAYCARE SERVICES</b>	<b>(48,126.00)</b>	<b>(58,126.00)</b>	<b>10,000.00</b>	<b>(48,126.00)</b>	<b>(13,101.00)</b>	<b>(35,025.00)</b>



# TOWN OF CLARESHOLM

## REVENUE AND EXPENDITURE REPORT

General Ledger	Description	2012 YTD Budget	2012 YTD Actual	2012 YTD \$ Variance	2013 YTD Budget	2013 YTD Actual	2013 YTD \$ Variance
<b>REVENUE CEMETERY SERV</b>							
1-56-00-410-00	CEMETERY FEES	17,000.00	15,025.00	1,975.00	15,000.00	13,425.00	1,575.00
1-56-00-850-00	LOCAL GOVT GRANTS CEMETERY	2,000.00	2,000.00	0.00	2,000.00	3,000.00	(1,000.00)
<b>* TOTAL REVENUE CEMETERY SERV</b>		<b>19,000.00</b>	<b>17,025.00</b>	<b>1,975.00</b>	<b>17,000.00</b>	<b>16,425.00</b>	<b>575.00</b>
<b>EXPENSE CEMETERY SERV</b>							
2-56-00-100-00	CEMETERIES WAGE BENEFITS	5,000.00	3,777.35	1,222.65	4,700.00	2,115.08	2,584.92
2-56-00-105-00	SALARY SUPERINTENDENT	0.00	0.00	0.00	4,300.00	4,300.00	0.00
2-56-00-110-00	CEMETERY WAGES	12,000.00	11,537.10	462.90	27,600.00	10,225.55	17,374.45
2-56-00-510-00	CEMETERY MATERIALS	1,000.00	158.36	841.64	1,000.00	11.98	988.02
2-56-00-520-00	I/D - OFFICE SECRETARY	2,500.00	2,500.00	0.00	2,500.00	0.00	2,500.00
2-56-00-525-00	I/D - OFFICE SUPPLIES	0.00	0.00	0.00	0.00	0.00	0.00
2-56-00-530-00	I/D - POSTAGE/FAX/PHONE	0.00	0.00	0.00	0.00	0.00	0.00
2-56-00-535-00	I/D - TRUCK RENTAL	0.00	0.00	0.00	0.00	0.00	0.00
2-56-00-750-00	AMORTIZATION EXP - CEMETERY	0.00	2.68	(2.68)	500.00	0.00	500.00
<b>* TOTAL EXPENSE CEMETERY SERV</b>		<b>20,500.00</b>	<b>17,975.49</b>	<b>2,524.51</b>	<b>40,600.00</b>	<b>16,652.61</b>	<b>23,947.39</b>
<b>***P NET COSTS CEMETERY SERVICES</b>		<b>(1,500.00)</b>	<b>(950.49)</b>	<b>(549.51)</b>	<b>(23,600.00)</b>	<b>(227.61)</b>	<b>(23,372.39)</b>



# TOWN OF CLARESHOLM

## REVENUE AND EXPENDITURE REPORT

General Ledger	Description	2012 YTD Budget	2012 YTD Actual	2012 YTD \$ Variance	2013 YTD Budget	2013 YTD Actual	2013 YTD \$ Variance
<b>REV PHYSICIAN RECRUITMENT</b>							
1-57-00-100-00	TOWN OF CLARESHOLM GRANT	30,000.00	30,000.00	0.00	30,000.00	0.00	30,000.00
1-57-00-101-00	MD OF WILLOW CREEK GRANT	20,000.00	20,000.00	0.00	20,000.00	0.00	20,000.00
1-57-00-102-00	TOWN OF STAVELY GRANT	2,500.00	2,500.00	0.00	2,500.00	0.00	2,500.00
1-57-00-103-00	TOWN OF GRANUM GRANT	2,000.00	2,000.00	0.00	2,000.00	0.00	2,000.00
1-57-00-104-00	RPAP GRANT	0.00	0.00	0.00	0.00	0.00	0.00
1-57-00-105-00	COMMUNITY SPIRIT GRANT	0.00	0.00	0.00	0.00	0.00	0.00
<b>* TOTAL REV PHYSICIAN RECRUITMEN</b>		<b>54,500.00</b>	<b>54,500.00</b>	<b>0.00</b>	<b>54,500.00</b>	<b>0.00</b>	<b>54,500.00</b>
<b>EXP PHYSICIAN RECRUITMENT</b>							
2-57-00-110-00	HOUSING COSTS	22,500.00	22,500.00	0.00	0.00	0.00	0.00
2-57-00-120-00	CLINIC TAX RELIEF	11,500.00	12,174.78	(674.78)	15,000.00	0.00	15,000.00
2-57-00-130-00	DISCRETIONARY EXPENSES	20,500.00	939.70	19,560.30	39,500.00	0.00	39,500.00
<b>* TOTAL EXP PHYSICIAN RECRUITMEN</b>		<b>54,500.00</b>	<b>35,614.48</b>	<b>18,885.52</b>	<b>54,500.00</b>	<b>0.00</b>	<b>54,500.00</b>
<b>***P NET COSTS PHYSICIAN RECRUIT</b>		<b>0.00</b>	<b>18,885.52</b>	<b>(18,885.52)</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>



# TOWN OF CLARESHOLM

## REVENUE AND EXPENDITURE REPORT

General Ledger	Description	2012 YTD Budget	2012 YTD Actual	2012 YTD \$ Variance	2013 YTD Budget	2013 YTD Actual	2013 YTD \$ Variance
<b>EXPENSES AG SERVICES</b>							
2-62-00-100-00	PEST CONT ADMIN WAGE BENEFIT	600.00	505.03	94.97	400.00	276.51	123.49
2-62-00-111-00	PEST CONTROL WAGES	500.00	180.74	319.26	500.00	1,090.60	(590.60)
2-62-00-122-00	WEED CONTROL SPRAYING WAGES	2,000.00	2,091.42	(91.42)	2,200.00	292.60	1,907.40
2-62-00-200-00	WEED CONTROL WAGE BENEFITS	500.00	525.90	(25.90)	500.00	76.02	423.98
2-62-00-514-00	PEST CONTROL CHEMICALS	3,000.00	2,618.90	381.10	3,000.00	1,509.00	1,491.00
2-62-00-515-00	WEED CONTROL CHEMICALS	3,000.00	4,175.56	(1,175.56)	5,000.00	171.85	4,828.15
2-62-00-516-00	PEST CONTROL MATERIALS	500.00	0.00	500.00	500.00	0.00	500.00
2-62-00-517-00	WEED CONTROL MATERIALS	500.00	0.00	500.00	0.00	0.00	0.00
2-62-00-750-00	AMORTIZATION EXP - AG SERVICES	27,000.00	2,849.22	24,150.78	3,000.00	0.00	3,000.00
<b>*</b>	<b>TOTAL EXPENSES AG SERVICES</b>	<b>37,600.00</b>	<b>12,946.77</b>	<b>24,653.23</b>	<b>15,100.00</b>	<b>3,416.58</b>	<b>11,683.42</b>
<b>***P</b>	<b>NET COSTS AG SERVICES</b>	<b>(37,600.00)</b>	<b>(12,946.77)</b>	<b>(24,653.23)</b>	<b>(15,100.00)</b>	<b>(3,416.58)</b>	<b>(11,683.42)</b>



# TOWN OF CLARESHOLM

## REVENUE AND EXPENDITURE REPORT

General Ledger	Description	2012 YTD Budget	2012 YTD Actual	2012 YTD \$ Variance	2013 YTD Budget	2013 YTD Actual	2013 YTD \$ Variance
<b>REV PLANNING/DEVELOPMENT</b>							
1-12-00-510-00	BUSINESS LICENSES - HOME OCC	8,000.00	6,415.00	1,585.00	6,000.00	7,500.00	(1,500.00)
1-12-00-520-00	BUSINESS LICENSES - DOWNTOWN	9,500.00	12,730.00	(3,230.00)	11,000.00	7,975.00	3,025.00
1-12-00-530-00	BUSINESS LICENSES - REGIONAL	1,700.00	140.00	1,560.00	1,000.00	3,440.00	(2,440.00)
1-12-00-540-00	BUSINESS LICENSES - OUT OF TOWN	10,000.00	8,625.00	1,375.00	8,000.00	9,762.50	(1,762.50)
1-12-00-550-00	BUSINESS LICENSES - SALES	1,000.00	350.00	650.00	300.00	850.00	(550.00)
1-26-00-519-00	COMPLIANCE REQUESTS	2,500.00	2,750.00	(250.00)	2,500.00	1,250.00	1,250.00
1-26-00-520-00	BUILDING PERMITS/ SUPERIOR	18,000.00	17,757.27	242.73	15,500.00	3,498.48	12,001.52
1-26-00-521-00	PLANNING FEES MISC.	1,000.00	1,523.00	(523.00)	1,000.00	1,010.00	(10.00)
1-26-00-522-00	DEVELOPMENT/ OTHER PERMITS	18,000.00	9,733.22	8,266.78	11,000.00	8,948.37	2,051.63
1-26-00-523-00	DEVELOPMENT PENALTIES & FINES	2,000.00	750.00	1,250.00	0.00	125.00	(125.00)
1-26-00-540-00	I/D - RPS ADMIN ASSISTANT	0.00	0.00	0.00	0.00	0.00	0.00
<b>*</b>	<b>TOTAL REV PLANNING/DEVELOPMENT</b>	<b>71,700.00</b>	<b>60,773.49</b>	<b>10,926.51</b>	<b>56,300.00</b>	<b>44,359.35</b>	<b>11,940.65</b>
<b>EXP PLANNING/DEVELOPMENT</b>							
2-12-00-998-00	PLANNING FUND	38,750.00	38,753.00	(3.00)	50,850.00	42,410.28	8,439.72
2-26-00-100-00	WAGE BENEFITS - MANAGER	15,000.00	17,063.80	(2,063.80)	18,500.00	9,728.56	8,771.44
2-26-00-110-00	WAGES - MANAGER	66,950.00	63,699.90	3,250.10	70,500.00	37,856.00	32,644.00
2-66-00-100-00	DEVELOPMENT ASSISTANT - WAGES	12,000.00	18,126.11	(6,126.11)	19,500.00	9,397.77	10,102.23
2-66-00-111-00	DEV ASST WAGE BENEFITS	1,500.00	1,608.55	(108.55)	2,000.00	1,023.67	976.33
2-66-00-112-00	WAGES - DEVELOPMENT OFFICER	44,500.00	40,202.65	4,297.35	43,500.00	22,510.60	20,989.40
2-66-00-113-00	WAGE BENEFITS - DEV OFFICER	7,900.00	3,291.46	4,608.54	9,800.00	3,019.50	6,780.50
2-66-00-200-00	PROFESSIONAL SERVICES	35,000.00	19,258.97	15,741.03	25,000.00	0.00	25,000.00
2-66-00-201-00	DEVELOPMENT - LEGAL	3,000.00	4,973.79	(1,973.79)	5,000.00	1,010.00	3,990.00
2-66-00-202-00	DEVELOPMENT - MEMBERSHIPS	800.00	200.00	600.00	800.00	200.00	600.00
2-66-00-203-00	DEVELOPMENT - TELEPHONE	1,000.00	1,121.33	(121.33)	1,500.00	430.20	1,069.80
2-66-00-205-00	DEVELOPMENT - MILEAGE	100.00	0.00	100.00	0.00	0.00	0.00
2-66-00-210-00	SURVEYING/SUBDIVISION COSTS	8,000.00	16,988.80	(8,988.80)	10,000.00	598.00	9,402.00
2-66-00-215-00	S&DAB EXPENSES	500.00	0.00	500.00	500.00	77.00	423.00
2-66-00-570-00	I/D - INSURANCE	0.00	0.00	0.00	0.00	0.00	0.00
2-66-00-571-00	I/D - OFFICE SUPPLIES	0.00	0.00	0.00	0.00	0.00	0.00
2-66-00-572-00	I/D - POSTAGE/FAX/PHONE	0.00	0.00	0.00	0.00	0.00	0.00
2-66-00-573-00	I/D - VEHICLE RENTAL	0.00	0.00	0.00	0.00	0.00	0.00
2-66-00-750-00	AMORTIZATION EXP - PLANNING	600.00	(5,503.08)	6,103.08	500.00	0.00	500.00
<b>*</b>	<b>TOTAL EXP PLANNING/DEVELOPMENT</b>	<b>235,600.00</b>	<b>219,785.28</b>	<b>15,814.72</b>	<b>257,950.00</b>	<b>128,261.58</b>	<b>129,688.42</b>
<b>***P</b>	<b>NET COSTS PLANNING/DEVELOPMENT</b>	<b>(163,900.00)</b>	<b>(159,011.79)</b>	<b>(4,888.21)</b>	<b>(201,650.00)</b>	<b>(83,902.23)</b>	<b>(117,747.77)</b>



# TOWN OF CLARESHOLM

## REVENUE AND EXPENDITURE REPORT

General Ledger	Description	2012 YTD Budget	2012 YTD Actual	2012 YTD \$ Variance	2013 YTD Budget	2013 YTD Actual	2013 YTD \$ Variance
<b>REVENUE RECREATION</b>							
1-71-00-850-00	LOCAL GOVERNMENT REC. GRANTS	50,000.00	50,000.00	0.00	50,000.00	50,000.00	0.00
<b>*</b>	<b>TOTAL REVENUE RECREATION</b>	<b>50,000.00</b>	<b>50,000.00</b>	<b>0.00</b>	<b>50,000.00</b>	<b>50,000.00</b>	<b>0.00</b>
<b>EXPENSES RECREATION</b>							
2-71-00-512-00	GOLF COURSE DEBENTURE ASSISTANCE	0.00	0.00	0.00	0.00	0.00	0.00
2-72-00-211-00	GOLF COURSE MANAGEMENT FEE	50,000.00	50,000.00	0.00	50,000.00	50,000.00	0.00
2-72-00-213-00	RECREATION DEBENTURE INTEREST	21,900.00	21,779.55	120.45	19,900.00	10,177.51	9,722.49
<b>*</b>	<b>TOTAL EXPENSES RECREATION</b>	<b>71,900.00</b>	<b>71,779.55</b>	<b>120.45</b>	<b>69,900.00</b>	<b>60,177.51</b>	<b>9,722.49</b>
<b>***P</b>	<b>NET COSTS RECREATION</b>	<b>(21,900.00)</b>	<b>(21,779.55)</b>	<b>(120.45)</b>	<b>(19,900.00)</b>	<b>(10,177.51)</b>	<b>(9,722.49)</b>



# TOWN OF CLARESHOLM

## REVENUE AND EXPENDITURE REPORT

General Ledger	Description	2012 YTD Budget	2012 YTD Actual	2012 YTD \$ Variance	2013 YTD Budget	2013 YTD Actual	2013 YTD \$ Variance
<b>REVENUE ARENA</b>							
1-72-00-418-00	VENDING MACHINES	0.00	0.00	0.00	0.00	0.00	0.00
1-72-00-562-00	MINOR HOCKEY RENTALS	25,000.00	30,616.11	(5,616.11)	30,000.00	17,428.05	12,571.95
1-72-00-564-00	FIGURE SKATING RENTALS	11,000.00	15,917.00	(4,917.00)	15,000.00	9,336.75	5,663.25
1-72-00-565-00	STORAGE ROOM RENTAL	1,200.00	1,500.00	(300.00)	1,500.00	0.00	1,500.00
1-72-00-566-00	ADULT & ZONE "AA"	6,000.00	7,695.63	(1,695.63)	7,000.00	4,247.13	2,752.87
1-72-00-568-00	CONCESSION RENTAL	1,000.00	1,000.00	0.00	1,000.00	0.00	1,000.00
1-72-00-569-00	ARENA ADVERTISING - SIGNS	2,000.00	2,950.00	(950.00)	2,500.00	275.00	2,225.00
1-72-00-570-00	OTHER RENTALS	10,000.00	10,420.03	(420.03)	10,000.00	6,574.50	3,425.50
1-72-00-567-00	OUT OF TOWN ICE RENTAL	0.00	113.44	(113.44)	0.00	418.00	(418.00)
<b>* TOTAL REVENUE ARENA</b>		<b>56,200.00</b>	<b>70,212.21</b>	<b>(14,012.21)</b>	<b>67,000.00</b>	<b>38,279.43</b>	<b>28,720.57</b>
<b>EXPENSES ARENA</b>							
2-72-00-104-00	WAGE BENEFITS ARENA	34,000.00	24,342.35	9,657.65	18,000.00	8,042.53	9,957.47
2-72-00-140-00	ARENA OPERATION WAGES	72,000.00	61,974.27	10,025.73	66,500.00	32,670.90	33,829.10
2-72-00-216-00	ARENA TELEPHONE	2,000.00	2,519.38	(519.38)	3,000.00	1,329.67	1,670.33
2-72-00-530-00	ARENA MATERIALS	27,000.00	20,429.05	6,570.95	25,000.00	7,436.72	17,563.28
2-72-00-560-00	ARENA UTILITIES	83,000.00	82,482.93	517.07	84,000.00	39,044.24	44,955.76
2-72-00-575-00	I/D - INSURANCE	0.00	0.00	0.00	0.00	0.00	0.00
2-72-00-576-00	I/D - SECRETARY	0.00	0.00	0.00	0.00	0.00	0.00
2-72-00-577-00	I/D - OFFICE SUPPLIES	0.00	0.00	0.00	0.00	0.00	0.00
2-72-00-578-00	I/D - POSTAGE/FAX/PHONE	0.00	0.00	0.00	0.00	0.00	0.00
2-72-00-750-00	AMORTIZATION EXP - ARENA	36,000.00	5,944.40	30,055.60	6,000.00	0.00	6,000.00
<b>* TOTAL EXPENSES ARENA</b>		<b>254,000.00</b>	<b>197,692.38</b>	<b>56,307.62</b>	<b>202,500.00</b>	<b>88,524.06</b>	<b>113,975.94</b>
<b>***P NET COSTS ARENA</b>		<b>(197,800.00)</b>	<b>(127,480.17)</b>	<b>(70,319.83)</b>	<b>(135,500.00)</b>	<b>(50,244.63)</b>	<b>(85,255.37)</b>



# TOWN OF CLARESHOLM

## REVENUE AND EXPENDITURE REPORT

General Ledger	Description	2012 YTD Budget	2012 YTD Actual	2012 YTD \$ Variance	2013 YTD Budget	2013 YTD Actual	2013 YTD \$ Variance
<b>REVENUE SWIM POOL</b>							
1-72-00-410-00	SWIMMING LESSONS	35,000.00	40,127.84	(5,127.84)	40,000.00	34,240.08	5,759.92
1-72-00-412-00	SWIM GATE REC & SEASON TICKETS	32,000.00	35,364.55	(3,364.55)	35,000.00	19,639.90	15,360.10
1-72-00-560-00	SWIM POOL RENTAL	15,000.00	15,271.90	(271.90)	15,000.00	6,553.31	8,446.69
<b>* TOTAL REVENUE SWIM POOL</b>		<b>82,000.00</b>	<b>90,764.29</b>	<b>(8,764.29)</b>	<b>90,000.00</b>	<b>60,433.29</b>	<b>29,566.71</b>
<b>EXPENSES SWIM POOL</b>							
2-72-00-102-00	WAGE BENEFITS SWIM POOL	17,000.00	37,263.38	(20,263.38)	40,000.00	22,217.45	17,782.55
2-72-00-130-00	SWIM POOL FULL TIME GUARDS	132,000.00	130,439.55	1,560.45	110,000.00	67,987.24	42,012.76
2-72-00-131-00	SWIM POOL PART TIME GUARDS	40,000.00	67,269.57	(27,269.57)	60,000.00	42,780.38	17,219.62
2-72-00-132-00	POOL SUPERVISOR SALARY	47,000.00	45,999.98	1,000.02	48,000.00	25,760.00	22,240.00
2-72-00-133-00	POOL SUPERVISOR WAGE BENEFITS	7,150.00	8,910.16	(1,760.16)	14,000.00	6,646.87	7,353.13
2-72-00-201-00	AQUATIC CENTRE TRAINING	5,000.00	4,135.71	864.29	4,000.00	35.00	3,965.00
2-72-00-215-00	SWIM POOL TELEPHONE	3,000.00	2,923.42	76.58	3,200.00	1,562.80	1,637.20
2-72-00-525-00	SWIM POOL PROGRAM MATERIALS	15,000.00	13,680.25	1,319.75	14,000.00	6,069.40	7,930.60
2-72-00-526-00	SWIM POOL OPERATION MATERIALS	7,000.00	8,237.64	(1,237.64)	8,300.00	4,725.12	3,574.88
2-72-00-527-00	SWIM POOL RESALE MATERIALS	0.00	0.00	0.00	0.00	797.96	(797.96)
2-72-00-585-00	I/D - INSURANCE	0.00	0.00	0.00	0.00	0.00	0.00
2-72-00-586-00	I/D - OFFICE SUPPLIES	0.00	0.00	0.00	0.00	0.00	0.00
2-72-00-587-00	I/D - POSTAGE/FAX/PHONE	0.00	0.00	0.00	0.00	0.00	0.00
2-72-00-752-00	AMORTIZATION EXP - POOL	49,000.00	14,100.00	34,900.00	14,000.00	0.00	14,000.00
2-72-00-834-00	SWIM POOL DEBENTURE INT	4,420.00	2,909.08	1,510.92	2,300.00	2,301.02	(1.02)
<b>* TOTAL EXPENSES SWIM POOL</b>		<b>326,570.00</b>	<b>335,868.74</b>	<b>(9,298.74)</b>	<b>317,800.00</b>	<b>180,883.24</b>	<b>136,916.76</b>
<b>***P NET COSTS SWIM POOL</b>		<b>(244,570.00)</b>	<b>(245,104.45)</b>	<b>534.45</b>	<b>(227,800.00)</b>	<b>(120,449.95)</b>	<b>(107,350.05)</b>





# TOWN OF CLARESHOLM

## REVENUE AND EXPENDITURE REPORT

General Ledger	Description	2012 YTD Budget	2012 YTD Actual	2012 YTD \$ Variance	2013 YTD Budget	2013 YTD Actual	2013 YTD \$ Variance
<b>REVENUE PARKS</b>							
1-72-00-413-00	BALL DIAMOND FEES	0.00	0.00	0.00	0.00	0.00	0.00
1-72-00-572-00	PARK CAMPING FEES	52,000.00	37,333.58	14,666.42	38,500.00	15,525.58	22,974.42
1-72-00-991-00	SUB RESERVE CONT TO PARK DEVEL	0.00	0.00	0.00	0.00	0.00	0.00
1-72-00-850-00	OTHER FUNDING - PARKS	0.00	8,373.75	(8,373.75)	0.00	0.00	0.00
<b>*</b>	<b>TOTAL REVENUE PARKS</b>	<b>52,000.00</b>	<b>45,707.33</b>	<b>6,292.67</b>	<b>38,500.00</b>	<b>15,525.58</b>	<b>22,974.42</b>
<b>EXPENSES PARKS</b>							
2-72-00-110-00	SALARY SUPERINTENDENT	0.00	0.00	0.00	4,300.00	4,300.00	0.00
2-72-00-105-00	WAGE BENEFITS PARKS	19,500.00	27,183.63	(7,683.63)	20,000.00	6,744.57	13,255.43
2-72-00-151-00	PARKS OPERATION WAGES	40,000.00	71,963.21	(31,963.21)	82,500.00	30,480.88	52,019.12
2-72-00-535-00	PARKS MATERIALS	10,000.00	11,992.33	(1,992.33)	5,000.00	3,980.86	1,019.14
2-72-00-537-00	PARK DEV MATERIAL	15,000.00	14,998.57	1.43	5,000.00	0.00	5,000.00
2-72-00-570-00	PARKS UTILITIES	9,000.00	10,854.04	(1,854.04)	12,000.00	5,159.91	6,840.09
2-72-00-595-00	I/D - INSURANCE	0.00	0.00	0.00	0.00	0.00	0.00
2-72-00-596-00	I/D - SECRETARY	0.00	0.00	0.00	0.00	0.00	0.00
2-72-00-597-00	I/D - OFFICE SUPPLIES	0.00	0.00	0.00	0.00	0.00	0.00
2-72-00-598-00	I/D - POSTAGE/FAX/PHONE	0.00	0.00	0.00	0.00	0.00	0.00
2-72-00-751-00	AMORTIZATION EXP - PARKS	60,000.00	102,353.39	(42,353.39)	100,000.00	0.00	100,000.00
<b>*</b>	<b>TOTAL EXPENSES PARKS</b>	<b>153,500.00</b>	<b>239,345.17</b>	<b>(85,845.17)</b>	<b>228,800.00</b>	<b>50,666.22</b>	<b>178,133.78</b>
<b>***P</b>	<b>NET COSTS PARKS</b>	<b>(101,500.00)</b>	<b>(193,637.84)</b>	<b>92,137.84</b>	<b>(190,300.00)</b>	<b>(35,140.64)</b>	<b>(155,159.36)</b>



# TOWN OF CLARESHOLM

## REVENUE AND EXPENDITURE REPORT

General Ledger	Description	2012 YTD Budget	2012 YTD Actual	2012 YTD \$ Variance	2013 YTD Budget	2013 YTD Actual	2013 YTD \$ Variance
<b>MUSEUM REVENUE</b>							
1-74-00-400-00	DEPOT GIFT SALES	2,500.00	2,242.81	257.19	2,200.00	1,092.56	1,107.44
1-74-00-410-00	MUSEUM GATE DONATIONS	3,500.00	(1,297.53)	4,797.53	5,000.00	1,247.30	3,752.70
1-74-00-500-00	MUSEUM SERVICES	0.00	0.00	0.00	250.00	381.00	(131.00)
1-74-00-840-00	MUSEUM PROV GRANT (AMA)	26,059.00	26,328.00	(269.00)	36,157.00	35,907.00	250.00
1-74-00-842-00	MUSEUM PROV GRANT (AHRF)	7,393.00	0.00	7,393.00	2,550.00	0.00	2,550.00
1-74-00-845-00	VISITOR INFO CENTRE - PROV GRANT	6,000.00	6,000.00	0.00	3,000.00	3,000.00	0.00
1-74-00-990-00	MUSEUM - OTHER GRANT FUNDING	8,484.00	8,050.21	433.79	15,050.00	1,500.00	13,550.00
<b>*</b>	<b>TOTAL MUSEUM REVENUE</b>	<b>53,936.00</b>	<b>41,323.49</b>	<b>12,612.51</b>	<b>64,207.00</b>	<b>43,127.86</b>	<b>21,079.14</b>
<b>EXPENSES MUSEUM</b>							
2-74-00-100-00	MUSEUM WAGE BENEFITS	7,100.00	10,699.80	(3,599.80)	9,635.00	6,800.13	2,834.87
2-74-00-101-00	VISITOR INFO CENTRE - WAGE BENEFITS	1,670.00	2,137.43	(467.43)	3,555.00	1,785.50	1,769.50
2-74-00-120-00	MUSEUM WAGES	46,420.00	47,205.75	(785.75)	57,840.00	35,987.12	21,852.88
2-74-00-150-00	VISITOR INFO CENTRE - WAGES	19,130.00	19,919.66	(789.66)	30,870.00	14,644.00	16,226.00
2-74-00-200-00	DEPOT OFFICE SUPPLIES	750.00	449.21	300.79	750.00	281.83	468.17
2-74-00-201-00	MUSEUM OFFICE SUPPLIES	750.00	747.81	2.19	750.00	646.10	103.90
2-74-00-510-00	MUSEUM MATERIALS	3,300.00	2,542.30	757.70	11,735.00	3,488.63	8,246.37
2-74-00-511-00	DEPOT GIFT SHOP SUPPLIES	2,500.00	1,429.55	1,070.45	3,500.00	996.98	2,503.02
2-74-00-526-00	MUSEUM MEMBERSHIPS	100.00	200.00	(100.00)	350.00	200.00	150.00
2-74-00-527-00	DEPOT PHONE/FAX/INTERNET	4,000.00	3,111.17	888.83	3,500.00	2,357.21	1,142.79
2-74-00-528-00	EXHIBIT HALL PHONE/FAX/INTERNET	3,000.00	2,148.69	851.31	2,500.00	2,275.51	224.49
2-74-00-530-00	MUSEUM VOLUNTEER EXPENSE	500.00	420.00	80.00	500.00	108.00	392.00
2-74-00-535-00	MUSEUM PROGRAMS	800.00	393.74	406.26	7,550.00	6,478.33	1,071.67
2-74-00-541-00	MUSEUM COMMUNICATIONS	3,800.00	2,663.26	1,136.74	500.00	0.00	500.00
2-74-00-542-00	DEPOT UTILITIES	9,000.00	7,262.95	1,737.05	7,500.00	2,936.75	4,563.25
2-74-00-543-00	EXHIBIT HALL UTILITIES	8,500.00	8,931.29	(431.29)	9,100.00	2,727.94	6,372.06
2-74-00-550-00	VIC PROFESSIONAL DEVELOPMENT	400.00	401.51	(1.51)	500.00	66.55	433.45
2-74-00-551-00	MUSEUM PROFESSIONAL DEVELOPMENT	4,300.00	4,309.04	(9.04)	4,000.00	2,226.59	1,773.41
2-74-00-570-00	I/D - INSURANCE	0.00	0.00	0.00	0.00	0.00	0.00
2-74-00-571-00	I/D - OFFICE SUPPLIES	0.00	0.00	0.00	0.00	0.00	0.00
2-74-00-572-00	I/D - POSTAGE/FAX/PHONE	0.00	0.00	0.00	0.00	0.00	0.00
2-74-00-750-00	AMORTIZATION EXP - MUSEUM	24,000.00	22,503.38	1,496.62	22,000.00	0.00	22,000.00
<b>*</b>	<b>TOTAL EXPENSES MUSEUM</b>	<b>140,020.00</b>	<b>137,476.54</b>	<b>2,543.46</b>	<b>176,635.00</b>	<b>84,007.17</b>	<b>92,627.83</b>
<b>***P</b>	<b>NET COSTS MUSEUM</b>	<b>(86,084.00)</b>	<b>(96,153.05)</b>	<b>10,069.05</b>	<b>(112,428.00)</b>	<b>(40,879.31)</b>	<b>(71,548.69)</b>



# TOWN OF CLARESHOLM

## REVENUE AND EXPENDITURE REPORT

General Ledger	Description	2012 YTD Budget	2012 YTD Actual	2012 YTD \$ Variance	2013 YTD Budget	2013 YTD Actual	2013 YTD \$ Variance
<b>EXPENSES LIBRARY</b>							
2-74-00-520-00	LIBRARY TELEPHONE/SECURITY	0.00	0.00	0.00	0.00	0.00	0.00
2-74-00-540-00	LIBRARY UTILITIES	0.00	(515.14)	515.14	0.00	0.00	0.00
2-74-00-751-00	AMORTIZATION EXP - LIBRARY	26,000.00	25,593.27	406.73	25,000.00	0.00	25,000.00
2-74-00-770-00	LIBRARY GRANT	152,952.00	152,952.00	0.00	157,540.00	157,540.00	0.00
2-74-00-998-00	CHINOOK ARCH LIBRARY	24,087.00	24,087.00	0.00	25,400.00	25,367.13	32.87
<b>*</b>	<b>TOTAL EXPENSES LIBRARY</b>	<b>203,039.00</b>	<b>202,117.13</b>	<b>921.87</b>	<b>207,940.00</b>	<b>182,907.13</b>	<b>25,032.87</b>
<b>***P</b>	<b>NET COSTS LIBRARY</b>	<b>(203,039.00)</b>	<b>(202,117.13)</b>	<b>(921.87)</b>	<b>(207,940.00)</b>	<b>(182,907.13)</b>	<b>(25,032.87)</b>
<b>****P</b>	<b>ANNUAL (SURPLUS) DEFICIT</b>	<b>(1,374,044.00)</b>	<b>(1,082,819.79)</b>	<b>(291,224.21)</b>	<b>(3,700.00)</b>	<b>3,135,594.29</b>	<b>(3,139,294.29)</b>

\*\*\* End of Report \*\*\*

# **INFORMATION ITEMS**



# TOWN OF CLARESHOLM

## Cheque Listing For Account Payable

<u>Cheque #</u>	<u>Cheque Date</u>	<u>CEO</u>	<u>CAO</u>	<u>Vendor #</u>	<u>Vendor Name</u>	<u>Amount</u>
						<b>Batch # 16722</b>
47354	2013-06-14	EFT	EFT	900200	VICKERS HENDRIX LLP	117.12
						117.12
						<b>Batch # 16723</b>
47355	2013-06-14	EFT	EFT	600	ALBERTA ASSOCIATION OF M.D.'S	13,237.21
47356	2013-06-14	EFT	EFT	650	ALBERTA BLUE CROSS	6,226.20
47357	2013-06-14	EFT	EFT	1025	ALBERTA ONE CALL LOCATION CORP	207.90
47358	2013-06-14			2000	ATCO GAS	20,888.70
47359	2013-06-14	EFT	EFT	786195	Benchmark Assessment Consultants Inc.	4,021.50
47360	2013-06-14	EFT	EFT	6390	BISHOFF AUTO & AG CENTRE	844.50
47361	2013-06-14	EFT	EFT	6801	BROWN OKAMURA & ASSOCIATES LTD	52.80
47362	2013-06-14	EFT	EFT	11250	CANADIAN LINEN SUPPLY	736.95
47363	2013-06-14	EFT	EFT	786250	CARLETON, TRISHA	868.08
47364	2013-06-14			13125	CLARESHOLM CARE CENTRE	85.50
47365	2013-06-14	EFT	EFT	13150	CLARESHOLM CASTING	288.75
47366	2013-06-14			785935	CLARESHOLM CHAMBER OF COMMERCE	100.00
47367	2013-06-14	EFT	EFT	786483	CLARESHOLM CONTINUOUS EAVESTROUGHING LTD.	2,230.00
47368	2013-06-14	EFT	EFT	13660	CLARESHOLM LOCAL PRESS	2,314.73
47369	2013-06-14	EFT	EFT	14085	CLARESHOLM NAPA AUTO	1,576.76
47370	2013-06-14			786950	CLARESHOLM SELF STORAGE	598.50
47371	2013-06-14	EFT	EFT	786141	CLARESHOLM TAXI	897.76
47372	2013-06-14	EFT	EFT	14150	CLARESHOLM WELDING & FABRICATING LTD	892.50
47373	2013-06-14	EFT	EFT	14205	CLEAN BRITE CHEMICAL SERVICES LTD.	443.10
47374	2013-06-14	EFT	EFT	785973	CLEARTECH INDUSTRIES INC.	645.75
47375	2013-06-14	EFT	EFT	786743	DRC COMMUNICATIONS INC.	283.50
47376	2013-06-14	EFT	EFT	23000	ELJAY IRRIGATION LIMITED	401.57
47377	2013-06-14	EFT	EFT	786397	EPCOR	98.59
47378	2013-06-14	EFT	EFT	26201	FERG'S SEPTIC SERVICE LTD	1,249.50
47379	2013-06-14	EFT	EFT	786257	FOOTHILLS FORD SALES	78.12
47380	2013-06-14	EFT	EFT	786505	GRAPHCOM PRINTERS LTD.	95.91
47381	2013-06-14	EFT	EFT	49980	HARRY'S TIRE SALES (1984) LTD.	5,195.49
47382	2013-06-14	EFT	EFT	36800	HOME HARDWARE	477.81
47383	2013-06-14	EFT	EFT	850	JOHN DEERE FINANCIAL	228.48
47384	2013-06-14			56155	LIFESAVING SOCIETY	1,197.53
47385	2013-06-14	EFT	EFT	786659	LIVINGSTONE RANGE SCHOOL DIVISION	407.87
47386	2013-06-14	EFT	EFT	56200	LOCAL AUTHORITIES PENSION PLAN	12,918.79
47387	2013-06-14	EFT	EFT	58000	LOOMIS EXPRESS	37.60
47388	2013-06-14			786519	MACPHERSON, DOUG	97.20
47389	2013-06-14	EFT	EFT	786533	MCGILL'S INDUSTRIAL SERVICES	612.83
47390	2013-06-14	EFT	EFT	786812	MCGREGOR FILTERING EQUIPMENT	22.58
47391	2013-06-14			786704	MINISTER OF FINANCE (LT)	65.00
47392	2013-06-14	EFT	EFT	71400	Oldman River Regional Services Commission	8,612.50
47393	2013-06-14	EFT	EFT	786905	ONECONNECT SERVICES INC. T46194	65.45
47394	2013-06-14	EFT	EFT	76300	PEDERSEN TRANSPORT LTD.	945.20
47395	2013-06-14	EFT	EFT	76400	PITNEYWORKS	4,242.00
47396	2013-06-14	EFT	EFT	786050	PLANET CLEAN (LETHBRIDGE) LTD.	1,471.78
47397	2013-06-14	EFT	EFT	786453	PRAXAIR CANADA INC.	911.63
47398	2013-06-14	EFT	EFT	786534	PROFESSIONAL GROUP SERVICES LTD.	2,086.89



Claresholm

# TOWN OF CLARESHOLM

## Cheque Listing For Account Payable

2013-Jul-19

9:30:21AM

<b>Cheque #</b>	<b>Cheque Date</b>	<b>CEO</b>	<b>CAO</b>	<b>Vendor #</b>	<b>Vendor Name</b>	<b>Amount</b>
47399	2013-06-14	EFT	EFT	786156	Q.E.D. ENTERPRISES LTD.	881.49
47400	2013-06-14	EFT	EFT	786536	R P WATERWORKS INC.	94.40
47401	2013-06-14	EFT	EFT	86300	RECEIVER GENERAL FOR CANADA	26,074.16
47402	2013-06-14	EFT	EFT	13525	SOBEYS CLARESHOLM	211.32
47403	2013-06-14	EFT	EFT	900	TELUS	148.53
47404	2013-06-14			786501	TOM HARRIS CELLULAR	72.45
47405	2013-06-14	EFT	EFT	101400	UNITED FARMERS OF ALBERTA	756.55
47406	2013-06-14	EFT	EFT	106840	VEGTER, ARNOLD	132.34
47407	2013-06-14	EFT	EFT	101500	VITERRA	177.69
47408	2013-06-14	EFT	EFT	23500	W.R. MEADOWS OF WESTERN CANADA	1,762.53
47409	2013-06-14	EFT	EFT	4090	WARNACO OF CANADA COMPANY	437.24
47410	2013-06-14	EFT	EFT	111705	WC CLASS II REGIONAL LANDFILL	11,641.89
47411	2013-06-14	EFT	EFT	786784	WESTWIND CHEVROLET	149.37
47412	2013-06-14	EFT	EFT	900000	1641445 ALBERTA LTD.	400.00
47413	2013-06-14	EFT	EFT	900000	AGRO	3,500.00
47414	2013-06-14	EFT	EFT	900000	Callback Corporate Entertainment Inc.	918.75
47415	2013-06-14			900000	CHERNAK, GLENN	80.00
47416	2013-06-14	EFT	EFT	900000	DESCHNER, JARED	6,300.00
47417	2013-06-14			900000	FOOTHILLS NURSERIES	3,931.73
47418	2013-06-14	EFT	EFT	900000	J.E. HASTINGS LTD.	464.30
47419	2013-06-14	EFT	EFT	900000	LAING, ANOLA	13.70
47420	2013-06-14	EFT	EFT	900000	LOEFFLER, CHUCK	80.00
47421	2013-06-14			900000	MURRAY, DAUN & MADELEINE	500.00
47422	2013-06-14	EFT	EFT	900000	PARSEYAN, PAYMAN	94.22
47423	2013-06-14	EFT	EFT	900000	PETERSEN, PAIGE	25.49
47424	2013-06-14	EFT	EFT	900000	PINNACLE SECURITY LTD.	394.75
47425	2013-06-14	EFT	EFT	900000	SEGUIN, MASON	22.65
47426	2013-06-14	EFT	EFT	900000	Tee Breeze Entertainment Ltd.	846.82
47427	2013-06-14	EFT	EFT	900000	TORRENS, VERONICA	17.16
47428	2013-06-14	EFT	EFT	900000	WCCHS ALUMNI ASSOCIATION	1,000.00

160,090.54

**Total**

**160,207.66**

\*\*\* End of Report \*\*\*

# Minutes of the Claresholm and District Chamber of Commerce held at noon on the 18<sup>th</sup> day of June, 2013 at Putter's Restaurant at The Bridges Golf Club

**Present:** Anita Wahl, Linda Petryshen, Marilyn Curry, Iqbal Nurmohamed, June Diment, Russell Sawatzky, Rob Vogt, Carol Rondeau, Susan Gour, Wilf Gour, Damon Larkin

Meeting was called to order at 12:05.

Changes to Agenda: Carol Rondeau was added to speak under the heading of "Any Other Business".

The minutes of the May 21, 2013 meeting were approved as presented on a motion by Linda Petryshen, and seconded by Wilf Gour and carried.

Marilyn Curry was introduced as this month's speaker to the Chamber members. Marilyn Curry is a local realtor with Century 21 and spoke on real estate in and around the Claresholm area. She indicated that at present there are seventy properties listed for sale, which includes a wide variety ranging from residences, to acreages, to a business. She advises that this year there has been more positive action and while some businesses have been lost, new businesses have started up. She indicated that there are businesses that are looking for land along the highway. She stressed the importance of keeping up curb appeal and also stressed the importance of having a Welcome Wagon in town to welcome new members to the community. The Chamber thanked Marilyn for her presentation which was very informative and enlightening.

## **Mexican Fiesta**

Mexican Fiesta: Wilf Gour spoke to this and indicated that all arrangements were in place and that volunteers are required and anybody who is able to volunteer should contact Linda Petryshen. There is lots of advertising out and the advertising is locally produced. As well, Sun Country has been promoting Mexican Fiesta on its radio stations. FCSS has taken over responsibility for the children's activities and there will be a number of activities and this will be a very family friendly event.

## **New Business:**

- The Executive at its last meeting agreed to donate \$500 to the Lions Fly In Breakfast .
- Trade Fair 2014 has been scheduled for February 7 and 8, 2014 and the Chamber is looking for someone to head the committee to organize and run the Trade Fair. Any volunteers are greatly appreciated.
- The membership agreed that we will hold meetings for July and August.
- On motion by Linda Petryshen, seconded by Anita Wahl, and carried, Rod Durholm and Damon Larkin were added as new directors.

- Fair Days. The Chamber has received correspondence inquiring as to whether the Chamber would like to have a float in the Fair Days Parade, and as well the committee is looking for anyone who wishes to help with Fair Days.

## **Reports:**

### Financial Report

The financial report as prepared by the Treasurer, Susan Gour, was presented and provided the balance of our accounts for the month ending May 2013. The Chamber continues in a healthy financial situation and the report was accepted as presented.

### Town Report

The town representative, Betty Fieguth, was not present.

### M.D. Report

Glen Alm, on behalf of the MD, was not present.

### EDC Report – Russell Sawatzky

Russell Sawatzky indicated that EDC had met in March and June, but that he did not have a great deal to report on. He indicated that perhaps at the September meeting the EDC was going to have to put its mind to and address the shape of the economic business community in downtown Claresholm

## **Speakers for July:**

Sue Gour had contact information for someone who might be interested in presenting to the Chamber and will provide that information to Anita Wahl. Anita will also try and line up a financial individual to speak.

## **Other Business:**

Carol Rondeau had asked to address the Chamber and advised that there are presently eight (8) empty buildings downtown. At the end of July, one business will be closing and Carol has indicated that her business will be closing at the end of this year. She further advised that no businesses are going really well and wants to know how we can involve the Town to deal with the state of the upkeep of the empty, downtown buildings. She is much concerned about the Core.

Next meeting will be held on July 16, 2013, location to be announced.

On motion by Wilf Gour, the meeting was adjourned at 1:12.



**CLARESHOLM AND DISTRICT TRANSPORTATION SOCIETY**  
**Board of Directors, June 21, 2013**

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

Howard Paulsen, Chair called the meeting to order at 10:30am.

**1.0 APPROVAL OF ADDITIONS TO AGENDA**

Moved by Earl Hemmaway to accept the agenda with no additions.  
Carried.

**2.0 APPROVAL OF MINUTES**

Moved by Walter Gripping to accept the minutes of the meeting held **May 17, 2013**. Carried

**3.0 BUSINESS ARISING**

1. Lyal will book a day at the Golf Club for our 10 year recognition awards either Friday July 19 or August 23.
2. Financing Proposal – Purchase of Vans – nothing new
3. Extended Hospital Services – Lyal has developed the job description for EMR and will request Tracy Mitchell and Laurie Watt to assist in the hiring process. We will develop our own list of casual employees. The fee schedule still to be worked out with AHS.
4. Casino Lethbridge October 16-17 – Lyal reported that volunteer list is about full, still would like to have a couple spares. The license is ready for delivery to Casino Lethbridge.

**4.0 CORRESPONDENCE**

1. Emergency Disaster Planning emailed for meeting June 27, 2013

**5.0 REPORTS**

1. Financial Report – Moved by Lyal O’Neill to accept the financial report. Carried.
2. Office Coordinator Report- Moved by Lyal O’Neill to accept the report. Carried.
3. Advertising & Fundraising
  - Send out a progress update to all our Service Clubs who have been very supportive of our cause.
4. Total \$21,710 Chairman’s report. Things are going good..stop in for signing meetings...will attend Emergency Disaster Planning meeting June 27, 2013 with Lyal.

5.

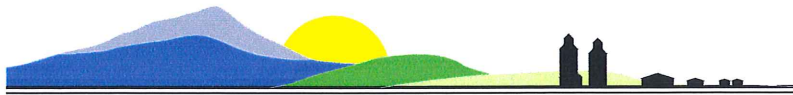
**6.0 NEW BUSINESS**

1. 3 year Business Plan – reviewed for draft, tabled
2. Warren Ball LOA, will be available to do our yearend in July.
3. Cancellation policy revision - Moved by Earl Hemmaway to change our cancellation policy to reflect cost recovery. Carried
4. Public transportation proposal – Lyal presented a sketch proposal of what public transportation might look like in Claresholm based on service 2 days a week.
5. Executive presentation to PHL Board on July 9, 2013 at 7:00 pm.
6. Parade – July 1, Granum, Drivers, Neil Ohler, Bob Thompson, Brydon Saunders
7. Parade – August 10 – Claresholm, Drivers, Neil Ohler with Go-cart, Brydon Saunders
8. Meeting with CTV, Calgary to have coverage of our 10 years of success.

**NEXT MEETING is on July 19, 2013, 10:00 at WCCCC**

**7.0** The meeting was adjourned at 12:15 by Earl Hemmaway

cc. Town of Claresholm  
WCCCC Laurie Watt



OLDMAN RIVER REGIONAL SERVICES COMMISSION

3105 - 16<sup>th</sup> Avenue North  
Lethbridge, Alberta T1H 5E8

Phone: (403) 329-1344  
Toll-Free: 1-877-329-1387  
Fax: (403) 327-6847  
E-mail: admin@orrsc.com  
Website: www.orrsc.com

June 28, 2013

File: 30B-17

Kris Holbeck  
Chief Administrative Officer  
Town of Claresholm  
Box 1000  
Claresholm, AB  
T0L 0T0

Dear Ms. Holbeck:

**Re: ORRSC Annual Report and Financial Statements 2012**

At the June 6, 2013 Annual General Board of Directors' Meeting, the Oldman River Regional Services Commission 2012 Annual Report was accepted. Financial statements for the fiscal year ending December 31, 2012 are included as part of this report.

I am pleased to enclose a copy of the Annual Report for your reference and use.

Yours truly,

Lenze Kuiper  
Director

LK/bj  
Enclosure

Full copy of the Annual Report  
and 2012 Financial Statements  
are available at the office for your  
review. KW



## CLARESHOLM AND DISTRICT MUSEUM BOARD MEETING

MINUTES FROM MAY 22, 2013

PRESENT: Bernice Case, Harold Seymour, Trisha Carleton, Don Glimsdale, Doug Leeds, Don Clark, Anola Laing, Jane Marsh, and guest, Jas Schmirler

ABSENT: Rodena King, Doug McPherson

1. Meeting called to order at 7:00 p.m. by Chairperson, Anola Laing
2. Approval of Agenda with flexibility was moved by Harold Seymour—motion carried.
3. Update on Claresholm Community Fair given by Guest, Jas Schmirler. Summary of highlights are as follows: Theme of Parade will be “100 Years of 4-H and Girl Guides”, deadline for entry form for parade is June 30; full slate of programming in Amundson Park include Claresholm Idol contest, D. J. playing music, Movie at night. Returning will be the bench show, beef-on-a-bun at the Community Center, Art Display at the Seniors’ Center.
4. Minutes of the April 17<sup>th</sup> meeting were approved as corrected with a motion from Don Glimsdale—motion carried.
5. Financial Report- The article in the Local Press covering the various aspects of the Town budget was correct. The budget document was reviewed, and it was moved by Don Glimsdale that it be accepted as written and provided—motion carried.

6. Report from Committees: a.) Fossils and rocks donated by Oliver Seward and Oscar Markle are all labelled; the display likely be ready by July 1.

School display research is still underway; Carmel Steele of the Reunion Committee will be contacted for further artifacts; it was noted there are no artifacts from the Comp High School from 1970 on. The exhibit will consist of copies of the original documents, not the originals themselves.

b) Tea on the Lawn for Fair Days: Rita Burton has agreed to assist again this year, 6-8 tables will be delivered by the Town (we can return them to storage at the old pool house if we can obtain a key). Board members and other volunteers will provide baking, and young ladies will be asked to assist with the serving. David Hunt's paintings and items from the Claresholm Rug Hooking group will be on display

c) Parade Float—The Fire truck will likely be in the parade, if it is operational. Ideas for another Museum float utilizing a flatdeck will be discussed at the next meeting in June.

d) Acquisitions: One meeting of this newly-formed Museum committee was held in April (Myrna Glimsdale, Bob Mackin , Jeff Doherty, and Lisa Chilton are members)and followed the procedures adopted in the policy. Copies of the policy were distributed as it has been approved. Pederson Transport has offered a large luggage trolley, and the committee's decision was to accept it for the education program and to be displayed on the back platform (but it will not be accessioned). There is still some backlog of items to be accessioned, but can likely be handled this summer with student help.

e) Speeder Car Storage Bldg. As no further information is available, Doug McPherson and Jeff, from the Town will be contacted prior to next meeting.

7. Executive Director's Report. The Museum is now fully staffed and open. The gift shop now carries items created by local artisans on a 70/30% monetary split. The services of a locksmith will be obtained to re-key the display cabinets received from Red Deer at a cost of approx. \$215.61—motion made by Bernice Case, carried by the Board in this regard. Brochures about the Museum have been updated and will be available for PR use. The Donation Jar was stolen by a youth; a new one (perhaps an artifact) will be used to replace it.
  8. New Business—none
  9. Other—Thank you note will go to the Chamber for their annual \$1000 donation.
  10. No in camera matters
  11. Next meeting—will be held June 26 at 7 p.m.
- The motion to adjourn the meeting was made by Don Clark—  
motion carried.

**Porcupine Hills Lodge  
Board Meeting  
June 6, 2013**

Present: Earl Hemmaway, Judy VanAmerongen, Linda Todd, Audrey Hoffman, Pan Crone & Arlette Heck  
Absent: Karen Keen

1. Meeting called to order by Earl Hemmaway @ 7:00 p.m.
2. Additions to Agenda: ATCO Gas proposal, CDI Spaces.

Moved by Judy VanAmerongen to Accept the Additions. Carried.

3. Judy VanAmerongen moved acceptance of the Minutes with Additions. Carried.
4. Linda Todd moved acceptance of the previous Regular Meeting and acceptance of the minutes of the Special Meeting. Carried.
5. Chairman's Report: Earl informed the Transportation Society that the Lodge would like the use of a 12 passenger bus. Would like them to come and give us a presentation & proposal.
- 5.1 Vice Chairman's Report: Judy VanAmorengen reported that David Staines visited the Claresholm Town Council Meeting to talk about the Lodge taking over the Social Housing in Claresholm.
- 5.2 Audrey Hoffman moved acceptance of the Financial Report. Carried.

6. Manager's Report:

It was moved by Linda Todd that Arlette Heck contact Jubilee Insurance and get them to come to the Lodge to evaluate the insurance needs of the facility. Carried.

It was moved by Linda Todd that when the flooring upgrades are done that the CAO's office be moved to its original location. Carried.

Tentative meeting with the Transportation Society – September 10, 2013.

Pan Crone moved acceptance of the Manager's report. Carried.

7. Judy VanAmerongen moved acceptance of the Recreation Report. Carried.

Judy VanAmerongen moved acceptance of the Maintenance report. Carried.

8-9 No Reports

10. Motion to go in camera by Judy VanAmerongen at 8:45 p.m. Carried.  
Motion to come out of camera by Linda Todd at 9:45 p.m. Carried.

Pam Crone motioned to close the meeting at 9:50 p.m. Carried.

Next Meeting July 2, 2013 @ 7:00 p.m.



The Bridges at Claresholm Golf club

**REGULAR MEETING**

Wednesday, May 15, 2013

**Present:** Frank Keller, Mike Young, Todd Heggie, Russell Sawatzky, Doug MacPherson, Stan Mitchell, Berny Jacob; Lyle Broderson & Rod Andrews.

**Excused:** Kathy Davies, Ray Montpetit, Dan Rhode

1. Frank called the meeting to order at 12:05 pm.

2. Russell moved to approve the agenda. Carried

**3. Old Business:**

3.1 Last meeting was the organizational meeting.

3.2 Dan is still working on WiFi for the maintenance shop.

**4. Correspondence:**

The club received a letter from Brian Ancelett looking to have part of their membership rolled over to 2014 due to Terry's surgery and inability to golf this season. After discussion, Doug moved to have portion of the fee refunded. Carried

**5. Reports:**

**5.1 Club Pro, Marketing - Lyle:**

- o In attempt to get policy education out to members, we will collect as many member emails as possible and over time send out all the policies.
- o During the weekend tournament, concerns were raised by some members that they didn't like the way or who they were coupled with and basically ridiculed the staff. It was agreed that Lyle would have firstly a face to face with the members. The first should be verbal and if a second is necessary it would be done by letter. In both cases the incident and resolve should be documented.
- o Group-On has been calling all golf clubs competing for business. We need to put some guidelines on it and run more to the middle of June. Suggested \$44.00 for 2 players. Lyle to look into it.
- o Also looking into GolfNow.com & "Course Trends". Internet access is not always good. It does offer specials,

typically 2-4 spots on set days with. 1 or 2 T-times/day to recover advertising costs.

- o Now advertising on Lethbridge Radio and Sun Newspaper. Advertising is required as there is not enough local traffic to keep the course running.
- o Some work has progressed on the club house, especially the flashings. Shingle problems were not identified.

#### 5.2 **Town Representative:**

- o Attended a UPC meeting to talk about the drainage on #2. The Engineering report recommended a gate on #10 instead of using a backhoe to open when necessary.
- o Between #5 & #6, the city is working on the cart path - moving it closer to #6 T-box. The swale was fixed - straightened so water would run on a straight path. A bonus - found a buried water line, make watering around #6 easier. Junipers are all out. Project should be finished in a couple of weeks. Discussed paving-due to some budget issues the preparation will be done this year and the paving next year. Possible installation of flower boxes on #6 T-box. Also there were complaints last year about failure to upkeep the drainage ditch along #8 cut. Rod would arrange improved maintenance.

#### 5.3 **Greens:**

- o Greens have been put on a schedule, all good but dry.
- o 2" pumps broken - and no parts for repair. Ideally we'd like 1 - 2" pump at around \$500.00 and 1 - 3" pump, however the 3" will require larger hoses at around \$800.00. Pump rental is about \$70.00 per day. The 2" will be taken out of maintenance budget and Todd moved to buy the 3" pump out of Casino funds, approved.
- o Request from the Ladies League to put a timing device on the watering system to the front junipers and shrubs. This will be checked as it was thought that there already was a timer, but somehow there is no water. Also should have a bracket for the water hose. Rod will check.

#### 5.4 **Finance:**

- o YPM has staffing changes. The girl who used to do the books is gone and they are bringing in someone from Fort MacLeod.

- o Lyle advised that the bank balances are not correct and he would be in touch with YPM. We also need to check interest on long term debt.
- o Doug advised that the club needs to contact the town for the 30,000.00 remaining from the \$50,000.00 management agreement.
- o Lyle and Cathy are working on a Grant for upgradeto Electricity in the cartshed and driving range.
- o The ball machine is working well. Lyle has ordered sufficient range balls to get us through next year.
- o The club must use the casino dollars by the end of this year.
- o We need information from Watt & Stewart along with Complete Carpentry for engraving.
- o Ladies league are looking for advice on receipting funds for tax purposes. As they are separate, handle as best they can on their own.

#### 5.5 **Tournaments & Handicaps:**

- o Berny to see Lyle after about the handicap course.
- o Berny requested that the Senior Men's' tournament be changed to a Senior Men's and Women's tournament. She has attended the last 2 in Vulcan and they were put together very well. Lyle agreed to adjust the posters and send out.

#### 6.0 **Other Business:**

- o We have been advised that Bob Bole is fixing carts in the cart storage shed. This is not appropriate for liability issues in the event of injury. Last year he had been verbally advised to not do the repairs in the maintenance shop. Lyle had advised him repairs in cart shed and will discuss with him about no repairs on site.

Meeting adjourned, 1:05 pm

Next meeting: June 5, 2013.

## Karine Wilhauk

---

**From:** Oldman Watershed Council <bev@oldmanbasin.ccsend.com> on behalf of Oldman Watershed Council <bev@oldmanbasin.org>  
**Sent:** July-10-13 12:21 PM  
**To:** Karine Wilhauk  
**Subject:** July 2013 E-Newsletter

Oldman Watershed Council

July 2013 Newsletter



Photo by Joe Michielsen, "Mom and Dad"

[OWC News at a Glance](#)

[OWC News and Events](#)

[Events & Activities in the Basin](#)

[2013 Conferences](#)

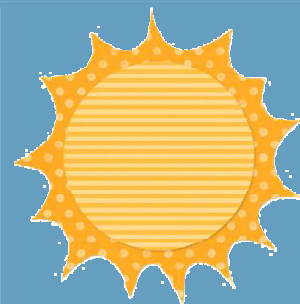
[News](#)

[Job Postings](#)

[Volunteer Opportunities](#)

Summer - it's  
a cruel  
season  
that makes  
you get  
ready for  
bed while  
it's light out.

- Bill Watterson



## OWC News at a Glance

### Oldman Watershed Council 2013 AGM

The AGM hosted on June 20 was certainly a memorable day, with several of the attendees having to leave to deal with the flooding situation that had started that day. In spite of that, we had a good turnout and heard updates and presentations from the OWC Teams on what they have accomplished this past year. The 2012/13 Annual Report was distributed giving an overview of this past year; if you would like a copy please contact Bev ([bev@oldmanbasin.org](mailto:bev@oldmanbasin.org)) to request one.



An election for three members-at-large was held. Shirley Pickering will continue for another two-year term and we welcome new members-at-large Loreena (Lori) Brave Rock and Robert (Bob) Tarleck.

Appreciation was expressed to the board members who have completed their term: Bill Dolan, Jeff Coffman, Shane Petry, Tony Bruder and Ryan Kasko and also to Chairman Terry Kerkhoff who will complete his term in October.

Draws were made for the volunteers who serve on the OWC Teams - thanks to all who volunteer for the OWC - you are much appreciated!

### Prairie Urban Garden - 2013 Tour



The OWC's Urban Team hosted their 4th Prairie Urban Garden Tour on June 22 and had great response despite the unsettling weather preceding the event. Lethbridge was hit hard twice by hail the week before the tour, add major flooding to that and suddenly touring drought-tolerant gardens becomes the last thing on peoples' minds, or so you'd think. This was not the case for our dedicated garden enthusiasts as we had over 80 participants come out for the tour! [read more](#)

### Large Carnivore Projects Tour



*Tour participants observe electric fencing built on a Cardston County landowner's land to keep large carnivores away from his sheep and his*

The Waterton Biosphere Reserve Association's Large Carnivore Projects Tour was a great educational opportunity and well attended success on June 19th with 90 people in attendance. The Oldman Watershed Council was pleased to have three of its board members, three team members and its Program Coordinator attend.

*sheep away from riparian areas.  
The fencing project was jointly funded by the  
OWC Watershed Legacy Program and the  
Waterton Biosphere Reserve Association.*

One of the sites visited was an electric fencing project jointly funded by the Waterton Biosphere Reserve Association and the Oldman Watershed Council's Watershed Legacy Program. At this site, a Cardston County landowner, who lost 50 of his sheep to large carnivore attacks last summer, has put up electric fencing to keep grizzly bears and other predators away from his flock as well as to keep the flock off of the riparian area of the river bank, which is where financial support from the OWC Watershed Legacy Program came in.

The Large Carnivore Projects Tour also visited the Cardston County livestock composting facility, a DNA rub site for the Grizzly Bear Monitoring Project, various grain bin storage retrofits and discussed the problems of large carnivore conflicts with local landowners' animals and solutions being implemented in the Cardston County area. Read more about the tour here:

<http://www.pinchercreekvoice.com/2013/07/waterton-biosphere-reserve-hosts.html>

For more information on the Watershed Legacy Program contact the Program Coordinator, Leta Pezderic at 403-381-5801 or [leta@oldmanbasin.org](mailto:leta@oldmanbasin.org). Applications are due February 1st, 2014 for projects to take place or get started in 2014.

## OWC News and Events



**Get snapping!  
Submit your photos for the  
2014 OWC Photo Calendar Contest!**

The calendar we produced two years' ago was so well received that we've decided to do it again! We are looking for photos from any of the four seasons taken within the

Oldman Basin and will accept your photo submissions until **September 30, 2013**.

For more information on contest rules and release forms, [click here](#).

Looking forward to seeing all your great photos of the basin again this year!

To view a pdf copy of the previous calendar, visit [www.oldmanbasin.org](http://www.oldmanbasin.org).

## Events and Activities in the Basin



**11th Annual "Blue Weed Blitz" hosted by the Pincher Creek Watershed Group  
Saturday, July 13, 10 am**

Help us remove noxious weeds and get to know our creek. Pre-register by July 5. For more information, [click here](#).

The **Nature Conservancy of Canada** is teaming up this year with the Pincher Creek Watershed for their annual Blueweed Blitz, by having participants pull Blueweed on a property under conservation easement agreement. If you wish to attend to the event, please RSVP at [this link](#) provided below

**Southern Alberta Youth Range Days**

July 16-18, 2013 in Cypress Hills Alberta

There are still a few spots remaining! Cost is \$50 per person. Open to ages 13-18, families welcome. For additional information or to register, please contact Tracy Kupchenko, 403-529-3685 or email [tracy.kupchenko@gov.ab.ca](mailto:tracy.kupchenko@gov.ab.ca)

**Cows and Fish Riparian Field Training Session - near Cochrane**

July 18, 9:30 am - 4:30 pm

Plant Identification, Riparian Health Assessment and Photography Monitoring Training

[Click here](#) for more information

**Register by July 16, 2013** with Kathryn Hull ([khull@cowandfish.org](mailto:khull@cowandfish.org) or 403-451-1184; cell: 403-818-1360).

**Source Water Protection Planning**

Jul 18 at 10:00 AM - Jul 18 at 02:00 PM

625 - 25 Avenue SE, Calgary

In this workshop we will outline how to complete effective Source Water Protection Planning in Alberta using community examples. For more information, [click here](#).

**Medicine Hat Field Day**

July 18, 8:30 a.m. - 1:00 p.m.

Presented by Farming Smarter & Cypress County at the Farming Smarter Field Site - Medicine Hat (Highway 41A; RR 50)

Call Jason to register 403-526-2888 For complete information [visit us](#) on our web.

**Society for Range Management International Mountain Section - Range Presentation Competition.**

This is for high school students (ages 14-18) who are interested in speaking about rangeland management in Alberta. The winner will have the chance to represent SRM, IMS at the 2014 High School Youth Forum in Orlando Florida in February 2014. [Click here](#) for more information.

Help protect Canada's precious natural places by turning your next outdoor trip in Canada into a Big Wild Challenge! This **Canadian Parks and**

**Wilderness Society** fundraiser runs May 15 - October 15 and raises funds to help protect "at risk" wilderness.

For details and to register, [click here](#).

**2013 Water Measurement Workshop**

August 14 & 15, Alberta Irrigation Technology Center, Lethbridge [click here](#) for more information.



Save  
The  
Date



Alberta Irrigation  
PROJECTS ASSOCIATION

The Alberta Irrigation Projects Association  
2013 Conference will be held  
November 25 - 27 at the  
Lethbridge Lodge Hotel  
Lethbridge, Alberta



## 2013 Conferences

### **4th Annual Roundtable on the Crown of the Continent Conference - Building Partnerships: Linking Local Actions and Landscape Outcomes**

**September 11 - 13, 2013, Glacier Park Lodge - East Glacier Park, Montana**

The Roundtable on the Crown of the Continent organizes and convenes an annual conference to connect people and organizations who are passionate about the future of this 18 million acre landscape. This conference provides an opportunity to communicate (share information and lessons learned), connect (build and strengthen relationships), and catalyze action on topics of shared interest. It is open to all interests, communities, and perspectives.

**Registration is now open.** [Click here for more information](#)

## News

### **Aquatic Invasives Booklet**



If you're a boater make sure you check out this new booklet to stop aquatic invaders from taking over SW Alberta and the Crown of the Continent! Inspect, clean, drain and dry your boat before heading out to stop these critters from costing us millions. [Click here](#) for pdf booklet.



## Volunteer Opportunities

Wondering what you can do to help out the flood victims?



**Photo credit: cbc.ca**

Flood volunteer opportunities for High River and other areas are posted on the Government of Alberta website: <http://alberta.ca/how-you-can-help.cfm>. This website also includes information on donations and other ways you can help.

## Job Postings

**Sage-Grouse Recovery Biologist** - Medicine Hat  
Job ID: 1018214  
For more information, [click here](#)  
Closing Date: 07/16/2013

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Oldman Watershed Council | 100, 5401 - 1st Avenue South | Lethbridge | Alberta | T1K 4V6 | Canada



Jim TX

SGP  
GSP

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~~THY~~

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Day,

Thank you for not only opening up your campground to us, but also for helping us with our trailer predicament. It is because of kind and generous souls like you that a rag-tag crew of college kids can continue in their fight against cancer each year. Thank you.

Yours in the fight,

Texas 4000 Rockies 2013 team

AK  
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