



TOWN OF CLARESHOLM  
PROVINCE OF ALBERTA  
REGULAR COUNCIL MEETING  
JUNE 10, 2013  
AGENDA

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

CALL TO ORDER

AGENDA: ADOPTION OF AGENDA

MINUTES:

1. REGULAR MEETING MINUTES MAY 13, 2013
2. SPECIAL MEETING MINUTES JUNE 3, 2013

FINANCES: APRIL 2013 BANK STATEMENT

DELEGATIONS: CLARESHOLM FIRE DEPARTMENT – Kelly Starling, Chief  
RE: Review of Scope of Practice

ACTION ITEMS:

1. DELEGATION RESPONSE: Claresholm Child Care Society  
RE: Delegation Request
2. CORRES: Hon. Ric McIver, Minister of Transportation  
RE: Alberta Government Grant Funding
3. CORRES: MPE Engineering Ltd.  
RE: Claresholm Main Lift Station & Forcemain Upgrade  
Tender Results and Recommendation
4. CORRES: Jacob & Alicia Fox  
RE: Water Rates
5. POLICY #GA 08-11 – Personal Vehicle Usage & Compensation – Councillor MacPherson
6. ADOPTION OF INFORMATION ITEMS
7. IN CAMERA: PERSONNEL

INFORMATION ITEMS:

1. Cheque Listing for Accounts Payable – May 2013
2. Claresholm Public Library Regular Board Meeting Minutes – May 27, 2013
3. Claresholm & District Chamber of Commerce Regular Meeting Minutes – April 16, 2013
4. Oldman Watersherd Council Newsletter – May 2013
5. Service Alberta – Review of Freedom of Information & Protection of Privacy (FOIP) Act
6. Enforcement Update Report May 28, 2013 – Property Maintenance Reminders
7. Enforcement Update Report May 28, 2013 – Property Identification
8. Alberta SouthWest Regional Alliance Ltd. Annual General Meeting Minutes – June 6, 2012
9. Alberta SouthWest Bulletin – June 2013
10. WCCHS Navigator – June 2013
11. West Meadow Elementary School Newsletter – June 2013
12. Oldman River Regional Services Commission General Meeting Minutes – March 7, 2013

ADJOURNMENT



**TOWN OF CLARESHOLM  
PROVINCE OF ALBERTA  
REGULAR COUNCIL MEETING MINUTES  
MAY 27, 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

**ABSENT:** None

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

**CARRIED**

**MINUTES:** **REGULAR MEETING – MAY 13, 2013**

Moved by Councillor Quayle that the Regular Meeting Minutes of May 13, 2013 be accepted as presented.

**CARRIED**

**DELEGATIONS:** **CLARESHOLM CHILD CARE SOCIETY**  
**RE: Delegation Request**

Present to speak to Council from the Claresholm Child Care Society was Jeff Gibeau, President and Jen Martin, Vice President. Currently they have 60 to 65 children with about twenty that qualify for subsidy through the government. They would like to continue to focus on providing care for these children. They fluctuate between eight and thirteen staff at any given time. They plan to continue with staff training and visibility in the community. They ended 2012 with a positive balance of \$20,000. They repaid \$6,000 to the Town in April and still owe a significant amount, and plan to continue paying that back. They are proposing a \$1,500 payment per month until it is paid off, or perhaps two lump sum payments of \$6,000 in April and October until all monies have been paid off. They would also like forgiveness of late fees and penalties on their rent and utilities for the modular.

**ACTION ITEMS:**

1. **BYLAW #1585 – Water & Sewer Bylaw Amendment**  
**RE: 2<sup>nd</sup> & 3<sup>rd</sup> Readings**

Moved by Councillor MacPherson to give Bylaw #1585, regarding a water & sewer bylaw amendment, 2<sup>nd</sup> Reading.

**CARRIED**

Moved by Councillor Hubka to give Bylaw #1585, regarding a water & sewer bylaw amendment, 3<sup>rd</sup> and Final Reading.

**CARRIED**

2. **CORRES: Pat Stier, MLA, Livingstone Macleod**  
**RE: Summer 2013 Community Tour**

Received for information.

3. **CORRES: The Bridges at Claresholm Golf Club**  
**RE: Community Initiatives Program (CIP) Grant**

Moved by Councillor MacPherson to write a letter of support towards the Bridges at Claresholm Golf Club's application to the Community Initiatives Program (CIP) Grant.

**CARRIED**

4. **CORRES: Claresholm Farmers Market Society**  
**RE: Arena Rental**

Moved by Councillor Fieguth to waive the fees for rent of the arena for the Claresholm Farmers Market Society for the 2013 season, with the suggestion of continuing to charge a fee for the businesses to rent a table and for the society to make a donation to the Claresholm Food Bank at the conclusion of their season.

**CARRIED**

5. **CORRES: Claresholm Fusion Christian Youth Group**  
**RE: BBQ May 31, 2013**

Moved by Councillor Sutter to allow the Claresholm Fusion Christian Youth Group to hold a BBQ in the downtown parking lot on Friday, May 31<sup>st</sup> between 10:00am and 2:00pm.

**CARRIED**

**6. STAFF REPORT: Superior Safety Codes Inc.  
RE: Professional Services Agreement**

Referred to administration.

**7. CORRES: Don & Carol Schwab  
RE: Letter of Intent to Purchase 410 – 56 Avenue West**

Moved by Councillor Quayle to accept the Letter of Intent to Purchase 410 – 56 Avenue West as presented by Don & Carol Schwab.

**CARRIED**

**8. ADOPTION OF INFORMATION ITEMS**

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

**CARRIED**

**9. IN CAMERA**

Moved by Councillor MacPherson that this meeting go In Camera.

**CARRIED**

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

**CARRIED**

**ADJOURNMENT:** Moved by Councillor Sutter that this meeting adjourn at 8:48pm.

**CARRIED**

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Mayor – David Moore

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Chief Administrative Officer – Kris Holbeck



**TOWN OF CLARESHOLM  
PROVINCE OF ALBERTA  
SPECIAL COUNCIL MEETING MINUTES  
JUNE 3, 2013**

**CALL TO ORDER:** The meeting was called to order at 5:00pm by Mayor David Moore.

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

**ABSENT:** None

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

**CARRIED**

**ACTION ITEMS:**

**STANDING BOARD & COMMITTEE APPOINTMENTS**  
**RE: Claresholm Housing Authority**

Moved by Councillor Sutter to appoint Mayor David Moore and Councillors Betty Fieguth, Doug MacPherson, Connie Quayle and Judy Van Amerongen to the Claresholm Housing Authority Board.

**CARRIED**

Moved by Councillor MacPherson that all board members have signing authority along with the Chief Administrative Officer of the Claresholm Housing Authority.

**CARRIED**

Moved by Councillor Van Amerongen to make Tuesday, June 11<sup>th</sup>, 2013 at 4:30pm at Parkside Manor the next regular meeting of the Claresholm Housing Authority Board.

**CARRIED**

**ADJOURNMENT:** Moved by Councillor Sutter that this meeting adjourn at 5:08pm.

**CARRIED**

\_\_\_\_\_  
Mayor – David Moore

\_\_\_\_\_  
Chief Administrative Officer – Kris Holbeck

**TOWN OF CLARESHOLM  
APRIL 2013 BANK STATEMENT**

<b>RECONCILED BALANCE MARCH 31, 2013</b>			<b>\$92,013.06</b>
<b>DEPOSITS TO BANK</b>	<b>DEBITS</b>	<b>CREDITS</b>	<b>BALANCE</b>
RECEIPTS FOR MONTH	\$364,665.49		
REVOLVING LOAN RECEIVED	0.00		
CURRENT ACCOUNT INTEREST	151.44		
GIC REDEEMED	260,000.00		
INTEREST ON GICS	342.25		
TRANSFERS FROM T-BILLS	0.00		
SUBTOTAL	\$625,159.18		
<b>CHARGES TO ACCOUNT</b>			
ACCOUNTS PAYABLE		\$242,658.88	
PAYROLL CHARGES		109,699.19	
INTEREST ON REVOLVING LOAN		0.00	
REVOLVING LOAN PAID		0.00	
LOAN PAYMENTS		28,228.82	
MASTERCARD PAYMENT		2,123.01	
TRANSFERS TO T-BILLS / GIC PURCHASE		10,000.00	
NSF CHEQUES		594.08	
SERVICE CHARGES		277.64	
SCHOOL FOUNDATION PAYMENT		0.00	
SUBTOTAL		\$393,581.62	
<b>NET BALANCE AT END OF MONTH</b>			<b>\$323,590.62</b>
<b>BANK RECONCILIATION</b>			
BALANCE PER BANK	323,412.41		
PLUS OUTSTANDING DEPOSITS	2,149.11		
LESS OUTSTANDING CHEQUES		-1,970.90	
<b>RECONCILED BALANCE APRIL 30, 2013</b>			<b>\$323,590.62</b>
<b>OTHER BALANCES:</b>			
EXTERNALLY RESTRICTED T-BILLS	\$445,579.62		
EXTERNALLY RESTRICTED GIC'S (FCSS)	\$10,000.00		
NON-RESTRICTED GIC'S	\$1,250,000.00		
PARKING RESERVE	\$3,593.64		
WALKING PATHS RESERVE	\$1,966.36		
OFFSITE LEVY RESERVE	\$62,089.93		
SUBDIVISION RESERVE	\$35,904.16		
REVOLVING LOAN BALANCE		\$0.00	

SUBMITTED TO TOWN COUNCIL THIS 10th DAY OF JUNE 2013

*Karine Wilhauk*

**Submitted: Karine Wilhauk**  
Secretary Treasurer

*Kris Holbeck 6/7/2013*

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

**Mayor: David Moore**

# **DELEGATIONS**



## **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



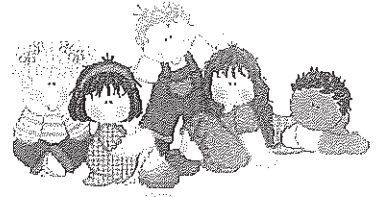
- r) **“Fire Protection”** shall mean all aspects of fire safety including, but not limited to, fire prevention, fire fighting or suppression, pre-fire planning, fire investigation, public education and information, rescue, training or other staff development and advising.
- s) **“First Responder (Awareness)”**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

### SECTION 3 ESTABLISHMENT OF DEPARTMENT

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

**And each shall be performed by the Claresholm Fire Department to the level of service adopted by Council in the Quality Management Plan and Schedule 'C' Policy #PROT 07-10, “Emergency Services Levels and Standards”, which shall not be inconsistent with the legislation and regulation of the Province of Alberta.**
- 3.2 The Department shall respond within the scope that the department's manpower, equipment and training permits, for the purpose of:
  - a) Preventing and extinguishing fires in structures and wild land areas;
  - b) Preserving life and property and protecting persons and property from injury or destruction by fire;
  - c) Providing assistance to emergency medical services (EMS) as required;

# **ACTION ITEMS**



Claresholm Child Care Society  
Box 271 ~ 221-45 Ave. W  
Claresholm, Alberta  
TOL OTO

May 24<sup>th</sup>, 2013

Town of Claresholm Council  
c/o Kris Holbeck, CAO  
Box 1000 – 221 45<sup>th</sup> Avenue West  
Claresholm, AB TOL OTO

**RE: Delegation Request**

Further to my previous correspondence with Administration, the Claresholm Child Care Society Board would like an audience with the Claresholm Town Council. We would like to provide an overall update of the society's programming for the purposes of reassuring Council and the Community that the Society is on stable financial ground and is continually striving to meet the diverse needs of the community.

In addition, the Claresholm Child Care Society would like to discuss the repayment terms of the 2012 loan provided by the Town of Claresholm. In April of 2013, the Society made a lump sum payment of \$6,000 and would like to propose additional monthly payments of \$1,500 until the balance is concluded. Finally, the Claresholm Child Care Society would ask Council to forgive the penalty's incurring from late payments as a result of the past financial hardship experience by the Society.

Regards,

Jeff Gibeau  
President – Claresholm Child Care Society

CC: Betty Fieguth, Town Councillor – Council Representative to the CCCS  
Jen Martin, Vice-President – CCCS



ALBERTA  
TRANSPORTATION

*Office of the Minister  
MLA, Calgary-Hays*

AR58405

May 17, 2013

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

Dear Mayor Moore:

I am pleased to advise your council of the Alberta Government grant funding that will be provided to the Town of Claresholm under the following 2013 Transportation grant programs:

**Basic Municipal Transportation Grant (BMTG) in the amount of \$225,480**

The 2013 BMTG is comprised of:

- The Streets Improvement component in the amount of \$225,480 based on \$60 per capita and the official 2012 population.

**Federal Gas Tax Fund in the amount of \$206,201**

I am pleased to partner with you in support of Alberta's transportation network.

Your administration should contact Alberta Transportation regarding the necessary arrangements for processing the financial assistance.

Sincerely,

Ric McIver  
Minister

cc: Darrell Camplin, Regional Director, Southern Region

Suite 300, 714 5 Avenue South  
Lethbridge, AB T1J 0V1  
Phone: 403-329-3442  
1-866-329-3442  
Fax: 403-329-9354



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

June 3, 2013  
File: 14\66\011\L01

**Attention:** Kris Holbeck, CA  
CAO

Dear Kris:

**Re: Claresholm Main Lift Station and Forcemain Upgrade  
Tender Results and Recommendation**

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A total of eight (8) Tenders were submitted and opened at the office of MPE Engineering Ltd. in Lethbridge at 2:00 pm May 30<sup>th</sup>, 2013 for the above noted project. We have reviewed the tenders for arithmetic errors. The following summarizes the corrected tenders received from lowest to highest.

<u>Tender</u>	<u>Tender Amount</u>
1. Everest Construction Management Ltd.	\$1,988,324.10
2. Tanex Inc.	\$2,001,943.97
3. Trittech Group Ltd.	\$2,145,058.65
4. Parcon Construction Ltd.	\$2,266,086.90
5. CDM Mechanical Ltd.	\$2,296,586.86
6. LW Dennis Contracting Ltd.	\$2,310,000.00
7. Alpha Construction Inc.	\$2,663,025.75
8. MP Eco Mechanical Process Inc.	\$3,079,650.00

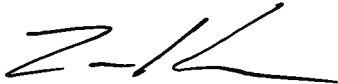
All prices include a \$100,000.00 Extra Work Allowance and 5% GST. The estimated pre-tender cost by MPE Engineering Ltd. was \$1,955,100.00 including 5% GST. The low bidder's tender cost is \$1,988,324.10 including 5% GST.

MPE Engineering Ltd. has worked with Everest Construction Management Ltd. on previous projects and can indicate that the Contractor has the capability to perform the work required. We therefore recommend the acceptance of the low tender submitted by Everest Construction Management Ltd.

If you wish to proceed with this project please inform our office so that we may prepare the necessary contract documents for execution by all parties. Please contact the undersigned, if you have any questions, comments or concerns at (403) 317-3602.

Yours truly,

**MPE ENGINEERING LTD.**

A handwritten signature in black ink, appearing to read 'ZK', with a long horizontal stroke extending to the right.

Zac Kostek, P.Eng.  
Project Engineer

ZK:mw

Dear members of the Claresholm Town Council:

I would like to echo a sentiment Tony Burton expressed in a letter to the editor last week in the May 29 edition of the Claresholm Local Press. After hearing about water rates being raised, I debated writing a letter for quite some time. However, he expressed something in that letter so well that I feel it bears repeating: I could pour 700 litres every day out of my hose to water the sidewalk and still not go over the allotted amount, he says, adding conservation is nowhere emphasized in the Town of Claresholm's current water billing structure.

For a final assignment in my journalism degree, I researched water issues in southern Alberta. A striking comment made by Robert Sandford, well-known author and a "Water for Life" consultant, during my interviews with him stands out: "Albertans are among the most prolific water wasters in the world". This may be up for debate depending on your viewpoint, but regardless of opinions, there is a need for leadership, and town councillors should be the front-runners in this. If you would be interested in reading my report that includes his comments on the need for regional guidelines and water conservation (which is the second of two reports) please visit the following website:

<http://projectvital.ca/pdfs/AlbertansDiscusswaterissues.pdf>

My request is simple: if you are going to meter water, then charge for the water used on a more reasonable base level (I do understand there has to be a base charge, but the base level needs to be much lower). Currently, we are a household of three, almost four. We run the dishwasher daily, water our lawn occasionally, and, since we cloth diaper, put on a load of laundry every two days if not every day (sometimes several loads in a day to keep up with the rest of the household). Even with all of this, we barely exceed half of our allotted usage allowance. When we lived in a rental unit on the other side of town, our landlord put in new sod in the backyard. He wanted it watered almost constantly for two weeks, and offered to pay any overage fees.

There were none.

So here's my question: why am I paying \$6/month extra for someone else's water, so they can, if they so desire, "water the sidewalk"? I'm sure no one in town wishes to be wasteful, but I'm with Mr. Burton on this one: if people want to waste water, let them be penalized.

I'd like to call for a restructuring of the way water is metered and billed – stop hiking rates for water I'm not using.

Sincerely,

Jacob & Alicia Fox



## Policy #GA 08-11

# Personal Vehicle Usage and Compensation

### **PURPOSE:**

This policy will outline the regulations as to the use of personal vehicles for business purposes.

### **APPLICATION:**

This policy applies to all persons, including the operator, engaged in using personally owned vehicles for business purposes.

### **POLICY:**

The Town of Claresholm has vehicles available for use for company business and encourages the use of such vehicles. This policy is in effect when an individual **chooses** to use their own vehicle for business purposes or when there is no company vehicle available.

### **TERMS & CONDITIONS:**

1. Individuals are responsible to ensure their own personal insurance is adequate to cover them for use on company business with the appropriate rider certifying coverage for business use.
2. The Town of Claresholm will not be held liable for any damages incurred when an individual chooses to use their own vehicle for business purposes.
3. The Town agrees to reimburse **half** the current Canada Revenue Agency (CRA) suggested rate per kilometre for mileage to and from the destination of the business activities only. Personal use before and after the actual business activity *will not* be compensated for.
4. On the occasions where a Town of Claresholm vehicle is not available for use, then the individual may still choose to use their own vehicle and accept the responsibilities of the insurance and liability, but will be compensated the full going rate for mileage reimbursement as stated in the Staff Training and Development Policy #GA 09-07 (current CRA suggested rates).
5. Each individual who is using their personal vehicle for company business is required to sign an agreement stating they have read this policy and agree to the Terms and Conditions as listed above.

**EFFECTIVE DATE OF POLICY: AUGUST 15, 2011**





# Policy #GA 08-11

## Personal Vehicle Usage and Compensation

### **AGREEMENTS:**

#### **1. VEHICLE AVAILABLE**

I, \_\_\_\_\_(name) acknowledge that I have been offered the use of a Town of Claresholm registered vehicle to carry out business duties and I have refused the use of such and I choose to use my own personal vehicle. I have read and understand Policy #GA 08-11.

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

Purpose:\_\_\_\_\_

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

#### **2. VEHICLE NOT AVAILABLE**

I, \_\_\_\_\_(name) acknowledge that there is not a Town of Claresholm registered vehicle available and am therefore required to use my personal vehicle to carry out business duties. I have read and understand Policy #GA 08-11.

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

Purpose:\_\_\_\_\_

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

**3. TOWN COUNCIL**

I, \_\_\_\_\_(name) acknowledge that as a member of Claresholm Town Council, I have access to using a Town of Claresholm registered vehicle to complete Town business. I accept the Terms and Conditions as outlined in Policy #GA 08-11.

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

For the Council term ending in October 20\_\_\_\_\_.

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

**4. ADMINISTRATION**

I, \_\_\_\_\_(name) acknowledge that as a member of the Administrative Staff for the Town of Claresholm, I have access to using a Town of Claresholm registered vehicle to complete Town business. I accept the Terms and Conditions as outlined in Policy #GA 08-11.

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

For the year ended December 31, 20\_\_\_\_\_.

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

# **INFORMATION ITEMS**



# TOWN OF CLARESHOLM

## Cheque Listing For Account Payable

<u>Cheque #</u>	<u>Cheque Date</u>	<u>CEO CAO</u>	<u>Vendor #</u>	<u>Vendor Name</u>	<u>Amount</u>
				<b>Batch #</b>	<b>16635</b>
47157	2013-05-01		650	ALBERTA BLUE CROSS	6,226.20
47158	2013-05-01		786517	AMSC INSURANCE SERVICES LTD.	4,715.16
47159	2013-05-01		786868	BARLEY, BARRY	83.99
47160	2013-05-01		786427	BOUNDARY EQUIPMENT (CALGARY) LTD.	2,693.25
47161	2013-05-01		11880	CARR MCLEAN	565.06
47162	2013-05-01		12190	CHAMCO INDUSTRIES LTD.	4,502.40
47163	2013-05-01		13125	CLARESHOLM CARE CENTRE	50.40
47164	2013-05-01		13250	CLARESHOLM CHILD CARE SOCIETY	2,183.50
47165	2013-05-01		786483	CLARESHOLM CONTINUOUS EAVESTROUGHING LTD.	1,030.42
47166	2013-05-01		786950	CLARESHOLM SELF STORAGE	598.50
47167	2013-05-01		14150	CLARESHOLM WELDING & FABRICATING LTD	69.85
47168	2013-05-01		14205	CLEAN BRITE CHEMICAL SERVICES LTD.	592.20
47169	2013-05-01		785937	DEADWOOD PUBLISHING	243.57
47170	2013-05-01		786540	DIRECT ENERGY REGULATED SERVICES	70.28
47171	2013-05-01		786397	EPCOR	100.02
47172	2013-05-01		24060	EVCON FARM EQUIPMENT LTD.	2,011.80
47173	2013-05-01		76356	Excel Telecommunications (Canada) Inc.	14.82
47174	2013-05-01		786202	EXOVA	167.80
47175	2013-05-01		26201	FERG'S SEPTIC SERVICE LTD	249.38
47176	2013-05-01		787505	FOX, ALICIA	542.47
47177	2013-05-01		786800	GDM ELECTRIC LTD.	676.37
47178	2013-05-01		31955	GREYHOUND COURIER EXPRESS	30.07
47179	2013-05-01		36800	HOME HARDWARE	1,021.46
47180	2013-05-01		786184	ITRON CANADA, INC.	1,180.86
47181	2013-05-01		61350	JACK WATSON SPORTS INC.	287.55
47182	2013-05-01		850	JOHN DEERE FINANCIAL	136.55
47183	2013-05-01		786841	KEE-LOK SECURITY SUPPLIES LTD.	418.95
47184	2013-05-01		56155	LIFESAVING SOCIETY	155.00
47185	2013-05-01		786078	LING, JULIE	35.00
47186	2013-05-01		56200	LOCAL AUTHORITIES PENSION PLAN	13,074.95
47187	2013-05-01		786175	MacPherson Leslie & Tyerman LLP	726.34
47188	2013-05-01		786519	MACPHERSON, DOUG	43.20
47189	2013-05-01		786812	MCGREGOR FILTERING EQUIPMENT	56.18
47190	2013-05-01		786570	MOORE, DAVID	51.30
47191	2013-05-01		786872	MPE ENGINEERING LTD.	16,544.22
47192	2013-05-01		65040	MUNICIPAL INFORMATION SYSTEMS	940.34
47193	2013-05-01		66100	NATIONAL SECRETARY-TREASURER	1,265.65
47194	2013-05-01		786635	ORKIN CANADA CORPORATION	100.80
47195	2013-05-01		76300	PEDERSEN TRANSPORT LTD.	1,272.68
47196	2013-05-01		786050	PLANET CLEAN (LETHBRIDGE) LTD.	509.53
47197	2013-05-01		786453	PRAXAIR CANADA INC.	911.63
47198	2013-05-01		80000	PUROLATOR COURIER	41.22
47199	2013-05-01		786156	Q.E.D. ENTERPRISES LTD.	881.49
47200	2013-05-01		786536	R P WATERWORKS INC.	1,210.34
47201	2013-05-01		86300	RECEIVER GENERAL FOR CANADA	22,692.51
47202	2013-05-01		86305	RECEIVER GENERAL FOR CANADA	198.00
47203	2013-05-01		786180	RICOH CANADA INC.	407.27
47204	2013-05-01		786468	SHAW CABLE	87.10



Claresholm

# TOWN OF CLARESHOLM

## Cheque Listing For Account Payable

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2013-Jun-6

3:58:44PM

<b>Cheque #</b>	<b>Cheque Date</b>	<b>CEO CAO</b>	<b>Vendor #</b>	<b>Vendor Name</b>	<b>Amount</b>
47205	2013-05-01		786759	SIMPLEX GRINNELL	368.03
47206	2013-05-01		900	TELUS	3,296.77
47207	2013-05-01		96750	THE PROFESSIONAL GARDENER	404.25
47208	2013-05-01		786437	THE WRITE SOURCE	58.53
47209	2013-05-01		786501	TOM HARRIS CELLULAR	144.90
47210	2013-05-01		97000	TOWN OF CLARESHOLM	54.48
47211	2013-05-01		786428	TransAlta Energy Marketing Corp.	39,966.53
47212	2013-05-01		786500	TRINUS TECHNOLOGIES INC.	157.50
47213	2013-05-01		101400	UNITED FARMERS OF ALBERTA	359.73
47214	2013-05-01		785956	VAN AMERONGEN, JUDY	74.54
47215	2013-05-01		4090	WARNACO OF CANADA COMPANY	1,648.07
47216	2013-05-01		786187	Western Canada Welding Products Ltd.	265.02
47217	2013-05-01		125000	YOUNG PARKYN MCNAB LLP	9,161.25
47218	2013-05-01		900000	AASCF	163.00
47219	2013-05-01		900000	Alberta Utilities Commission	743.61
47220	2013-05-01		900000	Callback Corporate Entertainment Inc.	918.75
47221	2013-05-01		900000	HINKLE, TROY	500.00
47222	2013-05-01		900000	JODOIN, MIKE	635.25
47223	2013-05-01		900000	Local Business Products Ltd.	47.25
47224	2013-05-01		900000	MINISTER OF FINANCE	100.00
47225	2013-05-01		900000	PAUL, JEAN	166.95
47226	2013-05-01		900000	PUTTER'S RESTAURANT	2,684.97
47227	2013-05-01		900000	VANDELLEN, TARA	80.97
					153,667.98
47228	2013-05-14		900200	HONEYMAN, JANET	68.50
					68.50



Claresholm

# 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 #</b>	<b>16658</b>
47229	2013-05-14			600	ALBERTA ASSOCIATION OF M.D.'S	9,291.56
47230	2013-05-14			650	ALBERTA BLUE CROSS	6,226.20
47231	2013-05-14			1025	ALBERTA ONE CALL LOCATION CORP	138.60
47232	2013-05-14			4150	AVIATION VISUAL AIDS	192.89
47233	2013-05-14			786195	Benchmark Assessment Consultants Inc.	4,021.50
47234	2013-05-14			6390	BISHOFF AUTO & AG CENTRE	1,890.77
47235	2013-05-14			786427	BOUNDARY EQUIPMENT (CALGARY) LTD.	664.13
47236	2013-05-14			11250	CANADIAN LINEN SUPPLY	997.34
47237	2013-05-14			786250	CARLETON, TRISHA	158.93
47238	2013-05-14			786670	CHIX DESIGN	1,050.00
47239	2013-05-14			13078	CLARESHOLM AGENCIES	550.00
47240	2013-05-14			13125	CLARESHOLM CARE CENTRE	55.50
47241	2013-05-14			13175	CLARESHOLM COMMUNITY CENTRE HALL BOARD	456.75
47242	2013-05-14			13660	CLARESHOLM LOCAL PRESS	1,610.56
47243	2013-05-14			14085	CLARESHOLM NAPA AUTO	1,913.93
47244	2013-05-14			786141	CLARESHOLM TAXI	1,223.78
47245	2013-05-14			14150	CLARESHOLM WELDING & FABRICATING LTD	426.30
47246	2013-05-14			786697	CNH CAPITAL C3115	94.32
47247	2013-05-14			785951	COMMERCIAL AQUATIC SUPPLIES	149.94
47248	2013-05-14			786450	COPE, KRIS	94.49
47249	2013-05-14			786602	DEDOMINICIS, JOHN	420.00
47250	2013-05-14			26201	FERG'S SEPTIC SERVICE LTD	472.50
47251	2013-05-14			785952	FIEGUTH, BETTY	45.55
47252	2013-05-14			786257	FOOTHILLS FORD SALES	697.36
47253	2013-05-14			786584	HACH SALES & SERVICE CANADA LTD.	618.03
47254	2013-05-14			49980	HARRY'S TIRE SALES (1984) LTD.	154.35
47255	2013-05-14			786648	HOLBECK, KRISTINE H	96.90
47256	2013-05-14			36800	HOME HARDWARE	12.85
47257	2013-05-14			61350	JACK WATSON SPORTS INC.	128.53
47258	2013-05-14			786416	KELLER, RANDY	62.47
47259	2013-05-14			786359	KLEARWATER EQUIPMENT AND TECHNOLOGIES CORP.	7,742.28
47260	2013-05-14			56155	LIFESAVING SOCIETY	270.00
47261	2013-05-14			786659	LIVINGSTONE RANGE SCHOOL DIVISION	444.79
47262	2013-05-14			56200	LOCAL AUTHORITIES PENSION PLAN	13,056.56
47263	2013-05-14			58000	LOOMIS EXPRESS	26.53
47264	2013-05-14			61450	MCNALLY CONTRACTORS LTD.	4,631.76
47265	2013-05-14			786704	MINISTER OF FINANCE (LT)	3,485.00
47266	2013-05-14			786905	ONECONNECT SERVICES INC. T46194	63.02
47267	2013-05-14			786100	PARLEE McLAWS LLP	344.77
47268	2013-05-14			76300	PEDERSEN TRANSPORT LTD.	1,016.65
47269	2013-05-14			97050	PHARMASAVE	3.66
47270	2013-05-14			80000	PURULATOR COURIER	43.13
47271	2013-05-14			786536	R P WATERWORKS INC.	6,238.68
47272	2013-05-14			86153	RANCLAND EMBROIDERY	507.62
47273	2013-05-14			86300	RECEIVER GENERAL FOR CANADA	24,524.86
47274	2013-05-14			786180	RICOH CANADA INC.	355.51
47275	2013-05-14			13525	SOBEYS CLARESHOLM	32.27
47276	2013-05-14			786873	SOUTHCAL DEVELOPMENTS INC	109,300.00



Claresholm

# TOWN OF CLARESHOLM

## Cheque Listing For Account Payable

<b>Cheque #</b>	<b>Cheque Date</b>	<b>CEO</b>	<b>CAO</b>	<b>Vendor #</b>	<b>Vendor Name</b>	<b>Amount</b>
47277	2013-05-14			900	TELUS	131.94
47278	2013-05-14			786191	TENAQUIP LIMITED	603.35
47279	2013-05-14			786437	THE WRITE SOURCE	115.89
47280	2013-05-14			785990	TOWN OF COCHRANE	200.00
47281	2013-05-14			101400	UNITED FARMERS OF ALBERTA	605.44
47282	2013-05-14			111705	WC CLASS II REGIONAL LANDFILL	9,195.45
47283	2013-05-14			786187	Western Canada Welding Products Ltd.	124.70
47284	2013-05-14			111800	WORKERS' COMPENSATION BOARD	6,033.60
47285	2013-05-14			126050	ZEE MEDICAL CANADA, INC.	116.56
47286	2013-05-14			900000	1594981 ALBERTA LTD.	263.55
47287	2013-05-14			900000	Catherine Munn Smith	71.82
47288	2013-05-14			900000	Frank Slide Interpretive Centre	91.20
47289	2013-05-14			900000	HILLIS, GLEN	500.00
47290	2013-05-14			900000	KFJ SIGNS & GRAPHICS	64.00
47291	2013-05-14			900000	Local Business Products Ltd.	3,066.00
47292	2013-05-14			900000	Master Pools by Dominion Gunite Ltd.	21,420.00
47293	2013-05-14			900000	PAUL, JEAN	22.14
47294	2013-05-14			900000	Saddle Ranch Developments Ltd.	1,500.00
47295	2013-05-14			900000	Siemens Canada Limited	228.40
47296	2013-05-14			900000	WHITE LAKE COLONY	175.00
						250,532.16
<hr/>						
47297	2013-05-27			2000	ATCO GAS	
						<b>Batch # 16678</b>
						2,661.75
						2,661.75
<hr/>						



Claresholm

# TOWN OF CLARESHOLM

## Cheque Listing For Account Payable

<u>Cheque #</u>	<u>Cheque Date</u>	<u>CEO CAO</u>	<u>Vendor #</u>	<u>Vendor Name</u>	<u>Batch #</u>	<u>Amount</u>
47298	2013-05-30		786517	AMSC INSURANCE SERVICES LTD.	16687	3,816.71
47299	2013-05-30		2000	ATCO GAS		1,328.25
47300	2013-05-30		4150	AVIATION VISUAL AIDS		192.89
47301	2013-05-30		787511	BELL, BARBARA		244.35
47302	2013-05-30		786250	CARLETON, TRISHA		146.10
47303	2013-05-30		786657	Claresholm & District Transportation Society		5,000.00
47304	2013-05-30		76150	Claresholm Animal Rescue Society		15,000.00
47305	2013-05-30		13250	CLARESHOLM CHILD CARE SOCIETY		2,183.50
47306	2013-05-30		13175	CLARESHOLM COMMUNITY CENTRE HALL BOARD		10,848.34
47307	2013-05-30		786465	CLARESHOLM GOLF CLUB		30,000.00
47308	2013-05-30		13650	CLARESHOLM LIONS CLUB		2,000.00
47309	2013-05-30		13660	CLARESHOLM LOCAL PRESS		85.05
47310	2013-05-30		13600	CLARESHOLM PUBLIC LIBRARY		102,540.00
47311	2013-05-30		786641	CLARESHOLM REGISTRIES		109.00
47312	2013-05-30		786141	CLARESHOLM TAXI		737.10
47313	2013-05-30		14150	CLARESHOLM WELDING & FABRICATING LTD		24.81
47314	2013-05-30		786540	DIRECT ENERGY REGULATED SERVICES		54.04
47315	2013-05-30		21350	EDDIE'S HANG-UP DISPLAY		1,504.86
47316	2013-05-30		76356	Excel Telecommunications (Canada) Inc.		15.05
47317	2013-05-30		26201	FERG'S SEPTIC SERVICE LTD		115.50
47318	2013-05-30		786000	FLOWERS ON 49th		114.45
47319	2013-05-30		786597	FOOTHILLS HOME IMPROVEMENTS		315.00
47320	2013-05-30		786584	HACH SALES & SERVICE CANADA LTD.		801.78
47321	2013-05-30		36800	HOME HARDWARE		902.28
47322	2013-05-30		26900	IRON ROCK ENTERPRISES LTD		12,092.35
47323	2013-05-30		850	JOHN DEERE FINANCIAL		81.14
47324	2013-05-30		786359	KLEARWATER EQUIPMENT AND TECHNOLOGIES CORP.		13,104.00
47325	2013-05-30		786267	LAWSON PRODUCTS INC.		118.43
47326	2013-05-30		56155	LIFESAVING SOCIETY		137.00
47327	2013-05-30		786659	LIVINGSTONE RANGE SCHOOL DIVISION		288.75
47328	2013-05-30		56200	LOCAL AUTHORITIES PENSION PLAN		26,080.05
47329	2013-05-30		786812	MCGREGOR FILTERING EQUIPMENT		45.16
47330	2013-05-30		786872	MPE ENGINEERING LTD.		59,575.35
47331	2013-05-30		65000	MUNICIPAL DISTRICT OF WILLOW		6,900.85
47332	2013-05-30		65040	MUNICIPAL INFORMATION SYSTEMS		940.34
47333	2013-05-30		66100	NATIONAL SECRETARY-TREASURER		1,858.86
47334	2013-05-30		786635	ORKIN CANADA CORPORATION		100.80
47335	2013-05-30		76300	PEDERSEN TRANSPORT LTD.		1,446.07
47336	2013-05-30		786050	PLANET CLEAN (LETHBRIDGE) LTD.		157.61
47337	2013-05-30		76600	PORCUPINE HILLS FOUNDATION		112,070.00
47338	2013-05-30		86300	RECEIVER GENERAL FOR CANADA		45,457.98
47339	2013-05-30		786468	SHAW CABLE		87.10
47340	2013-05-30		786875	SOCIETY OF LOCAL GOV'T MANAGERS OF AB		236.25
47341	2013-05-30		900	TELUS		3,077.19
47342	2013-05-30		786391	THE CYPRESS GROUP		431.96
47343	2013-05-30		786428	TransAlta Energy Marketing Corp.		55,563.15
47344	2013-05-30		4090	WARNACO OF CANADA COMPANY		373.90
47345	2013-05-30		900000	BELAJAC, HEATHER		25.00





Claresholm

# TOWN OF CLARESHOLM

## Cheque Listing For Account Payable

<b>Cheque #</b>	<b>Cheque Date</b>	<b>CEO</b>	<b>CAO</b>	<b>Vendor #</b>	<b>Vendor Name</b>	<b>Amount</b>
47346	2013-05-30			900000	Canadian Playground Safety Institutes	262.50
47347	2013-05-30			900000	CRAZY 4 BOUNCERS	525.00
47348	2013-05-30			900000	GUNDERSON, LEN	500.00
47349	2013-05-30			900000	NURSES' PLANNERS	199.50
47350	2013-05-30			900000	PEDERSEN, BRIAN	500.00
47351	2013-05-30			900000	SIERRA STONE (CALGARY) LTD.	8,993.25
47352	2013-05-30			900000	Streetwise Safety & Security Inc.	420.00
47353	2013-05-30			900000	THE NAKED LEAF	129.36
						529,857.96

**Total**

**936,788.35**

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

# Claresholm Public Library Board Regular Meeting Minutes May 27, 2013

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Present: Kathy Davies, Cathy Dahl, Daryl Sutter, Mary Thompson, Arden Dubnewick, Lisa Andersen.

Excused: Trisha Carleton, Shirley Leonard

Absent: Earl Hemmaway, Marika Thyssen, Michael McAlonan.

Meeting called to order at 6:00 pm by Lisa

NOTE: NOT ENOUGH PRESENT FOR QUARUM

Approval of Agenda: Daryl

Approval of April 15th minutes: Cathy Dahl

Old Business	<ol style="list-style-type: none"> <li>1. Oral History: Rob Vogt will train the interviewers. Kathy will talk to Trisha about when to start.</li> <li>2. Alberta Library Conference: basic theme was “teamwork”, libraries becoming community centers, gaming in libraries.</li> </ol>
Financial	Received provincial money; some from MD (in May statement); received requested amount from Town. Arden accepted the Financial Statement. *Vote on it next month.
CORRESPONDENCE	nil
COMMITTEE REPORTS	<ol style="list-style-type: none"> <li>1. Chinook Arch- nil</li> <li>2. Librarian: Bea is tracking Saturday usage (numbers are 49/30/55) to decide on summer opening; J. Thyssen finished black shelves for the front entrance; Joanne (Milo) can show Arden and Cathy D. how to archive materials (Kathy will contact her); held tea for Betty’s retirement (Lisa donated refreshments - thank you); will replace position with a part time for about 15 hours per week (closes June 3) as Shelley is full time now; will be more changes in fall as Chris Ann is leaving so will juggle until then; volunteer supper was good; new Board recruiting in fall so think of ideas to create interest.</li> </ol>

	3. Friends: meeting tonight; committees have been formed. Home Routes may be replaced by using local artists; Kathy will have Shelley look into it.
NEW BUSINESS	Bryce Hockley has cleaned up extra computers for sale or donation to Chinook Arch

Meeting adjourned at 6:45 pm. by Daryl  
Next meeting: June 17 at 5:45 pm.

\_\_\_\_\_  
Chairman

\_\_\_\_\_  
Date

\_\_\_\_\_  
Secretary

# Minutes of the Claresholm and District Chamber of Commerce held at noon on the 16<sup>th</sup> day of April, 2013 at Putter's Restaurant at The Bridges Golf Club

**Present:** Iqbal Nurmohamed, Lynda Petryshen, Anita Wahl, Tania Smeltzer, Glen Alm, Rob Vogt, Tony Walker, Roxanne Thompson, Kirk Clements, Karen Needham, Mike McAlonan, Betty Fieguth, Judy Lucas, Linda Herbert, Neil MacLaine (Guest Speaker), Marilyn Curry, Sue Gour, Regrets: Wilf Gour

Meeting was called to order at 12:05.

The President, Iqbal Nurmohamed added the following items to the Agenda: Town Beautification Project, Volunteers Appreciation Night, Board of Directs (2 openings).

The minutes of the March 19, 2013 meeting were approved as presented on a motion by Tony Walker, and seconded by Tania Smeltzer and carried.

The President, Iqbal Nurmohamed, introduced and welcomed Mr. Neil MacLaine of the Cowboy Trail Tourism Association as our guest speaker. Mr. MacLaine advised that the Cowboy Trail is a volunteer association and spoke to the Chamber with respect to the benefits of membership in the Cowboy Trail organization. The focus of the Cowboy Trail organization is to promote western/heritage themed businesses and that the Town of Claresholm and the businesses located in the area are on the eastern edge of the Cowboy Trail. He advised that the Cowboy Trail would be more than happy to welcome members from this area and advised that at present there are forty-two (42) members, not including various local communities. He had available for purchase Cowboy Trail signs and also membership applications. Their primary focus of advertising is via their website. He was thanked for his information and for speaking to us.

## **Reports:**

### Financial Report

The financial report as prepared by the Treasurer, Susan Gour, was presented and it provided the balance of our accounts for the month of March 2013 and also the closing balance as at April 15, 2013. Eighty-seven (87) of the memberships have been paid to date, and forty (40) memberships have not been renewed as of yet. The Chamber continues in a healthy financial situation.

### Town Report

The town representative, Betty Fieguth, apologized for having missed the last meeting because of work commitments and indicated that she will not be present for the May meeting, as she will be in Ethiopia on a mission. She advised that there was not too much to report. The Town had received budget requests and listened to budget requests from both the Fire Department and the Claresholm Pool, and had passed the Audited Financial Report. Town Council is actively engaged in discussing the new budget, and she advised that for commercial properties, the assessments for 2013 had gone down, but that the Mill Rate for the education portion had gone

up, which basically meant that with respect to commercial properties the education portion of the taxes would remain as in the previous year.

### M.D. Report

Glen Alm, on behalf of the MD, was present and presented the M.D. Report. He advised that the road bans were still in effect and the parks were open, but because of the recent weather there didn't appear to have been too much usage, if any. He further advised that Mill Rates would stay the same for the M.D.

### EDC Report – Russell Sawatzky

Russell Sawatzky was not present and Betty advised that there had been no Economic Development meeting.

### Donation to Claresholm Museum

On motion by Roxanne Thompson, seconded by Linda Petryshen, the Chamber will make a donation of \$1,000.00 to the Claresholm Museum for 2013 to assist with the payment for staff at the information site. Carried.

### Mural Fundraising

Linda Baxter was not present and Iqbal presented information concerning a meeting by the fundraising committee. The committee had decided that they would do monthly draws over the year and would be printing Thank You cards. There was discussion with respect to whether the sale of prints of the murals had been successful and Roxanne Thompson suggested that perhaps printing limited amounts of maybe 100 in total might assist with the sale. On further discussion, questions were raised as to how much money was wanting to be raised and further discussions with respect to whether there should be a deadline for this fundraising and discussions with respect for insurance for the mural was also held. Iqbal advised that the committee would meet to discuss these matters and come up with a strategy.

### Beautification Project

Iqbal thanked Roxanne Thompson for doing this and Roxanne advised that she is working with the Town, and that this year there will be double hanging baskets placed on 50<sup>th</sup> and 49<sup>th</sup> Street and 2<sup>nd</sup> Avenue in the downtown area and no hanging baskets would be on the highway. There would be twenty-six (26) pots in total, to be on the light stands, and four (4) in Ringrose Park, which would consist completely of petunias. The Town would water the pots during the week and there will be an advertisement for a weekend waterer, possibly a student or a senior. The costs of the pots are estimated to be the same, and the pots that are going to be used this year will be provided by the greenhouse, and not the Town. There was discussion as to whether anything could be placed on the highway and Roxanne suggested a possibility of banners.

### **Volunteers Appreciation Night**

Iqbal advised that a request had been received for a donation to assist with funding for the Volunteer Appreciation Dinner, which is scheduled for Wednesday, April 24, 2013. Roxanne Thompson advised that the supper is put on by the Town of Claresholm and that the Chamber of Commerce recognizes the Citizen of the Year and provides the award and the advertising. On motion by Roxanne Thompson, seconded by Judy Lucas, the Chamber will make a donation of \$200.00 to the Volunteer Appreciation Night. Carried.

### **Directors**

Iqbal advised that there is an opportunity for two (2) directors and the Chamber is looking for volunteers to take those positions.

### **Mexican Fiesta**

Sue Gour had requested when she gave her financial report, to add this on behalf of Wilf Gour who was unable to attend. Wilf has forwarded to the Town a letter for the use of the park, and has confirmed that the Lions Club would again provide the food. The Committee will meet at lunch on a date to suit the majority of the Committee and Sue, on behalf of Wilf, requested that people keep in mind June 21<sup>st</sup>, as a number of volunteers will be required and asked that all Chamber members keep that in mind and consider volunteering.

Next meeting will be held on May 21, 2013, at Putters Restaurant at The Bridges Golf Club, and Linda Petryshen will be running the meeting as the President, Iqbal, will be away. The speaker for the May 21, 2013 meeting will be Marty Ebert of Travel Alberta.

The meeting was adjourned at 1:15.

## Karine Wilhauk

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**From:** Oldman Watershed Council <bev@oldmanbasin.ccsend.com> on behalf of Oldman Watershed Council <bev@oldmanbasin.org>  
**Sent:** May-24-13 1:16 PM  
**To:** Karine Wilhauk  
**Subject:** OWC May E-Newsletter

## Oldman Watershed Council

## May 2013 Newsletter



Photo by Jollin Charest, Glacier National Park

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[OWC New](#)

[S](#)  
[Events & Activities in the Basin](#)

[Local News](#)

[Seminars](#)

[2013 Conferences](#)

[News](#)

[RFP's & Job Postings](#)



[Get more information](#)

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**OWC News**

The OWC is making a big difference thanks to our strong network of supporters, volunteers and partners! We want to share these accomplishments with you!

Hear results from two of our latest research projects, this years achievements from our five volunteer Teams and more!

An important part of each AGM is voting for Members at Large to represent the public on the OWC Board of Directors. No experience required - just passion to make a difference! Interested? See the [Member at Large](#) Job Description.

Cost - Includes a hot lunch and snacks:  
\$25 members  
\$35 non-members - (Become a member right now for free by filling out the form on our website [www.oldmanbasin.org](http://www.oldmanbasin.org))  
\$15 students

The Board of Directors is proposing 2 bylaw changes to the membership to vote on. Please review these changes and be prepared to cast your vote! See the [full bylaws](#) or [summary of proposed changes](#)



## **Piecing it all Together - Landscape Patterns Environmental Quality Analysis**

What key parts of the environment do we need to keep in order to have functional ecosystems? How do we measure the impact of human activities on the health of the environment? What tipping points exist that we need to avoid? What clear themes are well established in research?



A comprehensive review of research was just completed that attempts to answer these questions and more. The report is called **Landscape Patterns Environmental Quality Analysis**.

Landscape pattern analysis is based on the premise that there are indispensable patterns in any landscape that, if maintained, will conserve essential landscape processes. These landscape processes, in turn, strongly influence water quality, biodiversity, and other valued environmental components. [Click here](#) and scroll down to Reports to read more.

---



### **2014 OWC Photo Calendar Contest**

We will once again produce a photo calendar of 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!

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### **Prairie Urban Garden Tour - June 22nd**

The OWC Urban Team couldn't be more excited to invite you to the Prairie Urban Garden Tour on Saturday, June 22nd from 10 am - 4 pm.

[Click here](#) for more info/registration.

If you can volunteer for the tour, contact



Andrea at [andrea@oldmanbasin.org](mailto:andrea@oldmanbasin.org) or 403-381-5801

## Lethbridge Stormwater Outfalls Monitoring Project Report

The OWC Urban and Science Teams, in partnership with the Lethbridge College and Agriculture and Agri-Food Canada, are proud to announce the release of the Lethbridge Stormwater Outfalls Monitoring Project results from the testing of 9 Lethbridge stormwater outfalls for bacteria, nutrients and pesticides from April to September, 2012. The study is follow up and for comparison to a study done by [Karen A. Saffran in 2000 - 2002](#). The study will continue in 2013 and potentially 2014 as well.

Findings from research projects like the Lethbridge Stormwater Outfalls Monitoring help inform and guide the OWC Teams' educational programs regarding stormwater quality and water conservation as well as provide important data for monitoring.



The OWC thanks:

John Derksen - Lethbridge College

Claudia Sheedy, Doug Inglis and staff - Agriculture and Agri-Food Canada and

Karen Armstrong - City of Lethbridge

for their hard work and in-kind support for the project.

[Read the Report](#)

## Events and Activities in the Basin

### **Petroleum Services Association of Canada (PSAC) Public Open House**

**Wednesday, May 28, 4 - 6 pm**

**Coast Lethbridge Hotel & Convention Centre, 526 Mayor Magrath Drive South**

This session is being hosted as part of our commitment to listen to and openly discuss public questions and concerns about oil and gas service sector operations. That's our *Working Energy Commitment!* Discussion at this session will focus on hydraulic fracturing. Representatives from the *Working Energy Commitment*, the oil and gas industry and the ERCB will be on hand to answer questions. For more information contact Laurie Hunka at 403-875-2576.

For more information on the *Working Energy Commitment*, please visit:

[www.workingenergy.ca](http://www.workingenergy.ca)

### **Southern Rockies Watershed Project Open House**

**Tuesday, June 4, 2 - 9 pm (drop in), Elks Community Hall, 2025 - 129 St. Blairmore**

Information on past and future water research in the Crowsnest Pass will be on display.

[Click here](#) for more information.

## Native Prairie Appreciation Festival

**Saturday, June 8, 9 am - 8 pm,  
Elkwater, Cypress County**

Go on a wetlands bug safari, operate a solar water pump, saddle a horse, take a roping lesson and much more! (9 am - 4 pm). A first-hand grasslands experience for the entire family! Sponsored by the Prairie Conservation Forum, Nature Conservancy of Canada and South East Alberta Watershed Alliance. [Click here](#) for more details.



**Environmental Awareness Team  
Environment Week Event - A Walk in the Park - Back to Basics  
Saturday, June 8, 4:00 pm - Walk, 5:00 pm - BBQ  
Baroness Shelter, Indian Battle  
Park, Lethbridge**

[Click here](#) for poster.

[Click here](#) for more info/registration.

The Lethbridge Environmental Awareness Team is:



**Celebrate Environment Week, June 2nd - 8th  
Nominate an Individual, Organization or Business to the 2013 Green List!**

[Click here](#) for more information.

Note: Nominations open during Environment Week

**Community-Based Social Marketing  
June 10 - 12, Calgary**

McKenzie-Mohr & Associates are delivering introductory and advanced training in community-based social marketing. These workshops will be of interest to those working to promote waste reduction, water and energy efficiency, modal transportation changes, watershed protection, and other sustainable behaviour changes. For more information, visit <https://register.cbsm.com/workshops/workshop-schedule>.

**Prairie Conservation Forum Meeting  
June 12 (tour on June 13)**

Both will be held at Glenbow Ranch Provincial Park, tour ending at Nose-Hill Park - Calgary. To register [click here](#) To view agenda, [click here](#)

**Large Carnivore Projects Tour  
Wednesday, June 19**

Hosted by the Waterton Biosphere Reserve Carnivore Working Group, this will be a full day tour through southwestern Alberta with dinner to follow. For more info, [click here](#).



**11th Annual "Blue Weed Blitz"  
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](#).

**Walk to the**

**Headwaters - Creating Partners in Water**

### **July 13 - 28, 2013**

This is a volunteer-driven walk and it is being planned from the Saskatchewan border to the headwaters in the Castle (350 km).

The Walk is not the kind where one person walks the whole way.

It will be divided into 16 section of between 20 and 25 km and each section will be adopted by a local group.

Join this walk and help celebrate water!

For more information, [click here](#).

### **2013 Water Measurement Workshop**

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

## **Seminars**

### **Wetlands Summer Course - Aquality Environmental Consulting Ltd.**

June 26 & 27 in Calgary - [Click here](#) for more information

## **2013 Conferences**

### **Pathways 2 Sustainability (P2S) Conference**

**May 29 - 31, Calgary**

P2S is a Community Sustainability Conference bridging knowledge to experience and mobilizing partnerships that result in commitment to actions that advance economic, social, and environmental sustainability in Alberta's communities.

For conference details, visit <http://www.pathways2sustainability.ca/Conference Program>

### **2013 Saskatchewan Pasture School**

**A joint celebration with the 15th Annual Native Prairie Appreciation Week**

June 18 - 19, Weyburn/Big Muddy, Saskatchewan

[Click here](#) for more information

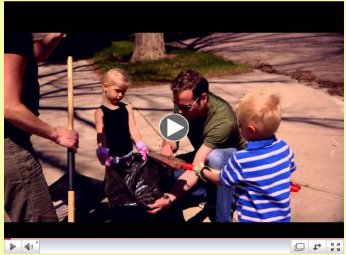
### **4th Annual Roundtable on the Crown of the Continent Conference - Building Partnerships: Linking Local Actions and Landscape Outcomes**

**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**



**Become a Gutter Buddy**

**Gutter Buddy Program - City of Lethbridge**

The Gutter Buddy program encourages residents to keep their storm drains and gutters free of debris. Become a Gutter Buddy and adopt the storm drains in front of your home.

**Lethbridge Naturalist Society Receives Alberta Lotteries CFEP Grant to Support Helen Schuler Nature Centre** in the development of new permanent environmental education exhibits! [read more](#)

**Bear Rips through barn, takes calf**  
**Lethbridge Herald, May 16**

Rick West has a 2,000-acre cattle ranch on the Belly River, eight kilometres west of Mountain View right on the border with Waterton Lakes National Park. To read more, [click here](#).



**Roadkill falling from sky: Alberta wildlife officials deliver carcasses using helicopters**

**Great Falls Tribune, May 9**

In the animal kingdom, it's about as close to "meals on wheels" as one could imagine. Grizzlies, high in the Alberta Rockies and now emerging from hibernation, are on the receiving end of an airlifted smorgasbord. To read more, [click here](#).

**Billion-Year-Old Water Preserved in Canadian Mine**  
**National Geographic**

Pockets of water trapped in rocks from a Canadian mine are over a billion years old, and the water could contain life forms that can survive independently from the sun, scientists said this week. The ancient water was collected from boreholes at. . . [read more](#).

**Old oil economy facing extinction**  
**Lethbridge Herald opinion, Saturday, May 18**

Reports last week indicate a new species of rare dinosaur has been discovered in Alberta. And it's not that small bone-headed critter found near Milk River we're talking about here - it's Gerry Protti, former Encana executive and president of the Canadian Association of Petroleum Producers. Protti was appointed by Premier Alison Redford last week to be chairman of Alberta's Energy Regulator, which oversees environmental assessments and approvals of oil and gas industry projects in the province. [Click here](#) to read more.

**Removing water fluoride spiked cavities in kids, dentists say**  
**CBC - May 16, 2013**

Some Calgary dentists say the decision two years ago to take fluoride out of the water supply is proving to be a big mistake. Dr. Sarah Hulland, the head of the Alberta Academy of Pediatric Dentistry, says she has seen a deterioration of young patients' teeth over the last two years. [read more](#)

**Alberta invests \$10M in major water research programs**  
**WaterWorld - Edmonton, April 30**

Alberta Innovates - Energy and Environment Solutions (AI-EES) announced the selection of 18 research projects in support of safe, secure [drinking water](#); healthy aquatic ecosystems; and reliable, quality water supplies for a sustainable economy.

## SPOG releases hydraulic fracturing best practice

### Mountain View Gazette - Apr 16, 2013 - Dan Singleton

Eighty-five people attended an open house at the Eagle Hill Community Centre on April 8 for the release of the Sundre Petroleum Operator's Group's new beneficial management practices for hydraulic fracturing. [read more](#)



### Pickering Finalist in Emerald Awards List Nanton News, April 15

The Alberta Emerald Foundation has announced its 2013 Annual Emerald Award finalists, and Shirley Pickering is on the list. She is one of 32 finalists, selected from a record 123 nominations this year. Pickering, who is a rural resident river valley landowner in the Upper Little Bow River Basin, was nominated for her work with the Oldman Watershed Council (OWC), which includes sitting as one of the OWC board of directors members at large. . . [read more](#)

## Government of Canada

[2012 Progress Report](#) was released on the first Federal Sustainable Development Strategy (FSDS) and has launched online public consultations on the draft of the second FSDS covering the 2013-2016 period - [view the PDF here](#).

These are two important milestones in the federal government's efforts on sustainable development in accordance with the *Federal Sustainable Development Act*. Canadians are encouraged to comment on the issues that are presented in this consultation draft by submitting their remarks to [sdo-bdd@ec.gc.ca](mailto:sdo-bdd@ec.gc.ca) or mailing them to the Sustainable Development Office by June 14, 2013.

A summary of input received will be posted on Environment Canada's website following the completion of the review period. For more information, [click here](#).

## RFP's and Job Postings

### Lakeland College - Vermillion Campus

[Instructor - Plant Range Ecologist](#)

[Instructor - Soils and Land Reclamation](#)

[Forward this email](#)



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



ALBERTA  
SERVICE ALBERTA

*Office of the Associate Minister of Accountability, Transparency & Transformation  
MLA, Fort McMurray - Conklin*

Kris Holbeck  
CAO  
Town of Claresholm  
PO Box 1000  
Claresholm, AB T0L 0T0

Dear Kris Holbeck:

I am pleased to advise that the Government of Alberta is moving forward with a review of the Freedom of Information and Protection of Privacy (FOIP) Act as part of the larger mandate to enhance accountability, transparency and transformation in the provincial government. The intent of the review is to meet expectations for electronic and immediate access to information while ensuring Albertan's personal information remains protected.

As part of this process, I will be consulting with Albertans to help ensure the FOIP Act continues to meet evolving stakeholder needs. Feedback from the consultation will help develop recommendations for transformational changes to this legislation.

There are multiple ways to participate in the consultation. From June 14 - 26, 2013, I will be holding consultation sessions with the Municipal, Academic, School and Health Services (MASH) sectors to obtain feedback on potential amendments to this legislation. Meetings will take place from 2:00 – 4:30 p.m. at the following locations:

- Fort McMurray - June 14, 2013
- Red Deer - June 17, 2013
- Medicine Hat - June 18, 2013
- Lethbridge - June 19, 2013
- Calgary - June 20, 2013
- Lloydminster - June 24, 2013
- Edmonton - June 25, 2013
- Grande Prairie - June 26, 2013

For those who are not able to participate in face-to-face meetings, a discussion paper will be made available from June 13, 2013 until July 31, 2013 on the Service Alberta website at [www.servicealberta.ca](http://www.servicealberta.ca).

.../2

I would appreciate your participation in this consultation and encourage you to register online at <http://www.doodle.com/xbmhtbamda3me7i7>. Location details will be provided upon confirmation of your registration. Should you have any questions or require further information about this consultation, please feel free to contact Cheryl Naundorf, Director, Policy and Governance, at 780-427-6369 or [cheryl.naundorf@gov.ab.ca](mailto:cheryl.naundorf@gov.ab.ca).

On behalf of the Government of Alberta, thank you in advance for your participation.

Sincerely,

A handwritten signature in black ink, appearing to read 'Don Scott', with a stylized flourish at the end.

Don Scott, QC  
Associate Minister



**TOWN OF CLARESHOLM  
REGULATORY &  
PROPERTY SERVICES**

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



# STAFF REPORT

**To:** Community Standards Committee  
**From:** Jeff Gibeau, Manager of Regulatory & Property Services  
**CC:** N/A  
**Date:** May 28<sup>th</sup>, 2013  
**Re:** Property Maintenance Reminders - Enforcement Update Report

Urgent     For Review     Please Comment     Please Reply     Please Recycle

● **Enforcement Update Report**

In the Month of April, the Regulatory & Protective Services Department inspected and sent out Property Maintenance reminder notices for property owners of vacant lands. These included bare land, but also vacant buildings where the water has been shut off. Bylaw No.1534 - Unightly Premises and Snow Removal is an active bylaw that has been adopted for the purposes of preventing nuisance, and regulating untidy & unsightly private and public premises.

- 82 Property Maintenance Reminder Notices were sent out April 17<sup>th</sup>, 2013.
- This is classified as the warning notice; properties in violation will be sent Bylaw Violations Notices (no warnings) and in some cases (re-occurring problem properties) the notices will be accompanied by fines.

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



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

Phone: (403) 625-3381

Fax: (403) 625-3869



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



# STAFF REPORT

**To:** Community Standards Committee  
**From:** Jeff Gibeau, Manager of Regulatory & Property Services  
**CC:** N/A  
**Date:** May 28<sup>th</sup>, 2013  
**Re:** Property Identification - Enforcement Update Report

Urgent     For Review     Please Comment     Please Reply     Please Recycle

---

• **Enforcement Update Report**

In the months of March & April 2013, The Regulatory & Protective Services Department inspected and sent out Notices regarding Civic Addressing. Town of Claresholm Bylaw No.1558 (Fire Protection & Emergency Services), Section 16- Property Identification, states that the Civic address of any property (including buildings and structures) shall be prominently displayed on the front of the property so to be clearly visible from the street. At this time the Regulatory & Protective Services Department is also suggesting that if the rear of a property has access from an alley, that the civic address is also displayed on the back of a structure (ie, garage or fence).

- 98 Violation Notices were sent out in March with an April compliance deadline.
- 91% compliance rate.
- 9 Second Violation Notices were sent out April with a May compliance deadline.
- The department is currently following-up these enforcement actions.

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



[townofclaresholm.com](http://townofclaresholm.com)  
Phone: (403) 625-3381  
Fax: (403) 625-3869



# Alberta SouthWest Regional Alliance Ltd.

Minutes - Annual General Meeting  
 Wednesday, June 06, 2012  
 Community Hall – Fort Macleod



1.	Chairman Shawn Patience welcomed guests to be seated for dinner.  Councillor Jerry Lonsbury, Municipality of Crowsnest Pass, asked the blessing.  Chairman Shawn Patience called the meeting to order and welcomed special guest speakers:: <ul style="list-style-type: none"> <li>• Dr. Tracy Edwards, President and CEO, Lethbridge College</li> <li>• Dr. Mike Mahon, President and Vice Chancellor, University of Lethbridge</li> <li>• Marty Eberth, Industry Relations South, Travel Alberta</li> </ul>																																	
2.	Moved by Barney Reeves THAT the Agenda be approved as presented. <b>Carried.</b>	[2012-06-252]																																
3.	Moved by Dick Fenton THAT the minutes from the AlbertaSW Annual General Meeting of June 1, 2011 be accepted as presented. <b>Carried.</b>	[2012-06-253]																																
4.	Moved by Mayor Bruce Decoux THAT the Board of Directors be ratified as appointed by the Member Communities at the Organizational Meeting. <b>Carried.</b>  Board Representatives for 2012-2013: <table style="width: 100%; border: none;"> <tr> <td style="width: 50%;">• Municipality of Crowsnest Pass</td> <td>Mayor Bruce Decoux</td> </tr> <tr> <td>• Town of Pincher Creek</td> <td>Mayor Ernie Olsen</td> </tr> <tr> <td>• Town of Fort Macleod</td> <td>Mayor Shawn Patience</td> </tr> <tr> <td>• Town of Cardston</td> <td>Councillor Dave Smith</td> </tr> <tr> <td>• Village of Glenwood</td> <td>Mayor Ben Goetz</td> </tr> <tr> <td>• Town of Granum</td> <td>Councillor Walter Gripping</td> </tr> <tr> <td>• MD of Willow Creek</td> <td>Councillor Phil Wakelin</td> </tr> <tr> <td>• MD of Pincher Creek</td> <td>Councillor Bjorn Berg</td> </tr> <tr> <td>• Town of Claresholm</td> <td>Mayor David Moore</td> </tr> <tr> <td>• Town of Stavely</td> <td>Councillor Dennis Gillespie</td> </tr> <tr> <td>• Town of Nanton</td> <td>Councillor Dick Fenton</td> </tr> <tr> <td>• Village of Hill Spring</td> <td>Councillor Bob Campbell</td> </tr> <tr> <td>• Cardston County</td> <td>Councillor Shane Hansen</td> </tr> <tr> <td>• I.D. #4 Waterton Lakes</td> <td>Mayor, Barney Reeves</td> </tr> <tr> <td>• Village of Cowley</td> <td>Councillor Mary Kittlaus</td> </tr> <tr> <td>• MD of Ranchland</td> <td>Councillor Ron Davis</td> </tr> </table>	• Municipality of Crowsnest Pass	Mayor Bruce Decoux	• Town of Pincher Creek	Mayor Ernie Olsen	• Town of Fort Macleod	Mayor Shawn Patience	• Town of Cardston	Councillor Dave Smith	• Village of Glenwood	Mayor Ben Goetz	• Town of Granum	Councillor Walter Gripping	• MD of Willow Creek	Councillor Phil Wakelin	• MD of Pincher Creek	Councillor Bjorn Berg	• Town of Claresholm	Mayor David Moore	• Town of Stavely	Councillor Dennis Gillespie	• Town of Nanton	Councillor Dick Fenton	• Village of Hill Spring	Councillor Bob Campbell	• Cardston County	Councillor Shane Hansen	• I.D. #4 Waterton Lakes	Mayor, Barney Reeves	• Village of Cowley	Councillor Mary Kittlaus	• MD of Ranchland	Councillor Ron Davis	[2012-06-254]
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5.	Moved by Bob Campbell THAT the Executive Committee be ratified, as appointed at the Organizational Meeting. <b>Carried.</b> <table style="width: 100%; border: none;"> <tr> <td style="width: 50%;">• Chair</td> <td>Shawn Patience</td> </tr> <tr> <td>• Vice-Chair</td> <td>Phil Wakelin</td> </tr> <tr> <td>• Secretary Treasurer</td> <td>Barney Reeves</td> </tr> </table>	• Chair	Shawn Patience	• Vice-Chair	Phil Wakelin	• Secretary Treasurer	Barney Reeves	[2012-06-255]																										
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• Secretary Treasurer	Barney Reeves																																	
6.	Chairman called upon Secretary Treasurer Phil Wakelin to present the financial report.  Moved by Phil Wakelin THAT the Financial Report be accepted as presented. <b>Carried.</b>	[2012-06-256]																																

# Alberta SouthWest Regional Alliance Ltd.

Minutes - Annual General Meeting  
Wednesday, June 06, 2012  
Community Hall – Fort Macleod



7.	Moved by Ernie Olsen THAT approval of auditor for the operating year 2012-2013 be referred to the Board. <b>Carried.</b>	[2012-06-257]
8.	Moved by Dennis Gillespie THAT AlbertaSW maintain current Banking arrangements with the Royal Bank of Canada, Pincher Creek for 2012-2013. <b>Carried.</b>	[2012-06-258]
9.	Moved by Walter Gripping THAT AlbertaSW retain book keeping services with YPM (Young Parkyn McNab) for 2012-2013. <b>Carried.</b>	[2012-06-259]
10.	Moved by Shane Hansen THAT signing authorities be designated as follows <ul style="list-style-type: none"><li>• Shawn Patience, Chair</li><li>• Barney Reeves, Vice-Chair</li><li>• Phil Wakelin, Secretary/Treasurer</li><li>• Walter Gripping, Director.</li></ul> <b>Carried.</b>	[2012-06-260]
11.	Chairman Shawn Patience presented the Alberta SouthWest Annual Report and Operations Plan.  Moved by Bjorn Berg THAT the Annual Report 2011-2012 and the Operations Plan 2012-2013 be accepted as presented. <b>Carried.</b>	[2012-06-261]
12.	Moved by David Moore THAT the meeting be adjourned. <b>Carried.</b>	[2012-06-262]

Minutes approved by

**Approved June 5, 2013**

\_\_\_\_\_  
*Chair*

\_\_\_\_\_  
Date

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

\_\_\_\_\_  
Date

# Alberta SouthWest Bulletin June 2013

## Regional Economic Development Alliance (REDA) Update



- Alberta SouthWest AGM was held June 5 at the Bayshore Inn, Waterton Park. Over 100 attendees gathered from across southwest Alberta, representing municipal and provincial government, education, media, chambers, industry and local business.
- The AlbertaSW AGM opened with welcoming remarks from special guests:
  - Ifan Thomas, Superintendent, Waterton Lakes National Park
  - Wynn McLean, Vice President Community Relations, Travel Alberta
  - JoAnn Kirkland, Executive Director, Destination Competitiveness Branch, Alberta Tourism Parks and Recreation
  - Peter Leclair, Vice President Academic and Chief Learning Officer, Lethbridge College
  - Jaci Zalesak, Director of Client Relations, Chinook Country Tourist Association
- Featured presenters reported on the success of key components of the “Country Connections” projects.

❖ **Rick Bulich**, Banff AB, General Manager of GyPSy Tour Guide, talked about the new GPS-guided tours of AlbertaSW that are now available. Over 50,000 words of professionally produced audio stories and information cover 1,400 km of roads and highways in the region. GPS technology is a way to provide independent travellers with a guided tour experience. The tour is available via rental units and also as a smart phone app from The App Store and Google Play.

❖ **Ingrid Been-Reuvekamp**, Brandon MB, Immigration Consultant, talked about the successes of attracting foreign workers and new investment to the region. Ingrid is able to connect immigrants with opportunities, potentially attracting new workers and business to the region. Ingrid formed her own company *Emigratiebureau.com* in 2003. In 2011 she and her family immigrated to Canada and in 2013 she opened *Visa2Canada Immigration and Settlement Consultants*. The Dutch office and the Canadian office will operate together.

❖ **Dylan Boyle**, Missoula MT, Crown of the Continent Geotourism Coordinator, presented an overview of the transboundary initiative, a partnership of AlbertaSW, southeast BC and northwest Montana. Dylan is a leading geotourism specialist and author of some key research documents. He shared some statistics supporting the economic value of the geotraveller. He has recently formed *Geotravel Consulting, LLC*, to support community education on responsible and authentic travel.

❖ **Bob Dyrda**, AlbertaSW Communications Coordinator, reported on collaborative website content development as well as the metrics related to the 19 Wi-Fi hot-spots currently installed throughout the region. This service has attracted 12,000 users to date, even as installation and signage are still in progress. These provide internet access to residents and visitors as well as information about things to do in the region. A high level of municipal and public support is helping make this initiative a success.



REMEMBER TO POST YOUR UPCOMING SUMMER EVENTS!!  
[WWW.ALBERTASOUTHWEST.COM/EVENT\\_CALENDAR](http://WWW.ALBERTASOUTHWEST.COM/EVENT_CALENDAR)

Alberta SouthWest  
Box 1041  
Pincher Creek AB T0K 1W0  
403-627-3373 or 1-888-627-3373  
bev@albertasouthwest.com

# The Navigator

Willow Creek Composite High School

Issue 22 • Printed June 4, 2013

Claresholm, AB

"How did it get so late so soon? It's night before it's afternoon. December is here before its June. My goodness how the time has flown. How did it get so late so soon?"

- Theodor Geisel (Dr. Seuss)

The Navigator is produced to provide information to parents of our students on happenings within our school, and to share information with the community.

## FINAL EXAMS

Last day of classes for senior high is Wednesday, June 19. All junior high students are expected to be in class when they are not writing an exam on Thursday (June 20) and Friday (June 21). Beginning Monday, June 24 junior high students will not be permitted to leave the school after their exam is complete unless there is written permission granted by parents. Notes are required to be dropped off at the office prior to the student leaving the building. Teachers are available in the afternoons for students who request assistance in preparing for exams. See the exam schedule on the calendar (see over).

## GRADUATION 2013

June 28 is graduation day for the class of 2013! All students who are a part of the 'Class of 2013' are to arrive by 11:45 a.m. at Central Office, 5202 - 5 Street East, for the class picture. There is a sign-up sheet at the office for grads who are wanting a prom portrait sitting on the day of graduation. Grads can contact Ashley for further details on these sittings.

After the class picture, graduating students need to arrive at the Community Center, no later than 1:30 p.m., to prepare for the Cap and Gown Ceremony. The Class of 2013 would like to invite family and friends to the Cap and Gown Ceremony at 2:00 p.m. at Claresholm Community Center. The final portion of the day is the Graduation Banquet. Tickets for the banquet must be purchased prior to June 5th. If your son or daughter is in the Class of 2013 and has not yet bought tickets please

contact the office to purchase yours. The banquet begins at 6:00 p.m. at the Community Center as well.

*The class of 2013 would like to thank everyone for the support they have received over the past twelve years so that they could reach this goal!*

## SKILLS CANADA

On May 16 Kole S., Wyatt M-L., Austen E. and Jason K. went to Lethbridge College to compete in the Southwest regional skills competition in the field of Automotive Service Technician. The students were broken up into groups of two and competed in six separate areas of the Automotive trade. Students had 45 minutes to complete tasks in each the following Automotive areas: Brakes, Engines, Transmissions, Tires, Computer Systems and Electrical Systems. After a six hour competition, the students were ranked on their completion and knowledge of each area. The team of Kole and Wyatt finished in third place and were awarded a bronze medal as well as prizes. The team of Austen and Jason finished in fourth place, just out of the medals. They competed against students from four other Southern Alberta high schools.

Provincial Skills Canada took place in Edmonton May 14 - 16. Paxton D. and Angel R. qualified to compete. Paxton won gold at regional Skills Canada last year in junior hairstyling - braiding and this year she won gold in intermediate bridal up do. Angel won gold at regional Skills Canada in junior hairstyling - braiding. They both went to Edmonton to represent WCCHS and our region. They did exceptional work in an extremely tough competition. They were very good ambassadors for our school. Way to go girls!

## STUDENT COUNCIL

Student Council's last event of the year was the Annual Talent Show held on May 30. We traditionally don't plan events for June due to exams.

Members of the WCCHS student council attended the provincial leadership conference (ASLC 2013) from May 26-28 in Edmonton. The students who attended were Lane V., Matthew R., Jordan B., Karissa H., Alexx B. and Gloria B. Accompanying them were Ms. Newman and Mr. Gibson. There were over 500 leadership students from across the province attending as well as some from Nunavut, NWT, and Saskatchewan.

May 6-10 was "Ms. Scott Week" as a spirit week. Each day, was a different dress-up day based on the days that Ms. Scott runs in her personal classes. We had Blue Monday, Heavy Metal Tuesday, Black Wednesday, Mad Plaid Thursday, and Red Friday (to honour veterans and Canadian military).

Student Council also supplied "manpower" for the Grad Society's Bottle Drive (May 4). In total, the drive earned \$1200.00. Have a great summer! See you next year!

## LIBRARY REMINDER!

Students need to have all their books except textbooks returned to the library by Monday, June 3 as we will be starting to pack up the library for the move back to the other site. Textbooks are to be returned the day the student writes the test for their course. Have a happy summer!

*You are cordially invited to attend the*

*Willow Creek Composite High School*

*Extra-curricular Awards Night on June 5, 2013 at 7:00 p.m.*

*West Meadow Elementary School*

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

## INSIDE THIS ISSUE:

- Grad 2013
- Sports Update
- Skills Canada
- Diploma Exams & PATs
- June 2013 Calendar

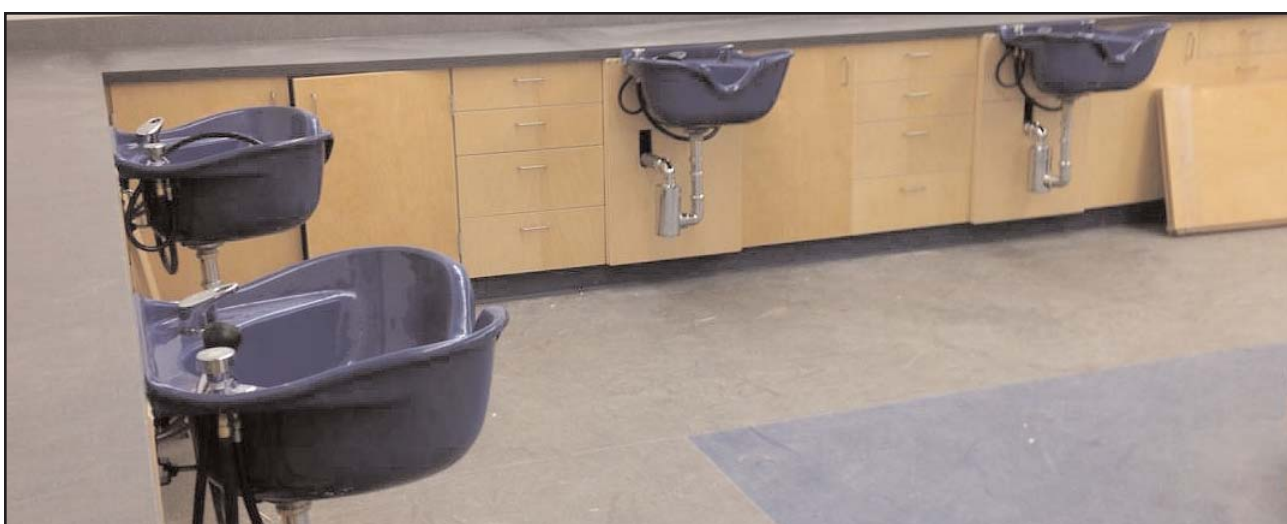


PRIDE IN PERFORMANCE



## WCCHS SPORTS FEES 2013-2014

	Jr. High (7-9)	Sr. High (10-12)
Football	-	\$275
Volleyball	\$150	\$300
Basketball	\$150	\$350
Badminton	\$50	\$50
Track	\$50	\$50
Slowpitch	-	\$150
Baseball	-	\$250
X-Country	\$50	\$50
Golf (Zone Host)		\$50
Curling	-	\$50



WCCHS Modernization: Sinks in the cosmetology room, flooring in the classrooms, and many other touches being completed in time to move in furniture this summer!

HAVE A GREAT SUMMER!

See you at WCCHS (the real one!) in September!

**FROM THE PRINCIPAL:**  
**Ian Stewardson**



We are heading into a really busy time of the year and it compounded with preparations for our move back to the main campus, preparing for Graduation and exam studying. The excitement is building and the floor of the gym is now being put in place. The furnishings are being ordered for a mid July delivery at the new site. These items will make the school look polished and finished up right. The facility will be ready for September 2013.

There will be a need to prepare for moving a little earlier this year to clear out of the CTS Shops. We will be taking all of the gear from CTS Central and moving it to the new shops. Next year, there will be welding and woods for the first semester followed by woods and mechanics in the second semester.

A band concert will be held to share all of the great work that Mr. Schaaf has done with the students. After the concert, we hope to move instruments into the new band room.

The library will close on June 4 for sign outs so we can inventory and box the complete collection. I would like to thank Mrs. Janie Armstrong for dedication to the Livingstone Range School Division No. 68 and Willow Creek Composite High School as she retires this year. I am pleased to welcome Michelle Racine Stacey to our staff who will begin as Librarian in the fall. Be sure to return all library materials that you may have at your house.

Graduation is fast approaching as well. We look forward to celebrating this time with families, recognizing the achievements of their children, and an important event in the lives of our students. I like to remind students that teachers and school staff have been guiding them for the past 13 years (counting Kindergarten to Grade 12), and we are very proud of them. The date of Graduation is Friday, June 28, 2013.

The Exam Schedule will be out and noted in the calendar to the right. In order to facilitate a smoother transition, the Grade 7 and 8 students will follow a modified schedule for the last week. The Grade 9 students must follow the Provincial Achievement Test schedule as outlined by Alberta Education. Senior High students will write exams on from June 20 to June 27, 2013.

I would like to thank the WCCHS Alumni Association for their interest and support in making our school a better place. One of the activities which is taking place this summer is an all-grade reunion. Please check out the activities that are planned on their website at [www.wcchsalumni.com](http://www.wcchsalumni.com).

Tickets are now on sale under the 'Reunions' tab on that site. I would personally like to thank them for working with the Local Press to highlight our school's alumni. It is always interesting and rewarding to see the great students who have gone on to do high quality work. We hope that all students leave with the skills necessary to thrive in the 21st Century.

Have a Great Summer!

**SPORTS UPDATE**

**High School Track:** Three athletes advanced to Zones; Rachele E., Scott F., and Emily B. Rachel E. finished 1st in all 3 of her events (high jump, triple jump, long jump) and will be going to Provincials in Calgary June 7,8. Scott F. finished 3rd in high jump. Thirty five students attended the Junior High District track meet in Pincher Creek.

**High School Girls Slo-Pitch:** Post Season tournament will be June 5 in Lethbridge.

**High School Baseball:** Provincials are May 31st, June 1st in Coaldale.

Jr. and Sr. High volleyball, and High School football registration was held May 22 & 23. Any students who wish to play in the fall can still register until the first week in September. We are still looking for more junior and senior high boys but the numbers so far look promising. Any parents who would like to coach or assist coach can contact Mr. Lybbert.

High School Girls volleyball will have a spring camp sometime in June.

**UPCOMING DATES TO NOTE**

- All library books due back to the library . . . . . June 3
- Last day of Senior High Classes . . . . . June 19
- Brett Ralph Football Skills Camp . . . . . June 21 & 22
- WCCHS Sports Society Golf Tournament . . . . . June 22
- Last day of school for Grades 7-9 . . . . . June 27
- Graduation . . . . . June 28
- WCCHS Alumni Reunion . . . . . July 19 & 20

*Have a safe & wonderful summer!*

Dates will be posted in the announcements.

High School football spring camp will run June 4-7, and June 11-15. Brett Ralph (former CFL receiver with the Stamps) will be putting on a Skills Camp on June 21 & 22 at the WCCHS football field.

The WCCHS Sports Society Golf Tournament fundraiser has been postponed to June 22. Details are posted on the school website and posters are around town.

WCCHS Athletics and Extra-curricular Awards Night is June 5th, 7:00 PM at WMES.

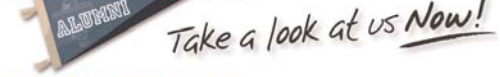
High School Volleyball and Football players are involved in a "Pull Your Ticket and Donate" fundraiser. Athletes will be selling tickets starting in the next few weeks throughout the summer and early in the fall. Those who purchase tickets will "pull" a free ticket or a \$5 dollar donation ticket which will enter them for a chance to win a Grey Cup in Las Vegas package for Two and a HD/3D Blu-ray Home Theatre System - \$3,400.00 Value.



**Reminder**

to all students that there is to be **NO SMOKING** within sight of the school. Students who are caught smoking will be issued a ticket by the RCMP. WCCHS does not support underage smoking in any location.

WILLOW CREEK COMPOSITE HIGH SCHOOL



REUNION 2013

**WCCHS Alumni?**

Register your information at [www.wcchsalumni.com](http://www.wcchsalumni.com)

Willow Creek Composite High School Alumni Association

@wcchsalumni

**HOW TO REACH US**

Main Phone 403-625-3387  
 website: [www.lrsd.ab.ca/schools/willowcreek](http://www.lrsd.ab.ca/schools/willowcreek)  
 email: [stewardsoni@lrsd.ab.ca](mailto:stewardsoni@lrsd.ab.ca)  
 News to add? [dofsteel@shaw.ca](mailto:dofsteel@shaw.ca)

**June 2013**

Sun	Mon	Tue	Wed	Thu	Fri	Sat
						1
2	3	4	5	6	7	8
9	Regular Classes (7-12)	Regular Classes (7-12)	Diploma Exam - English 30-1/2 Part A (DL only) Regular Classes (7-12)	Diploma Exam - Social 30-1/2 Part A Regular Classes (7-12)	Regular Classes (7-12)	15
16	Diploma Exam - English 30-1/2 Part B Regular Classes (7-12)	Diploma Exam - Social 30-1/2 Part B (DL only) PM: Regular Classes (7-12)	Regular Classes (7-12) Last day of senior high classes	Biology 30 Diploma ELA 7 Final / ELA 8 Final Regular 9 classes Social 10-1, Social 10-2 Math 20-2, Science 24 Regular Classes (7-9)	Math 7 Final, Math 8 Final Regular Gr. 9 Classes Science 10, Science 14 Social 20-1, Social 20-2 Regular Classes (7-9)	22
23	Chemistry 30 Diploma Social 7 Final, Social 8 Final, Science 9 PAT, Math 10C, Math 20-3, Math 31	Math 30-1/2 Diploma Science 7 Final Science 8 Final Math 9 PAT Biology 20, Math 30-3	Physics 30 Diploma ELA 9 PAT	Science 30 Diploma Social 9 PAT	2 pm Grad Ceremonies 6 pm Grad Banquet (RSVP required)	29
30						

**Willow Creek Composite High School • Grades 7-12**

**Principal**  
Mrs. Kathy Charchun

**Assistant Principal**  
Mrs. Dana Burrows

**Office Assistants**  
Mrs. Bev McLeod



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

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

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

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

While achieving the provincially defined outcomes.

WMES would like to welcome our new principal for 2013-14 Year  
Mrs. Erin Hurkett

Mrs. Hurkett is currently the principal at Chamberlain School in the Horizon School Division

### Planning for 2013-2014

This is the time of year when we are not only focused on bringing closure to another successful school year, but planning ahead for the upcoming school year, which includes class and staff planning.

Please see posted the class overview to the right.

**Teacher and support staffing decisions are still being made** and will be shared with families as soon as they are available. With staff reductions due to budgetary limitations happening across the division, our school will again see changes in our staffing for the upcoming school year.

Once again, our school will be implementing a proactive approach to transitioning students into their next grade level, which will involve collaboration between current staff members working with the students and their upcoming teachers. In June, teams will be meeting to examine the students at each grade level and create tentative class lists for the upcoming year. It is our intention to design classes that meet the needs of all students effectively and ensure teachers are well-prepared for their upcoming group of students.



### It's Mosquito Time!

Please remember to put bug spray in your child's backpack as they do play outside. With all the rain we have a lot of the little stingers!

### Class Overview for 2013-2014

Kindergarten	Two Classes (M/W and Tu/Th)
Grade 1	Two Classes
Grade 2	Two Classes
Grade 3	Two Classes
Grade 4	Two Classes
Grade 5	Two Classes
Grade 6	Two Classes
Principal	Mrs. Hurkett
Assistant Principal	Mrs. Burrows
Learning Support	Mrs. Norgard

### Appropriate Spring Clothing

As we know, the weather in Claresholm is ever changing. Please remember to ensure your child is wearing or has sufficient warm clothing and rain gear in their backpack. We go outside for recesses except in the case of extreme wet or cold weather.







**WMES would like to thank those who made our Breakfast Program a success again this year.**

We could not run this program without the help of our parents, services clubs and community organizations. A special thanks to Deb Bronson our coordinator for this program. This program provides breakfast items every morning for any student who would like something to eat. Also, during the year Mrs. Bronson cooks a full healthy breakfast and provides nutritional information for each class in the school.

**Thank you to Sobey's, Subway and Just Pizza for their support of the Hot Lunch Program.**

**Hot Lunch & Milk**

Special thanks to our coordinators Janet, Nicole and Jonna, along with all of the weekly volunteers. This program wouldn't be possible without **THANK YOU** you! **THANK YOU**

Just a reminder that the last day for hot dogs is Tuesday, June 11 and the last day for Pizza is Thursday, June 20.

**Library News** – Last day to check out books is May 31, all library books must be returned by June 7.



**WMES Sports Day June 25<sup>th</sup>**



Sports Events start at 10:00

Our annual Sports day and picnic will be sponsored by Fundraising Society and cooked by the RCMP and Fire Department

A hot dog will be provided for students and parents. Please bring items to supplement your hotdog and drink.

During the afternoon, there will be a school wide Talent Show. There will be a repeat performance of the talent show starting at 5:00 p.m. for parents and families to come and enjoy.

**WE Team – dance**



As part of the WE Team's fundraising/community service efforts, they will be holding a dance at noon hour on Friday, June 14. There will be a silver collection at the door, with the proceeds going to the Claresholm Hospital Lab.

**Fundraising Society**

Tuesday, June 18 5:30



**School Council**

Tuesday, June 18 6:30

Over 30 students have been learning and playing crib at lunch hour. A BIG thank you to Karen Linderman for organizing and supervising the students throughout the year as well as donating crib boards, cards and prizes

The winners of the first annual tournament will be determined next week!



**Kindergarten Farewell** -Kindergarten students and parents are invited to attend the Kindergarten farewell on Tuesday, June 25 at 10:30. This will be the last day of classes for our Kindergarten students.

**Provincial Achievement Testing Reminder...**

Just a reminder to ensure that your child has adequate sleep the night before the exam and a healthy breakfast to give them the best possible advantage before writing their PAT.

PAT dates are on following calendar.



**Student Absences** – Just a reminder to call the office at 403-625-4464 or e-mail Mrs. McLeod at [mcleodb@lrsd.ab.ca](mailto:mcleodb@lrsd.ab.ca) if your child is ill or going to be absent for any reason.



**Claresholm Pee Wee Raiders Football's Spring Training Camp**

Monday to Friday  
June 3 - 6 & June 10 - 13  
5:00 p.m. to 7:00 p.m.  
WCCHS's football field.  
If you are in Grades 5-7 you can register by calling Maxine at 403-625-0466 or [www.claresholmfootball.com](http://www.claresholmfootball.com)

**Backpack Program**



**Sponsored by Claresholm Kinettes**

Please apply as soon as possible, by calling FCSS at (403) 625-4417 for the next school year.

**Kid Zone – Summer Fun**  
Registration available call Kim @ 403-625-4151



**Helping Kids Cope With Summer Anxiety**  
By Dr. Christopher A. Flessner

The days are getting hotter and longer...and the kids are home from school; what's a parent to do? Summer vacation usually signals a change in routine, which often leads to anxiety. Most kids – like adults- thrive on routine. We all like to know what to expect. When something unexpected happens, it can sometimes throw us for a loop. School is all about routine. Kids do the same things day in and day out. In some kids, the change in routine can lead to increased anxiety and worry. But there are solutions.

By developing a "Summer routine" (e.g. waking up and going to bed at set times; having meals at set times; keeping a calendar of events for the day/week/month), parents can help children cope with the anxiety of knowing just what to expect from day to day.

Boredom is also a concern for children during summer vacation. When adults get bored, we find something productive to do (e.g. go for a bike ride, drive to a store). But kids, particularly younger kids, don't have the same kind of freedom as adults do.

For anxious kids, boredom gives their minds a chance to dwell on all the things in the world that they shouldn't have to worry about...but do. Parents can help combat this boredom by working with them to develop a list of activities they can post on the refrigerator. When boredom sets in, kids can defer to this list (which they helped to create) and play some of the fun games or activities. Keeping a basic schedule during summer will also help the family to identify potential "boredom zones" and come up with plans to fight off boredom.

And then there is the month of August, which represents the end of summer fun and the start of the new school year. Suddenly the kids have to prepare for new teachers, new classes and maybe even making new friends. For anxious kids, August can be particularly difficult because their school-related worries can start to creep up.

These worries tend to get worse closer to when school begins. Parents can help by making the "going back to school" process as fun as possible (e.g. letting your son/daughter pick out favorite pencils, or first day of school outfit, etc.). Parents can also help their children prepare for school by shifting their summer schedule to more closely fit with what the child's school schedule will be like (e.g. waking/sleeping and eating at "school year" times). Finally, parents can reassure their children that a lot of other kids are nervous about the first day of school. A little reassurance can go a long way.

If you are noticing your child is feeling anxious about summer vacation and you have questions or would like support in preparing for summer vacation please contact the Family School Liaison Counsellor, Melissa Gleeson by email at [mgleeson@lrsd.ab.ca](mailto:mgleeson@lrsd.ab.ca) or at 403-625 4464.

# June at a glance....

Please check the school website for the latest calendar updates and



								<b>31</b>	<b>1</b>	
								Last day to check out Library Books		
<b>2</b>		<b>3</b>	<b>4</b>	<b>5</b>		<b>6</b>	<b>7</b>	<b>8</b>		
			Chinook Arch Library Presentation	Safety Patrol Picnic in Lethbridge		Gr. One Field trip to Buffalo Jump	Kindergarten Swim 10:00 All Library Books Returned			
<b>9</b>		<b>10</b>	<b>11</b>	<b>12</b>	<b>13</b>	<b>14</b>	<b>15</b>			
		All Library books are due	Gr 3 – Language Arts PAT Gr 3 Swim – 2:00 Last day for Hot Dogs		Gr 3 Math PAT Gr 2 Swim 9:00 Gr 1 Swim 10:00	Milk Program Ends Noon hour Dance				
<b>16</b>		<b>17</b>		<b>18</b>		<b>19</b>	<b>20</b>	<b>21</b>	<b>22</b>	
		Gr. 2 Field trip – Fort Museum Gr 6 – L.A. PAT	Gr 6 – Math PAT School Council Meeting 6:30 p.m.	Gr. 6 Science PAT Gr 4 Swim 2:00		Gr. 6 Social PAT Gr 2 Swim 9:00 Gr 1 Swim 10:00 Gr. 6 Swim 2:00 Last day for Pizza	<b>WMES Staff PD Day – No School for Students.</b>			
<b>23</b>		<b>24</b>		<b>25</b>		<b>26</b>	<b>27</b>	<b>28</b>	<b>29</b>	
		Kindergarten Zoo Trip	Sports Day and Family Picnic Day 10:00 Sports Events 11:45 Lunch Kindergarten Celebration 10:30 Talent Show 2&5	Gr. 6 field trip to Holiday Bowl Gr 3 Swim 9:00 Gr 4 Swim 2:00		<b>Last Day for students Report Cards</b> Year End Video 12:30 Gr 2 Swim 9:00 Gr 1 Swim 10:00 Gr. 5 Swim 2:00	<b>Last day for Staff</b>			

## June Birthdays

1	Angelina G	9	Kyle D	15	Rachel G.	26	Breanna S
1	Santana P	11	Drew K	15	Joel S	27	Sadie L
4	Sebastien B	13	Michael S	17	Dmitri M	28	Payton W
4	Jamie C	14	Kaya S	20	Hayden K	29	Chad M
7	Rachel L	14	Cheyenne S	20	Andrew M		
7	Vann W	15	Zachary D	20	Zachary S		



Please circulate to Mayor/Reeve and Council for information



*OLDMAN RIVER REGIONAL SERVICES COMMISSION*

MINUTES - 1 (2013)

**GENERAL BOARD OF DIRECTORS' MEETING**

**Thursday, March 7, 2013 – 7:00 p.m.**

**ORRSC Conference Room (3105 - 16 Avenue North, Lethbridge)**

**BOARD OF DIRECTORS:**

Bill Graff (absent) ..... Village of Arrowwood  
 Jane Jensen (absent)..... Village of Barnwell  
 Alf Olsen ..... Village of Barons  
 Tom Rose ..... Town of Bassano  
 Noel Moriyama (absent) ..... City of Brooks  
 Roger Houghton .....Cardston County  
 Tim Court (absent) ..... Town of Cardston  
 Doug Smith..... Village of Carmangay  
 Christine Nyberg ..... Village of Champion  
 Doug MacPherson .....Town of Claresholm  
 Henry Pauls (absent).....Town of Coaldale  
 Marvin Slingerland (absent) ..... Town of Coalhurst  
 Tom Butler ..... Village of Coutts  
 Garry Hackler (absent) ..... Village of Cowley  
 Larry Mitchell .....Mun. Crowsnest Pass  
 Jerry Lonsbury .....Mun. Crowsnest Pass  
 Gordon Wolstenholme ..... Town of Fort Macleod  
 Darrell Edwards .....Village of Glenwood  
 Walter Gripping.....Town of Granum  
 Monte Christensen (absent) ..... Village of Hill Spring  
 Henry Doeve..... County of Lethbridge

Brad Koch (absent) ..... Village of Lomond  
 Russ Barnett..... Town of Magrath  
 Terry Michaelis .....Town of Milk River  
 Rafael Zea (absent) ..... Village of Milo  
 Dick Fenton .....Town of Nanton  
 Anne Marie Philipsen (absent) ..... County of Newell  
 Tony Aleman ..... Village of Nobleford  
 Hank Hurkens (absent) ..... Town of Picture Butte  
 Garry Marchuk..... M.D. of Pincher Creek  
 Don Anderberg .....Town Pincher Creek  
 Ronald Davis (absent) ..... M.D. of Ranchland  
 Greg Robinson (absent)..... Town of Raymond  
 Barry Johnson .....Town of Stavely  
 Michael Maynes..... Village of Stirling  
 Ben Elfring (absent) ..... M.D. of Taber  
 Russell Norris .....Town of Vauxhall  
 Rod Ruark (absent)..... Vulcan County  
 Paul Taylor ..... Town of Vulcan  
 Geoffrey Krokosh..... County of Warner  
 Dannie Lien .....Village of Warner  
 Henry Van Hierden .....M.D. Willow Creek

**STAFF:**

Lenze Kuiper..... Director  
 Diane Horvath..... Planner

Gail Kirkman ..... Subdivision Technician

**AGENDA:**

1. **Approval of Agenda** – March 7, 2013.....
2. **Approval of Minutes** – December 6, 2012 ..... (attachment)
3. **Business Arising from the Minutes**.....
4. **SPEAKER – To Be Announced**

5. **Reports**
    - (a) Executive Committee Report..... (attachment)
    - (b) GIS Update.....
  6. **Business**
    - (a) New Member – City of Brooks.....
    - (b) Finance Committee Update.....
    - (c) Rural Intermunicipal Development Plans Update .....
    - (d) Regional Assessment Review Board Update .....
  7. **Accounts**
    - (a) Summary of Balance Sheet and Income Statement for the  
12-month period: January 1 - December 31, 2012 ..... (attachment)
  8. **Adjournment** – June 6, 2013.....
- 

CHAIR TERRY MICHAELIS CALLED THE MEETING TO ORDER AT 7:00 P.M.

**1. APPROVAL OF AGENDA**

**Moved by: Gordon Wolstenholme**

THAT the Board of Directors approve the agenda of March 7, 2013, as presented. **CARRIED**

**2. APPROVAL OF MINUTES**

**Moved by: Henry Van Hierden**

THAT the Board of Directors approve the minutes of December 6, 2012, as presented. **CARRIED**

**3. BUSINESS ARISING FROM THE MINUTES**

- None.

**4. GUEST SPEAKER**

- None.

**5. REPORTS**

**(a) Executive Committee Report**

**Moved by: Larry Mitchell**

THAT the Board of Directors receive the Executive Committee Report for the meeting of February 14, 2013, as information. **CARRIED**

**(b) GIS Update**

- Data migration to Blackbridge is currently underway.

- MapGuide update with Pacific Alliance – Taber pilot project almost completed.
- Orthophoto Project grant (\$250,000) has been approved and the process to secure a contractor is underway – flights will be scheduled for May 2013.
- Four new computer workstations have been installed for GIS staff and their old computers re-allocated to other staff.
- Kaylee Kinniburgh began working on February 1, 2013 as CAD/GIS Technologist, replacing Cal Kembel who retired on December 31, 2012.

**Moved by: Christine Nyberg**

THAT the Board of Directors receive the GIS update, as information

**CARRIED**

## 6. BUSINESS

### (a) New Member – City of Brooks

- ORRSC began providing planning services to the City of Brooks January 1, 2013 at the fee cap rate of \$65,000 annually. Potential fee-for-service projects for the City include a new Land Use Bylaw, Municipal Development Plan and Area Structure Plan amendment. Director Lenze Kuiper has been acting as their interim planner until our vacant planning positions are filled and new municipal assignments given.

**Moved by: Doug MacPherson**

THAT the Board of Directors accept the City of Brooks as a member of the Oldman River Regional Services Commission effective January 1, 2013.

**CARRIED**

### (b) Finance Committee Update

- Municipal representation on the 2013 Finance Committee:

**CAOs:** Cindy Vizzutti – M.D. of Willow Creek  
 Kevin Stephenson – County of Newell  
 Scott Barton – Town of Raymond / Village of Stirling

**Board Members:** Butch Pauls – Town of Coaldale  
 Dick Fenton – Town of Nanton

**Executive Committee:** Terry Michaelis – Town of Milk River (Chair)  
 Don Anderberg – Town of Pincher Creek

- The following items were discussed at the first meeting which was held on Thursday, February 28, 2013:
  - structure of organization
  - financial reports (are they adequate)
  - direction of committee to find a good scenario for fee structure for municipalities
- The second meeting is scheduled for Thursday, May 2, 2013.

### (c) Rural Intermunicipal Development Plans Update

- In October 2012, ORRSC submitted a proposal to Vulcan County (Managing Partner) to prepare the following 11 Intermunicipal Development Plans:
  1. Vulcan County & Wheatland County
  2. Vulcan County & County of Newell

3. Vulcan County & M.D. of Willow Creek
4. Vulcan County & M.D. of Foothills
5. Wheatland County & County of Newell
6. Wheatland County & M.D. of Foothills
7. County of Warner & Cardston County
8. Cardston County & M.D. of Willow Creek
9. M.D. of Willow Creek & M.D. of Foothills
10. M.D. of Willow Creek & M.D. of Ranchland
11. M.D. of Ranchland & M.D. of Foothills

- Vulcan County's Grant Application (up to \$250,000) has been approved and the project awarded to ORRSC. The need for these plans was largely driven by resource development and waste management issues in these rural municipalities. One additional Assistant Planner may be hired to assist with this project.

**(d) Regional Assessment Review Board Update**

- 22 municipalities currently participate in the ORRSC Regional Assessment Review Board for a \$200 annual administration fee. (Hearing costs are paid by the municipalities involved.) In 2012, 38 residential and 3 commercial appeals were filed and the hearings were coordinated by Director Lenze Kuiper who is a trained Assessment Review Board Clerk. Training for Clerks and Board Members is only valid for three years, and he is hoping to arrange for a training course to be held in our office possibly next year. An Assessment Review Board Conference is being held in Calgary on April 10-11, 2013 for anyone interested in attending.

**7. ACCOUNTS**

**(a) Summary of Balance Sheet and Income Statement for the 12-month period: January 1 to December 31, 2012**

- Excess Expenditures over Revenue (unaudited) for 2012 was \$223,043. The audited Financial Statements will be presented at the June Annual General Meeting.
- There was some discussion regarding workload in taking on new municipalities vs. being short-staffed.

**Moved by: Tom Butler**

THAT the Board of Directors receive the Summary of Balance Sheet and Income Statement for the 12-month period: January 1 to December 31, 2012, as information. **CARRIED**

**8. ADJOURNMENT**

**Moved by: Dannie Lien**

THAT we adjourn the General Board of Directors' Meeting of the Oldman River Regional Services Commission at 8:20 p.m. until Thursday, June 6, 2013. **CARRIED**

/bj

CHAIR: 