



TOWN OF CLARESHOLM
PROVINCE OF ALBERTA
REGULAR COUNCIL MEETING
SEPTEMBER 24, 2013
AGENDA

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

CALL TO ORDER

- AGENDA: ADOPTION OF AGENDA
- MINUTES: REGULAR MEETING MINUTES SEPTEMBER 9, 2013
- FINANCES: AUGUST 2013 BANK STATEMENT
- DELEGATIONS: ALBERTA HEALTH SERVICES: Nicholas Thain & Dr. Keith Spackman
RE: AHS EMS Clinical Operations
- ACTION ITEMS:
1. BYLAW #1589 – Council Remuneration
RE: 1st Reading
 2. CORRES: Southern Alberta Recreation Association
RE: 2015 Southern Alberta Summer Games
 3. CORRES: Fern Brothers
RE: Variety Concert & Silent Auction
 4. CORRES: Canadian Senior Pro Rodeo Association
RE: Rodeo Finals October 17 – 20, 2013
 5. CORRES: The Bridges at Claresholm Golf Club
RE: Municipal Portion of 2013 Property Taxes
 6. CORRES: Claresholm & District FCSS
RE: “The Changing Point” Community Development Program
 7. CORRES: Rae Trimble
RE: Display Cases
 8. STAFF REPORT: High River Swim Club Rates for use of Claresholm Aquatic Centre
 9. ADOPTION OF INFORMATION ITEMS
 10. IN CAMERA: PERSONNEL

INFORMATION ITEMS:

1. Municipal Planning Commission Minutes – February 1, 2013
2. Municipal Planning Commission Minutes – March 1, 2013
3. Porcupine Hills Lodge Board Meeting Minutes – July 9, 2013
4. Porcupine Hills Lodge Special Meeting Minutes – July 23, 2013
5. Porcupine Hills Lodge Special Meeting Minutes – August 5, 2013
6. 5th Annual Minister’s Awards for Excellence and Innovation in Public Library Service
7. Claresholm Public Library Board Regular Meeting Minutes – June 17, 2013
8. Thank You from the Porcupine Hills Classic Cruisers
9. Claresholm & District Museum Board Meeting Minutes – August 21, 2013
10. Claresholm & District Museum Executive Director’s Report – September 2013
11. The Bridges at Claresholm Golf Club Board Meeting Minutes – August 28, 2013
12. Parent Link Centre in Claresholm – Tuesdays 9:30-11:30am and 1-3pm
13. Oldman Watershed Council Watershed Science Tour – October 3, 2013
14. Claresholm & District Chamber of Commerce Minutes – August 20, 2013

ADJOURNMENT



**TOWN OF CLARESHOLM
PROVINCE OF ALBERTA
REGULAR COUNCIL MEETING MINUTES
SEPTEMBER 9, 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; Secretary-Treasurer: Karine Wilhauk; Manager of Regulatory and Property Services: Jeffery Gibeau

ABSENT: Chief Administrative Officer: Kris Holbeck

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

**8. CORRES: Claresholm Fusion Youth Group
RE: BBQ Request**

CARRIED

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

10. IN CAMERA – LEGAL

CARRIED

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

CARRIED

MINUTES: REGULAR MEETING – AUGUST 19, 2013

Moved by Councillor Fieguth that the Regular Meeting Minutes of August 19, 2013 be accepted as presented.

CARRIED

FINANCES: JULY 2013 BANK STATEMENT

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

CARRIED

DELEGATIONS:

**1. PAT STIER, MLA Livingstone Macleod
RE: 2013 Summer Tour**

Mr. Pat Stier was present to speak to Council to discover and discuss key issues within our community. He spoke about what has transpired since he has been elected as a Member of the Legislative Assembly. The past few months have been interesting with the June floods and the aftermath. He wanted to express his gratitude to all those residents that have assisted in relief efforts since the flood, all the volunteers and the emergency personnel. He stated that a high priority of his currently is the status of ambulance services within Southern Alberta. Alberta Health Services has tried to upgrade the systems but the rather it has been downgraded. He is looking for any hard information that can be used to drive the point home about the state of the services. He is also involved with trying to help the Leavings Water Co-op in getting government funding for their project. He has also written letters of support for the Willow Creek Ag Society's applications for funding towards an expansion of their facilities. If Council has any concerns, Mr. Stier is more than willing to try to help out.

2. JASON HEMMAWAY

Mr. Jason Hemmaway, employee of the Town of Claresholm and member of the Claresholm Fire Department, was present to thank the Town of Claresholm and Town Council for their support following his workplace accident which took place November 30, 2013. A few years ago, the Town made the decision to take out more insurance on the fire fighters and he thought it was no big deal. However, having that insurance has changed his life and that of his family since his accident. The community has really rallied behind him and his family and he is thankful for everything that he has experienced.

ACTION ITEMS:

**1. DELEGATION RESPONSE: Claresholm & District Transportation Society
RE: Public Transportation Service**

Received for information.

2. DELEGATION RESPONSE: Marvin Prusky
RE: Traffic on Wildrose Drive

Moved by Councillor Fieguth to install two “Caution” signs on Wildrose Drive at the north and south ends of the street.

CARRIED

3. CORRES: Fortis Alberta
RE: Franchise Fee Documents / Changes

Moved by Councillor MacPherson to keep the electric distribution franchise fee from Fortis Alberta the same at 2% for 2014.

CARRIED

4. CORRES: Oldman River Regional Services Commission
RE: Alberta Municipal Data Sharing Partnership

Moved by Councillor Sutter to authorize the Alberta Municipal Data Sharing Partnership (AMDSP) to participate in an application for the AMDSP Mapping System Project, submitted by the MD of Willow Creek under the Regional Collaboration component of the Regional Collaboration Program, and to abide by the terms of the Conditional Grant Agreement, governing the purpose and use of the grant funds.

CARRIED

5. CORRES: Kinette Club of Claresholm
RE: BBQ in Amundsen Park September 12, 2013

Moved by Councillor MacPherson to allow the Kinette Club of Claresholm to hold a BBQ in Amundsen Park on September 12, 2013 from 11:00am to 2:00pm.

CARRIED

6. WATER RATE STRUCTURE OPEN HOUSE – Monday, September 23, 2013

RE: Change of Date for next Regular Meeting of Town Council to September 24, 2013

Moved by Councillor Van Amerongen to change the date of the next regular meeting of Claresholm Town Council from Monday, September 23rd to Tuesday, September 24th, 2013.

CARRIED

7. CAO & SUPERINTENDENT REPORTS: Summer 2013

Received for information.

8. CORRES: Claresholm Fusion Youth Group
RE: BBQ Request

Moved by Councillor Van Amerongen to allow the Claresholm Fusion Youth Group to hold a fundraising BBQ in the downtown parking lot on Friday, September 20th, 2013 over the lunch hour.

CARRIED

9. ADOPTION OF INFORMATION ITEMS

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

CARRIED

10. IN CAMERA: LEGAL

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 Quayle that this meeting adjourn at 8:33pm.

CARRIED

Mayor – David Moore

Secretary-Treasurer – Karine Wilhauk

**TOWN OF CLARESHOLM
AUGUST 2013 BANK STATEMENT**

RECONCILED BALANCE JULY 31, 2013		\$472,670.68
DEPOSITS TO BANK	DEBITS	CREDITS
RECEIPTS FOR MONTH	\$2,652,163.17	
REVOLVING LOAN RECEIVED	0.00	
CURRENT ACCOUNT INTEREST	325.40	
GIC REDEEMED	500,000.00	
INTEREST ON GICS	7,400.00	
TRANSFERS FROM T-BILLS	0.00	
SUBTOTAL	\$3,159,888.57	
CHARGES TO ACCOUNT		
ACCOUNTS PAYABLE		\$430,906.07
PAYROLL CHARGES		119,452.52
INTEREST ON REVOLVING LOAN		0.00
REVOLVING LOAN PAID		0.00
LOAN PAYMENTS		0.00
MASTERCARD PAYMENT		1,766.09
TRANSFERS TO T-BILLS / GIC PURCHASE		2,650,000.00
NSF CHEQUES		0.00
SERVICE CHARGES		401.01
SCHOOL FOUNDATION PAYMENT		0.00
SUBTOTAL		\$3,202,525.69
NET BALANCE AT END OF MONTH		\$430,033.56
BANK RECONCILIATION		
BALANCE PER BANK	441,746.66	
PLUS OUTSTANDING DEPOSITS	0.00	
LESS OUTSTANDING CHEQUES		-11,713.10
RECONCILED BALANCE AUGUST 31, 2013		\$430,033.56
OTHER BALANCES:		
EXTERNALLY RESTRICTED T-BILLS	\$1,429,880.72	
EXTERNALLY RESTRICTED GIC'S (FCSS)	\$10,000.00	
NON-RESTRICTED GIC'S	\$2,650,000.00	
PARKING RESERVE	\$3,599.71	
WALKING PATHS RESERVE	\$1,970.33	
OFFSITE LEVY RESERVE	\$62,194.62	
SUBDIVISION RESERVE	\$35,964.70	
REVOLVING LOAN BALANCE		\$0.00

SUBMITTED TO TOWN COUNCIL THIS 24th DAY OF SEPTEMBER 2013

K Wilhauk

Submitted: Karine Wilhauk
Secretary Treasurer

Kris Holbeck 9/16/2013

Reviewed: Kris Holbeck, CA
Chief Administrative Officer

Mayor: David Moore

DELEGATIONS

**AHS EMS Clinical Operations – Calgary Zone
Presentation to Claresholm Town Council
September 23, 2013**

Executive Summary

Alberta Health Services (AHS) Emergency Medical Services (EMS) first priority remains unchanged: to provide safe, quality and timely patient care. As part of our purposeful engagement with municipalities this report was prepared to focus on four key areas.

1. EMS Clinical Operations Realignment
2. Claresholm Response Data
3. Medical First Response
4. Health Quality Council of Alberta (HQCA) Report on Ground Ambulance Operations

Review of AHS Organization and Structure

Knowing that EMS provides a critical clinical service that needs to be responsive to local requirements, in May of this year AHS aligned EMS Clinical Operations reporting responsibilities into the zones. In conjunction with this, last month AHS underwent a significant change to our senior leadership organizational structure under the direction of our Official Administrator Janet Davidson in order to increase support for the frontline staff and to focus on rural engagement. This realignment will assist in being a positive evolution in transitioning EMS into the greater health system. Official Administrator Davidson outlined the regional health authority is expected to provide a comprehensive range of services that are: client and patient focused, evidence based, directed towards prevention and promotion in addition to the full-range of frontline treatment services, and efficiently delivered and of high quality (value for money). She included the new organizational structure be developed around the three principles:

1. Primary focus is providing health care services to Albertans, and secondarily to support teaching and research
2. Working collaboratively with stakeholders and partners is essential to a continuously high performing health system
3. Any additional layers in the organizational structure need to be justified on the basis that they are adding value to the organizational objectives of providing high quality patient care and secondarily teaching and research

We firmly believe this change will strengthen our ability to achieve excellence in patient focused care and engage our communities.

Claresholm Response Data

In the past year AHS has responded to 1044 events (403 ER/ 641 TR) within the Town of Claresholm. We continue to monitor and track our requests and responses to ensure provision of high quality, patient focused care through skilled practitioners utilizing the unique skill sets and mobility of EMS resources. Starting in October of this year we will be upgrading the level of service to Advanced Life Support (ALS) as the standard of care within the community. We continue to track and trend responses times within the community and always strive to improve these as well as increase coordination of inter-facility transfers.

Medical First Response

AHS EMS understands the importance of Medical First Responders (MFR) in the chain of survival. Municipalities have the ability to determine whether or not they wish to participate in the MFR program based on their community interest, resources, and capacity. AHS is a member of the Provincial Medical First Responder Advisory Panel and has started the work towards building a partnership with Claresholm Fire Department and the Municipal District of Willow Creek to run a pilot BLS transport capable MFR program. This partnership is working to better understand what services are currently utilized and provided and recommend a standard and consistent approach to MFR for the community. Key factors being looked at are frequency of occurrences, Medical Oversight, Medical Control Protocols, Quality Assurance Systems, and Patient Care Records.

Thanks again to the Leadership of the local municipal administration and the Fire Department for the vision to strengthen the emergency response system for the citizens of Claresholm.

HQCA

On March 4th the HQCA Review of the Operations of Ground Emergency Medical Services in Alberta was released. This report is a thorough review of Alberta's emergency medical services since transition from municipalities to AHS in 2009. The report contains five recommendations and 16 required actions focussed on four areas; the 911 call centre system, the EMS dispatch system, the EMS delivery system, and how EMS system data is used to ensure quality and safety. The Alberta government has accepted recommendations two through five, and has accepted recommendation one in principle. Work is underway to action the HQCA recommendations and develop a plan on how we will fully implement the recommendations. Knowing that putting actions to these recommendations will be critical, AHS provided the first phase of the plan to the Minister of Health March 31st, 2013 with bi-weekly meetings and updates to ensure the projects remain focused and on track.

Summary

Going forward we will continue to focus on community responses and actively work towards achieving the recommendations set out in the HQCA report and Miss Davidson's report. As a team we are committed to the purposeful engagement required with staff, contractors, community, and health colleagues to ensure that we continue to provide a patient focused quality EMS system that is accessible and sustainable for all Albertans.

Presented by:

Donald Allan, Director (interim) EMS Clinical Operations

Nicholas Thain, Executive Director (interim) EMS Clinical Operations

ACTION ITEMS



**TOWN OF CLARESHOLM
PROVINCE OF ALBERTA
BYLAW #1589**

A Bylaw of the Town of Claresholm to provide for fees and expenses to the Mayor and each Councillor for attending meetings and performing duties on behalf of the Town of Claresholm.

WHEREAS the *Municipal Government Act*, Revised Statutes of Alberta 2000, Chapter M-26 provides that the Council may provide for the payment of remuneration to the Mayor and members of Council for attending meetings of the Council and the committees thereof or for assuming or performing any additional duties.

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

1. That the Mayor be paid a salary of \$8,000.00 per year.
2. That each Councillor be paid a salary of \$4,500.00 per year.
3. That the Mayor and each Councillor attending the Council Meeting shall be paid \$140.00 for each Council meeting attended.
4. That the Mayor and each Councillor receive reimbursement for valid receipts.
5. That when any member of Council spends one full day on Town business (ie. seminars, conferences, training), they shall be paid \$230.00 or \$115.00 for half a day plus vouchered expenses.
 - a. ½ day defined as greater than four (4) hours and up to six (6) hours
 - b. full day is greater than six (6) hours
6. That mileage shall be paid to a member of Council attending meetings outside Claresholm at a rate based on Canada Revenue Agency's (CRA) suggested vehicle rates per the CRA's website (ie. 2013 rate in Alberta is \$.54 per kilometer). This rate will be updated on January 1st of each year based on the CRA's changes.
7. That the Mayor or a member of Council shall be allowed \$23.00 per hour for attending to Council business less than four (4) hours (ie. committee meetings, community development events, etc). Each hour to be documented.
8. That the Mayor and each Councillor shall have group life insurance coverage.
9. That the fees and expenses paid to Council members shall be reviewed annually.
10. Bylaw #1544 is hereby rescinded.
11. This Bylaw will take effect on January 1, 2014.

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

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

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

Rob Steel, Mayor

Kris Holbeck, CAO



TOWN OF CLARESHOLM
PROVINCE OF ALBERTA
BYLAW #1544

A Bylaw of the Town of Claresholm to provide for fees and expenses to the Mayor and each Councillor for attending meetings and performing duties on behalf of the Town of Claresholm.

WHEREAS the Municipal Government Act, Chapter M-26-1 provides that the Council may provide for the payment of remuneration to the Mayor and members of Council for attending meetings of the Council and the committees thereof or for assuming or performing any additional duties.

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

1. That the Mayor be paid a salary of \$5,800.00 per year.
2. That each Councillor be paid a salary of \$3,200.00 per year.
3. That the Mayor and each Councillor attending the Council Meeting shall be paid \$120.00 for each Council meeting attended.
4. That the Mayor and each Councillor receive reimbursement for valid receipts.
5. That when any member of Council spends one full day on Town business (ie. seminars, conferences, training), they shall be paid \$200.00 or \$100.00 for half a day plus vouchered expenses.
 - a. ½ day defined as greater than four (4) hours and up to six (6) hours
 - b. full day is greater than six (6) hours
6. That mileage shall be paid to a member of Council attending meetings outside Claresholm at a rate based on Canada Revenue Agency's (CRA) suggested vehicle rates per the CRA's website (ie. 2010 rate in Alberta is \$.52 per kilometer). This rate will be updated on January 1st of each year based on the CRA's changes.
7. That the Mayor or a member of Council shall be allowed \$20.00 per hour for attending to Council business less than four (4) hours (ie. committee meetings, community development events, etc). Each hour to be documented.
8. That the Mayor and each Councillor shall have group life insurance coverage.
9. That the fees and expenses paid to Council members shall be reviewed annually.
10. Bylaw #1500 is hereby rescinded.
11. This Bylaw will take effect on January 1, 2011.

Read a first time in Council this 25th day of May 2010 A.D.

Read a second time in Council this 14th day of June 2010 A.D.

Read a third time in Council and finally passed in Council this 14th day of June 2010 A.D.

Rob Steel, Mayor

Kris Holbeck, CAO

Staff Report

To: Council
From: CAO
Date: September 19, 2013
Re: Council Remuneration Bylaw

As has been the custom by past Town Councils, with the Municipal Elections approaching on October 21st, it is time once again to revisit the Council Remuneration Bylaw. Communities of similar sizes have compiled statistics regarding communities and the amounts they are paying to council members.

The first comparison is of towns to the north of Claresholm that are of similar size. Thirteen communities are included. To get a good average, with Claresholm removed as well as the two highest (as their numbers are significantly higher than the others), the average annual payment to Mayors is \$10,152.63 and to Councillors is \$7,397.28. The second comparison is from eight communities of like size in our region. With Claresholm removed, the average payment to Mayors is \$8,222.54 and Councillors is \$5,942.34. Claresholm's current payment is \$5,800.00 to the Mayor and \$3,200.00 to Councillors.

Administration is proposing to increase payments to the Mayor and Councillors to be more in line with other communities of similar size to \$8,000.00 per year for the Mayor and \$4,500.00 per year for each Councillor.

For the other payments, we are proposing a modest increase of approximately 15%. When unions start negotiating, they typically ask for 4-5% per year, and as such, we are proposing a 15% increase for the past three years of the Council term. Please keep in mind that the new Council term will be four years.

Kris Holbeck, CA CAO Town of Claresholm

Council	Pop	Position	Annual	Council Meeting	Committee Meeting	Hourly upto		1/2 Day	full day	mileage	Breakfast	Lunch	Dinner
						4hrs	1/3 (<2 hrs)	Per Diem	Per Diem				
Acme	653	Mayor	\$ 5,400.00	\$ -	\$ -			\$ -		\$ 0.45			
		Deputy Mayor	\$ 4,800.00	\$ -	\$ -			\$ -					
		Council	\$ 4,620.00	\$ -	\$ -			\$ -					
Beiseker	894	Council		\$ 50.00	\$ 50.00				\$ 100.00	\$ 0.50			
Black Diamond	2308	Mayor	\$ 10,980.00				\$ 50.00	\$ 75.00	\$ 150.00	\$ 0.50	\$ 13.45	\$ 12.65	\$ 35.90
		Council	\$ 8,400.00				\$ 50.00	\$ 75.00	\$ 150.00				
Claresholm	3700	Mayor	\$5,800.00	\$120.00		\$20.00		\$ 100.00	\$ 200.00	\$ 0.52			
		Council	\$3,200.00	\$120.00				\$ 100.00	\$ 200.00				
Carbon	592	Council		\$75.00	\$75.00				\$ 150.00	\$ 0.52	\$ 10.00	\$ 15.00	\$ 25.00
Cremona	860	Mayor	\$2,400.00	\$30.00	\$30.00			\$ 65.00	\$ 130.00				
		Deputy Mayor	\$2,100.00	\$30.00	\$30.00								
		Councilor	\$1,800.00	\$30.00	\$30.00								
Crossfield	2648	Mayor	\$10,396.80		\$75.00			\$ 200.00	\$ 300.00	\$ 0.55	\$ 15.00	\$ 20.00	\$ 25.00
		Deputy Mayor	\$9,726.00										
		Council	\$9,055.32										
* Didsbury	4957	Mayor	\$18,900.00			\$37.50		\$ 150.00	\$ 220.00				
		Deputy Mayor	\$12,360.00										
		Council	\$10,836.00										
Irricana	1063	Mayor	\$10,800.00					\$ 50.00	\$ 100.00	\$ 0.50	\$ 10.00	\$ 15.00	\$ 25.00
		Council	\$8,400.00										
Linden	725	Mayor											
		Deputy Mayor											
		Council											
Nanton	2130	Mayor	\$15,300.00						\$ 155.00	\$ 0.50	\$ 10.00	\$ 15.00	\$ 25.00
		Council	\$10,800.00										
Three Hills	3322	Mayor	\$15,791.64			30/hour	30/hour	30/hour	30/hour	\$ 0.50	\$ 10.00	\$ 15.00	\$ 25.00
		Deputy Mayor	\$10,800.00										
		Council	\$8,705.64										
* Turner Valley	2022	Mayor	\$19,200.00				\$50.00	\$ 100.00	\$ 200.00	\$ 0.50	\$ 13.45	\$ 12.65	\$ 35.90
		Council	\$12,000.00										
Average	1743	Mayor	\$11,496.84	\$50.00	\$35.00	\$28.75	\$50.00	\$92.50	\$181.88	\$0.50	\$11.98	\$15.05	\$28.63
		Deputy Mayor	\$8,258.60	\$50.00	\$15.00		\$50.00	\$58.33	\$175.00				
		Council	\$7,781.70	\$50.00	\$15.00		\$50.00	\$58.33	\$175.00				
		Total	\$43,100.53					\$92.50		0.5			

Remove 2 highest

Month Mayor \$958.07
Month Deputy \$688.22
Month Council \$648.47

Mayor \$ 10,152.63
Council \$ 7,397.28

Town	Mayor							Council							Mileage	Benefits	Paid By	
	Honorarium (Annual amount)	Paid	Meetings				Other Assigned Meetings	Honorarium (Annual amount)	Paid	Meetings				Other Assigned Meetings				
			In Town Council Finance	Out of Town	Full Day (greater than 6 hrs)	Half Day (4-6 hrs)				Per Hour (less than 4hrs)	In Town Council Finance	Out of Town	Full Day (greater than 6 hrs)					Half Day (4-6 hrs)
Nanton 2132	\$ 15,300.00	Monthly	Incl	\$ 155.00				\$ 10,800.00	Monthly	Incl	\$ 155.00					Prov. Rate	No	-
Claesholm	\$ 5,800.00	Yearly	\$ 120.00		\$ 200.00	\$ 100.00	\$20/hr	\$ 3,200.00	Yearly	\$ 120.00		\$ 200.00	\$ 100.00	\$20/hr		Prov. Rate	Group Accident - 24hr	Town
Cardston 3500	\$ 2,986.00	Quarterly	\$ 187.00		\$ 210.00	\$ 104.00		\$ 1,790.00		\$ 187.00		\$ 210.00	\$ 104.00		\$ 1,790.00	\$ 0.53	No	-
Picture Butte 1650	\$ 10,200.00	Monthly	Incl		\$ 200.00	\$ 150.00	\$100 flat rate	\$ 6,600.00	Monthly	Incl		\$ 200.00	\$ 150.00	\$100 flat rate		\$ 0.53	No	-
Coalhurst 1963	\$ 4,071.84	Monthly			\$ 187.49		\$93.74 flat rate	\$ 3,454.08	Monthly			\$ 187.49		\$93.74 flat rate		Prov. Rate	Life & AD&D	Council
Magrath 2217	\$ 10,000.00	Yearly			\$ 200.00	\$ 100.00		\$ 7,000.00	Yearly			\$ 200.00	\$ 100.00			\$ 0.530	No	
Pincher Creek 305	\$ 7,800.00	Monthly	\$ 200.00	\$100(up to 4hrs)/\$200(over 4hrs)	\$200		\$100 flat rate	\$ 3,600.00	Monthly	\$ 200.00	\$100(up to 4hrs)/\$200(over 4hrs)	\$200		\$100 flat rate		\$ 0.500	Accident Ins	50/50 Split
Fort Macleod 3117	\$ 7,200.00	Quarterly	\$ 150.00				\$ 25.00	\$ 4,200.00	Quarterly	\$ 100.00				\$ 25.00			Full - same as FT employee	Town

Avg: 8,222.54

Avg: 5,942.34



Carol Thibert
910- 4 Ave. S.
Lethbridge, Alberta
T1J 0P6

Mayor David Moore
Box 1000
Claresholm, AB
T0L 0T0

Dear Mayor Moore

As a member of the Southern Alberta Recreation Association, I am once again pleased to send this invitation to bid on the 2015 Southern Alberta Summer Games. We are asking well in advance so that communities are given ample time to plan and fundraise.

I encourage you and your community to seriously consider this invitation, by either entering a bid as a single community or partnering with neighboring communities or MD's or counties.

The Southern Alberta Summer Games, which are held around the first week in July are the longest, consecutively running multi-sport event in Western Canada. We believe that they are worth keeping- but we need your participation as a host community to ensure that they continue to happen.

All communities wishing to bid must submit their letter of intent by February 29 to the above address with a completed bid by March 28 at 4:30 pm. A tour of bid communities by SARA representatives will take place in late April, with the decision to host, announced within two weeks of the bid tour.

Please see the enclosed Bidding information to learn more about the Bid process.

If you have any questions, please call me at 403 320 3040.

Sincerely

A handwritten signature in cursive script that reads 'Carol Thibert'.

Carol Thibert
Recreation and Culture Program Manager
City of Lethbridge/SARA Games Chair

A. BIDDING INFORMATION

1. All bids should be directed toward the Chair of the Games
2. Sport Selection Criteria
 - a. The host Community must host all of the core sports plus optional sports to a minimum of 12.
 - b. Core sports are those that continue to exhibit high athlete and spectator participation.
 - c. Only optional sports may be added or deleted with the authorization of the Planning & Administration Committee.

Core Sports	Optional Sports
Soccer Swimming Track & Field	Archery Badminton Basketball Beach Volleyball Canoeing Cycling (Roadrace & Time Trails) Equestrian Golf Handgun Horseshoes Lacrosse Mountain Biking Powerlifting Rugby Slo-Pitch Smallbore Softball Tennis Trapshooting Tia Kwon Doe Volleyball

3. The Southern Alberta Recreation Association will consider including sports other than those indicated in (2) above, if requested by a bidding community. The Association will also ask the Host Community to consider hosting a sport not included in the bid for reasons of participant numbers or if the sport is being considered as a playoff for Alberta Games.
4. Bids should be submitted in written form including
 - a. Statements of desire by the municipality to host the Games.
 - b. Statements regarding sports which the community would like to host as outline in 2 and 3.

- c. Facilities to be used for the sports.
 - d. Dates for the Games to be determined between the Host Community and the Southern Alberta Recreation Association.
 - e. Statements, which would indicate names of people in the community who are qualified and might consider chairing committees for:
 - Games Chairman
 - Publicity
 - Medical
 - Social Events
 - Medals
 - Communications
 - Sports Facilities
 - Sports
5. The Southern Alberta Recreation Association has a grant available for the host community.
6. Any community bidding on the Southern Alberta Summer Games, that has hosted the Games in the last five years, their bid will be secondary to new communities.
7. The successful bid will be announced at the Opening Ceremonies of the Games.
8. The successful community will be required to provide sufficient liability insurance and will be required to sign a letter of agreement with the Southern Alberta Recreation Association. (Copy follows criteria)

Town of Claresholm
221-45th Ave. W.
Claresholm, AB
TOL 0T0

Dear Councillors,

In planning a Variety Concert and Silent Auction for the High River Flood Victims, I was unable to obtain the Hall in Claresholm before the snowy weather arrives. I was left with a decision no to have the concert or to approach Stavely. I was able to obtain the Stavely Community Center for September 27, 2013 for \$500.00. The funds will be used to help fund the children's breakfast and lunch programs at the High River Schools.

I am applying for a donation from MD of Willow Creek Council towards the Variety Concert for the remainder of \$400.00 as the Hall Board of Stavely has donated \$100.00 of the cost.

All of the performers are donating their time and talents, and other businesses are donating products for the silent auction and money. I have applied to Cargill for roasts and the Hutterites for buns.

The money can be sent to Chinook Credit Union Ltd.

Claresholm Branch
134—50th Ave. W.
P.O. Box 1056
Claresholm, AB
TOL 0T0
Phone 403-625-4401
Email tania.smeltzer@chinook.cu.com

Thanking you in advance for your time and donations, I remain,

Sincerely Yours

Fern Brothers
403-625-3084

Claresholm, Alberta
TOL 0T0

To Whom It May Concern;

I am applying for Monetary or Product Donations for a Variety Concert and Silent Auction being held at the Community Hall in Stavely, Alberta on September 27, 2013. All money raised after any outstanding bills will go to the High River Flood Victims of 2013 to help pay for a children's lunch program at the High River schools.

Monetary donations can be sent to the Chinook Credit Union Ltd.,
Claresholm Branch,
134-50th Ave. W.,
P.O. Box 1056,
Claresholm, AB,
TOL 0T0
Phone 403-625-4401
Email: tania.smeltzer@chinookcu.com

For any other donations please contact Fern Brothers for more information. Thanking you very much for your time and donations, I remain,

Sincerelty Yours,

Fern Brothers
403-625-3084

Canadian Senior Pro Rodeo Association

Box 4
Madden, AB
T0M 0L0



September 10, 2013

Town of Claresholm
PO Box 1000
Claresholm, AB T0L 0T0

Dear Town of Claresholm:

I am writing on behalf of the Canadian Senior Pro Rodeo Association, to request your sponsorship of our Rodeo Finals, for 2013. This year the Finals will be held October 17, 18, 19 & 20 in Claresholm, Alberta. We have a strong, active membership of 250 this year, with contestants from all across Alberta, British Columbia, Saskatchewan, Montana, Washington, Colorado, Oregon, Arizona, Wyoming, and California. Our contestants are of ages 40+, who have a passion to remain actively involved in the sport of rodeo.

Sponsors receive recognition on the CSPRA pages that are produced monthly in the "Rodeo Connection" magazine, FREE advertising on our website, www.canadaseniorrodeo.com, as well as exposure at our rodeos via banners, announcer scripts and grand entry flags.

It is because of sponsors like you that the CSPRA has maintained and continued to grow in success since being incorporated in 1985, and allowed for our rodeo programs to continue to enjoy not only their passions, but their way of life – the **rodeo way of life**.

Please find enclosed a brochure of all the various levels of sponsorship programs available. We are fortunate to have many members within our local area that participate throughout the years, but also at the upcoming Finals, such as Charlie Macdonald, Ray Pezderic, Shawna Burton, Lororaine Norgard, Jim Senos, Kathy Grant, John Hougham and many more. Many local businesses within Claresholm will prosper during these four days of competition, as well as during trips through town to and from other events. Canadian Senior Pro Rodeo Association thanks you for any support you may be able to provide. Please contact me confirming your Sponsorship, or if you have any questions to be addressed.

Sincerely,

Lorraine Norgard
Finals Director
Tel: 1.403.625.0432

Enclosure

*P.S. We
will be in
Claresholm next
5 years!
Jrf*



Canadian Senior Pro Rodeo Association

Box 4, Madden, Alberta T0M 0L0

Phone/Fax: 403.875.3242

www.canadaseniorrodeo.com

Incorporated May 16, 1985

History

The **Canadian Senior Pro Rodeo Association**, formerly known as the Canadian Old Timers Rodeo Association, was formed in 1985 by a group of cowboys who were interested in the continued growth of rodeo from the aspect of an "Old Timer" - Old Timer being forty (40) years of age or older. As well as promotion of the sport of Rodeo for the Senior Pro Cowboys and Cowgirls, it affords the opportunity for friendly social activities.

The membership in 1985 was approximately 125 and has been growing steadily since that time. We have members from Alberta Saskatchewan and British Columbia as well as the Northwest Territories. Our American members represent over 12 states - Nebraska in the east to Washington in the west, as far south as Texas, Oklahoma and California. The Association has attracted such **rodeo legends** as **Leo Brown** of Cochrane, AB., **Fred Gladstone** of Cardston, AB., and **Bob Robinson**, Millet, AB., - **all inductees into the Canadian Rodeo Hall of Fame**. **Bill Reeder** and **Jim Gladstone**, who each qualified for the **Canadian Finals Rodeo in Edmonton 11 times**, are both **past Canadian and World Champion Calf Ropers**. **Benny Reynolds**, Twin Bridges, Montana, is the only cowboy in North America to hold Championships in every Major Rodeo Event. In 2013 we currently have 250 members!

The CSPRA will sanction rodeos in Alberta and Montana. All our rodeos are co-sanctioned by the **National Senior Pro Rodeo Association**. Most of the sanctioned rodeos are sponsored by service organizations or clubs and our membership will do all we can to assist committees to have successful rodeos.

As with all non-profit organizations, the CSPRA has a limited source of income. Our major income comes from memberships and generous sponsorship of individuals and businesses, like you.

As a Sponsor, You Can Win the Senior Market

Why the Mature Market? There are more than 62 million North Americans over 50 who control more than half of the countries disposable income, making them the single most important consumer group.

What Do "Seniors" Buy? Everything! From food to flowers, cars to clothes, CD's to RV's and cruises to crayons, Seniors look for quality and good services at a fair price and those in the **Canadian Senior Pro Rodeo Association** are sponsor loyal. And remember, seniors not only purchase for themselves, but also for their children and grandchildren.

It is essential to know that people in the 50+ segment of populations:

- Own 80% of all money in savings and loans.
- Purchase 43% of all new domestic cars and 48% of all luxury cars.
- Spend more money on travel and recreation than any other group.
- Eat out an average of three times a week.
- Purchase 80% of all luxury travel.
- Spend more per capita on health and personnel care products and services than any other age group.
- Seniors control 77% of North America's financial assets and account for a whopping 40% of total consumer demand.



PLATINUM SPONSOR \$5,500.00

- * **Sponsor recognition throughout the Finals Rodeo and all Season Rodeos**
- * **Full page ad in Finals Program**
- * **Flag in the Finals Rodeo Grand Entry as well as all sanctioned rodeos**
- * **2 Banners in the arena at all sanctioned CSPRA Rodeos**
- * **2 Banners at SCPRA Finals Rodeo**
- * **4 Passes to each performance of the CSPRA Finals Rodeo**
- * **Sponsor name in the Rodeo Connection newspaper throughout the year**
- * **Sponsor name and logo on our website with a link to your own website**
- * **Sponsor name included on all Finals advertising**
- * **Company profile on website and one month in the Rodeo Connection newspaper**

GOLD SPONSOR \$3,500.00

- * **Sponsor recognition throughout the Finals Rodeo and all Season Rodeos**
- * **Half-page ad in Finals Program**
- * **Flag in the Finals Rodeo Grand Entry as well as all sanctioned CSPRA rodeos**
- * **2 Banners in the arena at all CSPRA Rodeos**
- * **2 Banners at the CSPRA Finals Rodeo**
- * **2 Passes to each performance of the CSPRA Finals Rodeo**
- * **Sponsor name in the Rodeo Connection newspaper throughout the year**
- * **Sponsor name and logo on our website with a link to your own website**
- * **Sponsor name included on all Finals advertising**

All flags and banners must be provided at the sponsor's cost.



SILVER SPONSOR \$2,000.00

- * **Sponsor recognition throughout the Finals Rodeo**
- * **Ad in Finals' Program**
- * **Flag in the Finals Rodeo Grand Entry as well as all**
- * **1 Banner in the arena at all CSPRA Rodeos across Alberta**
- * **1 Banner at the CSPRA Finals Rodeo**
- * **4 passes to the Sunday performance of the CSPRA Finals Rodeo**
- * **Sponsor name in the Rodeo Connection newspaper throughout the year**

BRONZE SPONSOR \$1,000.00

- * **Sponsor recognition throughout the Finals Rodeo**
- * **Ad in Finals Program**
- * **1 Banner in the arena at all CSPRA Rodeos across Alberta**
- * **4 passes to the Sunday performance of the CSPRA Finals Rodeo**
- * **Sponsor name in the Rodeo Connection newspaper throughout the year**

GENERAL SPONSOR \$500.00

- * **2 passes to the Sunday performance of the CSPRA Finals Rodeo**
- * **Ad in the CSPRA Finals Program**
- * **Sponsor name in the Rodeo Connection newspaper throughout the year**
- * **Banner in the arena at the CSPRA Finals Rodeo**

All flags and banners must be provided at the sponsor's cost.



September 4, 2013

Mayor Moore and Council
Town of Claresholm
Box 1000
Claresholm, AB. T0L 0T0

Re: Request to Waive the Municipal Portion of the 2013 Property Taxes

Dear Mayor Moore and Council,

The Bridges at Claresholm Golf Club executive would like to make a request to the Town Council for a waiver of the municipal portion in the amount of \$2,583.25 of the 2013 property taxes. We have already paid the full amount of \$3,470.60 to avoid late penalty charges if council agrees to waive municipal portion would just need a cheque for municipal portion issued back to Golf Club.

Your consideration in this matter is very much appreciated. Thank You.

Yours truly,

Frank Keller
President

TOWN OF CLARESHOLM

BOX 1000
221 - 45 AVE WEST
CLARESHOLM, AB T0L 0T0
(403) 625-3381



2013

**TAXATION NOTICE
& PROPERTY ASSESSMENT**

ROLL NO.	PROP. SIZE	PORTION			QUAD	SEC	TWP	RGE	MER
11630000	0 AC					0	0	0	0
SUBDIVISION NAME		GOLF CLUB HOUSE							
CIVIC ADDRESS		349 39 AVE W							
MORTGAGE NUMBER		PLAN	BLOCK	LOT					
		7810016	2	B					
MORTGAGE COMPANY NAME									

DATE OF MAILING	2013-Jun-14
DUE DATE	2013-Aug-30

ASSESSMENT COMPLAINT MUST BE RECEIVED	
ON OR BEFORE	2013-Aug-13

TOWN OF CLARESHOLM (GOLF CLUB)
BOX 2080
CLARESHOLM, AB, T0L 0T0
Canada

PREVIOUS ASSESSMENT	
DESCRIPTION	AMOUNT
COMMERCIAL IMPROV	249,470
COMM ASSOC IMPROV	2,110,690
TOTAL ASSESSMENT	2,360,160

CURRENT ASSESSMENT	
DESCRIPTION	AMOUNT
COMMERCIAL IMPROV	217,080
COMM ASSOC IMPROV	2,103,900
TOTAL ASSESSMENT	2,320,980
EXEMPT	103,900.00
TAXABLE	217,080

IMPORTANT PENALTY INFORMATION
TAXES ARE DUE IN FULL, EXCEPT FOR T.I.P.P. PARTICIPANTS, BEFORE 4:00 P.M. ON FRIDAY, AUGUST 30th, 2013. ALL CURRENT OUTSTANDING TAXES AFTER AUGUST 30th, 2013 ARE SUBJECT TO A 14% PENALTY. A FURTHER 14% PENALTY WILL BE ASSESSED ON ALL TAXES AND CHARGES APPLIED TO TAX ACCOUNTS REMAINING UNPAID AFTER DECEMBER 31, 2013

EDUCATION TAXES		TAX RATE	% OF TOTAL	TAX AMOUNT
LRSD (NON-RESIDENTIAL)		0.003821700	23.90394	829.61
TOTAL 2013 EDUCATION TAXES				829.61
SUB TOTAL 2013 TAXES				829.61

MUNICIPAL AND OTHER TAXES		TAX RATE	% OF TOTAL	TAX AMOUNT
HOME FOR AGED		0.000266000	1.66369	57.74
MUNICIPAL TAX (NON-RESIDENTIAL)		0.011900000	74.43237	2,583.25
TOTAL 2013 MUNICIPAL AND OTHER TAXES				2,640.99
SUB TOTAL 2013 TAXES				3,470.60

TOTAL 2013 TAXES				3,470.60
CURRENT OUTSTANDING				0.00
TOTAL CURRENT TAXES PAYABLE FOR 2013				3,470.60
AMOUNT DUE AFTER AUGUST 30, 2013				3,956.48

TAX INSTALLMENT PAYMENT PROGRAM	
CURRENT INSTALLMENT AMOUNT	0.00
BY JOINING THE PAYMENT PROGRAM YOUR PAYMENTS COULD BE AS LOW AS	289.22

FOR COMPARISON 2012 TAXES (NOT INCLUDING LOCAL IMPROVEMENTS) WERE	3,736.88
---	----------

Take notice that you have been assessed under the provisions of the Municipal Government Act for the above mentioned property and taxes are now due and payable as shown. In the event of non-payment, the said taxes may be recovered as provided in the Municipal Government Act.

YOUR PROPERTY HAS BEEN ASSESSED FOR THE ABOVE TAXATION YEAR. THE ASSESSMENT ROLL IS OPEN FOR INSPECTION DURING OFFICE HOURS. IF YOU OR YOUR AGENT WISH TO APPEAL, STANDARD APPEAL FORMS (AVAILABLE AT THE TOWN OFFICE) MUST BE FILLED OUT AND SUBMITTED TO THE A.R.B. CLERK WITH A \$50.00 PER PARCEL APPEAL FEE, ON OR BEFORE AUGUST 13th, 2013 at 4:00 P.M. (SEE ATTACHMENT).

TOWN OF CLARESHOLM

BOX 1000
221 - 45 AVE WEST
CLARESHOLM, AB T0L 0T0
(403) 625-3381



ROLL NUMBER	11630000
LAST DATE BEFORE PENALTY	2013-Aug-30

2013

**TAXATION NOTICE
& PROPERTY ASSESSMENT**

ARREARS OR CREDIT	CURRENT TAXES	NET DUE
0.00	3,470.60	3,470.60

AMOUNT DUE PLEASE PAY	3,470.60
AMOUNT PAID	

PLEASE SUBMIT THIS PORTION WHEN MAKING PAYMENT. THANK YOU.

TOWN OF CLARESHOLM (GOLF CLUB)
BOX 2080
CLARESHOLM, AB, T0L 0T0
Canada

11630000

Letter of Intent: Claresholm FCSS – “The Changing Point” Community Development Program

September 18th, 2013

Dear Mayor and Council,

Claresholm & District FCSS would like to propose bringing “The Changing Point” (a community development and leadership training program) to our community. We have nominated the town of Claresholm to participate and are asking for approval to move forward with the project. Other communities in Alberta that have signed up for this initiative include:

- Strathmore
- Hannah
- Two Hills
- Lacombe
- Pincher Creek

Claresholm & District FCSS is offering to pay the program costs (proceeds of which will be used for the betterment of communities in need). Once approved, we would assemble a steering committee, who would then work to gain the interest and participation of the community at large.

What is the Changing Point?

It is that indefinable moment between success or failure, making it or falling through the cracks. It is the moment when the universe changes for better or worse. We believe each of us has a moral obligation to be that Changing Point, in the lives of individuals, neighborhoods and communities. - Ian Hill (Humanitarian, Business Leader, Award Winning Philanthropist)

The Changing Point is a 15-week program in 3-week increments. Its objectives include:

Our Vision is to be a force-multiplying catalyst of positive change in the lives of individuals, workplaces, neighborhoods and communities.

Our Mission is to sow seeds of inspiration and provide tangible tools for improvement by engaging in direct communication and participating in hands-on community involvement with grassroots efforts across North America, and around the world.

The 21 Day Blended Learning Model

- **Face to Face Kick off** ignites the process

Letter of Intent: Claresholm FCSS – “The Changing Point” Community Development Program

- **Live video workshops** to introduce the concept
- **Weekly email to motivate** and support the change through the concept
- **Interactive video chat coaching** sessions to unpack the concept
- **Online portal** that archives materials for on-demand use to accommodate all schedules and provides a forum for peer to peer.

The Changing Point is designed to increase productivity, organizational effectiveness, social impact, and inspire individuals, businesses and public entities to become catalysts for positive change in their communities. Long-term impacts include improved societal connections, increased volunteerism, lower rates of social problems, and an increased number of new community-change projects. As it is commonly believed that it takes 3 weeks to make or break a habit, this program offers sufficient follow-through to provide lasting change.

Why does Claresholm need it?

In our experience, it is an ongoing challenge to effectively connect with the community. It is often difficult even to determine the needs and wants of the general public, let alone know how to create the desired change. This program will provide the framework and tools for all interested parties (and potentially the community as a whole) to learn how to be more effective, connected and inspired as leaders in order to work together and achieve agreed upon objectives. The leadership skills acquired in the process are both tangible and transferable, resulting in more empowered and engaged citizens and gains on all levels - including personal, professional and community development.

Thank you for your consideration.

Sincerely,

Barbara Bell

Box 992
Claresholm, Alberta
T0L 0T0
September 18, 2013

Mayor and Councillors
Town of Claresholm
Claresholm, Alberta

Dear Mr. Mayor and Members of Council;

The artifacts held in public trust by the Claresholm museum represent aspects of Claresholm's unique history. Many of the artifacts were donated by Claresholm men who served in World War I and men and women who served in World War II. They fought in terrible battles to preserve our freedom, the freedom and rich life we enjoy today. Their stories need to be told and their sacrifices need to be honored.

Three display cases were commissioned for this purpose by the Bill Trimble Estate (Cpl. W. H. Trimble, C.D., Royal Canadian Air Force). Two of the display cases were completed before the official opening of the new building. The third case, designed to preserve and display a number of unique and important artifacts, is now completed.

This case was designed to display the following artifacts:

- a fragile World War I Canadian ensign which may have been used in the headquarters of Sir Arthur Currie, Commander of the Canadian Corps, at his headquarters at Bonn, Germany during the occupation in 1919.
- a R.C.A.F. flag used by No. 112 Squadron, Royal Canadian Air Cadets, Claresholm. The squadron, which was organized in 1942, operated until the 1960's. H. "Smoky" Gray, who donated the flag, was the last Commanding Officer of the local squadron.
- Medals from men who served overseas between 1914 and 1818, for example the medals of Private H. B. Seymour, Fort Garry Horse; Private Richard Lehman, Royal Army Medical Corps; Private Oliver C. Kelly, Canadian Cavalry Corps.
- Shrapnel balls from the battlefield at the Somme.
- Campaign hat used by Lieutenant Ernest G. Studd, Royal Artillery while serving in Gallipoli. He returned to Claresholm, joined the local militia squadron, and later became the Commanding Officer of the South Alberta Horse.
- Several large artillery shell casings brought back by Major Studd.
- Medals of Flying Officer Hunt representing the theatres of war in which he served, and the Memorial Cross awarded following his death in Britain while he was on active service.

- a unique silk tie that was designed by Group Captain Kennedy, Commanding Officer of R.C.A.F. Station Claresholm. Available to the officers, the tie had the brand registered to the station – O triangle M -- woven into the fabric.
- Insignia and shoulder flashes from Commonwealth and NATO student pilots who trained at Claresholm. About 2000 men trained at No. 15 S.F.T.S., Claresholm during World War II, and about 1000 during the 1950's.
- a signed drawing of a burro commemorating the gift of a Rocky Mountain burro to R.C.A.F. Station Claresholm from one course of American student pilots. This burro, named Prunes, became the mascot of the station.

These very unique artifacts, each representing a piece of Claresholm history, deserve careful preservation. The story they can tell as part of an exhibit will provide an interesting link to the past for our visitors.

The case will be delivered in the next few weeks when the cabinet maker is able to make the trip. After delivery, I will make arrangements for the fabric and padding for the artifacts and for the Lexan protective inserts.

Sincerely

A handwritten signature in cursive script that reads "Rae Trimble". The signature is written in dark ink and is positioned below the word "Sincerely".

Rae Trimble

Staff Report

To: Council
From: CAO
Date: September 20, 2013
Re: High River Swim Club (HRSC) Rates for Use of Claresholm Aquatic Centre (CAC)

Denise Spencer, CAC Supervisor, was contacted by the HRSC to enquire about costs to use the CAC as their pool facility is inoperable.

Denise stated:

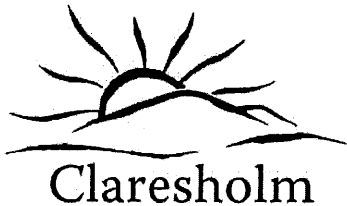
1. CAC would rent the pool to HRSC for \$44 per hour (discounted rate from \$75 per hour). This is what the Kraken Swim Club is charged,
2. CAC also offered to charge them per lane at \$11/lane/hour (discounted rate from \$25/lane/hour. HRSC would only be using 3 of the 5 lanes available), and
3. Offered them 4:30 pm – 6 pm timeslots Monday, Wednesday and Fridays for their swim club times.

Staff feels these rates are in line with the Town of Claresholm's continuing support of our neighbors in the community of High River.

If Council wishes to amend these rates further then please advise Administration who will communicate it to the CAC Supervisor.

Kris Holbeck, CA CAO Town of Claresholm

INFORMATION ITEMS



MUNICIPAL PLANNING COMMISSION MINUTES

February 1st, 2013
Town of Claresholm – Council Chambers

Attendees: 1. David Moore - Council Member (Chairperson)
2. Kris Holbeck - Chief Administrative Officer
3. Judy Van Amerongen - Council Member

Regrets: 4. Grant Jordan - Member-at-Large

Staff: Jeff Gibeau- Manager- Regulatory & Property Services
Jeff Doherty - Development Officer
Tara VanDellen - Regulatory & Property Services Administrative Assistant

8:35 a.m.

Call to Order /Adoption of Agenda

**Motion to adopt
the Agenda
by Councilor Van Amerongen**

CARRIED

Item 1: Action

DEVELOPMENT PERMIT

File:D2013.004
Applicant: No Dig (Arnold Pahl)
Address: 235 50 Avenue East
Legal: Ptn of Lot 6 & All of Lot 7, Block 36, Plan 147N
Regarding: Home Occupation;
Construction Contractor - Excavator Business

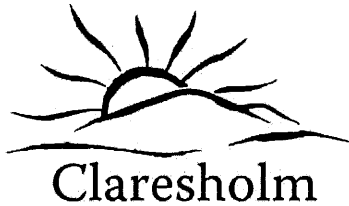
**Motion to Approve
with Conditions
by Councilor Van Amerongen**

**Seconded by
Kris Holbeck**

CARRIED

CONDITION(S):

1.) The applicant shall adhere to the stipulations stated in Schedule 10, of the Town of Claresholm Land Use Bylaw No.1525.



MUNICIPAL PLANNING COMMISSION MINUTES

February 1st, 2013
Town of Claresholm – Council Chambers

Item 2: Action

DEVELOPMENT PERMIT

File: D2012.135
Applicant: Wayne & Teresa Pedersen
Address: 654 49 Avenue West
Legal: Lot 18, Block 4, Plan 731014
Regarding: As-Built Variances;

- 1.) Side yard setback dimension for single family dwelling, and
- 2.) Side yard setback dimension for large accessory building.

VARIANCE(S):

1.) *Variance to the Minimum Setback Dimension Provision [Bylaw 1525 – Land Use Bylaw, Schedule 1 – (R1) – Single Detached Residential, Section 3 – Side Yard Setback Dimension for Single Detached Dwelling]*

Standard:	1.5metres (5 Feet)
As Built:	1.36metres (4.46 Feet)
Percent Variance:	9.34%

2.) *Variance to the Minimum Setback Dimension Provision [Bylaw 1525 – Land Use Bylaw, Schedule 1 – (R1) – Single Detached Residential, Section 3 – Side Yard Setback Dimension for Accessory Building]*

Standard:	1.5 metres (5 Feet)
As Built:	1.21 metres (3.96 Feet)
Percent Variance:	19.35%

**Motion to Approve the
As-built Variance for the
side yard setback
dimension for the
single family dwelling
by Kris Holbeck**

**Seconded by
Councilor Van Amerongen**

CARRIED

**Motion to Approve the
As-built Variance for the
side yard setback
dimension for the
large accessory building
by Kris Holbeck**

**Seconded by
Councilor Van Amerongen**

CARRIED



MUNICIPAL PLANNING COMMISSION MINUTES

February 1st, 2013
Town of Claresholm – Council Chambers

Item 3: Action**DEVELOPMENT PERMIT**

**Motion to Approve
with Conditions
By Kris Holbeck**

File: D2012.128
Applicant: Phil Rodgers & Sharon Deering
Address: 524 53 Avenue West
Legal: Lot 58, Block 2, Plan 7810995
Regarding: Large Rear Yard Accessory Building

**Seconded by
Councilor Van Amerongen**

CARRIED

CONDITION(S):

1.) *The applicant shall obtain all relevant Safety Code Permits and approvals, including at a minimum a building and electrical permit from Superior Safety Codes Inc.*

2.) *Pursuant to the Town of Claresholm Land Use Bylaw No. 1525 and Policy 85 – Development Fee Schedule the applicant shall provide either:*

- a.) An irrevocable letter of credit, or*
- b.) A deposit,*

In the amount of \$500.00 to the Town of Claresholm to cover the costs of any damage to municipal property and/or infrastructure and as security to ensure that the applicant adheres to the conditions of the permit.

3.) *The applicants shall ensure that building materials and waste materials on the premises are removed or contained and secured in such a manner that prevents such material from being blown off or scattered from the property.*

4.) *The applicant must position the building according to the development permit application and ensure that a minimum three (3) metre separation is maintained between the large accessory building (detached garage) and the Fortis Alberta electrical installation adjacent to the property.*

5.) *As per the Town of Claresholm Land Use Bylaw No.1525 [Schedule 4, Section 8(b)] the Applicant shall finish the exterior of the large accessory building (detached garage) with siding or stucco. Any other material that the applicant proposes to use for the exterior finish of the large accessory building (detached garage) shall be approved by the Development Officer.*

6.) *As per the Town of Claresholm Land Use Bylaw No.1525 [Schedule 4, Section 8(b)] the Applicant shall finish the roof of the detached garage with asphalt or interlocking singles. Any other material that the applicant proposes to use for the roof finish of the large accessory building (detached garage) shall be approved by the Development Officer.*



MUNICIPAL PLANNING COMMISSION MINUTES

February 1st, 2013
Town of Claresholm – Council Chambers

Item 4: Action

DEVELOPMENT PERMIT

File: D2013.001
Applicant: Juno Designs (Jolene & Alexander Meic)
Address: 137 46 Avenue West
Legal: Lot 12 & 13, Block 6, Plan 147N
Regarding: Home Occupation;
Homemade Crafts (to be sold off-site)

**Motion to Approve
with Conditions by
Councilor Van Amerongen**

**Seconded by
Kris Holbeck**

CARRIED

CONDITION(S):

1.) The applicant shall adhere to the stipulations stated in Schedule 10, of the Town of Claresholm Land Use Bylaw No.1525.

Item 5: Action

DEVELOPMENT PERMIT

File:D2013.002
Applicant: Grasslands Massage Therapy (Kathy Winkel)
Address: 216 47 Avenue West
Legal: Lot 28 & 29, Block 11, Plan 147N
Regarding: Home Occupation;
Massage Therapy

**Motion to Approve
with Conditions
By Kris Holbeck**

**Seconded by
Councilor Van Amerongen**

CARRIED

CONDITION(S):

1.) The applicant shall adhere to the stipulations stated in Schedule 10, of the Town of Claresholm Land Use Bylaw No.1525.

Item 6: Action

DEVELOPMENT PERMIT

File:D2013.006
Applicant: T&T Employment Solutions (Teresita Olienick)
Address: 5043 4 Street West
Legal: Lot 35, Block 1, Plan 731014
Regarding: Home Occupation;
Internet Based Employment Services Business

**Motion to Approve
with Conditions by
Councilor Van Amerongen**

**Seconded by
Kris Holbeck**

CARRIED

CONDITION(S):

1.) The applicant shall adhere to the stipulations stated in Schedule 10, of the Town of Claresholm Land Use Bylaw No.1525.



MUNICIPAL PLANNING COMMISSION MINUTES

February 1st, 2013
Town of Claresholm – Council Chambers

Item 7: Action

DEVELOPMENT PERMIT

File:D2013.007

Applicant: Melissa's K9 Training Service (Melissa Pollard)

Address: 220 50 Avenue West

Legal: Ptn. of Lot 9 & All of Lot 10, Block 14, Plan 147N

Regarding: Home Occupation;
Mobile K9 training Services

**Motion to Approve
with Conditions
By Kris Holbeck**

**Seconded by
Councilor Van Amerongen**

CARRIED

CONDITION(S):

1.) *The applicant shall adhere to the stipulations stated in Schedule 10, of the Town of Claresholm Land Use Bylaw No.1525.*

Item 8: Discussion

IN CAMERA

**Motion to go "In Camera"
By Kris Holbeck**

**Seconded by
Councilor Van Amerongen**

CARRIED

**Motion to come out
of "In Camera" by
Councilor Van Amerongen**

**Seconded by
Kris Holbeck**

CARRIED

10:00a.m. Adjourn

**Motion to Adjourn
by Kris Holbeck**

Carried



MUNICIPAL PLANNING COMMISSION MINUTES

March 1st, 2013

Town of Claresholm – Council Chambers

Attendees: 1. David Moore - Council Member (Chairperson)
2. Kris Holbeck - Chief Administrative Officer
3. Judy Van Amerongen - Council Member
4. Sharon Duncan – Member-at-Large

Regrets: Grant Jordan - Member-at-Large

Staff: Jeff Gibeau- Manager- Regulatory & Property Services
Jeff Doherty - Development Officer
Tara VanDellen - Regulatory & Property Services Administrative Assistant

8:30 a.m.

Call to Order /Adoption of Agenda

Motion to adopt the Agenda
by Kris Holbeck

CARRIED

Item 1: Delegation DELEGATIONS

DEVELOPMENT PERMIT; File: D2013.011

Terry & Carol Henker; Owner of 64 Westlynn Drive (Lot 39, Block 1, Plan 0112857)

Terry and Carol are the owners of a residential property that is located behind the subject property (to the south) and were circulated by the Regulatory & Property Services Department. Mr. and Mrs. Henker provided pictures that were orientated from their residence, toward the rear of the house located on the subject lands. The Henker's made it clear that they believe the construction of the new single detached dwelling has negatively affected their property. They feel that the house is too close to the rear of the property and there are too many big windows facing south. Also they feel that the house is situated too high and don't like the colour. These factors, combined with the anticipated use of the decks and rear amenity space by the new owners negatively affect the use of their property.

George Van Loon & Randolph William Payne; Owner of 66 Westlynn Drive (Lot 38, Block 1, Plan 0112857)

George and Randy are the owners of a residential property that is located off the southwest corner of the subject property and were circulated by the Regulatory & Property Services Department. Mr. Van Loon and Mr. Payne provided pictures that were orientated from their residence, toward the rear of the house located on the subject lands. They feel that the variances proposed are very significant. They offered that if the house was built lower, most of the issues would have been minimized. As a result, they feel that the development and building process is flawed and better controls are needed during the course of construction.

Santanna Thom; Owner of 5 Westlynn Close (Lot 43, Block 1, Plan 0411305)

Santanna is the owner of a residential property that is located beside the subject property (to the east) and was circulated by the Regulatory & Property Services Department. Mrs. Thom believes that all parties should be focusing on solutions. She suggests that the privacy issue that she is experiencing will be the same issue for the future owners of the single detached dwelling built on the subject lands. Santanna feels that a combination of privacy screens / fencing and landscaping could potential solve the privacy issues.



MUNICIPAL PLANNING COMMISSION MINUTES

March 1st, 2013
Town of Claresholm – Council Chambers

**Item 1: Delegation
continued**

Doug MacPherson (Complete Carpentry Ltd); Applicant

Doug is one of the owners of Complete Carpentry and is the applicant of the proposed As-built New Single Detached Dwelling (with variances). Mr. MacPherson indicated that he applied to the Town of Claresholm and constructed this development in the same manner that he uses on all his projects. He maintains that Complete Carpentry Ltd followed all development and building regulations.

DEVELOPMENT PERMIT; File: D2013.014

Marilyn Curry; Owner of 5305 3 Street East (Lot 6, Block 119, Plan 5933JK)

Ms. Curry is the owner of a residential property that is located near the subject lands and wondered why she was not circulated. The Regulatory & Property Services Department indicated that all properties that were deemed to have a potential to be affected were circulated. All circulated properties were less than 100 feet from the subject lands; 5305 3 Street East is over 200 feet away. Marilyn stated that there is a high vacancy rate in the downtown area and therefore, the Municipal Planning Commission should not be allowing business to move away from the struggling downtown area. Regulatory & Property Services Department clarified that the type of policy direction identified by Ms. Curry is usually described by bylaw, and is therefore addressed at the Municipal Council level. In this case, Bylaw No.1490 (amended by Bylaw No.1551); the Municipal Development Plan indicates that *the Town shall encourage and support the establishment and operation of home occupation in residential areas, provided they meet performance standards in the land use bylaw.*

DEVELOPMENT PERMIT; File: D2013.016

Gerald Galbraith; Applicant & Marilyn Curry; Realtor for Applicant/Owner

In response to the safety concerns brought up by the Regulatory & Property Services Department, Mr. Galbraith indicated that he had somebody look at the building and is aware of the cracks in the wall and leaks in the roof of the rear portion of the building. He has been working to repair the roof leaks and plans to consider repairing / removing the rear portion of the building in the future. Both Mr. Galbraith and Ms. Curry commented on the positive aspects of a new business locating in a previously vacant downtown building.

Item 2: Action

HOME OCCUPATION

File: D2013.010

Applicant: Gavin Moore

Owner: Julia Meek

Address: 223 46 Avenue West

Legal: Ptn of Lot 15, All of Lot 16 & 17, Block 9, Plan 147N

Regarding: Home Occupation Application;

Handyman Service

**Motion to Approve
with conditions by
Kris Holbeck**

**Seconded by
Councilor Van Amerongen**

CARRIED

CONDITION(S):

- 1.) *The applicant shall adhere to the stipulations stated in Schedule 10, of the Town of Claresholm Land Use Bylaw No.1525.*
-



MUNICIPAL PLANNING COMMISSION MINUTES

March 1st, 2013
Town of Claresholm – Council Chambers

Item 3: Action

HOME OCCUPATION

File: D2013.014
Applicant: Lifetime Smiles Dental Hygiene Clinic
Owner: Sally Lloyd & Shawn Ryer
Address: 252 54 Avenue East
Legal: Lot 32, Block 118, Plan 9211312
Regarding: Home Occupation Application;
Dental Hygiene Clinic

**Motion to Approve
with conditions
by Councilor Van Amerongen**

**Seconded by
Sharon Duncan**

CARRIED

CONDITION(S):

- 1.) *The applicant shall adhere to the stipulations stated in Schedule 10, of the Town of Claresholm Land Use Bylaw No.1525.*
- 2.) *The applicant shall dispose of waste generated by the dental hygiene clinic in a manner that is safe for municipal personnel and the public and which is in accordance with the standards of the appropriate professional association and which, in accordance with Alberta Health Services requirements, does not create a condition that might become injurious or dangerous to the public health, or that might hinder in any manner the prevention and suppression of disease.*

Item 4: In Camera

IN CAMERA

RE: Development Permit D2013.016
RE: Development Permit D2013.011

**Motion to go In Camera by
Sharon Duncan**

**Seconded by
Kris Holbeck**

CARRIED

**Motion to come out of
In Camera
by Kris Holbeck**

**Seconded by
Councilor Van Amerongen**

CARRIED



MUNICIPAL PLANNING COMMISSION MINUTES

March 1st, 2013
Town of Claresholm – Council Chambers

Item 5: Action

DEVELOPMENT PERMIT

File: D2013.016

Applicant: Gerald Galbraith (Seniors Thrift Store)

Address: 124 49 Ave W

Legal: Lot 23, Block 3, Plan 147N

Regarding: Development Permit Application; Change of use
Thrift Store (Similar Use – Retail Store)
(Classified as a Discretionary Use)

**Motion that the proposed
thrift store use is similar
to the retail store use
described in the
Land Use Bylaw No.1525
by Councilor Van Amerongen**

**Seconded by
Kris Holbeck**

CARRIED

SIMILAR USES:

As per Section 28(b) [Land Use Bylaw No.1525] the Town of Claresholm Municipal Planning Commission has determined that the proposed thrift store use is similar in character and purpose to the retail store use as described in Section 1 – Permitted Uses, Schedule 1 – (C1) – Retail Commercial, from the Town of Claresholm Land Use Bylaw No.1525.

CONDITION(S):

1.) The applicant shall procure the Town of Claresholm's accredited Building Safety Codes Inspection Agency (Superior Safety Codes Inc.) to perform an independent assessment of the building's structure in regards to the safety of the public and building occupants (inc. employees). Of particular concern is the concrete block construction exterior walls at the rear of the building that visibly appear to be failing. Please contact Curtis Pierson, Building Safety Codes Officer @ 403-320-0734.

**Motion to Approve
with conditions
by Sharon Duncan**

**Seconded by
Kris Holbeck**

CARRIED

2.) The Town of Claresholm suggests that the Building Safety Codes Officer consider a partial occupancy, if in their opinion the building could be made safe for the public (and employees) by partitioning a portion of the building to secure the danger area from use. The demolition of the unsafe portion of the building must occur within a time-frame specified by the Building Safety Codes Officer.

3.) The applicant shall not display/store any materials/goods/equipment on or around the outside of the building.



MUNICIPAL PLANNING COMMISSION MINUTES

March 1st, 2013
Town of Claresholm – Council Chambers

Item 6: Action**DEVELOPMENT PERMIT**

File: D2013.013

Applicant: Marion Schmidt

Address: 136 44 Ave W

Legal: Lot 20, Block 7, Plan 147N

Regarding: As-Built Variances;

- 1.) Single Detached Dwelling; Front Yard Setback
- 2.) Single Detached Dwelling; Multiple Front Yard Setback (Corner Lots)
- 3.) Large Accessory Building; Side Yard Setback
- 4.) Large Accessory Building; Rear Yard Setback

**Motion to Approve
by Kris Holbeck**

**Seconded by
Councillor Van Amerongen**

CARRIED

VARIANCE(S):

1.) Variance to the Minimum Setback Dimension Provision [Bylaw 1525 – Land Use Bylaw, Schedule 1 – (R1) – Single Detached Residential, Section 3 – Front Yard Setback Dimension]

Standard: 7.62metres (25 Feet)

As Built: 6.72metres (22 Feet, 1 inch)

Percent Variance: 11.6%

2.) Variance to the Minimum Setback Dimension Provision [Bylaw 1525 – Land Use Bylaw, Schedule 1 – (R1) – Single Detached Residential; Schedule 4 – Standards of Development, Section 4 – Multiple Front Yard Setback Provision (Corner Lots)]

Standard: 3.80metres (12 Feet, 6 inches)

As Built: 3.31metres (10 Feet, 11 inches)

Percent Variance: 12.9%

3.) Variance to the Minimum Setback Dimension Provision [Bylaw 1525 – Land Use Bylaw, Schedule 1 – (R1) – Single Detached Residential, Section 3 – Large Accessory Building Side Yard Setback Dimension]

Standard: 1.50metres (5 Feet)

As Built: 1.25metres (4 Feet, 2 inches)

Percent Variance: 16.7%

4.) Variance to the Minimum Setback Dimension Provision [Bylaw 1525 – Land Use Bylaw, Schedule 1 – (R1) – Single Detached Residential, Section 3 – Large Accessory Building Rear Yard Setback Dimension]

Standard: 1.50metres (5 Feet)

As Built: 1.41metres (4 Feet, 8 inches)

Percent Variance: 6.0%



MUNICIPAL PLANNING COMMISSION MINUTES

March 1st, 2013
Town of Claresholm – Council Chambers

Item 7: Action

DEVELOPMENT PERMIT

File: D2013.008
Applicant: Top Hand Western Shop (Darren Warren)
Owner: Suncor Energy Inc. c/o Land Department (Celia Patrician)
Address: 5430 1st Street West & 5324 1st Street West
Legal: Portion of Block R, Plan 147N
Regarding: Change in Use; Vacant to Retail Store

**Motion to Approve
with conditions
by Kris Holbeck**

**Seconded by
Sharon Duncan**

CONDITION(S):

- 1.) *The applicant shall obtain all relevant Safety Code Permits and approvals from Superior Safety Codes Inc. For further information please contact the Town of Claresholm Development Officer @ 403-625-3381.*
 - 2.) *The applicant shall obtain a Roadside Development permit from Alberta Transportation and provide the Town of Claresholm Development and Property Services Department with a copy. Application and Contact information is provided in the note below.*
 - 3.) *The applicant shall maintain 18 or more parking spaces and one off-street loading area as required by the Town of Claresholm Land Use Bylaw No. 1525 [Schedule 8 – Parking and Loading Space Requirements].*
 - 4.) *The applicant shall provide a landscape plan as required by the Town of Claresholm Land Use Bylaw No. 1525 [Schedule 9 – Landscaping Standards]. Please contact the Town of Claresholm Development Officer @ 403-625-3381 for further information regarding this requirement.*
-

CARRIED



MUNICIPAL PLANNING COMMISSION MINUTES

March 1st, 2013
Town of Claresholm – Council Chambers

Item 8: Action

DEVELOPMENT PERMIT

File: D2013.011
Applicant: Complete Carpentry Ltd.
Address: 7 Westlynn Close
Legal: Lot 44, Block 1, Plan 0411305
Regarding: As-Built Single Detached Dwelling with Variances;
1. Rear Yard Setback Dimension (Single Detached Dwelling)
2. Rear Yard Setback Dimension (Unenclosed Deck)

**Motion to Approve
with Conditions
by Kris Holbeck**

**Seconded by
Sharon Duncan**

CARRIED

VARIANCE(S):

1.) *Variance to the Minimum Setback Dimension Provision [Bylaw 1525 – Land Use Bylaw, Schedule 1 – (R1) – Single Detached Residential, Section 3 – Minimum Rear Yard Setback Dimension]*

Standard: 7.6metres (25 Feet)
As Built: 4.6metres (15 feet, 1 inch)
Percent Variance: 39.5%

2.) *Variance to the Minimum Setback Dimension Provision [Bylaw 1525 – Land Use Bylaw, Schedule 4 – Standards of Development, Section 12(g) – Decks and Amenity Spaces; Rear Setbacks]*

Standard: 5.6metres (18 Feet, 4 inches)
As Built: 1.9metres (6 feet, 2 inches)
Percent Variance: 66.1%

CONDITION(S):

1.) *The Municipal Planning Commission approves the as-built development permit application for the single detached dwelling (with variances) on the condition of the forfeiture of the entire development deposit.*



MUNICIPAL PLANNING COMMISSION MINUTES

March 1st, 2013
Town of Claresholm – Council Chambers

Item 9: Information INFORMATION
Approved Developments: September 2012 thru December 2012

APPROVED DEVELOPMENTS: September- December 2012

DEVELOPMENT PERMIT #	OWNER / APPLICANT	CIVIC ADDRESS	DEVELOPMENT	VALUE (\$)	DECISION	DECISION BY
12-Sep-12	Robert & Jeanne Allen	307, 52Ave East.	Fence	\$3,000	Approved	Dev. Officer
11-Sep-12	George Douros	333 - 53 Ave East	Fence	\$4,000	Approved	Dev. Officer
19-Sep-12	Alice London	14 Westrose Ave.	As Built Variance to Side Yard Set backs	N/A	Approved	Dev. Officer
06-Sep-12	Wilshire Inns Ltd.	33 Alberta Road	Subdivision application	N/A	Approved	MPC
25-Sep-12	Masterpiece Cottonwood Village (Barry Sommers)	4224, 8th St. W	Flag pole with base structure	\$4,000	Approved	Dev. Officer
01-Oct-12	Sara Briggs (Shirley Isaacson, Josh Florence)	317, 58th Ave. W	6' Fence	\$2,000	Approved	Dev. Officer
01-Oct-12	Fern Brothers	5117, 2nd St. W	Fence	\$1,000	Approved	Dev. Officer
03-Oct-12	Starling Auction Services Ltd. (Jessie S, Mike Petrovic)	Corner of 2nd St E and 43rd Ave E	Temporary use Permit - Lumber & Const. Auction	N/A	Approved with Conditions	Dev Officer
03-Oct-12	SteelForm Consturction (Challenger New Holland)	4053, 3rd Street East	Addition for Cold Storage	\$30,000	Approved with Conditions	Dev Officer
11-Oct-12	Roy & Doreen Slettede	409, 51 AVE E	Sun room on existing deck	\$8,400	Approved	Dev Officer
03-Oct-12	Cody & Jodi Hurlburt	415, 52 Ave E	Garage	\$20,000	Approved with Conditions	Dev Officer
16-Oct-12	Tim Hortons	29 Alberta Road	Addition of Dual Service Drive Thru	\$40,000	Approved with Conditions	Dev Officer
15-Oct-12	Brian Pedersen	4817, 4 ST W	Demolition of 2nd single family dwelling	\$1,000	Approved with Conditions	Dev Officer
22-Oct-12	Church of the Nazarene	359- 49th Ave W	Replace basement floor, sidewalk, entrance.	\$145,000	Approved	Dev Officer
29-Oct-12	Ed Friesen	4885 7 St W	As-built fence	\$1,700	Approved	Dev. Officer
02-Nov-12	Jeff & Carol High	4877-7 ST W	As- built fence	\$7,787	Approved	Dev Officer
05-Nov-12	Monster Contracting/ Crop Production Services	420 43 AVE E	Demolition of Office	N/A	Approved	Dev Officer
08-Nov-12	Robert McKee	520 51 AVE W	3 ft chain link fence	\$1,000	Approved	Dev Officer
22-Nov-12	Stephen Nguyen	125, 48 AVE W	foundation reconstruction- renos- exterior finish	\$50,000	Approved	Dev Officer
14-Nov-12	Kenneth Lee & Marion Hart	44 Saddle Mt Road	Large Accessory Building (Shed)	\$7,750	Approved	Dev Officer
16-Nov-12	Meadow Creek Sausage/ Tempest Construction	33 Alberta Road	Food Processing Facility; minor.	\$418,600	Approved	MPC
14-Nov-12	Crystal Sullivan	130 50 Ave W	Sign Permit	\$1,000	Approved	Dev Officer
16-Nov-12	1664660 Alberta Ltd.	5831 1 ST W	Replace Commercial Hvac Unit	\$14,850	Approved	Dev Officer
07-Dec-12	Bakker Fencing & Oilfield services	28 Sask. Cres. W	Fence	\$7,000	Approved	MPC
06-Dec-12	Troy VanDellen/ Marvin Land Sevices	410, 51 AVE W	Demolition	\$1,800	Approved	Dev Officer
10-Dec-12	Keith & Karen Linderman	671 50 AVE W	Kitchen reno	\$45,000	N/A	N/A
12-Dec-12	Monty & Sharon Anderson	35 Westlynn Drive	Install Free standing fire place	\$3,000	N/A	N/A
17-Dec-12	North & Co. Richard Burnham, Marilyn Thorton	633, 52 Ave W	As built variance to large accessory building	N/A	Approved	MPC

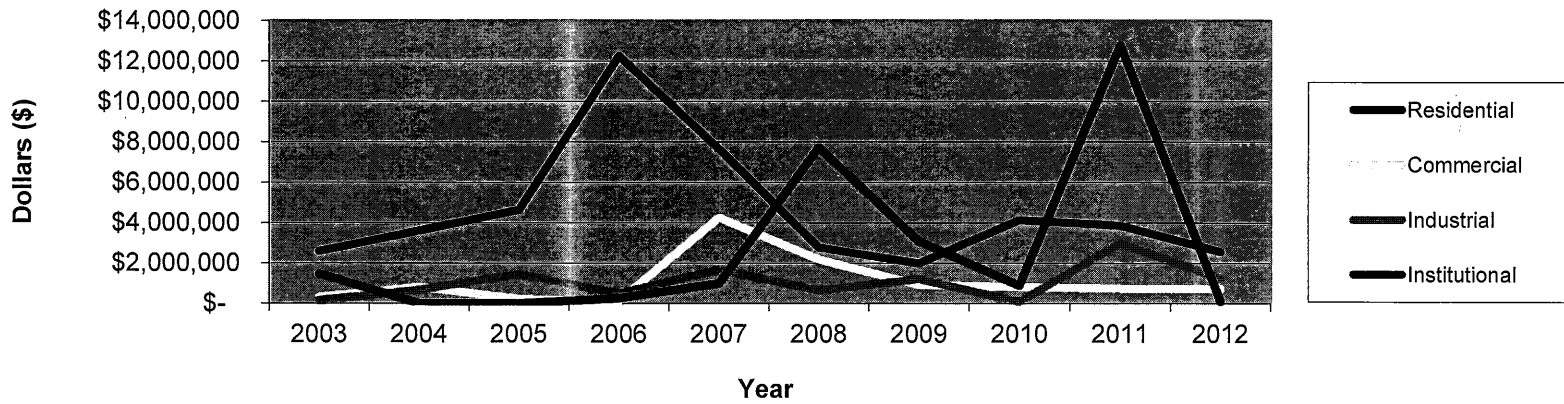


MUNICIPAL PLANNING COMMISSION MINUTES

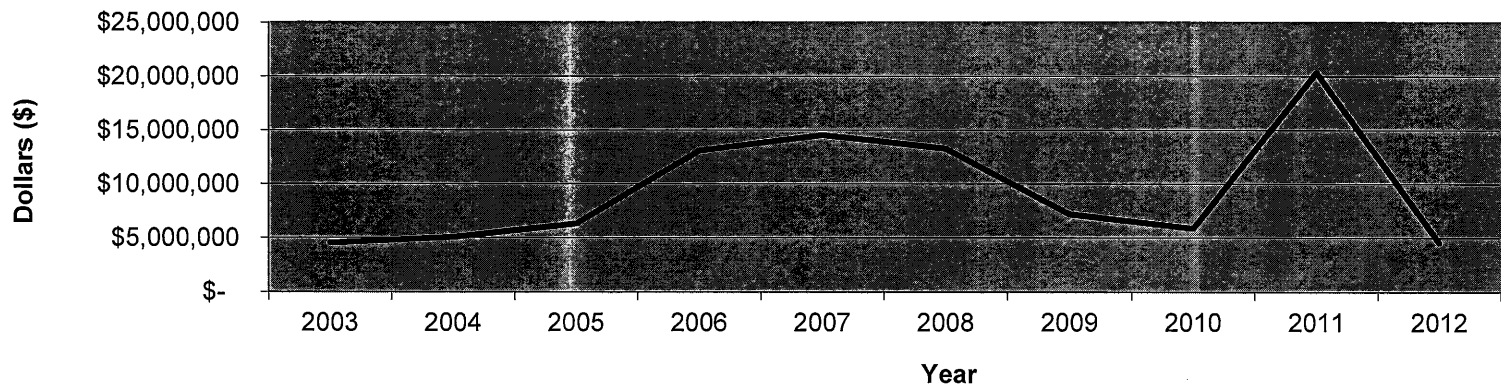
March 1st, 2013
Town of Claresholm – Council Chambers

Item 10: Information INFORMATION
Development Statistics for 2012

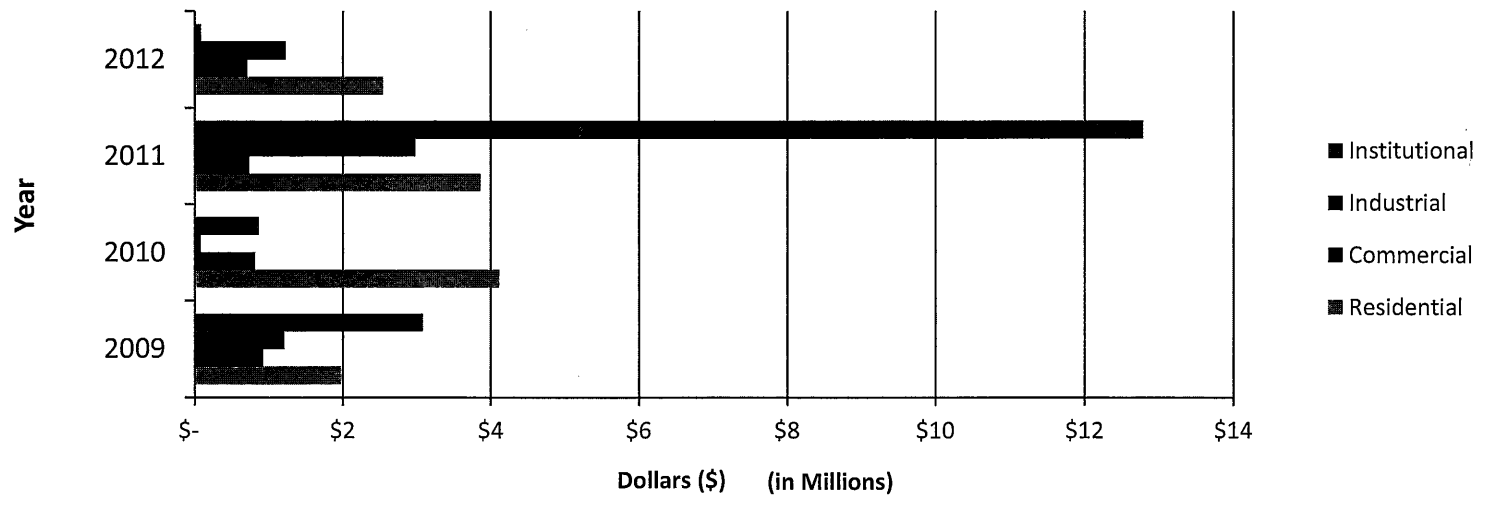
Town of Claresholm Permit Value (by type of use)



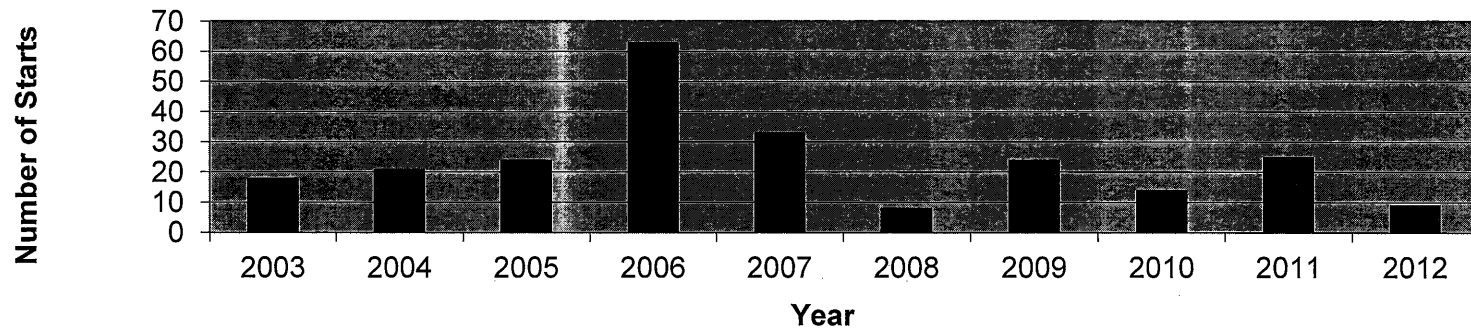
Town of Claresholm Permit Value



Town of Claresholm Permit Value



Dwelling Unit Starts



TOWN OF CLARESHOLM PERMIT VALUES

Year	2003	2004	2005	2006	2007	2008	2009	2010	2011	2012
Residential	\$ 2,583,555	\$ 3,595,450	\$ 4,631,500	\$ 12,254,240	\$ 7,648,854	\$ 2,770,464	\$ 1,981,300	\$ 4,113,010	\$ 3,858,598	\$ 2,547,000
Commercial	\$ 322,000	\$ 799,000	\$ 208,000	\$ 108,500	\$ 4,250,500	\$ 2,161,500	\$ 918,100	\$ 809,050	\$ 735,500	\$ 708,000
Industrial	\$ 154,000	\$ 670,000	\$ 1,452,100	\$ 480,000	\$ 1,667,000	\$ 632,470	\$ 1,204,800	\$ 80,000	\$ 2,983,000	\$ 1,224,000
Institutional	\$ 1,456,500	\$ -	\$ -	\$ 251,000	\$ 968,000	\$ 7,724,000	\$ 3,084,000	\$ 864,865	\$ 12,786,000	\$ 83,000
Total	\$ 4,516,055	\$ 5,064,450	\$ 6,291,600	\$ 13,093,740	\$ 14,534,354	\$ 13,288,434	\$ 7,188,200	\$ 5,866,925	\$ 20,363,098	\$ 4,562,000

DWELLING UNIT STARTS

Year	2003	2004	2005	2006	2007	2008	2009	2010	2011	2012
Starts	18	21	24	63	33	8	24	14	25	9



MUNICIPAL PLANNING COMMISSION MINUTES

March 1st, 2013
Town of Claresholm – Council Chambers

Item 11: Discussion

DISCUSSION

File: D2013.012
Applicant: It's a Ten Painting
Owner: Town of Claresholm
Address: 4606 4 Street (Centennial Park)
Legal: Portion of Block P, Plan 4265JK
Regarding: Home Occupation Application; Painting Services

The applicant desires to locate a painting business from the permanent campground attendant residence at Centennial Park. The residence would be used as a home office, work would be completed off-site, and material would only be stored in a vehicle/trailer. The applicant requires authorization from the land owner prior to submitting a development application; the Town of Claresholm is the owner of Centennial Park. Upon review of the situation, the Town of Claresholm Municipal Planning Commission recommends that applicant should continue to operate using a Regional Business License and it would be prudent to find a better suited location to operate the business when a new license must be obtained.

12:20p.m. Adjourn

**Motion to Adjourn
by Kris Holbeck**

Carried

Porcupine Hills Lodge
Board Meeting
July 9, 2013

Present: Earl Hemmaway, Judy VanAmerongen, Audrey Hoffman, Linda Todd. Pam Crone & Arlette Heck

Regrets: Karen Keen

1. Earl Hemmaway called the meeting to order at 6:00 p.m.
2. Additions to Agenda: 8760, Victor Fortinski, Transportation Society, and Letter of Thanks from Pam Hyland
3. Judy VanAmerongen moved acceptance of the Agenda with the Additions. Carried.
4. Judy Vanamerongen moved Acceptance of the Minutes. Carried.
5. No Report from the chairman, but we had a presentation from the Transportation Society regarding the proposed purchase of a bus to be shared with the Lodge.
A motion was made by Linda Todd that we would give \$35,000. to the Transportation Society towards the purchase of a bus with a contract, terms, and conditions to be acceptable to all parties. Carried.
A motion was made that Earl Hemmaway go on the committee with the Transportation Society to look at buses and vans. Carried.
- 5.a. Vice chairperson, Judy VanAmerongen, reported that she had talked to MarieD@website designs. Audrey Hoffman moved that we authorize Judy to spend up to \$1000. for a web site and brochures. Carried.
6. Audrey Hoffman move acceptance of the Financial Report. Carried.
7. Managers' Report
Judy VanAmerongen moved that we take out a contract with 8760 for 2 years. Carried.
Jubilee Insurance will be coming to the Lodge on August 15 @1:00 p.m.
Recreation Report moved for acceptance by Linda Todd. Carried.
8. Maintenance Report:
Victor Fortinski gave a summary of maintenance issues in the Lodge and outback units, that need to be addressed.
Pam Crone moved acceptance of the Maintenance Report. Carried.
9. No Report
10. Correspondence: A Letter of Thanks from Pam Hyland.
11. Went into camera at 8:30 and came out of camera at 8:45.
- 11a. A motion was made by Pam Crone that the Lodge give a donation of \$250. In memory of Board Member Karen Keen who passed away on July 4, 2013. Carried.
12. Linda Todd moved the Adjournment of the Meeting at 9:00 p.m. Carried.
Next meeting will be in September at the call of the chairman.

**Porcupine Hills Lodge
Special Meeting
July 23, 2013**

Present: Earl Hemmaway, Judy VanAmerongen, Audrey Hoffman, Pam Crone and Arlette Heck
Regrets: Linda Todd

Meeting was called to order by Earl Hemmaway @ 10:00 am

Audrey Hoffman moved to go in camera. – carried.
Judy VanAmerongen move to come out of camera. – carried.

Meeting adjourned by Pam Crone at 11:30 am.

**Porcupine Hills Lodge
Special Meeting
August 5, 2013**

Present: Earl Hemmaway, Judy VanAmerongen, Audrey Hoffman, Linda Todd, Pam Crone & Arlette Heck

Meeting called to order by Earl Hemmaway at 10:05 am.

Linda Todd made a motion to purchase a 2014 chevrolet "Crestline" 11 passenger, 1 wheelchair bus. – carried. UNANIMOUS.

A motion was made by Audrey Hoffman that Arlette Heck get quotes on painting the outside of the Lodge. - carried.

Linda Todd moved adjournment of the meeting at 12:00. (noon)

Next meeting tentatively set for Sept 10, 2013 at 7:00 pm.



ALBERTA
MUNICIPAL AFFAIRS

Office of the Minister

AR68817

September 3, 2013

Ms. Shirley Leonard
Chairperson, Town of Claresholm Library Board
c/o Claresholm Public Library
Box 548
Claresholm, AB T0L 0T0

Dear Ms. Leonard:

I am pleased to invite the *Town of Claresholm Library Board* to apply for the fifth annual Minister's Awards for Excellence and Innovation in Public Library Service. These awards formally recognize great services at public libraries and promote knowledge-sharing within Alberta's library community.

In 2013, I was pleased to recognize St. Albert Public Library Board, Sheep River Library Board, Lac La Biche County Library Board, Chinook Arch Regional Library Board, and the Kainai Literacy Committee. These awards were given for their STARFest, OUT LOUD program, career development program and for the development of a public library on a First Nations Reserve. The next awards will be presented at the Alberta Library Conference in Jasper in April 2014.

The Excellence in public library service award recognizes delivery of established library programs and services at a high level of effectiveness and quality. The Innovation in public library service award recognizes new library programs or services, or new and improved methods of program/service delivery.

There are two awards in each category of Excellence and Innovation to account for libraries serving populations of less than 15,000 and libraries serving populations of 15,000 or more.

Submission forms and additional details are available on the Public Library Services Branch website at www.albertalibraries.ca, and click on the Minister's Awards link. The submission deadline is February 14, 2014.

Alberta ■

.../2

Ms. Shirley Leonard
Page 2

If you have any questions on the awards program, please contact Karen Petch, Branch Information Co-ordinator, at the Public Library Services Branch, toll-free at 310-0000, then 780-427-9709, or by email at libraries@gov.ab.ca.

Winners will be notified at the end of March 2014 and formally announced at the Alberta Library Conference in Jasper (April 24-27, 2014).

Thank you for your work in ensuring public libraries are part of strong communities across Alberta. I look forward to hearing and celebrating your stories.

Sincerely,

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

Doug Griffiths
Minister

copy: His Worship David Moore

Claresholm Public Library Board Regular Meeting Minutes June 17, 2013

Present: Daryl Sutter, Lisa Andersen, Trisha Carleton, Shirley Leonard, Michael McAlonan,
Kathy Davies

Excused: Cathy Dahl, Mary Thompson, Arden Dubnewick, Marika Thyssen

Absent: Earl Hemmaway

Meeting called to order at 5:45 pm by Shirley

NOTE: NOT ENOUGH PRESENT FOR QUARUM

Approval of Agenda:

Approval of May 27 minutes:

Old Business	<ol style="list-style-type: none"> 1. Oral History: Will be setting a date for training the 4 volunteer interviewers. 2. Closure on Sat. for July and Aug: Kathy presented stats of people using the library – no. of people in the past 6 Sat. are: 52, 30, 55, 42, 38, 15. Discussion - Lisa Anderson said they also close their restaurant on Sat. because it is so slow. The Board decided to keep it the same as past years and close on the Sat. for July & Aug. 3. Archives: Cathy Dahl and Kathy Davies went to Milo Library to see their archives. Joanne Monner (Milo Librarian) was very helpful, she gave us valuable information. She suggested we contact the Archives Society of Alberta for their input and look into the 6 day course they hold on archival materials. Cathy did contact them, but Rene is away until the 19th.
Financial	May financial statement – no questions.
CORRESPONDENCE	nil

<p>COMMITTEE REPORTS</p>	<ol style="list-style-type: none"> 1. Chinook Arch- nil 2. Librarian: Lisa & Kathy interviewed 4 people for the library clerk position. Have hired Jay Sawatzky for 15 hours/week. Have supervised 6 exams for various people taking distance education. Cleaning out cupboards and draws. Re-organizing things. 3. Friends: Meet the fourth Mon. of the month. Morris Dube has agreed to head the "Parade Float committee". They are meeting on Thur. June 27. The landscaping committee held a workbee on June 12 – had 11 people volunteer – the Town provided 2 large bags of mulch and we purchased 2 loads of wash gravel. We got the gravel spread; most of the plants were pruned and still have some of the mulch to spread around. The Social committee looked after organizing a bar-be-cue for the volunteers.
<p>NEW BUSINESS</p>	

Meeting adjourned at 6:30 pm.

Next meeting: Sept. 16 at 5:45 pm.

Chairman

Date

Secretary

THANK YOU

**For your generous donation
and support of the**

CLARESHOLM SHOW AND SHINE

AUGUST 11, 2013

*Porcupine
Hills*



*Classic
Cruisers*

CLARESHOLM AND DISTRICT MUSEUM
BOARD MEETING AUGUST 21, 2013

PRESENT: RHODENA KING, HAROLD SEYMOUR, ANOLA LAING, JANE MARSH, DOUG MACPHERSON,
DOUG LEEDS, DON GLIMSDALE, BERNICE CASE, TRISHA CARLETON

ABSENT: DON CLARK.

1. THE MOTION TO ACCEPT THE AGENDA WITH ADDITIONS WAS MADE BY BERNICE CASE.
2. THE MOTION TO ACCEPT THE MINUTES OF THE PREVIOUS MEETING WAS MADE BY DON GLIMSDALE.
3. FINANCIAL REPORT: THE MONEY COLLECTED FROM THE TEA ON THE LAWN WILL GO INTO THE RESERVE FUND. THE MOTION TO ACCEPT THE FINANCIAL REPORT WAS MADE BY DON GLIMSDALE.
4. THE EXTRA ACTIVITIES THAT WERE INCLUDED AT THE TEA ON THE LAWN WERE GREATLY APPRECIATED BY THOSE IN ATTENDANCE WE WILL TRY TO ARRANGE SOME FOR NEXT YEAR. 40 TEA CUPS HAVE BEEN DONATED.
5. FAIR DAYS PARADE. SINCE WE DID NOT USE THE FLATBEDS THE FRINGE WAS RETURNED. HAROLD PUT A THANK YOU IN THE NEWSPAPER TO THE PEOPLE WHO HELPED HIM TO GET THE FIRE ENGINE ON THE ROAD.
6. ACQUISITIONS: THERE HAVE BEEN APPROXIMATELY 35 DONATIONS MADE WHICH WILL BE DISCUSSED AT THE SEPTEMBER 5TH MEETING. THE ANVIL HAS BEEN RECEIVED FOR THE BLACKSMITH SHOP.
7. SPEEDER CAR STORAGE SHED: DOUG MACPHERSON WILL TALK TO JEFF. HE STILL HASN'T GOTTEN A PERMIT.
8. BOARD MEMBER POLICY. THE POLICY WAS REVIEWED AND DOUG MACPHERSON MADE THE MOTION THAT THE CONSECUTIVE TERMS BE CHANGED TO TWO TERMS. MOTION CARRIED.
9. TISHA CARLETON REVIEWED THE EXECUTIVE REPORT. SEE ATTACHED.
10. IT WAS DECIDED THAT THE UPCOMING TALKS WOULD BE BETTER IF THEY TOOK PART IN THE LIBRARY SINCE WE DON'T REALLY HAVE ROOM FOR PEOPLE TO SIT. WE NEED TO CONTACT THE LIBRARY TO COORDINATE THESE EVENTS.
11. AT THE TEA ON THE LAWN SOME BRANCHES WERE TRIMMED FROM THE TREE BUT THE SIGN IS STILL NOT CLEARLY VISIBLE. DOUG MACPHERSON WILL ASK MIKE TO MOVE THE SIGN TO A NEW LOCATION.
12. TICKETS ARE AVAILABLE FOR THE LETHBRIDGE & DISTRICT COMMUNITY FOUNDATION DINNER WHICH ARE \$50. WILL FERGUSON IS THE SPEAKER.
13. HAROLD SEYMOUR MADE THE MOTION THAT THE MUSEUM HAVE A TABLE AT THE RESOURCE AND REGISTRATION FAIR. MOTION CARRIED.

DOUG LEEDS MADE THE MOTION THAT WE GO IN CAMERA. DOUG MACPHERSON MADE THE MOTION THAT WE GO OUT OF CAMERA AT 8.58

14. DOUG LEEDS MADE THE MOTION THAT WE MAKE A LIST OF RECOMMENDATIONS FOR THE NEW BOARD AT THE NEXT MEETING.

15. THE MEETING WAS ADJOURNED BY HAROLD SEYMOUR.

THE NEXT MEETING WILL BE AT THE MUSEUM ON SEPTEMBER 25, 2013 AT 7:00

General Comments & Statistics

- From August 15 to September 16 we've had 1156 visitors to the Museum.
 - Compared to 2012, from opening mid-May to September 16 of 2013
 - Visitorship is down 24% (from 6430 in 2012 to 4899 in 2013)
 - Donations are down 17% (from 3661.40 in 2012 to 3026.70 in 2013)
 - Gift Shop sales are up 18% (\$2232.80 in 2012 to \$2714.25 in 2013) However, we do still need to payout our consigners 70% on all of their sales, so this number will go down)
- I made a visit to the Stavely Museum to gain familiarity with their museum and keep up good relations.

Management & Governance

- Do we want to do anything special to advertise the open board positions beyond the regular newspaper ad?
- I asked Mike about moving the museum signs and it can't be done this year so we'll have to plan for it in the 2014 budget.

Operations & Finances

- I completed and submitted the hazard assessment for the Museum, still waiting on changes with regard to fire code inspection from the town/fire department.
- I have submit an institutional grant application to the AMA for the CPR Basement Storage and Access Improvement. We should here back by November.
- I have submit a professional development application to the AMA for funding to attend a museum financial management course in Edmonton in January 2014. We should here back by November.
- I have submit a grant application to the Lethbridge and Southwest Alberta Community Foundation for funding to host 2 AMA courses in Governance and Museums and Society for the museum board sometime in January - May 2014.
- I have submit the final reports to Young Canada Works and Canada Summer jobs to receive the funding for our summer students.
- Currently working on the AMA staffing grant, and possibly a MAP (Museums Assistance Program) grant and possibly a CFEP (Community Facility Enhancement Program) grant.

Volunteers & Staff

- A big thank you to the volunteers who have been helping out at the Exhibit Hall to have it open from 2-4pm on some days.
- I have emailed with Rob Charchun with the Livingstone Range School Division requesting a high school work experience student for the fall.
- I attended the AMA conference Sept. 19 - 21 in Edmonton.

Collections Management & Exhibits

- We had a visit from Rene from the Archives Society of Alberta on Sept. 6 to assess the museum and the library archival holdings. We have now received a report with recommendations. The library board has since discussed moving their small amount of archival holdings (approx 2-3 filing cabinet drawers worth) to the museum. Do we want the museum to be the official archives for Claresholm and pursue membership with the ASA (there are criteria we need to meet)

Programming & Special Events

- We have booked Michael Gates to do a talk about his book on ranching and the Klondike gold rush cattle drives for Friday October 25, 2013 at 4:00pm at the library. I have talked with Doug Nelson and he's very interested, going to talk to Ed Nelson and Tim Nelson about a date. Have made inquiries to get contact information for Bill Dunn.

The Bridges at Claresholm Golf Club
REGULAR MEETING
Wednesday, August 28, 2013 at 12 noon

Present: Frank Keller, Berny Jacob, Stan Mitchell, Mike Young, Kathy Davies, Dan Rhode, Todd Heggie, Doug MacPherson, Lyle Broderson & Rod Andrews.

Excused: Russell Sawatzky, Ray Montpetit

1. Chairman Frank Keller called the meeting to order at 12:06 pm.
2. Mike Young moved the approval of the agenda. CARRIED.
3. Todd Heggie moved the approval of July 24, 2013 Regular Meeting minutes. CARRIED.
4. Correspondence: none

5. **Reports:**

5.1 Greens Committee: Rod reported on the following:

- Currently have 4 full time and 2 part time employees – need to hire a few people for the next 6 – 8 weeks.
- The transmission on the Workman needs repairs – has only 2 gears working;
- Have not heard back from Gerard regarding the trees – let him know that we are planning to purchase \$2500.00 worth of trees.
- Discussion what to do about the new trees so they don't get eaten by the deer;
- Will do blowout Oct. 25 – 28;
- As they are planning on keeping the restaurant open during the winter – will need to keep the road clear of snow. The Board suggested that we look into the cost and availability of purchasing a 1-ton truck with a blade on the front. The truck box should have sides, then it also can be used for hauling sand and gravel, etc. Suggested to talk to Frank Klein.

5.2 Club Pro and Marketing Committee: Lyle reported on:

- August has been a busy month for the course – Sept. has some good tournaments booked.
- Working with FCSS Senior/Student golf – will do a 4 person scramble once/year, probably on a Wed. afternoon.
- Have sent a request to move the Men's Stag to Oct. 19 – the other raffle is going well.
- Working on getting someone to wash the windows.

5.3 Town Representative: Doug reported:

- Talked about the upcoming plans for the golf course – he will have this list (with time lines) sent to Lyle.

5.4 Clubhouse Committee: Lyle reported:

- The warming tray needs some new elements.
- Don will let us know what his future plans for operating the restaurant are by the end of Sept.

5.5 Finance Committee:

- Lyle needs to talk to YPM regarding how they have entered some of the money into which accounts.
- Currently have \$64,000.00 in our chequing account and \$12,000 in the Casino account.

5.6 Grants & Casino Committee:

- For the CIP grant application for electricity in one cart shed and building of a storage shed on driving range, Lyle, Frank and Kathy will meet with Pete Kruekl to determine what amount of “In-kind donation” we can use for the application. The Golf Club will have to put in some money.
Todd Heggie moved that we proceed with the grant application and that the golf club be responsible for up to \$7,500.00 for its contribution. CARRIED.

5.7 Policy/By-law Committee:

- The committee met and are working on some additions and changes – are looking into some requirements and regulations. Will present at a later meeting when they are completed.

6. **New Business:** none

7. **Adjournment:** Stan Mitchell moved the meeting be adjourned at 1:15 pm.

August meetings: Informal – Wed. Sept. 4th at noon
Regular monthly: Wed. Sept. 18th at noon

President

Date

Secretary

The Parent Link Centre is here in Claresholm!!

We offer a **FREE drop in/stay and play program for children
0-6 years.**

**We have learning centres, craft, circle and story times.
Come on out and have fun with your child while meeting
other members of the community.**

We are located in the **Claresholm Community Centre.**

We are here

Tuesdays from 9:30-11:30am and from 1-3pm.

**For more information please call the Parent Link Centre at
403 652 8633.**



Watershed Science Tour



Learning about our watershed:
Current research and monitoring work in
the Oldman basin



Everyone Welcome!!

Thursday, October 3rd, 2013

8:00am - 4:30pm

Depart from the
Lethbridge Agriculture Research Centre

Cost:

Non-Member: \$15

OWC Member: \$10

Student: \$5

Lunch and Transportation provided

Registration Deadline: September 30th
Space is limited!!

For more information call or email:

Leta Pezderic at:

403-381-5801

leta@oldmanbasin.org

Tour Agenda

- Lethbridge Biogas Partnership
- 2 Local Feedlots (Beneficial Management Practises)
- Lunch Speaker: Alice Hontela, U of L "Pharmaceuticals in our waters"
- Lethbridge Storm Water Project - OWC's Watershed Science Team & Urban Team
- Aquaponics - Lethbridge College Aquaculture Centre
- Demonstration & Research Canal - Alberta Agriculture



watershed management – watershed health

Brought to you by the OWC's **Watershed Science Team**

Minutes of the Claresholm and District Chamber of Commerce
held at noon on the 20th day of August, 2013 at Putter's
Restaurant at The Bridges Golf Club

Present

Anita Wahl, Linda Petryshen, Susan Gour, Wilf Gour, Debbie Lane, Rob Vogt, Curt Hanselmann, Iqbal Nurmohamed, Betty Fieguth, Marilyn Curry, Rod Dryholm

Meeting was called to order at 12:05pm.

New business was added to the Agenda following delegation to Town of Claresholm.

On a motion by Linda Petryshen, and seconded by Wilf Gour and carried, the Minutes of the July 16, 2013 meeting were approved.

Financial Report

Sue Gour provided the financial report.

Town Report

Betty Fieguth presented the Town Report. Betty advised that the water report rate study has been completed and planning is now underway. She also indicated that at the next council meeting the results from the recycling survey would be made available.

M.D. Report

Glen Alm, was not present.

EDC Report

Russell Sawatzky was not present, however, Betty Fieguth advised that the EDC had not met.

Chamber Storage Facilities

Wilf Gour advised that the Chamber had contracted with Bob Machan for a six month period of time to rent Unit #38 for storage and also \$50.00 had been paid for some shelving units.

Delegation to Town re: High River

Iqbal advised that a letter had been forwarded to the Town of Claresholm and a delegation had met with the Town looking to work with the Town with respect to assisting business in High River who were looking to relocate. The Town requested that a survey be done and that had been done and the results were provided to the Town. 15% of the membership had responded to the survey. The results of the survey were such that the member who responded were leading towards highly concerned with respect to the vacancies in the Town of Claresholm. The

membership who responded tended to somewhat agree that we have problems with respect to the empty buildings. The members who responded agreed that we should help out the businesses in High River. With respect to how we should help, all options had support. With respect to the questionnaires that had been sent out, a suggestion was made that perhaps if there were any businesses looking to move into Claresholm we could perhaps help out with advertising costs. It was also commented that it would be important to try and streamline development requirements. The membership agreed that we would forward another email to the Town suggesting a meeting with the Town, the Chamber of Commerce and the EDC and also asking the Town to contact the owners of empty buildings.

Wilf Gour proposed that we suggest another member of the Chamber to sit on the EDC that being Damon Larkin and as well we would like to have the President of the Chamber attend and be a member of EDC. It was agreed that we would make that request to the Chair of EDC who is Dave Moore.

New Business

Curt Hanselmann spoke on behalf of the Claresholm Citizens on Patrol. He indicated that there had been a recent spike in vandalism and theft and the RCMP were indicating that that in fact was being done by professionals. Curt advises that Citizens on Patrol is looking for new members who would be prepared to work one night per month into the early morning hours.

Marilyn Curry advised of three new businesses locating in Town, those being the Dollar Store, Meadow Creek Sausage and Trailer Sales.

Next meeting will be held on September 17, 2013 at Douro's Restaurant. Call Douro's by 11am on September 17, 2013 at (403) 625-4244 to order.

The meeting was adjourned.