



TOWN OF CLARESHOLM
PROVINCE OF ALBERTA
REGULAR COUNCIL MEETING
JUNE 23, 2014
AGENDA

Time: 7:00 P.M.
Place: Council Chambers
Town of Claresholm Administration Office
221 – 45 Avenue West

CALL TO ORDER

AGENDA: ADOPTION OF AGENDA

MINUTES: REGULAR MEETING MINUTES JUNE 9, 2014

ACTION ITEMS:

1. BYLAW #1598 – Water & Sewer Bylaw Amendment
RE: 1st Reading
2. DELEGATION RESPONSE: Claresholm Healthy Community Coalition
RE: Request to Sponsor T-Shirts for Claresholm Fitness Challenge 2014
3. CORRES: Municipal District of Willow Creek
RE: 140th Anniversary of the NWMP Celebration
4. CORRES: Claresholm Garden Club
RE: Request for Donation
5. CORRES: Cassandra Navratil
RE: Mezzanine Rental
6. CORRES: Claresholm Potters Guild
RE: Relocation
7. REQUEST FOR DECISION: 2014 Infrastructure
8. INFORMATION BRIEF: Overland Flooding Event June 18th +
9. ADOPTION OF INFORMATION ITEMS

INFORMATION ITEMS:

1. WCCHS Navigator – June 3, 2014
2. AUMA Letter re: MGA Review – June 2, 2014
3. Uganda Water Walk and Barbeque Thank you
4. Oldman Watershed Council 2014 Annual General Meeting – June 25, 2014
5. Alberta SouthWest Bulletin – June 2014
6. Alberta SouthWest Regional Alliance Annual General Meeting Minutes – June 3, 2013
7. Oldman River Regional Services Commission General Board of Directors Meeting Minutes – March 6, 2014
8. Willow Creek Agricultural Society Meeting Minutes – May 21, 2014

ADJOURNMENT



**TOWN OF CLARESHOLM
PROVINCE OF ALBERTA
REGULAR COUNCIL MEETING MINUTES
JUNE 9, 2014**

**Place: Council Chambers
Town of Claresholm Administration Office
221 – 45 Avenue West**

COUNCIL PRESENT: Mayor Rob Steel; Councillors: Jamie Cutler, Chris Dixon, Betty Fieguth, Shelley Ford, Mike McAlonan and Lyal O'Neill.

ABSENT: None

STAFF PRESENT: Manager of Regulatory and Property Services and Acting Chief Administrative Officer: Jeffery Gibeau; Secretary-Treasurer: Karine Wilhauk.

MEDIA PRESENT: Rob Vogt, Editor, Claresholm Local Press

CALL TO ORDER: The meeting was called to order at 7:00pm by Mayor Rob Steel.

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

CARRIED

MINUTES: **REGULAR MEETING – MAY 26, 2014**

Moved by Councillor Ford that the Regular Meeting Minutes of May 26, 2014 be accepted as presented.

CARRIED

DELEGATIONS:

**1. JESSE STARLING
RE: Starling Auction Services**

Jesse Starling was present to speak to Council regarding the auction that he holds at the north end of Claresholm. His last sale drew people from as far away as Athabasca. Between land rent, warehouse space, advertising and other expenses, he spends about \$100,000 per year in our community. He is having some issues with MPC. He feels that two weeks to set up and two weeks to take down with a \$5,000 deposit in order to secure the sale is excessive. He does his best to clear all items away from the site as quickly as possible. He wants to run the business and is willing to work with the town to ensure the rules are being followed, he is just asking to be treated fairly.

**2. CLARESHOLM HEALTHY COMMUNITY COALITION
RE: Request to Sponsor T-shirts for Claresholm Fitness Challenge 2014**

Speaking on behalf of the Claresholm Healthy Community Coalition was Ruth Mueller, Community Development Coordinator with the Claresholm Health Unit. They are once again holding the Fitness Challenge this fall and would like the Town to sponsor t-shirts in the amount of \$1,250, which is half the cost. Last year they had 232 participants and this year they are aiming for 250 participants.

ACTION ITEMS:

**1. DELEGATION RESPONSE: Claresholm Child Care Society
RE: Funding Increase**

Moved by Councillor Ford to pay the full \$11,000 requested by the Claresholm Child Care Society, for the 2014 year only, to come from operations, and to refer the request for the 2015 year to budget.

CARRIED

**2. CORRES: Crowsnest Heritage Initiative Society
RE: Hillcrest Mine Disaster 100th Anniversary**

Received for information.

**3. CORRES: Chinook Arch Regional Library System
RE: Provincial Funding for Public Libraries**

Moved by Councillor Fieguth to write a letter of support of Chinook Arch Regional Library's System's request for an increase in provincial funding for public libraries in 2015.

CARRIED

**4. CORRES: Fusion Youth
RE: Request to Hold a BBQ in the Downtown Parking Lot June 27, 2014**

Moved by Councillor Cutler to deny the request by the Fusion Youth Group to use the downtown parking lot for their fundraising BBQ on June 27, 2014.

CARRIED

Moved by Councillor Ford to allow the Fusion Youth Group to hold a fundraising BBQ in Amundsen Park on June 27, 2014.

CARRIED

**5. CORRES: Claresholm Bench Show
RE: Request for Sand Pile**

Moved by Councillor Dixon to supply a sand pile for the Claresholm Bench Show at the Arena during Fair Days on August 8, 2014.

CARRIED

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

Moved by Councillor Dixon to forgive the municipal portion of the 2014 property taxes of the Claresholm Curling Club in the amount of \$882.70, with the stipulation that this amount will be reviewed in the next budget year.

CARRIED

7. REQUEST FOR DECISION: Alberta Municipal Affairs – Capacity Building: Roles and Responsibilities Workshop

Moved by Councillor McAlonan to postpone a decision to schedule a Roles and Responsibilities Workshop, facilitated by Alberta Municipal Affairs – Capacity Building Unit, to a later date.

CARRIED

8. REQUEST FOR DECISION: Regular Council Meeting Dates – July & August

Moved by Councillor Dixon to set Tuesday, July 15th and Monday, August 11th as regular Council meeting dates for the summer months.

CARRIED

9. REQUEST FOR DECISION: Formation of a Protective Services & Emergency Management Committee

Received for information.

10. INFORMATION BRIEF: Annexation Update

Received for information.

11. INFORMATION BRIEF: Short-term Vacant Properties – Comparatives & Statistics

Referred to administration to prepare a bylaw amendment(s).

12. INFORMATION BRIEF: Realty Listing Proposal Terms Agreement – Tax Recovery Sale

Received for information.

13. YEAR-TO-DATE Revenue & Expenditure Report (as at June 3, 2014)

Received for information.

14. ADOPTION OF INFORMATION ITEMS

Moved by Councillor Dixon that the information items be accepted as presented.

CARRIED

15. IN CAMERA: Legal

Moved by Councillor McAlonan that this meeting go In Camera.

CARRIED

Moved by Councillor O’Neill that this meeting come out of In Camera.

CARRIED

Moved by Councillor Cutler to revoke the appointment of Ms. Kris Holbeck from the position of Chief Administrative Officer effective immediately.

Mayor Steel requested a recorded vote.

In favor: Mayor Rob Steel; Councillors: Jamie Cutler, Chris Dixon, Betty Fieguth, Shelley Ford, Mike McAlonan and Lyal O’Neill.

Opposed: None

CARRIED

Moved by Councillor Ford to appoint Manager of Regulatory and Property Services Mr. Jeffery Gibeau to the position of Acting Chief Administrative Officer effective immediately.

CARRIED

Moved by Councillor Fieguth to formally inform EMERCOR Ltd. that any future discussions with respect to the disposal of the high pressure fire sprinkling system be limited to the Municipal District of Willow Creek, being the municipality having jurisdiction over the Claresholm Industrial Airport area, and that the Town of Claresholm will not be engaging in any further discussion with any private party or group on this issue.

CARRIED

ADJOURNMENT: Moved by Councillor Fieguth that this meeting adjourn at 9:40pm.

CARRIED

Mayor – Rob Steel

Acting Chief Administrative Officer – Jeffery Gibeau

DRAFT

ACTION ITEMS



**TOWN OF CLARESHOLM
PROVINCE OF ALBERTA
BYLAW # 1598**

A Bylaw of the Town of Claresholm to amend Bylaw #1510 being a bylaw respecting water-works, sewers and plumbing in the Town of Claresholm.

WHEREAS it is deemed expedient and proper pursuant to the provisions of the *Municipal Government Act* that the Council of the Town of Claresholm shall issue a Bylaw to amend its existing Water & Sewer Bylaw.

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

1. The Town of Claresholm Water & Sewer Bylaw #1510 shall be amended as follows:

REMOVE: Current Section 13.7

13.7 When water service is inactive, the basic sewer and garbage rates will also be deemed inactive.

ADD: Revised Section 13.7

13.7 When the water service has been shut off and is inactive, the basic water, sewer, garbage and recycling rates will continue to apply.

2. This Bylaw shall take effect on the date of final passage.

3. Bylaw #1510 is hereby amended.

Read a first time in Council this day of 2014 A.D.

Read a second time in Council this day of 2014 A.D.

Read a third time in Council and finally passed in Council this day of
2014 A.D.

Rob Steel, Mayor

Jeff Gibeau, Acting CAO

Kris Holbeck, CA
Chief Administrative Officer
Town of Claresholm
Box 1000
Claresholm, AB T0L 0T0
(403) 625-3381



May 30, 2014

Re: Request to Sponsor T-shirts for Claresholm Fitness Challenge 2014

Dear Ms. Holbeck,

In Canada, only 15% of adults and 5% of children are getting the minimum recommended amount of physical activity needed for health benefits. (ParticipACTION) In Claresholm, we want to do better.

Once again, the Claresholm Healthy Community Coalition is partnering with the Claresholm Fire Department to host the Community Wide Fitness Challenge this fall. (Sept. 15 through Oct. 26)

We plan to have orange T-shirts for each registered team member so that they can be “caught in motion”. Our “watchdogs” will appoint bonus points to those “caught” wearing their shirts while being physically active in their fitness challenge t-shirt.

In the past, the Town of Claresholm has sponsored the challenge by contributing to the cost of the T-shirts and we ask that you consider doing so again this year. Our goal is to register 250 participants and we expect the T-shirts to cost less than \$10.00 each. Our request is that you sponsor us for the cost of half of the T-shirts which, we estimate will be \$1,250.00. (50% of \$2,500.00) In return, we would place your logo on the back of the t-shirt.

If the Town and the MD of Willow Creek are able to split the cost, we will be able to keep the registration fee at \$40.00/team. We want to keep cost from being a barrier to registration.

In 2013, 232 citizens participated. 88% reported that the Challenge helped them become more physically active and 98% said that they would continue to be physically active throughout the year. We consider this a measure of success and believe you do as well.

Thank you for considering our request.

Sincerely,

Ruth Mueller, BScN, RN
Community Development Coordinator
Claresholm Health Unit
Box 1391
5221 – 2 St W
Claresholm, AB T0L 0T0
Office (403) 625-8658 Cell (403) 625-0137 ruth.mueller@albertahealthservices.ca



Municipal District of Willow Creek No. 26

Office of the Administrator

www.mdwillowcreek.com

123027 Hwy 520

Claresholm Industrial Area

Box 550, Claresholm Alberta T0L 0T0

Office: (403) 625-3351

Fax: (403) 625-3886

Shop: (403) 625-3030

Toll Free: 888-337-3351

June 17, 2014

Dear Sir/Madam:

Re: **140th Anniversary of the NWMP Celebration**

The Council of The M.D. of Willow Creek is inquiring if your town would partner with us at the dedication ceremony recognizing RCMP Assistant Commissioner Craig MacMillan at the 140th Anniversary of the NWMP Celebration on August 7, 2014 in Fort Macleod. Assistant Commissioner Craig MacMillan was raised in Claresholm.

A framed photo and plaque created by Claresholm Casting will be presented to Assistant Commissioner Craig MacMillan commemorating the event. The plaque will be permanently on display in the Fort. Please advise if your community will share in the cost and if you will have representation at this historical event.

Please respond to arlene@mdwillowcreek.com by June 25th.

Thank you.

Yours truly,

Arlene MacOdrum
Executive Assistant

/am

Craig MacMillan Professional Integrity Officer

A/Commr. Craig S. MacMillan was born and raised in Southern Alberta, and joined the RCMP in 1986 in Ontario. He has served in Alberta, British Columbia and Nova Scotia in operational policing positions including general duty, Major Crime, Informatics, Hate Crime Team. He also worked briefly with the Medicine Hat City Police and as a Park Ranger prior to joining the Force.



In 1990, A/Commr. MacMillan took an extended unpaid leave during which he completed a Bachelor of Laws (LL.B.) degree at Dalhousie Law School, became a member of the British Columbia Bar, and completed a Doctorate of Philosophy (Ph.D.) degree in Law from the University of British Columbia. During this period A/Commr. MacMillan worked in a variety of positions including with the Atlantic Region of the Canadian Human Rights Commission, Nova Scotia Police Commission Investigative Branch, and Criminal Justice and Legal Services Branches of the Ministry of the Attorney General of British Columbia, as well as a lawyer in private practice in Vancouver, B.C., where he specialized in professional discipline law, including defending and prosecuting allegations of police misconduct.

A/Commr. MacMillan returned to the RCMP in 1997 in the Pacific Region where he successively worked as Legal Counsel in the Operations Policy Unit, Special Advisor in Commercial Crime, and Grievance Adjudicator. In 2007, he transferred to Ottawa as Director and Senior Counsel of the Member Representative Directorate. More recently, A/Commr. MacMillan was Senior Advisor to the Labour Relations Initiative responsible for developing and providing advice and direction relative to discipline, grievances, and other processes that have been proposed in the *Enhancing Royal Canadian Mounted Police Accountability Act*. In 2012, A/Commr. MacMillan was appointed as the Director General of Adjudicative Services Branch. After acting in the role for eight months, A/Commr. MacMillan has been appointed as the Professional Integrity Officer.

A/Commr. MacMillan is also an author and educator on ethics and policing. He currently is an instructor in the Ethics for Police Leaders course for the Police Leadership Program at Dalhousie University College of Continuing Education, and has been part-time faculty at Kwantlan University College, University of British Columbia Continuing Education, and University College of the Fraser Valley. He is a co-author of *Ethical Issues in Law Enforcement* (3rd ed.) (Emond Montgomery, 2008), and has authored a number of professional and academic articles on ethics, constitutional law, police independence, hate crime, violence in relationships, and compelled statements from police officers.

In addition to his Ph. D. in Law and LL.B., A/Commr. MacMillan holds a Master of Arts (M.A.) degree in Judicial Administration from Brock University, a Bachelor of Arts (B.A.) degree in Legal Studies from the University of Lethbridge and a Diploma in Law Enforcement from Lethbridge Community College.

A/Commr. MacMillan resides in Ottawa with his wife and two children.

Date Modified: 2014-03-27



Claresholm Garden Club

P.O.Box 2547, Claresholm, Alberta T0L0T0

To share knowledge, ideas, and encouragement to anyone who enjoys the challenge of Claresholm and area gardening



June 13th, 2014

Mayor and Council
Town of Claresholm
Claresholm, AB T0L 0T0

Dear Mayor and Council:

Re: Request for Donation

As you are probably aware, our group does not operate as a service organization, thus we do not actively solicit funds from the public at large to finance our operations.

For many years past, our volunteers have assisted the Town's beautification activities through maintenance and management of live flowering plants in thirteen of the seventeen permanent concrete planters situated at four intersections in the downtown, as well as several other small planters on Town and Corporate lands. We have also created and tend gardens highly visible from the approaches to Claresholm, notably: Flower beds in front of Claresholm Museum, Good Karma park adjacent to Highway #2,, and this year, landscaping at the corner of Highway #520 and 5th Street. Our Club also maintains and manages a public community garden for the benefit of Claresholm residents who wish to garden but do not have space otherwise.

On average we spend between \$500.00 and \$1,000.00 on plants and trees all of which are incorporated into the planters and parks on Town property, and we ask that you consider granting us a sum of money to finance our plant purchases again this year.

We thank you for your continued support and assistance and your consideration of this request.

Yours truly,

Claresholm Garden Club
Rosemary Wishart - President

Monday, June 9th, 2014

To Whom It May Concern:

From January-June of 2014, I rented out the mezzanine above the skating rink for the purpose of dance instruction for youth ages 1.5-12 as a trial project to see what kind of response I would get from the community. I was very pleased with the results, and have established great working relationships with many families and students in the local area.

I am planning on continuing to rent the facility for the 2014-2015 dance season; however, due to the demand for more evening/weekend classes, I have to expand to teaching both Wednesday afternoons/evenings and Saturday mornings into the early afternoon. My actual student count is not expected to increase as dramatically as the price increase for renting the facility; this season, I have been paying a flat monthly fee of \$300 + GST, and next season, I could be looking at anywhere from \$600-750/month depending on the number of weeks in each month.

As I charge a monthly fee for my students that does not fluctuate with the amount of lessons per month (this covers holiday weeks, spring break, etc.), I would like to propose another monthly fee for the coming season so I can feasibly continue to offer the classes and receive fair compensation. I have also had to hire an assistant instructor who I will have to pay in addition to the increase in rental fees for the year. I believe that a monthly flat fee of \$475 would be fair, considering that I am not anywhere near doubling my student load/fee intake for next season, but I would be more than doubling the amount that I will be paying for rent.

I would very much appreciate your consideration in this matter, and look forward to the year (hopefully years) ahead working with the community and the town office to promote the art of dance in Claresholm.

Warmest regards,

Cassandra Navratil
cassandranavratil@gmail.com
780.953.1937

Town of Claresholm

June 4, 2014

Mayor, Members of Town Council,

Hello,

My name is Carol Thompson and I am the current President of the Claresholm Potters Guild. Also on the executive is Anne Barnes as Secretary/Treasurer. Our guild has been lucky to have been located in the basement of the Town office for many years. We have heard that the town may be considering relocating their office to the old elementary school building. As a non-profit guild we are wondering if you might take into consideration the chance of us moving to the elementary school with you. I believe there is a room with water and a 220 outlet, which we would like to be considered for.

My contact number is 403 687 2339

Yours truly

Carol Thompson

Box 787

Claresholm, Ab.

TOL OTO

email ct2339@telus.net



REQUEST FOR DECISION

Meeting: June 23, 2014
Agenda Item: 7

2014 INFRASTRUCTURE ENGINEERING TENDER

DESCRIPTION:

Through the capital budgeting process, the Town of Claresholm has allocated **\$595,000** to the 2014 Infrastructure Projects specified below.

Through an engineering company, the Town of Claresholm has put out a Request for Tenders for our 2014 Infrastructure Projects. Four projects were tendered, all with road and asphalt works. Some projects included water and/or sewer main replacements, curb, gutter and other concrete flatwork.

The four projects are as follows:

1. Highway 2 (1st Street West) – from 43rd Avenue West (Hwy 520) to 45th Avenue West
The project consists of replacing the sanitary sewer main, service connections to properties on the east side of HWY 2, and curb & gutter. All concrete and asphalt surfaces will be restored to an as-is or better condition.
2. 53rd Avenue East – from 2nd Street East (Railway) to 2A Street East
The project consists of replacing the water main, all service connections, repaving road surfaces, and replacing portions of curb & gutter and other concrete flatwork.
3. 49th Avenue West – from 3 Street West to 2nd Street West
The project consists of replacing the sanitary sewer main, all service connections, repaving road surfaces, and replacing portions of curb & gutter and other concrete flatwork.
4. 55th Avenue West – from 2nd Street West to 1A Street West
The project consists of repaving road surfaces, and replacing portions of curb & gutter and other concrete flatwork.

BACKGROUND:

Two (2) bids were received for the 2014 Infrastructure Tender process. GST is not included in the pricing quoted below:

1. Bow Mark Paving Ltd. - \$956,338.39
2. Chinook Pipeline Limited Partnership - \$643,845.00

Cicon Engineering has recommended we award to the low bidder. However the funds allocated for the project are only \$595,000. This result is a discrepancy of \$48,845.00.

DISCUSSION/OPTIONS:

There are two options for Council to consider:

1. By resolution, Council can allocate the \$48,845.00 from either Town reserves or future MSI funding to cover the overage. By a second resolution, Council can move to hire Chinook Pipeline Limited Partnership to be the contractor for the 2014 Infrastructure Projects, approving all projects presented by Cicon Engineering Ltd.
2. By resolution, Council can move to hire Chinook Pipeline Limited Partnership to be the contractor for the 2014 Infrastructure Projects, approving all projects except for the pavement overlay for 55th Avenue West – from 2nd Street West to 1A Street West. Saving \$53,630.00 from their original quote, resulting in a total project value of \$590,215.00.

RECOMMENDED ACTION:

Administration recommends that Council consider option #2, as indicated above.

COSTS/ SOURCE OF FUNDING (if applicable):

2014 Infrastructure Projects are Provincial Grant funded.

ATTACHMENTS:

- 1.) Recommendation Letter from Cicon Engineering.
- 2.) Tender Form presented by Cicon Engineering. This shows the project breakdown.

APPLICABLE LEGISLATION:

- 1.) none

PREPARED BY: Jeff Gibeau – Manager of the Regulatory & Property Services Department

APPROVED BY: Jeff Gibeau – Acting CAO

DATE: June 23rd, 2014



File: 506134

June 9, 2014

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

Attention: Kris Holbeck, CAO

RE: Town of Claresholm – 2014 Infrastructure

Two (2) bids were received and are listed below. (Contingency allowance included, GST not included)

Bow Mark Paving Ltd.	\$956,338.39
Chinook Pipeline Limited Partnership	\$643,845.00

We recommend contract be awarded to the low bidder, Chinook Pipeline Limited Partnership of Pincher Creek, Alberta.

Our cost estimate for construction was \$650,900.00 plus GST, not including our engineering services.

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

Yours truly,

A handwritten signature in black ink, appearing to be 'Ivan Chrapko', with a long horizontal line extending to the right.

Ivan Chrapko, P.Eng.
CICON ENGINEERING

C.c. Mike Schuweiler, Superintendent, Town of Claresholm

**TOWN OF CLARESHOLM
2014 INFRASTRUCTURE**

**TO: TOWN OF CLARESHOLM
221 - 45TH Ave. W. (BOX 1000)
CLARESHOLM, AB
T0L 0T0**

Gentlemen:

The undersigned has carefully examined the Contract Documents and the site of the work, and having full knowledge of the work required and of the materials to be furnished, hereby agrees to provide all supervision, labour, equipment and materials and to perform and complete all work as set forth and in strict accordance with the Contract Documents and Addenda numbered * NIL for the unit prices stated in the Schedule of Quantities and Unit Prices.

This offer is irrevocable for thirty (30) days from the time of closing of tenders, and if the offer is accepted within thirty (30) days, the undersigned will enter into a contract in the form exhibited herein.

The undersigned also agrees as follows:

1. To execute the Contract Agreement and to provide the Owner with the Bonds and Certificates of Insurance as required in the General Conditions of the Contract Documents within ten (10) days from the date of the "Notice of Award", such time limit being extended only by the written approval of the Owner.
2. To commence and actively proceed with construction within seven (7) days of the Notice to Proceed and in any event, not later than * AUGUST 4, 2014 and to complete all work under the Contract by * OCTOBER 31, 2014.
3. To do extra work not reasonably inferable from the specifications or drawings but called for in writing by the Engineer and to accept compensation therefore, such prices as may be agreed upon in accordance with the General Conditions.
4. That should he fail to complete the work in the time specified above, he shall be required to compensate the Owner in accordance with the General Conditions.
5. That the quantities shown in the Tender Form are approximate only, and serve to provide a basis of comparing tenders, and that the actual job quantities will not necessarily correspond with the quantities shown in the Tender Form.
6. That the Owner reserves the right to increase, decrease, delete or vary any portion of the work; and the Tenderer offers to do the work, whether the quantities are increased or decreased, at the unit prices tendered.
7. That payment for the work will be made on the basis of the quantities measured by the Engineer and at the prices shown in the Tender Form which shall be compensation in full for the work done under the terms of the Contract.

*Note: To be completed by the Tenderer

8. That payment of the Contingency Allowance or portions thereof shall only be made in the event that the Engineer authorizes additional work, in which case the amount of the payment shall be determined as specified in the General Conditions.
9. That no person or firm other than the Tenderer whose signature is affirmed below has any interest in this Tender or in the proposed Contract.
10. That this Tender is made without any connection, knowledge, comparison of figures or arrangements with any other person or persons making a Tender for the same Contract and is in all respects fair and without collusion or fraud.

ITEM DESCRIPTION UNITS QUANTITY UNIT PRICE AMOUNT
SCHEDULE OF QUANTITIES AND UNIT PRICES

The Tenderer's attention is directed to the Instructions to Tenderers for information regarding the completion of this Schedule.

The Section numbers shown in the Tender Form refer to the specification covering measurement and payment of the respective items.

1. HIGHWAY 2 – 43 AVENUE (HWY #520) to 45 AVENUE W

Replace Sanitary Sewer Main, Services on east side and curb & gutter. Note: All surface must be restored to as is or better condition.

ITEM DESCRIPTION	UNITS	QUANTITY	UNIT PRICE	AMOUNT
a) Trenching and Backfilling with Compacted Native Material (Sec. 02402) 0-3m Depth	lin m	170	597.-	\$ 101,490.-
b) Bedding – Class B (Sec. 02402)	lin m	170	1.-	\$ 170.-
c) Pipe (Sec. 02502 & 02802) 250mm Dia. PVC	lin m	170	80.-	\$ 13,600.-
d) Manholes (Sec. 02502)	Vert. m	6.5	1500.-	\$ 9750.-
e) Frames & Covers (Sec. 02502)	Each	3	575.-	\$ 1725.-
f) Connect to existing sanitary main (Sec. 02502) Connect New MH 103 to Ex. 200mm from North and West	Each	1	3000.-	\$ 3000.-
Abandon existing MH 101-103	Each	3	2000.-	\$ 6000.-
g) Service Saddles plus connect to existing service including 1m service pipe and calder style coupling 250x100	Each	3	2000.-	\$ 6000.-
250x200	Each	1	2500.-	\$ 2500.-
h) Remove and replace vertical face curb and gutter (Sec. 02908)	lin m	170	40.-	\$ 6800.-
i) Supply and place 50mm thick by 600mm wide Styrofoam "SM" insulation at pipe crown (Sec. 02908)	lin m	70	10.-	\$ 700.-
			Sub-Total Item 1.	\$ 151,735.- ✓

ITEM DESCRIPTION	UNITS	QUANTITY	UNIT PRICE	AMOUNT
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2. 53 AVENUE E – 2 STREET E (Railway) to 2A STREET E

Replace Water Main, Services on both sides; Repave Road Surface; Replace Curb & Gutter and Sidewalk on both sides

ITEM DESCRIPTION	UNITS	QUANTITY	UNIT PRICE	AMOUNT
a) Trenching and Backfilling with Compacted Native Material (Sec. 02402)	lin m	140	242.~	\$ 33,880.~
b) Bedding – Class B (Sec. 02402)	lin m	140	1.~	\$ 140.~
c) Pipe (Sec. 02502 & 02802)				
200mm Dia. PVC C900	lin m	135	50.~	\$ 6750.~
150mm Dia. PVC	lin m	5	45.~	\$ 225.~
d) Fittings (Sec. 02502 & 02802)				
Bend – 200mm Dia. PVC 11 1/4°	Each	1	650.~	\$ 650.~
Reducers – 200x150 PVC	Each	2	500.~	\$ 1000.~
Gate Valves – 150mm Dia.	Each	2	2650.~	\$ 5300.~
Tee – 150x150x150	Each	1	1625.~	\$ 1625.~
e) Connect to Existing Water Main (Sec. 02502)				
Connect New 200mm pipe to 200x150 reducer, 150mm pipe c/w gate valve, Ex. 150x150x150 tee at 2A Street E.	Each	1	3250.~	\$ 3250.~
Connect New 200mm pipe to 200x150 reducer, 150mm pipe c/w gate valve; Remove and replace 150x150x150 tee at East Railway Street.	Each	1	3500.~	\$ 3500.~
f) Service Main Stop Plus Connect to Existing including 1m service pipe and coupling				
200x20	Each	14	875.~	\$ 12,250.~
g) Remove and replace rolled curb and gutter (Sec. 02908)	lin m	140	140.~	\$ 19,600.~
h) Remove and replace monolithic sidewalk, rolled curb & gutter (Sec. 02908)	lin m	150	245.~	\$ 36,750.~

TENDER FORM

ITEM DESCRIPTION	UNITS	QUANTITY	UNIT PRICE	AMOUNT
i) Subgrade Preparation (Sec. 02902)				
Common Excavation & Dispose (Asphalt, Base)	m ³	500	45.-	\$ 22,500.-
Subgrade Prep including Geotextile Fabric	m ²	2030	8.50	\$ 17,255.-
j) Granular Subbase & Base Course (Sec. 02903)				
Granular Subbase 250mm Compacted Depth	m ²	1920	11.-	\$ 21,120.-
Granular Base 100mm Compacted Depth	m ²	1920	6.-	\$ 11,520.-
k) Asphalt Plant Mix Surface Course (Sec. 02906)				
90mm Compacted Depth	m ²	1650	37.-	\$ 61,050.-
l) Temporary Water Service for 14± Houses			Lump Sum	\$ 2880.-
			Sub-Total Item 2.	\$ 261,245.-

3. 55 AVENUE W – 2 STREET W to 1A STREET W
Overlay Road Surface; Replace Some Curb & Gutter and Sidewalk.

ITEM DESCRIPTION	UNITS	QUANTITY	UNIT PRICE	AMOUNT
a) Mill along gutter and swale 2m wide	m ²	500	17.50	\$ 8750.-
b) Asphalt Plant Mix Surface Course (Sec. 02906) Overlay 40mm± Compacted Depth	tonne	190	177.-	\$ 33,630.-
c) Remove and Replace monolithic sidewalk, vertical face Curb and Gutter (Sec. 02908)	lin m	25	275.-	\$ 6875.-
d) Remove and replace vertical face curb & gutter (Sec. 02908)	lin m	25	175.-	\$ 4375.-
			Sub-Total Item 3.	\$ 53,630.- ✓

4. 49 AVENUE W – 3 STREET W to 2 STREET W
Replace Sanitary Sewer Main, Services on both sides (Approx. 6 total), Repair Road Surface; Repair Curb & Gutter and Sidewalk on both sides, Overlay.

ITEM DESCRIPTION	UNITS	QUANTITY	UNIT PRICE	AMOUNT
a) Trenching and Backfilling with Compacted Native Material (Sec. 02402) 0-3m Depth	lin m	90	575.-	\$ 51,750.-
b) Bedding – Class B (Sec. 02402)	lin m	90	1.-	\$ 90.-
c) Pipe (Sec. 02502 & 02802) 250mm Dia. PVC	lin m	90	80.-	\$ 7200.-
d) Manholes (Sec. 02502)	Vert. m	2.2	1500.-	\$ 3300.-
e) Frames & Covers (Sec. 02502)	Each	1	575.-	\$ 575.-
f) Connect to existing sanitary main (Sec. 02502)				
Remove existing MH 501	Each	1	3000.-	\$ 3000.-
Connect to existing MH 500	Each	1	3000.-	\$ 3000.-
Refinish interior existing MH 500	Each	1	3000.-	\$ 3000.-

TENDER FORM

Page 7

ITEM DESCRIPTION	UNITS	QUANTITY	UNIT PRICE	AMOUNT
g) Service Saddles plus connect to existing service including 1m service pipe and caulder coupling 200x100	Each	6	2000.-	\$ 12,000.-
h) Subgrade Preparation (Sec. 02902) (Over Trench) Common Excavation and dispose (Asphalt, Concrete, etc.)	lin m	90	45.-	\$ 4050.-
Geotextile Fabric	lin m	90	5.-	\$ 450.-
i) Granular Subbase and Base Course (Sec. 02903) (Over Trench) Granular Subbase 250mm Compacted Depth	lin m	90	11.-	\$ 990.-
Granular Base 100mm Compacted Depth	lin m	90	6.-	\$ 540.-
j) Mill along gutter and swale 2.5m wide	m ²	700	17.50	\$ 12,250.-
k) Asphalt Plant Mix Surface Course (Sec. 02906) 50mm Compacted Depth (Over Trench)	lin m	90	1.-	\$ 90.-
Overlay 40mm± Compacted Depth	tonne	200	177.-	\$ 35,400.-
l) Remove and Replace vertical face Curb and Gutter (Sec. 02908)	lin m	35	173.-	\$ 6055.-
m) Remove and replace separate sidewalk (Sec. 02908)	lin m	20	230.-	\$ 4600.-
n) Concrete Swale (1m wide)	lin m	50	275.-	\$ 13,750.-
			Sub-Total Item 4.	\$ 162,090.- ✓

TENDER FORM

5. CONTINGENCY ALLOWANCE

Labour	hr	<u>1</u>	<u>55.-</u>	<u>\$ 55.-</u>
Foreman	hr	<u>1</u>	<u>90.-</u>	<u>\$ 90.-</u>
Other				\$15,000.00

Sub-Total
Item 5. \$ 15,145.-

Total of Tender
(Items 1 to 5) \$ 628,700.- ^{643,845} *AWC*

5% GST \$ 31,435.- ^{32,192.25} *AWC*

GRAND TOTAL \$ 660,135.-
660,135.- *AWC*

LIST OF SUPPLIERS

It is the intention of the Tenderer that the following material will be purchased from the following suppliers:

ITEM	TYPE OF MATERIAL	SUPPLIER
PIPE	PVC, HDPE	EMCO/SANDALE
MANHOLES	CONCRETE	TRIKON
MISC.	MISC.	EMCO

LIST OF EQUIPMENT

It is the intention of the Tenderer that the following equipment will be used:

EQUIPMENT	MAKE AND MODEL	SIZE OR CAPACITY	CONDITION	AGE
EXCAVATOR	HITACHI ZX225US	20 T	GOOD	5
LOADER	CAT 950F	950	GOOD	8
BURSTER	DITCH WITCH 100	100 T	GOOD	3

LIST OF SUBCONTRACTORS

It is the intention of the Tenderer to subcontract the following work, on approval of the Engineer, to the firms indicated below:

TRADE	NAME AND ADDRESS
<u>SURFACE</u>	<u>M McNALLY LETHBRIDGE.</u>

Accompanying this Tender is a Bid Bond in the amount of 10% Dollars (\$ _____)

OR

a Certified Cheque in the amount of _____ Dollars (\$ _____)

AND

a Letter of Consent signed by a Surety Company

WHICH

is to be forfeited as liquidated damages in the event that the undersigned Tenderer fails to comply with the provisions thereof; otherwise such cheque or bond shall be returned to the undersigned.

This Tender is executed under seal at PINCHER CREEK, AB

this 6 day of JUNE 2014

NAME OF FIRM: CHINDOK PIPELINE LP

ADDRESS: PINCHER CREEK, AB

FOR INCORPORATED PARTIES:
The Corporate Seal of

CHINDOK PIPELINE LP (SEAL)
Company Name (Please Print)

was hereunto affixed in the presence of

VP
Position

ARCHIE CRAIG
Name

Archie Craig
Signature

INFORMATION ITEMS



The Navigator

Issue 32 • Printed June 3, 2014

Claresholm, AB

"The future belongs to those who believe in the beauty of their dreams."
- Eleanor Roosevelt

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

GRAD 2014 UPDATE

Graduation is only three weeks away and we will celebrate with the graduation ceremonies at 2:00 p.m. at WCCHS and banquet at 6:00 p.m. at the Community Centre.

IMPORTANT DATES & TIMES:

- June 27th - 11:45 a.m. - Grads need to be at LRSD Central Office (5202 - 5 Street East) for class photo.
- June 27 - 1:15 p.m. - Grads need to be at WCCHS to get ready for the cap and gown ceremony.
- June 27 - 5:45 p.m. - All Banquet ticket holders and grads should have arrived at the Community Centre for the banquet.

Any grad who wants a picture of him/herself receiving their graduation certificate/diploma needs to prepay \$10 to WCCHS. There is a signup sheet at the office for individual and small group photos on the day of grad.

Grads will be decorating on Wednesday, June 25 after school and on Thursday, June 26.

VOLUNTOUR - 2015

WCCHS students will have the opportunity to participate in a "voluntour" to Costa Rica over the Easter Break in 2015! Students will have the opportunity to tour the La Tirimbina Rainforest Reserve, the Poas Volcano National Park, the Ecotermals Hot Springs, and the Cilamate Rainforest while doing volunteer work with Habitat for Humanity, Monteverde Cloud Forest Reserve, and local schools and medical clinics in San Jose and Chilamate. The trip is expected to run from April 2-10, 2015. We will be having a student

information meeting to discuss the trip, the itinerary, and the cost in early June. Watch the announcements!

FUNDSCRIPT ORDERS

The last Fundscript order will be due June 13 and will be received probably by June 22. Thank you for your support this year!

IPP'S & SCHOLARSHIPS

Individual Program Plan Meetings

Parents of High School students wishing to meet with Mrs. Bryson, Learning Support Teacher, are encouraged to call the school to book a time to meet on June 19th or 20th. The Junior High final IPP meetings have been booked for June 6th.

Scholarships and Awards

Grade 12 - Remember to get your application forms for Fall Awards for Grade 12's. Handouts can be found on the Scholarship Board. For those of you that are heading off to post-secondary in the Fall, get your applications in by June 20th so you do not miss deadlines in the Fall. See Mrs. Bryson for details.

Grade 11 - Is there any possibility you might be planning to attend the University of Lethbridge immediately after graduating High School? If so, be sure to apply for the Grade 11 Merit Award BEFORE JUNE 30th of your Grade 11 year. The University awards approximately 150 awards for the highest achieving Grade 11's (75% and above) The Award is \$500 for students with an average of 75-79.9% and a cool \$800 dollars for students with an 80% or higher. Applications can be found on the Scholarship Board.

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

INSIDE THIS ISSUE:

- Grad Update
- Study Tips
- Prom is HERE!
- June 2014 Calendar
- Basketball League
- Win Summer Camp
-

REMINDER!

The drive through in front of the school is a **ONE WAY** from East to West.

ONE WAY 

Develop a passion for learning.
If you do, you will never cease
to grow.

- Anthony J. D'Angelo



FROM THE PRINCIPAL: Dave Adams

*"The dream is free ...
the journey is not."*

Greetings to all in the learning community of Willow Creek Composite High School, and thank you for your support of our school. As we reach the final month of our journey of the 2013-2014 school year, it is great to reflect back on all the awesome components that contributed to a successful school year as well as to remind us all to complete the task at hand.

Most of the students have started to dream about the upcoming summer holidays away from the day to day rigors of school. Our graduating students are dreaming about the next phase of their lives whether it be the world of work or further education in their futures. It is GREAT to dream and to dream big, but we must also be vigilant in completing the task at hand ... the current school year.

All great track coaches teach their athletes to run right through the finish line, and that simple yet elegant statement rings true as well for our students. Sometimes we see some slippage in schools in the month of June, so we encourage all our students to complete the journey of the school year and run right through the finish line. A strong kick near the end of the journey can make a significant difference in the students' grades, overall averages, and mastery of educational outcomes.

The other side of the opening paragraph is to celebrate the GREAT parts of the 2013-2014 school year. The Athletic Awards Night will be held here at the school on Wednesday, June 4, at 7 pm and all are encouraged and invited to attend. Our Academic Awards Night will be held in the Fall based on the outcomes of the results of the current school year. Our Graduation will be held on Friday, June 27 which is the last day of school and is the culmination of years of effort in the journey of education for our graduating students.

Thank you all in our learning community for your interest and support



of the school. The community of Claresholm is an incredible place as verified by the overwhelming response to "Clara's Big Ride" Event in the town and in our school. We will continue to endeavor to meet our school motto of "Pride In Performance" in our daily work here at the Willow Creek Composite High School. ~ Dave Adams

SPORTS UPDATES

Baseball/Slo Pitch:

The baseball team finished third in the West Division and competed in Provincials on May 30 & 31 in Medicine Hat. They dropped their first game to Eagle Butte and then recovered with a ten run victory over Maple Creek. They then faced Taber in the Consolation Final and won 10-3.

The Slo Pitch team, riding a four game winning streak, finishes the regular season with a home game June 2. League finals are June 5 in Lethbridge.

Track:

At the High School District meet on May 21 in Pincher Creek, seven of ten athletes qualified to go to Zones on May 27 in Medicine Hat. Brady B. won the shot put and finished second in discus. Nick M. won the high jump. Both will represent WCCHS at Provincials on June 6 & 7 in Calgary.

Jr. High Districts were May 29 in Pincher Creek. Twenty three of 29 athletes qualified to go to Zones, June 4 in Lethbridge.

Football/Volleyball Spring Camps:

Football will run spring camp the first two weeks of June, Tuesday-Friday, 4:00-6:00 p.m., culminating with a jamboree in Canmore on June 14.

High School Girls and Boys volleyball will run spring camp June 9 - 12 from 5:30 - 7:30 p.m. at WCCHS. All athletes planning on playing fall volleyball must have registered by June 12.

Extra-Curricular Awards Night:

Extra-Curricular Awards Night is June 4. We will start at 7:00 pm and it will be held at WCCHS. Quaid Armstrong,

former WCCHS athlete and University of Alberta quarterback, has been invited to be our keynote speaker.

Basketball Summer Camps:

Danhue Lawrence is running 'Read and React' Basketball summer camps in July at WMES. There are three age categories for boys and girls: Ages 9-11: June 30, July 2-4; Grade 7-9: July 7-10; High School: July 14-17. Camp runs from 10:00 a.m. - 3:30 p.m. each day, includes a t-shirt, and cost is \$200. Registration forms are available at WMES and WCCHS. Danhue can be contacted at

readandreactbasketball@gmail.com or 403-332-2102 for more information, or you can contact Mr. Lybbert.

LIBRARY NEWS

The end of the school year is quickly approaching! All materials in the general library collection will be due for return on June 6. Textbooks are due on your final testing day, on or before Thursday, June 26. Please ensure you meet the deadline for returns to the library. NOTE: Students are responsible for the replacement costs associated with lost materials. Get a jump on next year's courses with curriculum support materials, THE KEY Study Guides, available for purchase through Castle Rock Research, or at your nearest Costco or Chapters. Textbook pick up for 2014-2015 begins at 1:00 p.m. on August 27. Have a wonderful summer!

TRUSTEES

Ward 1 trustees are John McKee (mckeejo@lrsd.ab.ca) and Bradley Toone (tooneb@lrsd.ab.ca). Please feel free to speak with them about any concerns you may have.

LOCAL FUNDRAISERS

Claresholm & District Health Foundation's 15th **Annual Barbeque**: Thursday, June 12
Amundsen Park (Downtown Claresholm)
11 a.m. - 2 p.m.

Drive 4UR Community

Take a Ford Lincoln for a 10 minute Free Test Drive and Ford Lincoln donates \$20./test drive up to \$6,000.
Saturday, June 14 - All Day
Claresholm General Hospital

JR. PROM - May 9

WCCHS Junior Prom was held on Friday, May 9 at the Claresholm Community Centre. Congratulations to Queen Amanda M. and King Rylan K, First Princess Jocelyn C. and First Prince Colten A., Second Princess Elizabeth P., Second Prince and Mr. Congeniality Randal H., and Miss Congeniality Gloria B.

EXAM STRESS ??

Exams....no one likes doing them, and cramming information into your brain over a short period of time is stressful. A bit of stress can get you going, but too much can make you exhausted, angry and annoyed.

There are a whole bunch of things you can do to help you get through exams the best way you can.

Manage your stress - You'll be less stressed if you've got an idea of how the lead-up to your exams is going to look, so plan what you're going to study and when, and stick it up on the wall, or on your desktop. Break it down into manageable chunks and start working through it at the rate you planned. It's probably more boring at the start, but it's far less stressful. Plan some break times and days off too!

Take the pressure off - Deal with pressure and expectations by realistically assessing how you think you'll do, and working to do the best you can. If other people's expectations are pressuring you, talk to them and try to get them to back off. If you're putting too much pressure on yourself, try to realize underperformance isn't



fatal. It's likely that the worst that can happen is that you take it again, with a massive head-start from the work you've already done.

Do it together - There are other people studying for the same exam, and they probably don't like having to lock themselves away to study any more than you do. Get together with them and take the books outside from time to time. If you're not as strong in certain areas, it could help to talk to other students as well. If you are good at it, share the brain-wealth.

Go easy on the substances. Any drug (yes, that means caffeine and energy drinks) you think will help you study is actually a short-term fix that'll probably make you feel much worse and cause you to underperform later. Instead, focus on boosting your own helpful hormones through proper sleep, nutrition and exercise.

Get enough sleep, eat good food, and keep moving - It's really important you look after your physical health when studying for exams. Make sure you're stopping to eat regular meals and try to set aside 30 minutes a day to do some exercise, even if it's just going for a walk.

Use what you know about your learning preferences to be efficient with your time. Do you learn best through listening and talking, moving and modeling or maybe by reading or drawing? We all have preferences find out yours to ensure the strategies you are using to study actually compliment your learning preferences. There are plenty of on-line free assessments or see Mrs. Bryson. *Adapted from reachout.com*

Generations of Royalty!! Past winners of the Junior Prom were on hand May 9 to celebrate with this year's Queen and King.

UPCOMING DATES TO NOTE

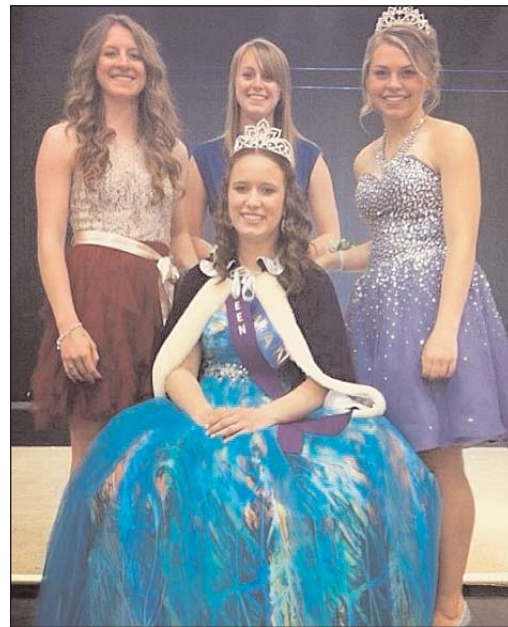
No school for Junior High	June 6
Fundscript Gift Card Deadline for June	June 13
Last Day of classes for Gr. 10-12	June 19
Last Day of classes for Gr. 7-9/Locker cleanout	June 20
Exams	June 20-26
General Library Returns (not textbooks)	June 26
Grad decorating	June 25 & 26
Grad 2014	June 27

LONGEST DAY OF PLAY!

Join Claresholm FCSS on June 20 for the Longest Day of Play in Amundsen Park, downtown Claresholm!

VOLUNTEER THIS SUMMER

Looking for some summer experience? Like health care, visiting with seniors or going out for walks? Call Carmelle at 403-625-8632 to volunteer with AHS!



BASKETBALL WITH DANHUE

Danhue Lawrence will be running a co-ed spring basketball league for boys and girls Grades 5 to 12. This league will run from April 28 to June 18, Mondays and Wednesdays, from 3:30 to 5:30 p.m. at Willow Creek Composite High School in Claresholm. Danhue is excited to be giving back and to do what he loves so much... coach and train students to become better basketball players and better individuals!



OUTDOOR CAMP CONTEST

Free Week of Outdoor Camp Contest! Do you dream of going to camp? How about a week for free? Tell us your camp dreams! Share your stories of past camp experiences or tell us why you deserve to go to camp this summer.....we are looking for an inexperienced or experienced camper who wishes to attend a week of camp this August –it could be you! Deadline for submissions is Friday, June 13. Winner will be announced by June 27. Contest is open to youth aged 7 – 14. Nominations by adults on behalf of eligible youth are also accepted. Mail or email your “ Happy Camper” letter to:

The Lethbridge YMCA
515 Stafford Drive South
Lethbridge, AB T1J 2L3
Or email to: jennifer@lethbridgeymca.org

Terms and conditions apply – please email Jennifer at Jennifer@lethbridgeymca.org for more details. This camp experience is made possible as the result of a donation from the George and Kathleen Young Endowment Fund.

HOW TO REACH US

Main Phone 403-625-3387
website: www.lrsd.ab.ca/schools/willowcreek
email: AdamsD@lrsd.ab.ca
News to add? dofsteel@shaw.ca

IS YOUR CHILD ABSENT FROM SCHOOL?
Call the school
403-625-3387
to let us know!

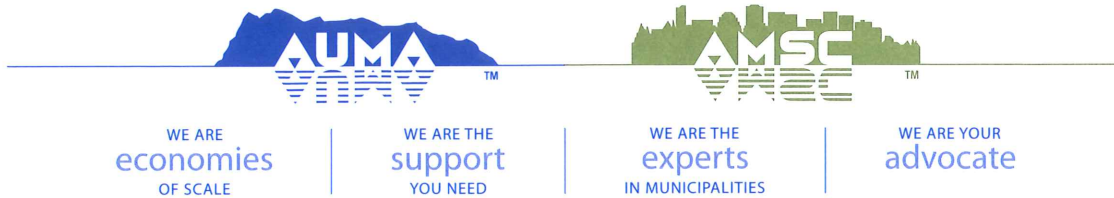


JUNE 2014

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
1	2	3	4	5	6 IPP Meetings No School for Junior High students	7
8	9	10	11	12 Diploma: English 30-1/2 Part A	13 Diploma: Social 30-1/2 Part A	14
15 Father's Day	16	17 Diploma: English 30-1/2 Part B	18 Diploma: Social 30-1/2 Part B	19 Last day of regular classes for Sr High	20 Diploma: Biology 30 ELA 10, Social 10-1, Social 10-2/10-4, Science 24/ 20-4	21 Last day of regular classes for Jr High
22	23 Diploma: Chemistry 30 Science 10/14/24, ELA 20-1/20-2, Math 30-3/31 Science 9 PAT, ELA 7/8 Social 7/8	24 Diploma: Math 30-1/2 Biology 20, Math 20-1, Math 9 PAT, Science 7/8	25 Diploma: Physics 30 Math 10C, Physics 20, ELA 9 PAT Math 7/8	26 Diploma: Science 30 Social 9 PAT	27 GRADUATION 2014 2 pm ceremonies @ WCCHS 6 pm Banquet (RSVP Required)	28
29	30	Have a great summer!				
PRIDE IN PERFORMANCE						

Willow Creek Composite High School • Grades 7-12

P.O. Box 219 • 5318 - 2nd St. W., Claresholm, AB T0L 0T0 • Phone: 403-625-3387 • Fax: 403-625-3289 • www.lrsd.ab.ca/school/willowcreek



June 2, 2014

Dear Mayor, Council & CAO

The MGA Review is a rare opportunity to influence the governance and funding for our communities to ensure we are prepared for the expected economic and social growth of our province.

While many of you participated in work to develop principles and key MGA changes, it is particularly important that you attend the upcoming AUMA President's Summit on June 18 & 19 to hear first-hand what influential business, community, academic, and municipal organizations are seeking.

Don't miss this opportunity to help prepare us for the journey to change. We hope to see council members and senior administration in Calgary for this important dialogue. As outlined in the attached brochure and agenda, the event takes place at the Metropolitan Conference Centre.

The June 18 component is open to AUMA members as well as external organizations and consists of panel discussions on infrastructure, service and growth pressures, revenue options, and governance changes. The morning of June 19 begins with a members-only discussion and provides an opportunity to review AUMA's MGA submission, discuss the next steps in terms of what we've heard from the panel presentations. As well, we have invited **Premier leadership candidates** to join us later that morning for an opportunity for you to hear their views of municipal matters and to ask questions. This component is open to external organizations.

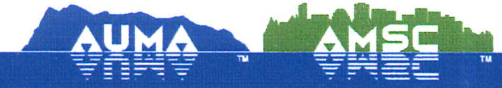
Register today! See the attached brochure for more details.

If you have any questions, please contact presidentsummit@auma.ca.

Sincerely,

Helen Rice
AUMA President

John McGowan
AUMA CEO



ENABLING THE ECONOMIC, ENVIRONMENTAL AND SOCIAL SUSTAINABILITY OF OUR CITIES AND MUNICIPALITIES **across Alberta**

PRESIDENT'S SUMMIT **agenda**

The AUMA is bringing together a diverse group of key stakeholders from industry, advocacy, and municipal groups to provide input on how the MGA should be modernized to enable the economic, environmental and social sustainability of our cities, towns and villages across Alberta.

Day one of the Summit features a panel discussion of speakers from key stakeholder groups. You will hear the voices and perspectives and share your thoughts on the MGA review.

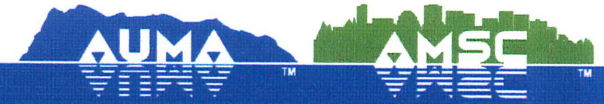
Day two is for members only to review what was heard and determine next steps. It also includes a leadership forum with Alberta PC party Premier Candidates.*

Do not miss this important event. We look forward to your participation at the Summit.

June 18	
8:30	Breakfast
9:00	Summit Opening Alberta's municipal infrastructure and services deficit and implications of growth Features discussions and a question and answer session with a panel of speakers
	Understanding the revenue requirements to maintain infrastructure and services and meet growth demands Features discussions and a question and answer session with a panel of speakers
12:00	Lunch Achieving effective governance at the municipal order of government Features discussions and a question and answer session with a panel of speakers
	Fostering productive and collaborative relationships for future shared benefit Features an interactive dialogue for attendees
	Summary of key themes and learnings
3:30	Next steps and closing comments
June 19	
8:30	Part 1: AUMA Member Session
	Breakfast
9:00	Next steps in advocating on MGA changes and working with others
10:15	Part 2: Open Session Leadership forum for candidates for the Premier*
11:30	Closing Comments

Visit www.auma.ca to register and for more information

*Subject to confirmation from Alberta PC party.



THE AUMA
president's
SUMMIT 2014

President's
Summit

on the MGA

The opportunity to renew the MGA will not come again soon as it has been 20 years since the last comprehensive review. We look forward to your participation at this important occasion for dialogue!

Metropolitan Conference Centre

333 Fourth Ave S.W.

Calgary, AB T2P 0H9

TEL: (403) 266-3876

FAX: (403) 233-0009

\$340 plus GST

Register today at

www.auma.ca

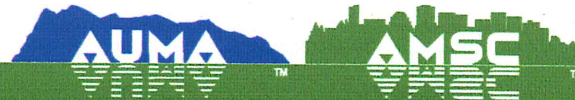
Your opportunity to hear from stakeholder groups on the modernization of the Municipal Government Act

Alberta Urban Municipalities Association
Alberta Municipal Services Corporation

Alberta Municipal Place
300 - 8616 51 Avenue Edmonton, AB T6E 6E6
780.433.4431 310.AUMA

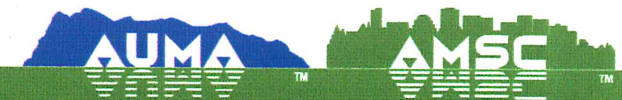
Don't miss the President's Summit
June 18 & 19

Metropolitan Conference Centre
Calgary



AUMA is a dynamic and evolving association which represents and advocates the interests of all members to both the provincial and federal governments as well as other provincial and federal organizations.

WE ARE economies OF SCALE | WE ARE THE support YOU NEED | WE ARE THE experts IN MUNICIPALITIES | WE ARE YOUR advocate



WE ARE economies OF SCALE | WE ARE THE support YOU NEED | WE ARE THE experts IN MUNICIPALITIES | WE ARE YOUR advocate

Karine Wilhauk

From: M Gripping <m_gripping@hotmail.com>
Sent: June-15-14 7:17 AM
To: RPS Admin
Cc: Karine Wilhauk
Subject: RE: Request for use of Amundsen Park

Thank you so much for the use of Amundsen Park for our "Uganda Water Walk and Barbeque". We had a fantastic day and raised over \$4,000.00 to help with supplying clean water for the village we have been working with in Uganda, East Africa.

It was wonderful to be able to arrive in Claresholm, knowing that there was good food, friendly people and soft grass waiting for us at beautiful Amundsen Park. Thanks again from everyone involved in the Uganda Water Walk 2014, from Rays of Hope for Uganda and ultimately from the people of Akampala, Uganda.

God bless you all!

Marilyn Gripping
(on behalf of all those mentioned)

What actually sustains us, what is fundamentally beautiful is compassion for yourself and for those around you. That kind of beauty enflames the heart and enchants the soul. – Lupita Nyong'o

From: rpsadmin@townofclaresholm.com
To: m_gripping@hotmail.com
CC: karine@townofclaresholm.com
Date: Wed, 28 May 2014 13:07:48 -0600
Subject: Request for use of Amundsen Park

Hello Marilyn,

Please see the attached letter in regards to your request to use Amundsen Park. We wish you all the best with your event.

Regards,

Tara VanDellen
Regulatory & Property Services Assistant

Having trouble viewing this email?[Click here](#)



What's with our water?
Join the discussion!

at the
OWC 2014 AGM

Wednesday, June 25
9 am - 3:15 pm
(registration starts at 8:30 am)

Cost: \$25 members;
\$35 non-members; \$10 students
(includes lunch)

Registration Deadline: Friday, June 20

Oldman Watershed Council 2014 Annual General Meeting

When

Wednesday June 25, 2014 from
9:00 AM to 3:15 PM MDT

[Add to Calendar](#)

Share our accomplishments and highlights

OWC 2014 AGM

Wednesday, June 25

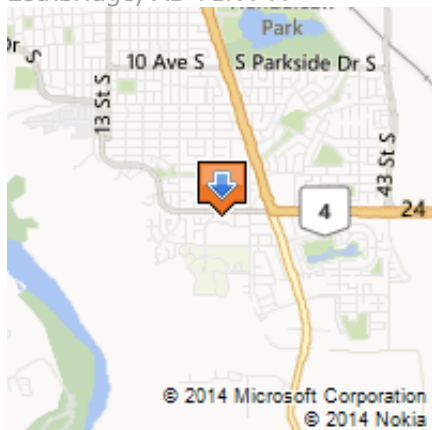
9 am - 3:15 pm (registration: 8:30 am)

Western Canadian Bank Lounge - Enmax Centre

Where

**Enmax Western Canadian Bank
Lounge**

2510 Scenic Drive South
Lethbridge, AB T1K 7V7



[Driving Directions](#)

Two guest speakers:

- **Managing recreational use of public land**
Adam Driedzic, Environmental Law Centre
- **Little Bow Dry Dam and flood mitigation options**
Shirley Pickering, OWC Chair - and -
Emerald Water Challenge Award Recipient

Cost: \$25 members; \$35 non-members; \$10 students
Lunch included

Registration Deadline: Friday, June 20

AGM Agenda

Register Now!

I can't make it

If you have any questions please contact Bev.

We hope to see you at the 2014 OWC AGM!

Sincerely,

Bev Bellamy
Oldman Watershed Council
bev@oldmanbasin.org
403-381-5145

[Forward email](#)

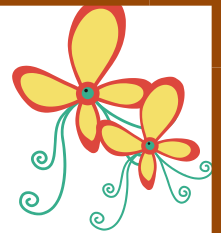


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Oldman Watershed Council | 100, 5401 - 1st Avenue South | Lethbridge | Alberta | T1K 4V6 | Canada

Alberta SouthWest Bulletin June 2014

Regional Economic Development Alliance (REDA) Update



Alberta SouthWest held its Annual General Meeting on June 4 at the Bayshore Inn, Waterton Park.

It was a celebratory event of 118 attendees from across southwest Alberta, representing municipal and provincial government, education, chambers, economic development organizations, industry and local business.

Special guests included:

- Ifan Thomas, Superintendent, Waterton Lakes National Park
- Pat Stier, MLA, Livingstone-Macleod
- Marty Eberth, Director, Industry Development South, Travel Alberta
- Stuart Cullum, VP Academic-COO and Michel Bechard, Communications-PR, Lethbridge College
- Darryl Seguin, Assoc. Superintendent; Martha Ratcliffe, Chair; Clara Yagos, Livingstone Range School Division
- Cheryl Dick CEO, Economic Development Lethbridge
- Linda Erickson, Alberta Innovation and Advanced Education
- Lenze Kuiper, Manager, Oldman River Regional Services Commission
- Nikolaus Wyslouzil, General Manager, Chinook Country Tourist Association
- Greg Robinson, Chair, SouthGrow Regional Initiative
- James Tessier, Economic Development Officer, Community Futures Alberta Southwest
- Shar Lazzarotto, Manager, Community Futures Crowsnest Pass
- John Barlow, Associate Editor, Western Wheel

Featured presenters reported success of key components of the “SouthWest Connect” and “SouthWest Invest” Projects

- **Catherine Proulx and Sarah Schmidt, Twist Marketing, Calgary**

Twist has worked with AlbertaSW since 2009 and it has been a successful and award-winning partnership. Sarah provided an update on the current “13 WAYS Community Audit” pilot project and “Investment Attraction in Action”, a project to develop and feature opportunity stories in video, print and on-line media.

- **Natalie Gibson, Innovisions and Associates, Airdrie**

Innovisions and Associates are working within a partnership initiative between AlbertaSW and our two Community Futures offices in the region. “Bringing Investment Home” began with a series of 3 well attended investment attraction workshops, which prepares communities to develop a collaborative regional investment attraction strategy.

- **Sheena Pate, Crown Geotourism Council, Columbia Falls MT**

AlbertaSW, in partnership with BC and MT, formed the Crown of the Continent Geotourism Council in 2007. This June, Sheena Pate stepped into the position of Geotourism Project Coordinator, previously held by Dylan Boyle. Sheena brings experience and energy to the position as we go forward with new and expanding partner projects.

- **Bill Hodgins, Tourism Parks and Recreation, Edmonton**

The Research and Investment Branch of Alberta Tourism, Parks and Recreation completed a Tourism Investment Opportunity Report for AlbertaSW. It is scheduled to be released later this month.

- **Bob Dyrda, Alberta SouthWest**

The Wi-Fi network is expanding as regional business locations are added as “SouthWest Connect Partners”. Visitation to the website continues to increase; the on-line photo gallery images are available to use for summer promotion and be sure to update information on the very heavily visited “Events Calendar”.

- **James Van Leeuwen, Ventus Development Services Inc.**

Craig Dobson, Taylor Warwick Consulting Ltd, Sherwood Park

Just as rail and roads were essential to building our economies, broadband access is the utility essential to growth and prosperity in our region. The research being completed by James and Craig will form the basis of setting a strategy for the region. A successful 2013-2014 and a very exciting 2014-2015 for AlbertaSW!

Chairman Lloyd Kearn and Executive Director Bev Thornton extend thanks to the Board and communities.

www.albertasouthwest.com



Alberta SouthWest Regional Alliance Ltd.
 Minutes - Annual General Meeting
 Wednesday, June 05, 2013 Bayshore Inn, Waterton Park



1. Chairman Shawn Patience welcomed guests to be seated for dinner and introduced the following special attendees who brought greetings to the meeting:
 - Ifan Thomas, Superintendent, Waterton Lakes National Park
 - Wynn McLean, Vice President Community Relations, Travel Alberta
 - JoAnn Kirkland, Executive Director, Destination Competitiveness Branch, Alberta Tourism Parks & Recreation (ATPR)
 - Peter Leclair, Vice President Academic and Chief Learning Officer, Lethbridge College
 - Jaci Zalesak, Director of Client Relations, Chinook Country Tourism Assoc.

Other special guests introduced::

 - Catherine Proulx, Managing Director, Twist Marketing
 - Cathie Orchin, Industry Relations Manager, Travel Alberta
 - Laura McGowan, Tourism Development Officer, Destination Competitiveness Branch, ATPR
 - Leah Wack, Manager, Rural Education, Lethbridge College
 - Martha Ratcliffe, Board Chair, Livingstone Range School Division (LRSD)
 - Clara Yagos, Trustee, Livingstone Range School Division (LRSD)
 - Henk Van Ee, Immigration project volunteer, Fort Macleod EDC
 - Linda Erickson, Regional Manager, Enterprise and Advanced Education (AEAE)
 - Bill Halley, Technology Development Advisor, Alberta Innovates-Technology Futures (AITF)
 - Lenze Kuiper, Manager, Oldman River Regional Services Commission (ORRSC)
 - Maggie Kronen, SouthGrow Board of Directors

Reeve Bjorn Berg asked the blessing.
 2. Chairman thanked the staff of the Bayshore for the buffet dinner and assistance with meeting arrangements.

The following guest speakers were introduced and each provided an update on key AlbertaSW projects:

 - Ingrid Been Reuvekamp, Immigration Consultant, Brandon Manitoba
 - Dylan Boyle, Crown of the Continent Geotourism Coordinator, Missoula MT
 - Rick Bulich, General Manager, GyPSy Tour Guide, Banff AB
 - Bob Dryda, Communications Coordinator, AlbertaSW
 3. Chairman called the business portion of the meeting to order.

Moved by Barney Reeves THAT the Agenda be approved as presented.
Carried. [2013-06-313]
 4. Moved by Dick Fenton THAT the minutes from the AlbertaSW Annual General Meeting of June 6, 2012 be accepted as presented.
Carried. [2013-06-314]
 5. Moved by Mayor Bruce Decoux THAT the Board of Directors be ratified as appointed by member communities.
Carried. [2013-06-315]
- Board Representatives for 2013-2014:
- | | |
|----------------------------------|------------------------------|
| • Municipality of Crowsnest Pass | Mayor Bruce Decoux |
| • Town of Pincher Creek | Mayor Ernie Olsen |
| • Town of Fort Macleod | Mayor Shawn Patience |
| • Village of Glenwood | Mayor Ben Goetz |
| • Town of Granum | Deputy Mayor Walter Gripping |
| • MD of Willow Creek | Councillor Phil Wakelin |
| • MD of Pincher Creek | Reeve Bjorn Berg |
| • Town of Claresholm | Mayor David Moore |
| • Town of Stavely | Councillor Dennis Gillespie |
| • Town of Nanton | Councillor Dick Fenton |
| • Village of Hill Spring | Councillor Bob Campbell |
| • Cardston County | Councillor Shane Hansen |
| • I.D. #4 Waterton Lakes | Mayor Barney Reeves |
| • Village of Cowley | Councillor Mary Kittlaus |
| • MD of Ranchland | Councillor Ron Davis |

Alberta SouthWest Regional Alliance Ltd.
 Minutes - Annual General Meeting
 Wednesday, June 05, 2013 Bayshore Inn, Waterton Park



6.	Moved by Bob Campbell THAT the Executive Committee be ratified, as appointed at the Organizational Meeting. Carried. [2013-06-316] Executive Committee 2013-2014: <ul style="list-style-type: none"> • Chair Shawn Patience • Vice-Chair David Moore • Secretary Treasurer Barney Reeves
7.	Chairman called upon Secretary Treasurer David Moore to present the financial report. Moved by Phil Wakelin THAT the Financial Report be accepted as presented. Carried. [2013-06-317]
8.	Moved by Ernie Olsen THAT approval of auditor for the operating year 2013-2014 be referred to the Board. Carried. [2013-06-318]
9.	Moved by Ben Goetz THAT AlbertaSW maintain current banking arrangements with the Royal Bank of Canada, Pincher Creek for 2013-2014. Carried. [2013-06-319]
10.	Moved by Dennis Gillespie THAT signing authorities be designated as follows <ul style="list-style-type: none"> • Shawn Patience, Chair • Barney Reeves, Vice-Chair • David Moore, Secretary/Treasurer • Ernie Olsen, Director. Carried. [2013-06-320]
11.	Moved by Shane Hansen THAT the Regional Business License Policy and Procedure be approved as presented and forwarded to community members as basis for bylaw update. Carried. [2013-06-321]
12.	Chairman Shawn Patience highlighted items from the Alberta SouthWest Annual Report. Moved by Walter Gripping THAT the Annual Report 2012-2013 and the Operations Plan 2013-2014 be accepted as presented. Carried. [2013-06-322]
13.	Bev Thornton, Executive Director, thanked the Board for leadership in guiding all the successes of the organization. Each community and project partner was presented with a poster of the new AlbertaSW information display installed this summer in Waterton Park townsite.
14.	Moved by David Moore THAT the meeting be adjourned. Carried. [2013-06-323]

Minutes approved by

Approved June 4, 2014

Chair

Date

Secretary/Treasurer

Date



OLDMAN RIVER REGIONAL SERVICES COMMISSION

MINUTES – 1 (2014)
GENERAL BOARD OF DIRECTORS’ MEETING
Thursday, March 6, 2014 – 7:00 p.m.
ORRSC Conference Room (3105 - 16 Avenue North, Lethbridge)

BOARD OF DIRECTORS:

Bill Graff (absent)	Village of Arrowwood	Brad Koch (absent)	Village of Lomond
Jane Jensen	Village of Barnwell	Richard Van Ee	Town of Magrath
Ed Weistra	Village of Barons	David Hawco (absent).....	Town of Milk River
Tom Rose	Town of Bassano	Scott Schroeder (absent)	Village of Milo
Fred Rattai (absent)	City of Brooks	Christophe Labrune (absent)	Town of Nanton
Jim Bester.....	Cardston County	Anne Marie Philipsen.....	County of Newell
Dave Edmonds	Town of Cardston	Pete Pelley	Village of Nobleford
Cecil Sabourin	Village of Carmangay	Teresa Feist.....	Town of Picture Butte
Jamie Smith	Village of Champion	Garry Marchuk.....	M.D. of Pincher Creek
Shelley Ford - alternate.....	Town of Claresholm	Lorne Jackson - alternate	Town Pincher Creek
Bill Martens (absent)	Town of Coaldale	Ronald Davis (absent)	M.D. of Ranchland
Sheldon Watson (absent).....	Town of Coalhurst	Clark Holt - alternate.....	Town of Raymond
Ken Galts	Village of Coutts	Barry Johnson	Town of Stavely
Garry Hackler (absent)	Village of Cowley	Ben Nilsson	Village of Stirling
Bill Kovach (absent)	Mun. Crowsnest Pass	Ben Elfring.....	M.D. of Taber
Dave Filipuzzi (absent).....	Mun. Crowsnest Pass	Russell Norris	Town of Vauxhall
Gordon Wolstenholme	Town of Fort Macleod	Rod Ruark	Vulcan County
Darrell Edwards (absent).....	Village of Glenwood	Rick Howard - alternate	Town of Vulcan
Shirley Murphy (absent)	Town of Granum	Don Heggie.....	County of Warner
Monte Christensen (absent).....	Village of Hill Spring	Jon Hood (absent)	Village of Warner
Henry Doeve (absent)	County of Lethbridge	Henry Van Hierden	M.D. Willow Creek

STAFF:

Lenze Kuiper.....	Director	Gavin Scott.....	Planner
Spencer Croil	Planner	Barb Johnson	Executive Secretary

AGENDA:

1. **Approval of Agenda** – March 6, 2014.....
2. **Approval of Minutes** – December 5, 2013..... (attachment)
3. **Business Arising from the Minutes**.....

4. **Guest Speaker** (attachment)

ALBERTA CULTURE: Rebecca Goodenough, Municipal Heritage Services Officer
“Municipal Heritage Partnership Program & Main Streets Program”

5. **Reports**
(a) Executive Committee Report..... (attachment)
(b) GIS Update.....
6. **Business**
(a) South Saskatchewan Regional Plan Update
(b) Municipal Government Act Review Update.....
(c) Risk Management Plan (attachment)
7. **Accounts**
(a) Summary of Balance Sheet and Statement of Income for the 12-month period:
January 1 - December 31, 2013..... (attachment)
8. **Adjournment** – June 5, 2014
-

Chair **Gordon Wolstenholme** called the meeting to order at 7:00 p.m.

1. APPROVAL OF AGENDA

Moved by: **Jane Jensen**

THAT the Board of Directors approve the agenda of March 6, 2014, as presented. **CARRIED**

2. APPROVAL OF MINUTES

Moved by: **Teresa Feist**

THAT the Board of Directors approve the minutes of December 5, 2013, as presented. **CARRIED**

3. BUSINESS ARISING FROM THE MINUTES

None.

4. **GUEST SPEAKER**..... (attachment)

ALBERTA CULTURE: Rebecca Goodenough, Municipal Heritage Services Officer
“Municipal Heritage Partnership Program & Main Streets Program”

Communities across Alberta have significant historic places that citizens would like to recognize and conserve. Municipal Historic Resources are significant places, designated by bylaw, that are protected from unsympathetic alterations or destruction. Designation is not expropriation – it is a tool municipalities use to ensure significant places are preserved.

The designation of historic resources has three main functions:

1. **Legal Protection:** The Provincial and Municipal Historic Resource designation categories legally protect historic places by preventing inappropriate actions that would damage or destroy their heritage value.
2. **Formal Recognition:** Designation officially acknowledges the significance of historic places in the context of local and/or provincial history. This significance is usually established through a format evaluation process.
3. **Gateway to Funding:** Designation is an opportunity to link historic resource protection with financial and other incentives for heritage property owners. It recognizes that historic resource management is a collaborative undertaking. Property owners may voluntarily relinquish certain property rights in the public interest in return for eligibility for these incentives.

Municipal Heritage Partnership Program (MHPP)

The Municipal Heritage Partnership Program (MHPP) helps municipalities create a future for their historic places. The program provides opportunities for municipalities to access funding, expertise and resources to help them establish or maintain an ongoing municipal heritage conservation program. Support from MHPP, for identification and protection of local historic places, consists primarily of funding and guidance. The Government of Alberta is committed to helping municipalities become stewards of their own unique heritage through building capacity at the local level. Municipalities are the guiding force for protecting what each community determines to be historically significant. The MHPP offers flexible cost-sharing opportunities to aid in the expense of preparing surveys, inventories and management plans.

Website	www.mhpp.ab.ca
Contact	Rebecca Goodenough, Municipal Heritage Services Officer rebecca.goodenough@gov.ab.ca 780-431-2345

Alberta Main Street Program (AMSP)

The Alberta Main Street Program provides a membership network, funding and expertise to municipalities to help restore historic integrity and architectural character to traditional main streets across Alberta. Under a new paradigm, AMSP aims to establish a strong network of accredited Alberta Main Street communities, committed to conserving their historic places.

Website	www.albertamainstreet.org
Contact	Rebecca Goodenough, Municipal Heritage Services Officer rebecca.goodenough@gov.ab.ca 780-431-2345
Contact	Matthew Francis, Manager, Municipal Heritage Services matthew.francis@gov.ab.ca 780-438-8502

5. REPORTS

(a) Executive Committee Report (attachment)

Moved by: Anne Marie Philipsen

THAT the Board of Directors receive the Executive Committee Report for the meeting of January 9, 2014, as information. **CARRIED**

(b) GIS Update

- The 2013 Orthophotography Project is not complete and uploaded. 28 of 40 municipalities have been migrated to the new web-based MapGuide program and interface with training and rollout commencing this spring.

6. BUSINESS

(a) South Saskatchewan Regional Plan Update

- ORRSC “*Commentary and Observations on the Draft South Saskatchewan Regional Plan (SSRP)*” was emailed to CAOs and Board Members to provide some perspective of potential municipal issues on land use planning in the Draft South Saskatchewan Regional Plan. The SSRP will impact municipalities differently, as some aspects are very specific to certain land uses or areas. Some of the main elements that may be of particular interest to municipalities are highlighted in the report.
- “*Rules of Practice for Conducting Reviews of Regional Plans*” was just released by the province (March 2014) and a Call for Expression of Interest to be a Candidate for Participation in Regional Review Panels has also been received. Adoption of the SSRP by April 1, 2014 is anticipated.

(b) Municipal Government Act Review Update

- The Government of Alberta is conducting a review of the Municipal Government Act (MGA) and how it can be modernized to meet the changing needs of Alberta’s communities. A major component of the review is a stakeholder engagement that began in early February and will extend into spring 2014. ORRSC staff participated in a (Part 17) Planning & Development Technical Session facilitated by KPMG, and are awaiting a summary of all discussions to allow for further comment. Subjects discussed included:
 - Fees & Levies
 - Land Management & Planning Tools
 - Subdivision & Development Authorities & Processes
 - Land Dedication & Use of Reserves
 - Regional Approaches
 - Public Participation & Planning Appeals

(c) Risk Management Plan

- The “*Risk Assessment Matrix 2014*” in the agenda package outlining Risks, Assessment Factors and Control Measures was reviewed, which shows we are practicing due diligence to minimize these risks on our side of the equation.

Moved by: Tom Rose

THAT the Board of Directors accept the GIS Update, South Saskatchewan Regional Plan Update, Municipal Government Act Review Update and Risk Management Plan, as information.

CARRIED

7. ACCOUNTS

**(a) Summary of Balance Sheet and Statement of Income for the 12-month period:
January 1 - December 31, 2013**

Moved by: Ed Weistra

THAT the Board of Directors accept the Summary of Balance Sheet and Statement of Income for the 12-month period: January 1 - December 31, 2013, as information.

CARRIED

8. ADJOURNMENT

Moved by: Garry Marchuk

THAT we adjourn the General Board of Directors' Meeting of the Oldman River Regional Services Commission at 8:00 p.m. until Thursday, June 5, 2014 at 7:00 p.m.

CARRIED

/bj

CHAIR: 

Willow Creek Agricultural Society

P.O. Box 1401
Claresholm, Alberta, Canada T0L 0T0

Minutes of the Willow Creek Ag. Society held on May 21st, 2014.

- Call to Order:** Meeting called to order at 6:45pm at Roy's Place.
- Present:** David Hansma, Lorraine Norgard, Wally Mandel, Neil Watt, Shawna Burton, Rod Jensen, Gerry McGuire and Glen Alm.
- Absent:** Sid Gray, Judy Minor, Shauna Burton, Allan Minor, Dave Elliott, Gordon Weerstra, Sheldon Smeltzer, Chris Dixon.
- Reading of Minutes:** David Hansma read the minutes of the last regular meeting held April 16th, 2014. Adopted by Gerry McGuire. Seconded by Glen Alm. Motion carried.
- Business Arising from Minutes:** David told the board that he phoned the insurance company regarding the injured and subsequently euthanized horse from the 2013 ¼ horse show. The insurance company told me that as of this point for they will be dealing with this claim. The board asked about the Case tractor and how it is working out. David informed them that he has been pleased with how it has been working so far. Cicon engineering has been out to look at the site for the new building so they can do the site plan for the town.
- Treasurers Report:** The treasurers' report was read by David. Wally moved the adoption of the report as read. Lorraine Seconds. Motion Carried.
- Managers Report:** David read the Managers report. David told the board about upcoming events at the Agriplex. David brought up the following items for discussion:
- The arena dirt was changed on April 23-24 with some of the dirt staying here and the rest going to the Stavely Ag. Society. Sometime after this we are looking at getting the arena walls and return alley washed.
 - I put in for the AG Initiatives Grant for the rotunda roof and North arena wall as well as for ground work for parking.
 - David showed to the board a letter he received from a lawyer in the States regarding a horse that was injured during the May Quarter Horse Show in 2013. They are seeking damages of \$31881 as they are claiming that the horse had to be put down as a result of the injury. See letter and picture regarding the screw in the horses hoof as well as the vet bill on the horse euthanization.
- New Business:** Lorraine brought in old Local Press articles regarding the Agriplex. They were for FYI on the history of the Agriplex. Lorraine also asked about the upcoming events ad that used to run in the paper. It used to be sponsored by the Lazy J motel. She was wondering if this would be of some interest to run again and see if different businesses would sponsor each month.
- Adjourn:** Gerry moves the meeting to be adjourned at 8.21pm.