



TOWN OF CLARESHOLM
PROVINCE OF ALBERTA
REGULAR COUNCIL MEETING
JUNE 9, 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 MAY 26, 2014

DELEGATIONS:

1. JESSE STARLING
RE: Starling Auction Services
2. CLARESHOLM HEALTHY COMMUNITY COALITION
RE: Request to Sponsor T-shirts for Claresholm Fitness Challenge 2014

ACTION ITEMS:

1. DELEGATION RESPONSE: Claresholm Child Care Society
2. CORRES: Crownsnest Heritage Initiative Society
RE: Hillcrest Mine Disaster 100th Anniversary
3. CORRES: Chinook Arch Regional Library System
RE: Provincial Funding for Public Libraries
4. CORRES: Fusion Youth
RE: Request to use Amundsen Park June 27, 2014
5. CORRES: Claresholm Bench Show
RE: Request for Sand Pile
6. CORRES: Claresholm Curling Club
RE: Municipal Portion of Property Taxes
7. REQUEST FOR DECISION: Alberta Municipal Affairs – Capacity Building: Roles and Responsibilities Workshop
8. REQUEST FOR DECISION: Regular Council Meeting Dates – July & August 2014
9. REQUEST FOR DECISION: Formation of a Protective Services & Emergency Management Committee
10. INFORMATION BRIEF: Annexation Update
11. INFORMATION BRIEF: Short-term Vacant Properties – Comparatives & Statistics
12. INFORMATION BRIEF: Realty Listing Proposal Terms Agreement – Tax Recovery Sale
13. YEAR-TO-DATE Revenue & Expenditure Report (as at June 3, 2014)
(Detailed report available at myclaresholm.com/council)
14. ADOPTION OF INFORMATION ITEMS
15. IN CAMERA: Legal

INFORMATION ITEMS:

1. Cheque Listing for Accounts Payable – May 2014
2. Oldman Watershed Council Prairie Urban Garden Tour – June 21, 2014
3. Oldman Watershed Council Annual General Meeting – June 25, 2014
4. Municipal Government Act Review Consultations
5. WC Regional Waste Management Services Commission Regular Meeting Minutes – April 24, 2014
6. Porcupine Hills Lodge Regular Meeting Minutes – May 6, 2014
7. Claresholm Legion Branch 41 Open House – July 6, 2014, Remembering World War One
8. Claresholm & District Chamber of Commerce Meeting Minutes – May 20, 2014
9. Municipal Planning Commission Minutes – May 20, 2014

ADJOURNMENT



**TOWN OF CLARESHOLM
PROVINCE OF ALBERTA
REGULAR COUNCIL MEETING MINUTES
MAY 26, 2014**

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

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

ABSENT: Mayor Rob Steel

STAFF PRESENT: Chief Administrative Officer: Kris Holbeck; Manager of Regulatory and Property Services: Jeffery Gibeau; Fire Chief: Kelly Starling

MEDIA PRESENT: Rob Vogt, Editor, Claresholm Local Press

CALL TO ORDER: The meeting was called to order at 7:00pm by Deputy Mayor Jamie Cutler.

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

CARRIED

MINUTES: **REGULAR MEETING – MAY 12, 2014**

Moved by Councillor McAlonan that the Regular Meeting Minutes of May 12, 2014 be accepted as presented.

CARRIED

FINANCES: **APRIL 2014 BANK STATEMENT**

Moved by Councillor O'Neill that the April 2014 bank statement be accepted as presented.

CARRIED

DELEGATIONS:

**1. CLARESHOLM CHILD CARE SOCIETY
RE: Funding Increase**

Daycare Chairperson Jen Martin, Kidz Zone Director Kim Gugala and Daycare Board member Jeff Gibeau were present to request that Town Council 1) consider a \$12,000 increase in funding to their Society for the 2015 budget year and 2) try to find some additional funding for the 2014 year to offset all or a portion of the required 11% user fee increase (\$10,100). The Daycare is an accredited child care service provider that operates two facilities, employs nine people and provides daycare for 50 to 75 children per year.

**2. CLARESHOLM ANIMAL RESCUE SOCIETY (CAREs)
RE: Introduction**

CAREs Chairperson Kim Alexander was present to give the new Council an introduction to CAREs and information on what CAREs does for the community. The Society operates the animal shelter, utilizes volunteers to run the shelter and the programs and uses fundraising, donations, adoption fees, grants and the casino to fund operations. The Society assists the Town of Claresholm with animal licensing, reducing stray animal population by altering all animals and running a feral cat program in Claresholm. They appreciate the Town's support since 2009 when the Town began funding the group to hold stray and abandoned animals under the Town's animal control bylaws and look forward to partnering into the future.

ACTION ITEMS:

**1. CORRES: Tony Walker, Community Futures Alberta Southwest
RE: Prairie Canada Future Games**

Received as Information.

**2. CORRES: Porcupine Hills Classic Cruisers
RE: 22nd Annual Show 'N' Shine August 10, 2014**

Moved by Councillor Ford to allow the Porcupine Hills Classic Cruisers to host their event at the Centennial Park Ball Diamonds on August 10, 2014.

CARRIED

3. CORRES: Claresholm & District FCSS

Received as Information.

4. CORRES: Marilyn Gripping
RE: Use of Amundsen Park June 7, 2014

Moved by Councillor Fieguth to allow the Uganda Water Walk group to host their event at Amundsen Park on June 7, 2014.

CARRIED

5. CORRES: Bryan Ancelet
RE: Snowbirds & Utility Rates

Received as information.

6. REQUEST FOR DECISION: Utility Charges on Short-term Vacant Properties

Moved by Councillor McAlonan for Administration to research and report findings back to Council on how comparable municipalities charge short-term vacant properties under their bylaws.

CARRIED

7. REQUEST FOR DECISION: Multi-use Community Building & Town Hall Project

Moved by Councillor O'Neill for Administration to write a letter to the LRSD Board of Directors stating the Town of Claresholm intends to have a final decision on the Town taking over the old Claresholm Elementary School property for them by September 30, 2014.

CARRIED

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

Moved by Councillor Dixon to table the matter until the June 9th meeting.

CARRIED

9. REQUEST FOR DECISION: Real Estate Listing Proposals – Tax Recovery Sale

Moved by Councillor Fieguth that as part of the tax recovery process, the Town enter into real estate contracts for the listing of the property located at 4 Skyline Crescent (Lot 16, Block 63, Plan 0110064) with both Willow Creek Realty Ltd. and Century 21 Foothills Real Estate, subject to the terms and conditions laid out in the proposals and the Town of Claresholm Terms of Sale (except the listings be for 6 months only).

CARRIED

10. REQUEST FOR DECISION: Claresholm Economic Development Association

Moved by Councillor McAlonan to appoint Councillor Fieguth, Councillor Ford, the Chief Administrative Officer and the Manager of Regulatory & Property Services to the Claresholm Economic Development Association.

CARRIED

Deputy Mayor Cutler requested a recorded vote.

Moved by Councillor Fieguth to allocate \$30,000 of the Town's economic development operating budget to the Claresholm Economic Development Association on the conditions that the Claresholm Economic Development Association is registered with Alberta Registries, the funding is not used for administrative expenses, and that a year-end report (year ending December 31, 2014) is submitted to Council detailing expenditures associated with the funding from the Town of Claresholm.

FOR: Councillors Fieguth, Ford, Dixon, McAlonan, O'Neill
AGAINST: Deputy Mayor Cutler

CARRIED

11. REQUEST FOR DECISION: AUMA Convention 2014

Moved by Councillor Ford to reserve five rooms at the Sutton Place Hotel for the AUMA Convention in Edmonton September 24 – 26th, 2014.

CARRIED

12. POLICY #GA 05-14: CREDIT CARD AND EXPENSE REVIEW POLICY

Moved by Councillor Fieguth to approve Policy #GA 05-14: Credit Card and Expense Review Policy effective immediately.

CARRIED

13. ADOPTION OF INFORMATION ITEMS

Moved by Councillor O'Neill that the information items be accepted as presented.

CARRIED

14. 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

ADJOURNMENT: Moved by Councillor Fieguth that this meeting adjourn at 10:40 pm.

CARRIED

Deputy Mayor – Jamie Cutler

Chief Administrative Officer – Kris Holbeck

DRAFT

DELEGATIONS

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

ACTION ITEMS



May 22nd, 2014

Town of Claresholm
BOX 1000
Claresholm, AB TOL 0T0

Clareholm Child Care Society
Box 271~ 221-45 Ave. W
Claresholm, Alberta
TOL 0T0

RE: Funding Increase Request

The Clareholm Child Care Society is requesting that:

1. The Town consider a **\$12,000** increase in funding for the 2015 budget year, and
2. The Town try and find some additional funding for the 2014 year to offset all or a portion of the required **11%** user fee increase.

Fast Facts:

1. The CCCS is an accredited child care service provider for all ages. Over the course of a year, service is provided for **50 to 75 children**. That is **40 to 50 families** per year.
2. The CCCS operates **2 facilities**; Day Care and Kidz Zone.
3. The Society is an almost **\$400,000 entity** that **employs 9 people**.
4. **65%** of the children registered qualify for provincial child care subsidy.
5. The CCCS currently receives **\$26,202 per year** of direct monetary support from the Town.
6. The Town also supports the CCCS by charging nominal rent and no utility costs for the DayCare.
7. April 2012 the Government of Alberta blind-sided Child Care Facilities by cutting all accreditation dollars for programing, supplies and equipment. This resulted in almost **\$11,000 in lost funding**.

Over the last 2 years (since the Town made the original loan) the Society has cut almost \$25,000 out of their annual budget to ensure that the facilities were kept open. In late 2011 / early 2012 the Town loaned the CCCS \$21,064.47. Unfortunately, in the two year period since, the CCCS has only been able to repay \$6,000. The loan currently stands at \$15,064.47. While the CCCS is committed to repaying this debt, all efforts are currently focused on keeping the doors open. The CCCS will not be able to repay any amount toward the loan this year.

Late in the third quarter of 2013 the CCCS experienced a drop in enrollment, resulting in further operating cuts. The CCCS has begun a campaign to increase enrollment numbers and doubled our fundraising efforts from this time last year, but this will not be enough. **The Society must raise user fees by 11% to cover short falls. This will affect the all families, however of particular concern is the 65% of users that qualify for provincial child care subsidy.** Any additional funding that the Town can provide will go directly to lessening the impact on the families.

Thank you,

Jen Martin
President – Clareholm Child Care Society

CC: Day Care Program Director / Kidz Zone Program Director

CCCS 2014 Budget

Without Additional funding or User Fee Increases and No repayment to Town Loan

<u>INCOME DETAILS</u>		<u>2014</u>
Fees		\$ 299,127.24
Other Revenue		\$ 38,798.56
Total		\$ 337,925.80

<u>EXPENSE DETAILS</u>		<u>2014</u>
Total Payroll		\$ 272,581.18
Program Expenses		\$ 73,502.00
Total		\$ 346,083.18

Net loss \$ (8,157.38)

***11% User Fee increase will result in additional \$10,100 to cover anticipated loss**

From: Fred Bradley [<mailto:bradleyf@telusplanet.net>]
Sent: June-05-14 4:17 PM
To: Rob Steel
Cc: Kris Holbeck
Subject: Hillcrest Mine Disaster 100th Anniversary Commemoration Invitation

Dear Mayor Steel and Council

On Thursday, June 19th, 2014 in the historic community of Hillcrest in the Municipality of Crowsnest Pass a ceremony to commemorate the 100th Anniversary of the Hillcrest Mine Disaster, Canada's worst mine disaster will take place.

On behalf of the organizing committee. I would like to extend an invitation to you to and your council to attend this event and join us to commemorate the tragedy which took place 100 years ago.

We would be honoured if you were able to join us for the re-enactment of the historic funeral procession and attend the Memorial Ceremony at the mass gravesite in the Hillcrest Cemetery, public reception and any other events that are planned for that day.

If you are planning to attend, please let me know and I will forward to you further details of where and what time to gather etc. Also, as Master of Ceremonies I would ensure that your community's presence at the Memorial Ceremony would be recognized in my remarks and introduction.

I have attached an invitation and also the events listing for all the events that are planned to commemorate the Hillcrest tragedy over the weekend.

More information on the event is available at www.hillcrestmine100.com

If you require more information, please do not hesitate to e-mail me at bradleyf@telusplanet.net or phone me at 403-563-5353.

I would appreciate if you could advise me by not later than Friday, June 13 whether you, other members of your council, or a designated person from your community will be able to attend to represent your community at the memorial event that day.

Thank you for the consideration of our invitation and looking forward to your response.

All the best

Hillcrest Mine Disaster 100th Anniversary Commemoration Committee

per Fred Bradley
President, Crowsnest Heritage Initiative Society
bradleyf@telusplanet.net
403-563-5353

PS: You may have received a previous invitation to this event and responded. This is a followup to ensure that an invitation has been extended and to confirm whether you or someone from your community was planning to attend. There have been some changes in responsibilities for planning the event and your previous response may have been misplaced.

You are invited



Hillcrest Mine Disaster 100th Commemorative Procession and Memorial Ceremony

Thursday, June 19, 2014

11:00 am - Commemorative Procession

Mainstreet Hillcrest

followed by

Memorial Ceremony

Mass Graves - Hillcrest Cemetery



2:00 pm - Reception

Hillcrest Miners' Club

3:00 pm - Unveiling of the Hillcrest Historic Walking Tour

Heritage Kiosk, Main Street, Hillcrest

7:00 pm - 11:00 pm

Commemorative Concert

featuring James Keelaghan, Connie Kaldor & Tim Hus



**An intimate concert under the Big Tent: \$30/ticket (only 500 printed)
For ticket purchase information visit www.hillcrestmine100.com**

For a complete schedule of Hillcrest 100th events
please visit our website at :

www.hillcrestmine100.com

or call the Frank Slide Interpretive Centre at: 403-562-7388





**Discover
Crowsnest
Heritage**

www.crowsnestheritage.ca

*The Crowsnest Heritage Initiative
Would like to formally invite you to the*

*Unveiling of Historic Hillcrest Walking
Tour and Historic Building Plaques*

*On Thursday, June 19, 2014
3:00 PM*

at the Crowsnest Heritage Initiative
Hillcrest Information Kiosk
at the corner of 8th Avenue and 227th Street
in Hillcrest, Alberta

Followed by a guided walking tour of historic
downtown Hillcrest

EVENT LISTING

Wednesday, June 18, 2014

Hillcrest Mine Disaster Exhibit Launch

Meet & Greet

Location: Crowsnest Museum

7701-18 Ave. Coleman

Time: 7:00 pm – 9:00 pm

Contact: 403-563-5434

www.crowsnestmuseum.ca

Join in as the Museum launches their new exhibit, “**Hillcrest 100: Remembering Canada’s Deadliest Mine Disaster.**” This will also be an opportunity to meet and greet and share information with others who have come to learn about Canada’s Worst Mine Disaster.

Cost: Free

Book Launch and Signing: *Snowing in June: The Victims of the Hillcrest Mine Disaster*

By Belle Kovach and Mary Bole

Live Auction

- First Edition of *Snowing in June*
- *Limited Edition Print of “ Tag 189” Print # 1*
- *Hillcrest Mine Disaster Coins*

Thursday, June 19, 2014

Commemorative Procession

Location: Hillcrest Main Street to Cemetery

Time: 11:00 am – 12:00 noon

Contact: Cathy Pisony 403-562-7388

www.frankslide.org

This is a historical re-enactment of the funeral procession that took place in 1914. The procession will begin along main street of the community of Hillcrest and proceed down to the Hillcrest Cemetery, where most of the men killed in the 1914 Hillcrest Mine Disaster are laid to rest.

Commemorative Ceremony/Memorial

Location: Hillcrest Cemetery – Mass Graves

Time: 12:00 noon – 1:30 pm

Contact: Val Breakenridge 403-563-0929 vbreakenridge@telus.net

Cathy Pisony 403-562-7388

www.frankslide.org

A Commemorative Ceremony will be held at the site of the Mass Graves. Dignitary’s greetings, family members greetings, memorial service, masonic tribute and musical interlude with James Keelaghan.

Reception at Hillcrest Miners' Club

Location: 22733 – 7th Ave

Time: 2:00 pm – 5:00 pm

Limited seating: First come, First seated

Contact: Cathy Pisony 403-562-7388 cathy.pisony@gov.ab.ca

Join us for a reception following the ceremony at the Hillcrest Cemetery. Visit with friends and enjoy a cool drink and light snacks. Please be aware that seating is limited to the capacity of the Miners' Club.

Cost: Free

Unveiling of Historic Walking Tour

Location 227 St & 8th Ave at 3:00 pm to 4:00 pm

Contact Fred Bradley 403-563-5353

Join us for the unveiling of the Historic Hillcrest Walking Tour at the Heritage Kiosk on Main Street Hillcrest. The unveiling will be followed by a guided Historic Hillcrest Walking Tour, highlighting the town of Hillcrest and story of the 1914 Hillcrest Mine Disaster

Commemorative Concert and Dance– James Keelaghan, Connie Kaldor and Tim Hus

Location: Hillcrest Ball Complex under the tent

Time: 7:00 pm –10:30 pm

Contact: Sacha Anderson 403-562-8858

Cathy Pisony 403-562-7388 cathy.pisony@gov.ab.ca

Enjoy the musical talents of **James Keelaghan, Connie Kaldor and Tim Hus** as we celebrate the Spirit of the Miner. These talent entertainers have all written songs highlighting the amazing history of the Crowsnest Pass and our beautiful country. There will be BBQ and perogies, sold by the Crowsnest Pass Lions and the Catholic Church as well as a Beer Garden and Ice Cream snacks.

Cost: \$30.00 per ticket

Ticket Sales Locations: Crowsnest Museum, Frank Slide Interpretive Centre (cash only), Bellevue Underground Mine and Mountain Radio

Limit: 500 tickets will be sold

Friday, June 20, 2014

Frank Slide Interpretive Centre

Location: 1.5 km off Hwy#3 in Crowsnest Pass

Time: 1:00 pm - 3:00 PM for opening ceremony Daily 10:00 am – 5:00 pm

The Frank Slide Centre is proud to officially open our new exhibit: **Voices of Disaster: The Hillcrest Experience**. This exhibit was done through the Alberta Government Innovation Grant and explores the story of the Hillcrest Mine Disaster through the voices of those that experienced it. There will also be new and exciting interpretive presentations highlighting the Hillcrest Mine Disaster as well as an opening ceremony featuring **Connie Kaldor**. The Frank Slide Interpretive Centre will also be hosting the Provincial Archives of Alberta exhibit, throughout the week, on the Hillcrest Mine Disaster:

Documenting Disaster: Hillcrest.

Methane Talk by Lawrence Christmas, Author of “Alberta Miners, a tribute” Time 11:30 – 12:30

Cost: Free Admission on June 20th – regular admission otherwise

Contact: Cathy Pisony 403-562-7388 cathy.pisony@gov.ab.ca www.frankslide.org

Friday, June 20, 2014 - Continued

Bellevue Underground Mine

Location: Main Street Bellevue

21814 – 28 Avenue, Bellevue

Contact: 403-564-4700 or info@bellevuemine.org

Time: 10:00 am – 12:30pm

Join the Bellevue Underground Mine at 10:00AM on Friday June 20th 2014 for their “**Remembrance at the Mine**” - a morning starting with a Remembrance Ceremony, Live music performance by **Joal Kamps**, and a BBQ hosted by the Girl Guides of Canada. Take a guided tour of the Bellevue Underground Mine, available for young and old, and immerse yourself into the dark to see what life was like for a Coal Miner in the early 20th Century! Cost: Free

Crowsnest Museum

7701-18 Ave. Coleman

Time: 9:00 am – 5:00 pm

Contact: 403-563-5434

www.crowsnestmuseum.ca

Located in the Coleman National Historic Site, the museum is home to over 60,000 artifacts with an estimated 25,000 on display in the six- themed galleries and numerous exhibits and displays.

Cost: Admission to Museum

Crowsnest Pass Public Art Gallery

14737-Hwy #3 Frank

Summer hours: Mon 10:00 am -3:00 pm Tue - Sat 10:00 am – 4:00 pm

Sun & Holidays 1:00 pm – 4:00 pm

Contact: 403-562-2218

Cost: Free

Miners’ Picnic and Outdoor Dance

Location: Hillcrest Ball Complex under the tent

Time: 5:00 pm –10:30 pm

Contact: Cathy Pisony 403-562-7388 cathy.pisony@gov.ab.ca

Sacha Anderson 403-562-8858

5:00 pm – 6:00 pm – **Turning Pointe Dance Studio** – Dance Demonstrations

6:00 pm – 7:00 pm - **Local Musicians**

7:00 pm – 9:00 pm - **Music by - “Coal Creek Boys” -**

There will also be BBQ and perogies, sold by the Crowsnest Pass Lions and the Catholic Church as well as a Beer Garden, Ball Games and children’s entertainment and ice cream snacks.

Cost: Free

Limited Space: there will be a limit of 1000 people allowed in the Ball Complex

Bellecrest Days Activities

www.bellecrest.ca

Pancake Breakfast

Location: Fish and Game Hall Hillcrest

Time: 8:00 am

Bellecrest Days Parade – Spirit of the Miner theme

Location: Hillcrest

Time: 11:00 am

Bellecrest Days Family Activities

Time: 12:00 noon – 4:00 pm

Location: Coal and Coke Park

228 St. & 10 Ave., Hillcrest

Contact: for all Bellecrest Days events - 403-564-4745

Enjoy a family afternoon featuring music, children's games and activities, free hotdogs for the children, BBQ, bake sale, vendors, 50/50 draw and much more.

Cost: Free Admission

Guided Wagon Rides

Remington Carriage Museum

Time: 12:00 noon – 4:30 Location: Leaving and returning to the parking lot of the Hillcrest Cemetery

Contact: Cathy Pisony 403-562-7388 cathy.pisony@gov.ab.ca

Join in on a guided Wagon ride through the Historic townsite of Hillcrest – the carriage will leave from the parking lot of the Hillcrest Cemetery and tour through the community of Hillcrest. Rides are limited to 14 people and you will need to have a ticket from the Information booth at the Coal and Coke Park.

Cost: Free Limit: 11 per ride – ticket can be picked up at the Information table at the Coal and Coke park

Guided Hillcrest Cemetery Tours

Time: every hour – first tour at 12:00 noon – last tour 4:00 pm

Location: Hillcrest Cemetery

Limit: 40 people per tour is suggested

Contact: Cathy Pisony 403-562-7388 cathy.pisony@gov.ab.ca

Staff from the Frank Slide Interpretive Centre will be at the Hillcrest Cemetery to offer guided tours of the Hillcrest Cemetery and the tragic story of the 1914 Hillcrest Mine Disaster.

Cost: Free

Horse- back rides

Centre Peak High Country Adventures

Contact: Home Phone: (403) 628-2178 Cell Phone: (403) 627-7654 cphca@hotmail.ca

We are offering guided trail rides up to the Hillcrest Mine Site as a part of the Hillcrest Mine Disaster 100th Anniversary. Come and take a ride with us and allow us to share the history of the Hillcrest Mine Disaster from horseback. The trail rides are by reservation only. Directions to ride start area will be given upon booking. Group Size: 6 people per 2 hour ride Cost: \$70 per person

www.centrepeakhighcountryadventures.com, [cemetery tours](#)

Guided Hikes to the Hillcrest Mine Site

Times: 9:00 am and 1:00 pm

Length: 2.0 hours

Contact: Cathy Pisony 403-562-7388 cathy.pisony@gov.ab.ca

Join in on guided hikes to the abandon Hillcrest Mine Site.

Tread Softly's Dave and Eva Welsh will lead an outing to the site of the Hillcrest Mine Site. We will walk at a leisurely pace, stopping to talk history, take photos and enjoy the spectacular scenery of Crowsnest Pass. The walk is not long but does have a continuous incline. We will meet in front of the Hillcrest Miners' Club 10 minutes prior to departure time.

Bring: water Optional: walking sticks, camera, binoculars

Wear: Sturdy shoes and clothing suitable for Crowsnest Pass weather

Cost: Free; pre-register by calling Frank Slide Interpretive Centre at 403-562-7388.

Maria Dunn Concert – Troublemakers: Working Albertans 1900-1950

Location: 22733 – 7th Ave

Time: 6:00 pm – 8:00 pm

Limited seating: First come, First seated

Contact: Cathy Pisony 403-562-7388 cathy.pisony@gov.ab.ca

This 60-minute multimedia musical piece documents the history of working people in Alberta through songs written primarily by Maria Dunn with narration and visuals edited by Don Bouzek of Ground Zero Productions.

Cost: Free - Limited seating – first come first seated

Outdoor concert – featuring: Jordan McIntosh, Aaron Pritchett & Emerson Drive

Location: Hillcrest Ball Complex

Time: 7:30pm – 1:00 am

Contact: Sacha Anderson 403-562-8858 or Chris Matthews 403-563-5434

There will be BBQ and perogies, sold by the Crowsnest Pass Lions and the Catholic Church as well as a Beer Garden and Ice Cream snacks.

Cost: \$ 65.00

Ticket Sales Locations:

Cash And Credit Card: Crowsnest Museum

Cash only Frank Slide Interpretive Centre, Bellevue Underground Mine, Sears Blairmore, Scotia Bank
CNP and Mountain Radio

Limit: 1500 tickets will be sold



Chinook Arch
Regional Library
System

Memo

May 28, 2014

To: Mayors and Reeves of Chinook Arch member municipalities

From: Howard Paulsen, Chair, Chinook Arch Library Board *and*
Marie Logan, Vice-Chair Chinook Arch and Chair of Marketing/Communications Committee

Re: URGENT Action Request - Provincial Funding for Public Libraries

Chinook Arch Library Board requests your support/endorsement of the attached letter which Chinook Arch is writing to the Minister of Municipal Affairs to request support for an increase in the funding allocated to public library services.

Funding for public libraries through Alberta Municipal Affairs has remained at approximately \$32.5 million since 2009 although there have been minor changes to the distribution of those funds.

The consequences of flat provincial library service budgets and increased population include:

1. Overall provincial *per capita* funding for library services has declined by 6.8% since 2009
2. Purchasing power for the Public Library Services Branch of Municipal Affairs as well as municipal libraries has declined by 9.47% due to inflation
3. Operating grants are currently paid at 2010 population rates and do not reflect current population. For e.g. the nominal per capita operating grant for Chinook Arch Regional Library System is \$4.60 but the effective per capita rate based on current population is \$4.47. For LPL, the nominal per capita rate is \$5.45 but the effective rate for current population is \$5.22
4. Municipalities have had to increase funding disproportionately

Despite flat provincial budgets the need for increased library services and materials in SW Alberta is clearly evident based on five years of growth in library services. From 2009 to 2013 in the Chinook Arch Region:

1. The population served has increased from 171,856 to 191,479 including one new member, the Kainai Board of Education
2. Circulation (i.e. borrowing) of library materials has increased 68% from 1,072,455 to 1,800,843
3. The number of materials catalogued annually has increased 23.76 % from 42,967 to 66,729
4. Number of items delivered throughout the region has increased 11.7% from 674,002 to 749,719 (or from 2,696 per day to 3,000 per day)
5. Materials shared throughout the region increased 81.6% from 174,536 to 316,933
6. Municipal support for regional library services increased by 22% from \$8.66 to \$10.56 per capita

So that we may send the letter to the Minister prior to the beginning of 2015 Alberta budget talks please send your support or endorsement by June 20 to:

Chinook Arch Regional Library System
2902 7th Ave N
Lethbridge Alberta T1H 5C6
Attn: M. Macdonald, CEO

June __ 2014

The Hon. Greg Weadick, MLA Lethbridge West
Minister of Municipal Affairs
404 Legislature Building
10800 97 Avenue
Edmonton, AB T5K 2B6

Dear Mr. Weadick

Chinook Arch Library Board requests your support for an increase in provincial funding for public library services in Alberta in the 2015 provincial budget. Funding for library services has remained flat since 2009 despite significant inflation. As a result,

1. Overall, actual provincial per capita funding for library services has declined by 6.8% since 2009 as a result of a 6.7% population increase.
2. Operating grants are currently paid at 2010 population rates so libraries are not funded for increases in population.
3. Purchasing power for the Public Library Services Branch of Municipal Affairs as well as the operating grants for municipal libraries has declined by 9.47% due to inflation

Public Library Service in Alberta is specifically a municipal responsibility but has also been claimed as a provincial responsibility with the Provincial Network and Resource Sharing policies which require participation in the provincial network of library services and resource sharing. Economic indicators affecting public library service costs include the growth in inflation of 9.47% since 2009 and the growth in the average weekly earnings in Alberta of 19.9% since 2009.

Despite flat provincial budgets the need for increased library services and materials is clearly evident based on five years of growth in library services throughout Alberta.

In SW Alberta (Chinook Arch region), for example, from 2009 to 2013:

1. The population served has increased from 171,856 to 191,479 including one new member, the Kainai Board of Education
2. Circulation of library materials has increased 68%
3. The number of materials catalogued annually has increased 23.76 %
4. Number of items delivered throughout the region has increased 11.7%
5. Materials shared throughout the region increased 81.6% from 174,536 to 316,933

It is vital that a way be found to ensure that provincial public library operating grants keep up with inflation and also assist with new service priorities to the growing population in Alberta.

Sincerely,

Howard Paulsen,
Chair, Chinook Arch Library Board
cc:

The Hon. Doug Horner, President of Treasury Board and Minister of Finance

Pat Stier, MLA Livingstone-Macleod

Bridget Pastoor, MLA Lethbridge East

Gary Bikman, MLA Cardston Taber Warner

Ian Donovan, MLA Little Bow

Karine Wilhauk

From: Curt Hanselmann <curt.hanselmann@yahoo.ca>
Sent: May-23-14 1:22 AM
To: Karine Wilhauk; Kris Holbeck
Subject: Fusion Youth BBQ

Hi, Karine/Kris. Fusion Youth would like to hold our first BBQ of the 2014 summer season. We'd like to request use of the downtown parking lot [we generally use the half beside Petro's Liquor] on Friday, June 27 at noon.

Is it possible to have this request considered?

All the best!!

Curt Hanselmann - Claresholm, AB

Cell - 403-850-7201

Home - 403-625-5562

Fax - 403-625-4319

June 4, 2014

Town of Claresholm
Box 1000
Claresholm, Alberta
T0L 0T0

Dear Town Council:


I am writing this letter to confirm you will be willing to supply the sand for the money pile at the arena for the Bench Show August 8, 2014 before noon.

Please contact Syd Gray at 403-625-2132 when you will be able to make the delivery. I will make sure the sand pile is covered until it is needed on August 9.

Thank you for your attention and support in this matter.

Yours Truly,

 Jim Bald - Treasurer

 Syd Gray
President of the Bench Show

Claresholm Curling Club
Box 1976
Claresholm, AB T0L 0T0

May 22, 2014

Town of Claresholm
Box 1000
Claresholm, AB T0L 0T0

Dear Sirs:

Enclosed please find a copy of the 2014 Taxation Notice. We ask council to wave the Municipal Tax amount of \$902.51 for the Claresholm Curling Club.

Yours truly,



Dale P. Seeman
Treasurer

DPS/mrk
Enclosure (1)

TOWN OF CLARESHOLM

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



2014

**TAXATION NOTICE
& PROPERTY ASSESSMENT**

ROLL NO.	PROP. SIZE	PORTION			QUAD	SEC	TWP	RGE	MER
11917000	0					0	0	0	0
SUBDIVISION NAME		CURLING RINK							
CIVIC ADDRESS		430 53 AVE E							
MORTGAGE NUMBER	PLAN	BLOCK	LOT						
	8010781	118	33						
MORTGAGE COMPANY NAME									

DATE OF MAILING	2014-May-15
DUE DATE	2014-Jun-30

ASSESSMENT COMPLAINT MUST BE RECEIVED	
ON OR BEFORE	2014-Jul-14

TOWN OF CLARESHOLM (CURLING RINK)
BOX 1976
CURLING RINK
CLARESHOLM, AB, T0L 0T0
Canada

PREVIOUS ASSESSMENT	
DESCRIPTION	AMOUNT
COMM ASSOC IMPROV	997,200
COMMERCIAL IMPROV	71,930
TOTAL ASSESSMENT	1,069,130

CURRENT ASSESSMENT	
DESCRIPTION	AMOUNT
COMM ASSOC IMPROV	1,008,930
COMMERCIAL IMPROV	72,950
TOTAL ASSESSMENT	1,081,880
EXEMPT	1,008,930.00
TAXABLE	72,950

IMPORTANT PENALTY INFORMATION
Taxes are due in full, except for T.I.P.P. participants, before 4:00 p.m. on Monday, June 30, 2014. All current outstanding taxes after June 30th, 2014 are subject to a 14% penalty. A further 14% penalty will be assessed on all taxes and charges applied to tax accounts unpaid after December 31, 2014.

EDUCATION TAXES		TAX RATE	% OF TOTAL	TAX AMOUNT
LRSD (NON-RESIDENTIAL)		0.003629000	22.68066	264.74
TOTAL 2014 EDUCATION TAXES				264.74
SUB TOTAL 2014 TAXES				264.74

TAX INSTALLMENT PAYMENT PROGRAM

CURRENT INSTALLMENT AMOUNT 0.00
BY JOINING THE PAYMENT PROGRAM YOUR PAYMENTS COULD BE AS LOW AS 97.27

MUNICIPAL AND OTHER TAXES		TAX RATE	% OF TOTAL	TAX AMOUNT
HOME FOR AGED		0.000543000	1.69715	19.81
MUNICIPAL TAX (NON-RESIDENTIAL)		0.024200000	75.62219	882.70
TOTAL 2014 MUNICIPAL AND OTHER TAXES				902.51
SUB TOTAL 2014 TAXES				1,167.25

FOR COMPARISON 2013 TAXES (NOT INCLUDING LOCAL IMPROVEMENTS) WERE 1,149.99

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.

TOTAL 2014 TAXES	1,167.25
CURRENT OUTSTANDING	0.00
TOTAL CURRENT TAXES PAYABLE FOR 2014	1,167.25
AMOUNT DUE AFTER JUNE 30, 2014	1,330.67

Your property has been assessed as shown for the above taxation year. The assessment roll will be open during office hours. If you or your agent wish to file a complaint to the Assessment Review Board, submit complaint and \$50.00 fee per parcel on or before July 14, 2014 at 4:00 p.m. to K.Holbeck ARB Clerk, Box 1000, Claresholm, AB T0L 0T0 (see insert for info)

TOWN OF CLARESHOLM

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



ROLL NUMBER	11917000
LAST DATE BEFORE PENALTY	2014-Jun-30

2014

**TAXATION NOTICE
& PROPERTY ASSESSMENT**

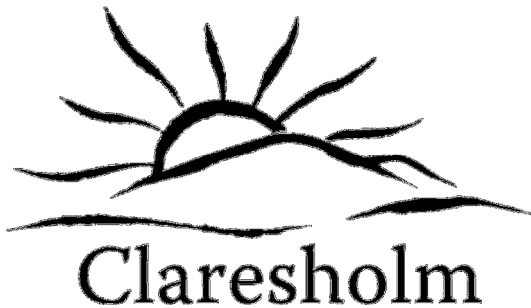
ARREARS OR CREDIT	CURRENT TAXES	NET DUE
0.00	1,167.25	1,167.25

AMOUNT DUE PLEASE PAY	1,167.25
AMOUNT PAID	

PLEASE SUBMIT THIS PORTION WHEN MAKING PAYMENT. THANK YOU.

TOWN OF CLARESHOLM (CURLING RINK)
BOX 1976
CURLING RINK
CLARESHOLM, AB, T0L 0T0
Canada

11917000



REQUEST FOR DECISION

Meeting: June 9, 2014

Agenda Item: 7

Alberta Municipal Affairs – Capacity Building: Roles and Responsibilities Workshop

DESCRIPTION: Administration is requesting Council participate in a Roles and Responsibilities workshop delivered by Alberta Municipal Affairs – Capacity Building Unit.

BACKGROUND: Town Council attended an Elected Officials roles and responsibilities workshop in November 2013 delivered by Brownlee LLP, a legal firm, that discussed numerous issues that Councillors may encounter in their terms with a focus on legislation (specifically the Municipal Government Act).

Senior Town Administration attended a free Alberta Municipal Affairs regional session on April 29, 2014 and one of the presentations was about roles and responsibilities which focused on CAOs and Administration's role. This session was instructive and full of information for Administration with an abundance of practicality in our day to day dealings with elected officials and in our positions as municipal employees.

Now that Council members have had seven months in office, this AMA workshop will allow Council to discuss concerns and questions that have arisen and require clarification or an answer from the provincial department that oversees the interpretation of the Municipal Government Act and municipalities. Council and senior Administration can engage in constructive conversations that will **foster team building** and help all parties understand their roles within the municipality. See attached workshop overview from Catherine Dunn, Municipal Excellence Advisor, Alberta Municipal Affairs.

The municipal advisors have explained that **all seven Council members need to attend** to make it a productive session. The CAO as the head of Administration and the senior staff member who is acting CAO when the CAO is on holidays will also be in attendance. See the attached email from Alberta Municipal Affairs for contents of the session and time requirement.

DISCUSSION/OPTIONS:

1. That Council commits to attending a six hour workshop on Roles and Responsibilities facilitated by Alberta Municipal Affairs – Capacity Building based on one of the following Saturday options:
 - July 12, 19, 26, August 9, 16, 23

PROPOSED RESOLUTIONS:

1. Moved by Councillor _____ to authorize Administration to schedule a Roles and Responsibilities workshop, facilitated by Alberta Municipal Affairs – Capacity Building Unit, on Saturday, _____, 2014 from 9 am through 4 pm in the Bill Simpson Room at the Claresholm Library.

Alberta Municipal Affairs – Capacity Building: Roles and Responsibilities Workshop

COSTS/ SOURCE OF FUNDING (if applicable):

Council and staff time at the committee level (operating budget). Refreshments and Lunch (operating budget).

RECOMMENDED ACTION:

1. That Council pass the aforementioned resolution to schedule the workshop with Alberta Municipal Affairs and staff begins coordinating the venue and the refreshments.

Attachments: Email from Catherine Dunn, Municipal Excellence Advisor, Alberta Municipal Affairs

Applicable Legislation: None

Prepared By: Kris Holbeck, CA CAO

APPROVED BY: Kris Holbeck, CA CAO **DATE:** May 30, 2014

From: Catherine Dunn [<mailto:catherine.dunn@gov.ab.ca>]
Sent: May-15-14 9:59 AM
To: Kris Holbeck
Cc: Desiree Kuori
Subject: RE: Thank you and a Query from the Town of Claresholm

Hi Kris,

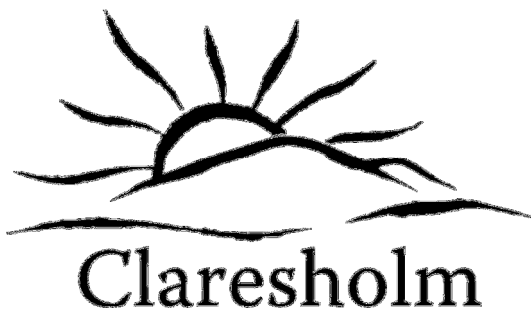
Here is the general outline of the R7R training that we do. We try to cover all these things but are able to go into more depth and do activities in the day long sessions.

- **Local Government & the MGA**
- **Roles & Responsibilities**
 - Elected Officials
 - Administration
- **Finance 101**
- **Council Procedures**
- **Agendas, Motions, & Minutes**
- **Public Participation**
- **Working Together**
- **Municipal Affairs**
- **Questions**

Generally, we get to the Council Procedures around lunch and then have the balance in the afternoon but this isn't written in stone. We provide the Roles and Responsibilities manuals, which are more in depth than the presentation and a good council development tool for continued use. We also will bring the current MGAs and some ideas for helping with parliamentary procedures to help council meetings flow. We really want to have **all** council members there so that everyone hears the same thing at the same time and there can be lots of discussion among the council members to help the flow of communication.

I hope this will work for you. If you have more question, please feel free to contact me.

Catherine Dunn
Municipal Excellence Advisor
Alberta Municipal Affairs
780-422-8101



REQUEST FOR DECISION

Meeting: June 9, 2014

Agenda Item: 8

REGULAR COUNCIL MEETING DATES – JULY & AUGUST 2014

DESCRIPTION:

Administration is requiring Council's decision regarding the schedule of regular meetings dates for July and August 2014.

BACKGROUND:

Each year, Claresholm Town Council typically only holds one meeting in each of the months of July and August. The summer months are typically quieter and usually Council business can be handled by only two meetings rather than four.

DISCUSSION/OPTIONS:

1. The time span between meetings should be kept the same from June to July, July to August, and August to September. Typically there is a span of no more than four weeks.
2. The last meeting in June is the 23rd. Suggested meetings for July and August are Monday, July 21st (four weeks) and Monday, August 18th (four weeks). It would then be three weeks to the next regular meeting in September, Monday the 8th.
3. Meeting dates in 2013 were July 22nd and August 19th.
4. Meeting dates in 2012 were July 16th and August 13th.

COSTS/ SOURCE OF FUNDING:

There is no extra cost for this action. It actually results in a cost savings in the reduction of time spent by Town Council at Council meetings.

RECOMMENDED ACTION:

1. Council pass a resolution to set the regular Council meetings dates for the summer months to the proposed dates or two other dates recommended by Council.

PROPOSED RESOLUTION:

Moved by Councillor _____ to set _____ as regular Council meeting dates for the 2014 summer months.

Attachments:

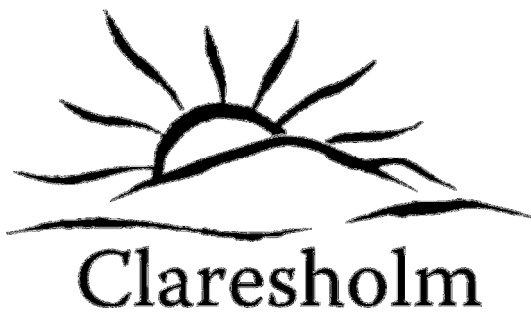
None.

Applicable Legislation: Not applicable.

Prepared By: Karine Wilhauk, Secretary-Treasurer

APPROVED BY: Kris Holbeck, CA CAO

DATE: June 5, 2014



REQUEST FOR DECISION

Meeting: June 9, 2014

Agenda Item: 9

FORMATION OF A PROTECTIVE SERVICES AND EMERGENCY MANAGEMENT COMMITTEE

DESCRIPTION:

Administration is requesting the formation of a Protective Services and Emergency Management Committee to consider and discuss municipal issues and policies regarding bylaw enforcement and fire and emergency services.

BACKGROUND:

Previously, the Town had a Community Standards Committee which dealt with enforcement issues and assisted staff with prioritizing enforcement initiatives. This committee was not formed after the 2013 elections. The Town has historically had no committee to deal with fire and emergency services issues.

Many of the bylaw enforcement actions initiated by the Town have Freedom of Information and Personal Privacy (FOIPP) ramifications and cannot be discussed at a public Council meeting. The majority of fire and emergency services incidents and issues (including the response unit pilot project) have the same FOIPP and Alberta Health Act legislation governing their processes, requiring personal privacy so they cannot be discussed at a public Council meeting.

Given the length of Council meetings, using an In Camera format to discuss these items is lengthy and inefficient. A better use of time is to make use of the committee format.

This committee would also give Administration guidance on bylaw revisions and amendments they want to investigate and assist staff in spearheading bylaw revisions (after Council approval of the change) or in making bylaw or policy changes based on Council referring items to the committee for more work.

Were practical, members-at-large can add transparency, engage the community, and legitimize the work of a committee. The successful operation of a Council committee depends greatly on its volunteers. In many cases, citizens have an opportunity to apply to sit on Council committees. Council appoints members to the various committees as required. A volunteers desire to serve their community can help shape municipal policy and contribute to Council's decision making processes.

DISCUSSION/OPTIONS:

1. That Council form a Protective Services and Emergency Management Committee, which would meet monthly, comprised of one Councillor, Manager Regulatory and Property Services, Jeff Gibeau; Fire Chief, Kelly Starling and two members at large (to be determined by application to Town Council).

COSTS/ SOURCE OF FUNDING (if applicable):

Council and staff time at the committee level (operating budget).

FORMATION OF A PROTECTIVE SERVICES AND EMERGENCY MANAGEMENT COMMITTEE

RECOMMENDED ACTION:

1. That Council pass a resolution to form the committee and have staff begin advertising for the two members at large.

PROPOSED RESOLUTION:

1. Moved by Councillor _____ to form a Protective Services and Emergency Management Committee comprised of Councillor _____, the Manager of Regulatory and Property Services, the Fire Chief and two members at large.

Attachments: None

Applicable Legislation: Freedom of Information and Personal Privacy Act, Alberta Health Act

Prepared By: Kris Holbeck, CA CAO

APPROVED BY: Kris Holbeck, CA CAO **DATE:** June 5, 2014



INFORMATION BRIEF

Meeting: June 9th, 2014
 Agenda Item: **10**

ANNEXATION UPDATE

STATUS UPDATE

At the direction of Council, Administration has continued the negotiation process with property owners. All Landowner Annexation Consent forms were re-sent to all Landowners within the Annexation area. In addition, Administration communicated that a preliminary deadline of May 16th, 2014 was set (by Staff) for property owners to enter into the annexation consents. Since the last update, Administration has obtained 4 additional consents; bringing the total number of consents to 7 properties (out of 11 properties). Verbal commitments were received from 2 other property owners.

Administration has been in consultation with the remaining parties to answer any questions and attempt to address concerns. The importance of timely commitments will be communicated to the remaining parties.

TIMELINE

April 16, 2012	At the direction of Town Council, this project was initiated by sending a letter to ORRSC regarding preparation of the <i>Letter of Intent</i> for Proposed Annexation.
July 18-20, 2012	<i>Letters of Intent</i> sent to property owners and external agencies giving notice that Town of Claresholm intends on moving forward with an Annexation Application.
July 25, 2012	<i>Notice of Acknowledgement</i> for receipt of the Town of Claresholm's <i>Letter of Intent</i> received from Municipal Government Board (MGB).
July 26, 2012	ORRSC direction to Council regarding the Annexation Process.
August 15, 2012	Town of Claresholm requests Taxation & Assessment Information from Municipal District of Willow Creek.
September 2012 thru February 2013	Negotiation attempts between the Town of Claresholm and the Municipal District of Willow Creek regarding taxation, infrastructure, roads and other matters. Annexation Sub-Committee setup to facilitate this process.
February 5, 2013	Correspondence sent to property owners, updating them on the progress of the annexation and negotiations with the Municipal District of Willow Creek.
March 2013 thru June 2013	Annexation Sub-Committee meetings.
May 13, 2013	ORRSC updated Council as to the progress of the annexation. Large efforts are being made in an attempt to have this annexation uncontested.
June 24, 2013	Moved by Councillor MacPherson to accept the resolution for the purpose of compensation for lost taxation for the annexed parcels for four years to the MD of Willow Creek as presented in the Staff Report. Moved by Councillor Fieguth to accept the resolution to provide 25 years of tax relief for landowners affected by annexation with the MD of Willow Creek with the conditions as presented in the Staff Report.

September 11, 2013	MD of Willow Creek passed a motion to accept the negotiated terms of Annexation with the Town of Claresholm; 4 years of taxation compensation & 25 year of tax relief for property owners.
August 2013 thru June 2014	Meetings with property owners presenting the annexation terms agreed upon by the two municipalities. Property Owner consents drafted and presented to owners.

BACKGROUND

Purpose

What is Annexation?

Annexation is the process for a municipality to redefine its boundaries in order to comprehensively plan for the orderly, efficient and cost-effective development of lands within its jurisdiction. Properties within an annexation area experience a change in jurisdiction from one municipality to another. **Annexation does not however change ownership rights** and is not necessarily undertaken to facilitate immediate development, but rather to secure lands for future growth.

At the direction of the Municipal Government Board (a provincial entity), the Town of Claresholm has to consider its projected growth potential over the next 50 years and plan to accommodate the growth demands in an orderly and economical manner. The Town of Claresholm's annexation is necessary to help the Town strengthen its tax base and expand opportunities for business development in appropriate locations.

What are the impacts on landowners?

Annexation is **not** the expropriation of land. Land ownership is not impacted (In an annexation, only the municipal jurisdiction changes). If the annexation is approved:

- Lands in the annexation area will receive services from the Town of Claresholm instead of MD of Willow Creek;
- Land use and development approvals will be transferred to the Town of Claresholm.

Owners within the annexation area will continue to use their land in the same manner as they did previously. It will be up to owners when and whether to develop their land. The development itself will have to be consistent with the Town of Claresholm Municipal Development Plan Bylaw No.1551, as approved by Council.

Rational

Further to the attached subject lands map, the Town of Claresholm has identified 10 parcels of land:

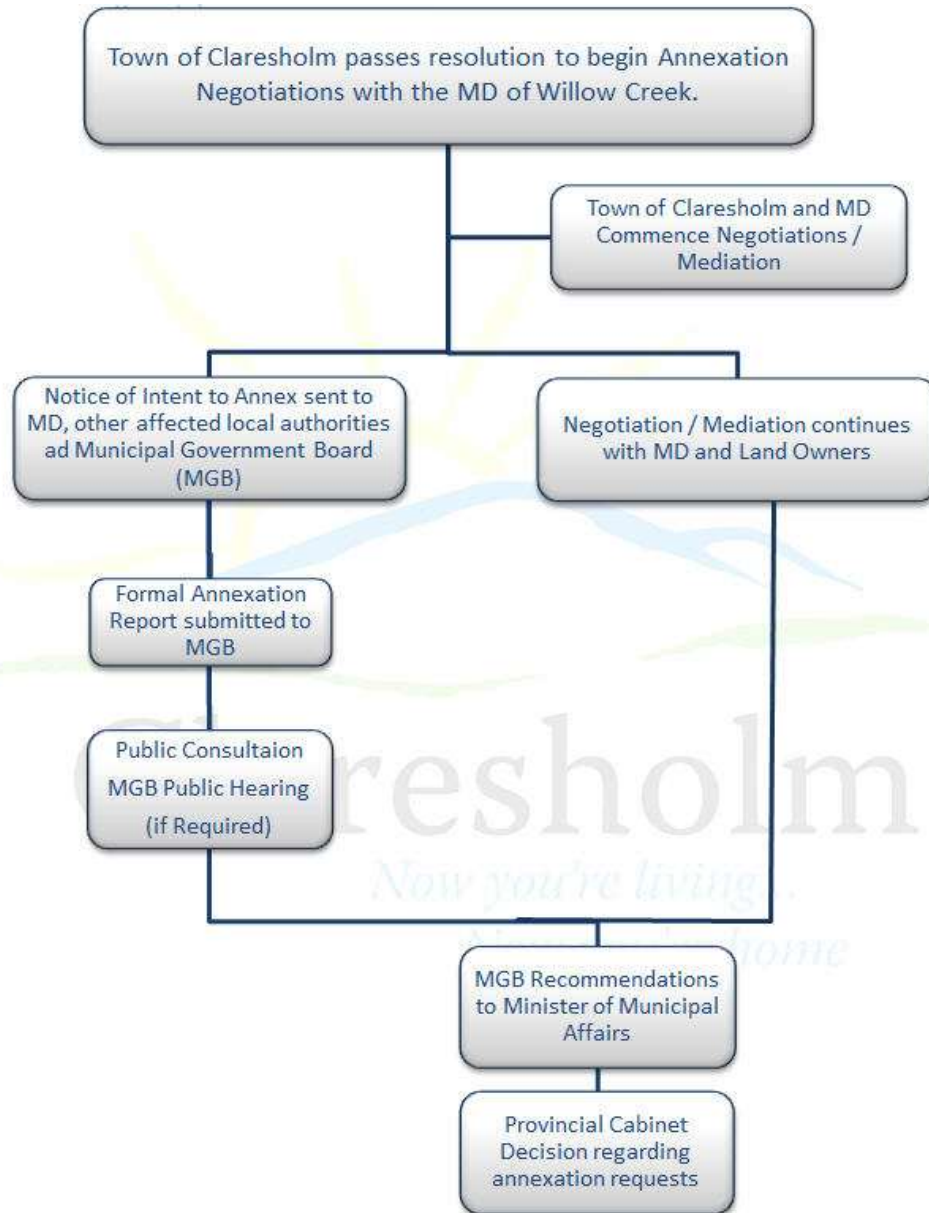
Total area of land included in the annexation proposal:		270.0 hectares(ha)
Land dedicated to the highway bypass:	43.3 ha	
Lands to be returned to the MD:	60.9 ha	
Sub-total:		165.8 ha
Lands within the environmental setback:	18 ha	
Total Developable Land:		147.8 ha

The Town of Claresholm has identified two primary types of future land uses for the 147.8ha of developable land (shown on attached subjects land map). First, Industrial land to be located on the east side of the Town, north and south of Highway 520. Second, Highway Commercial land to be located within close proximity to Highway 2, on the north side of Town. Additionally, expansion of the institutional use of the Porcupine Hills Lodge and expansion of the municipal public utility – storm water system will account for a small amount of the 147.8ha of developable land.

Over the last 10-11 years, the Town of Claresholm has experienced healthy industrial and commercial growth; consuming 20.1ha of vacant land, plus 7.7ha of re-developed industrial and commercial land.

Currently, the Town of Claresholm does not have any vacant municipal land for sale that is appropriate for industrial or highway commercial development. This land supply shortage is the single biggest threat to the economic prosperity of the community. Given the Municipal Governments Board’s direction that proposed annexations should ensure a 50 year supply of land, the Town of Claresholm feels that the 148.7ha of developable land will meet this requirement.

ANNEXATION PROCESS



ATTACHMENTS:

- 1.) Subject Lands Map

APPLICABLE LEGISLATION:

- 1.) Municipal Government Act; Sections 112.1 thru 128
- 2.) Municipal Development Plan Bylaw No.1551; Section 11 & Figure 5

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

APPROVED BY: Kris Holbeck – CAO

DATE: May June 5th, 2014

TOWN OF CLARESHOLM
ANNEXATION 2012

----- Town Boundary
----- Highway Right-of-way

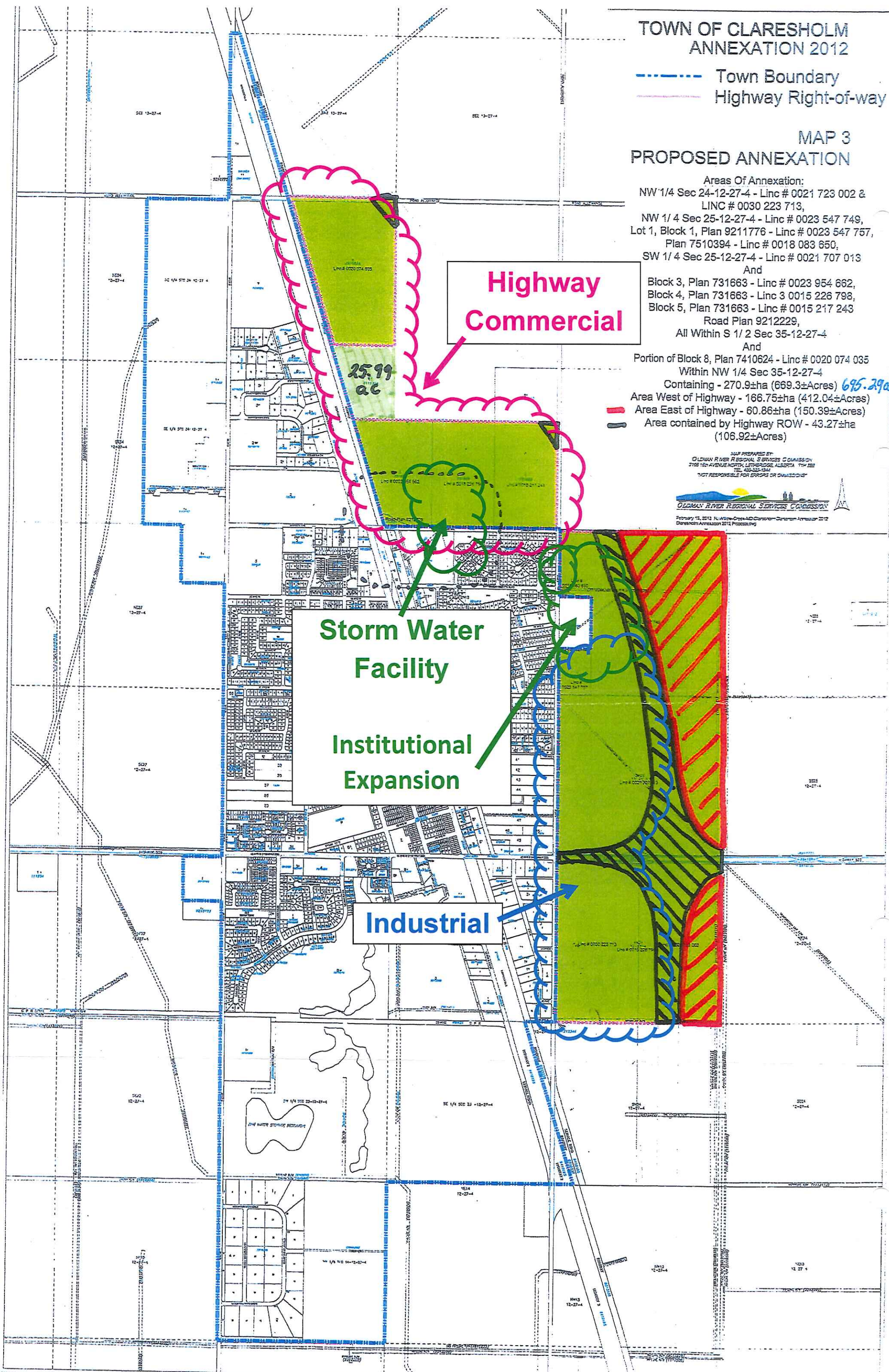
MAP 3
PROPOSED ANNEXATION

Areas Of Annexation:
 NW 1/4 Sec 24-12-27-4 - Linc # 0021 723 002 &
 LINC # 0030 223 713,
 NW 1/4 Sec 25-12-27-4 - Linc # 0023 547 749,
 Lot 1, Block 1, Plan 9211776 - Linc # 0023 547 757,
 Plan 7510394 - Linc # 0018 083 650,
 SW 1/4 Sec 25-12-27-4 - Linc # 0021 707 013
 And
 Block 3, Plan 731663 - Linc # 0023 954 662,
 Block 4, Plan 731663 - Linc 3 0015 226 798,
 Block 5, Plan 731663 - Linc # 0015 217 243
 Road Plan 9212229,
 All Within S 1/2 Sec 35-12-27-4
 And
 Portion of Block 8, Plan 7410624 - Linc # 0020 074 035
 Within NW 1/4 Sec 35-12-27-4
 Containing - 270.9±ha (669.3±Acres) *695.29a*
 Area West of Highway - 166.75±ha (412.04±Acres)
 Area East of Highway - 60.86±ha (150.39±Acres)
 Area contained by Highway ROW - 43.27±ha
 (106.92±Acres)

MAP PREPARED BY:
 OLDMAN RIVER REGIONAL SERVICES COMMISSION
 2105 16th AVENUE NORTH, LEATHERIDGE, ALBERTA T1M 1S1
 TEL: 403-332-1344
 FAX: 403-332-1344
 NOT RESPONSIBLE FOR ERRORS OR OMISSIONS



February 15, 2012, N. Wilson-Cree, M.D. Chairman, Clareholm Annexation 2012
 Clareholm Annexation 2012, Processing





INFORMATION BRIEF

Meeting: June 9, 2014

Agenda Item:11

SHORT-TERM VACANT PROPERTIES – COMPARATIVES AND STATISTICS

DESCRIPTION:

Administration has compiled information on how neighboring communities charge short-term vacant properties utilities (water, sewer, garbage and recycling). Administration also compiled statistics on the number of short-term and other vacant properties on a five (5) year average and calculated the amount of revenue not being charged as a result of current Town of Claresholm bylaws which do not charge for utilities (water, sewer, garbage and recycling) when services are inactive.

BACKGROUND:

At the May 26th meeting, Council requested information on how municipalities in our area (Fort Macleod, Nanton and Pincher Creek) deal with short-term vacant properties and the corresponding utility charges. Staff investigated all four neighboring municipalities and Pincher Creek for information and compiled the comparatives (see attached spreadsheet).

Council requested definitions of what a short-term and long-term vacant property is. Per Administration's research:

- Short-term would be defined as any period under one year,
- Long-term would be defined as any period one year and over, and
- Vacant property (for utility charge purposes) would be defined as a property having water and sanitary sewer service lines but no occupant.

Council also requested information on the number of short-term vacant properties in a year. Per information compiled by Administration, the average number of short-term vacant properties in a year is 25 residential. Based on the statistics, the number of residential short-term vacant properties appears to be increasing (25 in 2012, 35 in 2013) and the average length of time these properties are vacant is 4 months (two billing cycles).

Also vacant on average per year are 9 non-residential, however, these can be more long-term in nature due to their use. Non-residential short-term vacant properties appear to be more stable at the average of nine (9) each year.

Based on current Town of Claresholm base utility rates the Town is not charging for two residential billing cycles for all utilities (water, sewer, garbage and recycling) for 25 residential vacant properties or \$6,596.00 (see appendix #1 for detailed calculations). As the Town's costing structure is a fixed rate, this has been used as the non-recovered costs for this brief's purposes.

The Town is charging for an on/off fee on these 25 residential vacant properties of \$50 each or \$1,250.00. (see Appendix #2 for the actual cost of on/off water service).

SHORT-TERM VACANT PROPERTIES – COMPARATIVES AND STATISTICS

Based on investigation by Administration, average residential water consumption has been 14.38 cubic meters in 2013 and 14.74 cubic meters year to date 2014. The current base rate allows for 25 cubic meters of consumption per month. Any water usage over the 50 cubic meters in a bi-monthly period is charged at .80 per cubic meter.

NOTE: A cubic meter is 1,000 liters of water. A Canadian gallon is 4.535 liters of water. This means that a cubic meter is 220 gallons and residents receive 50 cubic meters in a bi-monthly cycle as part of the \$72.00 charge. 50 cubic meters times 220 gallons equals 11,000 gallons of potable, treated water every two months for each residence in the Town of Claresholm.

COSTS/ SOURCE OF FUNDING (if applicable):

All unbilled charges would be a revenue source for the water department. This department includes the treatment and distribution and transmission of raw and potable water within our municipality and outside to our external customers (Claresholm Industrial Airport, Town of Granum and The Pipeline Water Co-op Ltd.)

ATTACHMENTS:

Town of Claresholm, Municipal Utility Comparisons (including Appendix #1 and #2)

APPLICABLE LEGISLATION:

Town of Claresholm Bylaws: #1510 - Water and Sewer Bylaw and amendments thereto, #1548 – Solid Waste Management Bylaw, #1575 – Recyclable Materials Management Bylaw and amendments thereto.

Utility Bylaws from neighboring communities:

Town of Nanton: Bylaw No. 1208/09 and amendments thereto, Bylaw No. 1230/11 and amendments thereto;

Town of Stavely: Bylaw No. 774, Bylaw No. 746 and Bylaw No. 728;

Town of Granum: Bylaw No. 2006 – 06, Bylaw No. 2010 – 03; and

Town of Fort Macleod: Bylaw No. 1762, Bylaw No. 1763 and Bylaw No. 1795

Town of Pincher Creek: Bylaw #1607-11, Bylaw #1605-13

Town of Stavely - Policy #04-11 Water Disconnections

PREPARED BY: Kris Holbeck, CA CAO

APPROVED BY: Kris Holbeck, CA CAO **DATE:** June 5, 2014

**TOWN OF CLARESHOLM
MUNICIPAL UTILITY COMPARATIVES
as at May 2014
(for information purposes only)**

RESIDENTIAL

	WATER DETAILS			BASE RATE	ADDITIONAL COST	TOTAL WATER	SEWER DETAILS		BI MONTHLY CHARGE	GARBAGE DETAILS		BI MONTHLY CHARGE	RECYCLING DETAILS		BI MONTHLY CHARGE	TOTAL
		BI MONTHLY CHARGE	(50 m3 or 11,000 CDN gallons)													
CLARESHOLM	50 cubic meters included	72.00	0.00	72.00	fixed charge	21.80	fixed charge (no limit)	25.00	fixed charge (no limit)	13.12	131.92					
NANTON*	charge for water from 0	27.00	68.30	95.30	fixed charge	48.65	one 40lb bag/month	22.00	fixed charge (no limit)	5.00	170.95					
STAVELY**	54 cubic meters included	58.00	0.00	58.00	fixed charge	24.00	fixed charge (no limit)	24.00	no recycling fee	0.00	106.00					
GRANUM***	.90 per cubic meter	0.00	45.00	45.00	fixed charge	42.00	fixed charge (no limit)	25.08	no recycling fee	0.00	112.08					
FORT MACLEOD****	charge for water from 0	43.74	21.50	65.24	fixed charge	62.84	fixed charge (no limit)	34.00	no recycling fee	0.00	162.08					
PINCHER CREEK^^	based on 5/8" meter	27.82	56.00	83.82	fixed charge	32.12	fixed charge (no limit)	33.48	fixed charge (no limit)	7.16	156.58					

* Nanton's bylaw states that when the water service is inactive, the basis sewer and storm sewer rates will continue to apply. (Town of Nanton, Bylaw NO. 1230/11 S13.7)

* Nanton's bylaw states that when the waste collection service is inactive, the base rate will continue to apply. (Town of Nanton, Bylaw NO. 1208/09 S4.3)

* Nanton charges an additional \$2.00 for each tag for each additional unit of waste (40 lb bag)

** Stavely's bylaws only have rates for utilities.

*** Granum's bylaw charges are only variable per cubic meter.

**** Fort Macleod's bylaw only allows termination of service

^^ Pincher Creek's bylaw states that a tenant or owner may request a temporary discontinuance of a service in which case the tenant or owner shall be responsible for a minimum bi-monthly fixed charge
Pincher Creek's bylaws allow for the temporary disconnection of water/sewer and garbage utilities.

NON-RESIDENTIAL (BASED ON AVERAGE COMMERCIAL LONG TERM VACANT PROPERTY UTILITY BILL)

MONTHLY BILLINGS	WATER (BASE RATE)	SEWER	GARBAGE	RECYCLING	TOTAL
CLARESHOLM	39.09	13.55	28.50	6.56	87.70
NANTON*	13.50	24.33	n/a	n/a	37.83
STAVELY	36.00	12.00	16.00	0.00	64.00
GRANUM**	n/a	21.00	12.54	0.00	33.54
FORT MACLEOD	48.12	31.42	36.83	0.00	116.37
PINCHER CREEK^^	13.91	7.87	7.54	3.58	32.90

* The Town of Nanton is not responsible for commercial or industrial garbage collection. These services must be arranged by the individual of the commercial or industrial lot

** The Town of Granum charges \$60.72 per month for unmetered commercial and .90 per cubic meter for metered commercial. No base rate.

^^ The Town of Pincher Creek allows for the temporary disconnection of services with base rate in effect.

**TOWN OF CLARESHOLM
MUNICIPAL UTILITY COMPARATIVES
as at May 2014
(for information purposes only)**

<u>RESIDENTIAL</u>	<u>5 YEAR AVG</u>	<u>BASED ON 2013 DATA</u>
NUMBER OF RESIDENCES THAT ARE SHORT-TERM VACANT	25	35
AVERAGE NUMBER OF BILLINGS ON AVERAGE LOST TO EACH	2	2
BASIC RATE PER TOTAL TOWN UTILITY BILL FOR RESIDENTIAL	<u>131.92</u>	<u>131.92</u>
TOTAL ESTIMATED REVENUE LOST TO SHORT-TERM VACANT PROPERTIES	<u>6,596.00</u>	<u>9,234.40</u>

NON-RESIDENTIAL

BASED ON THE NINE(9) VACANT NON-RESIDENTIAL PROPERTIES CURRENTLY

TOTAL ESTIMATED REVENUE LOST TO VACANT NON-RESIDENTIAL PROPERTIES

ANNUAL TOTAL (9 current vacants annual cost)
AVG/PROPERTY

11,829.24
1,314.36

**TOWN OF CLARESHOLM
MUNICIPAL UTILITY COMPARATIVES
as at May 2014
(for information purposes only)**

RESIDENTIAL ON/OFF CHARGES

	DISCONNECT FEE	RECONNECT FEE	TOTAL
CLARESHOLM	25.00	25.00	50.00
NANTON*	50.00	50.00	100.00
STAVELY**	0.00	0.00	0.00
GRANUM	0.00	50.00	50.00
FORT MACLEOD***	55.00	55.00	110.00
PINCHER CREEK	30.00	30.00	60.00

* Nanton charges \$100 for each after hours or on weekends.

** Stavely charges \$125 each for a fee if the resident doesn't notify public works that the residence will be vacant

*** Fort Macleod charges \$110 for each after hours or on weekends.

AVERAGE COST OF DISCONNECT OR RECONNECT SERVICE - OWNER INITIATED

\$43.00 to \$48.00 /request

ACTUAL COST OF DISCONNECT OR RECONNECT SERVICE - TOWN INITIATED

\$95.00 to \$120.00/request

NOTE: these costs fluctuate based on the amount of letters and calls performed by Administration to collect the utility billing and the amount of time it takes the Public Works crew to attend the residence, find the curb stop and then to contact the owner to ensure the water has been completely turned off.



INFORMATION BRIEF

Meeting: June 9, 2014

Agenda Item: 12

REALTY LISTING PROPOSAL TERMS AGREEMENT - TAX RECOVERY SALE

UPDATE:

On June 2, 2014 Administration met with the local Realty Agents and discussed the terms set by Council motion at the May 26th, 2014 Council meeting. Following the June 2, 2014 meeting and a follow-up telephone conversation on June 5, 2014, both parties have agreed to the terms. Administration will enter into a real-estate contract, subject to the terms set by Council.

DESCRIPTION / BACKGROUND:

Town Council, at their regularly scheduled meeting held on May 26th, 2014, reviewed the Real Estate Listing Proposals submitted. A motion was passed at that meeting to approach both local real estate companies in a joint real estate listing (Century 21 and Willow Creek Realty).

Terms Council passed on the motion were as follows:

1. The two local real estate companies must agree on a commission structure and listing price.
2. The listing is for a six month period.
3. The property will be offered for sale, subject to a reserve bid and to the reservations and conditions contained in the existing certificate of title.
4. The property is being offered for sale on an "as is, where is" basis, and the Town of Claresholm makes no representation and gives no warranty whatsoever as to the adequacy of services, soil conditions, land use districting, building and development conditions, absence of presence of environmental contamination, vacant possession, or the developability of the lands for any intended use by the purchaser. An offer may not be accepted where the purchaser attempts to attach any additional terms or conditions to the sale.
5. In accordance with Section 415(1) of the Municipal Government Act, the previous owner may make payment of all arrears of taxes and costs at any time prior to the closing of the sale, causing the sale to be nullified.



TOWN OF CLARESHOLM

(as at June 3)

DEPARTMENT	Description	2013 Actual	2014 Budget	2014 YTD Actual	2014 YTD \$ Variance
TAXES AND GRANTS IN LIEU					
*	TOTAL MUNICIPAL TAX REVENUE	4,318,077.19	4,282,704.00	4,278,969.95	3,734.05
REVENUE GENERAL MUNICIPAL					
	PROPERTY TAX AND A/R PENALTIES	84,532.01	82,000.00	56,434.89	25,565.11
	FRANCHISE FEES (ATCO AND TRANSALTA)	122,232.80	120,000.00	67,884.89	52,115.11
	INTEREST ON INVESTMENTS	31,978.78	30,000.00	236.27	29,763.73
	ADMINISTRATION FEES	2,674.87	2,500.00	285.00	2,215.00
*	TOTAL REVENUE GENERAL MUNICIPAL	241,418.46	234,500.00	124,841.05	109,658.95
**	GROSS TOTAL MUNICIPAL REVENUE	4,559,495.65	4,517,204.00	4,403,811.00	113,393.00
REQUISITIONS					
2-12-00-995-00	HOME FOR AGED-POR. HILLS LODGE	112,070.00	109,349.81	109,349.81	0.00
2-12-00-997-00	SCHOOL FOUNDATION PROGRAM	1,205,361.46	1,128,337.95	282,084.49	846,253.46
**	TOTAL REQUISITIONS	1,317,431.46	1,237,687.76	391,434.30	846,253.46
***P	NET REVENUE MUN PURPOSES	3,242,064.19	3,279,516.24	4,012,376.70	-732,860.46
COUNCIL & OTHER LEGISLATIVE COSTS					
	MAYOR AND COUNCIL WAGES AND BENEFITS	63,340.17	88,000.00	35,706.50	52,293.50
	DELEGATE CONVENTION EXPENSES	9,381.70	10,000.00	0.00	10,000.00
	MAYOR AND COUNCIL TRAVEL AND REIMBURSEMENT	1,270.82	1,500.00	827.83	672.17
	COUNCIL EDUCATION	0.00	7,000.00	0.00	7,000.00
	COMMITTEE MEETINGS EXPENSES	1,593.04	1,500.00	1,200.40	299.60
*	TOTAL COUNCIL & OTHER LEGISLATIVE COSTS	75,585.73	108,000.00	37,734.73	70,265.27
**	GROSS COUNCIL & OTHER LEGISLATIVE COSTS	(75,585.73)	(108,000.00)	(37,734.73)	(70,265.27)



TOWN OF CLARESHOLM

DEPARTMENT	2013 YTD Actual	2014 YTD Budget	2014 YTD Actual	2014 YTD \$ Variance
Description				
REV GENERAL ADMINISTRATIVE & OTHER				
RENTAL INCOME	33,022.96	31,000.00	12,383.82	18,616.18
GAIN (LOSS) ON DISPOSAL OF ASSETS AND LAND	(1,206.19)	0.00	4,639.29	(4,639.29)
PROV OPERATING GRANTS (MSI)	32,509.00	70,000.00	0.00	70,000.00
MISCELLANEOUS CHARGES	325.00	300.00	25.00	275.00
INTERDEPARTMENTAL ADMINISTRATION CHARGES	81,323.15	81,375.00	81,375.00	0.00
PROVINCIAL AND FEDERAL CAPITAL GRANTS	2,107,996.28	0.00	305,480.00	(305,480.00)
* TOTAL GENERAL ADMINISTRATIVE & OTHER REVENUES	2,253,970.20	182,675.00	403,903.11	-221,228.11
** TOTAL REV GEN ADMIN & OTHER	2,253,970.20	182,675.00	403,903.11	-221,228.11
EXPENSES GENERAL ADMIN & OTHER				
WAGES AND BENEFITS	400,638.65	395,000.00	160,744.77	234,255.23
CONTRACTED AND GENERAL SERVICES	369,264.59	409,650.00	220,978.00	188,672.00
SUPPLIES, MATERIAL AND UTILITIES	75,411.71	75,300.00	22,549.05	52,750.95
GRANTS AND LEVY CANCELLATIONS	66,429.39	86,000.00	36,086.69	49,913.31
INTEREST AND BANK CHARGES	3,784.59	1,545.24	205.45	1,339.79
AMORTIZATION EXPENSE - ADMINISTRATION	4,720.39	5,000.00	0.00	5,000.00
* TOTAL EXPENSES GENERAL ADMINISTRATION & OTHER	920,249.32	972,495.24	440,563.96	531,931.28
*** NET COSTS GENERAL ADMINISTRATION & OTHER	1,333,720.88	(789,820.24)	(36,660.85)	(753,159.39)



TOWN OF CLARESHOLM

DEPARTMENT	2013 YTD Actual	2014 YTD Budget	2014 YTD Actual	2014 YTD \$ Variance
Description				
REVENUE FIRE FIGHTING				
* TOTAL REVENUE FIRE FIGHTING	18,943.60	24,000.00	4,300.00	19,700.00
EXPENSES FIRE FIGHTING				
WAGES AND BENEFITS	129,576.00	130,800.00	38,226.07	92,573.93
CONTRACTED AND GENERAL SERVICES	15,294.36	15,300.00	7,652.97	7,647.03
SUPPLIES, MATERIALS AND UTILITIES	25,460.86	40,500.00	10,914.71	29,585.29
AMORTIZATION EXPENSE - FIRE	21,964.43	22,000.00	0.00	22,000.00
* TOTAL EXPENSES FIRE FIGHTING	192,295.65	208,600.00	56,793.75	151,806.25
*** NET COSTS FIRE FIGHTING	(173,352.05)	(184,600.00)	(52,493.75)	(132,106.25)
 REVENUE BYLAW ENFORCEMENT				
PROVINCIAL AND MUNICIPAL FINES	103,947.50	29,500.00	28,638.00	862.00
LICENSES AND FEES	16,192.71	15,250.00	6,505.00	8,745.00
* TOTAL REVENUE BYLAW ENFORCEMENT	120,140.21	44,750.00	35,143.00	9,607.00
EXPENSES BYLAW ENFORCEMENT				
WAGES AND BENEFITS	41,523.22	74,100.00	23,843.47	50,256.53
CONTRACTED AND GENERAL SERVICES	45,061.36	43,400.00	34,073.77	9,326.23
SUPPLIES, MATERIALS AND UTILITIES	9,664.80	16,200.00	2,185.05	14,014.95
AMORTIZATION EXPENSE - BYLAW	9,921.04	10,000.00	0.00	10,000.00
* TOTAL EXPENSES BYLAW ENFORCEMENT	106,170.42	143,700.00	60,102.29	83,597.71
*** NET COSTS BYLAW ENFORCEMENT	13,969.79	(98,950.00)	(24,959.29)	(73,990.71)



TOWN OF CLARESHOLM

DEPARTMENT	2013 YTD Actual	2014 YTD Budget	2014 YTD Actual	2014 YTD \$ Variance
Description				
REVENUE COMMON EQUIPMENT POOL				
* TOTAL REV EQUIPMENT POOL	75,589.76	72,000.00	70,000.00	2,000.00
EXPENSES COMMON EQUIPMENT POOL				
WAGES AND BENEFITS	182,722.65	188,450.00	31,726.76	156,723.24
CONTRACTED AND GENERAL SERVICES	71,640.66	69,500.00	26,876.12	42,623.88
SUPPLIES, MATERIALS AND UTILITIES	297,130.63	311,000.00	118,192.55	192,807.45
AMORTIZATION EXPENSE - EQUIPMENT	10,481.94	10,500.00	0.00	10,500.00
* TOTAL EXPENSES COMMON EQUIPMENT POOL	561,975.88	579,450.00	176,795.43	402,654.57
*** NET COSTS COMMON EQUIPMENT POOL	(486,386.12)	(507,450.00)	(106,795.43)	(400,654.57)
REVENUE ROADS & STREETS				
LOCAL IMPROVEMENT TAXES	61,168.13	61,000.00	60,001.52	998.48
* TOTAL REVENUE ROADS & STREETS	61,168.13	61,000.00	60,001.52	998.48
EXPENSE STREETS & ROADS				
WAGES AND BENEFITS	147,960.98	158,950.00	58,432.97	100,517.03
CONTRACTED AND GENERAL SERVICES	1,008.00	2,000.00	234.00	1,766.00
SUPPLIES, MATERIALS AND UTILITIES	280,975.37	310,000.00	125,321.36	184,678.64
AMORTIZATION EXPENSE - STREETS	614,626.18	615,000.00	0.00	615,000.00
* TOTAL EXPENSES STREETS & ROADS	1,044,570.53	1,085,950.00	183,988.33	901,961.67
*** NET COSTS STREETS & ROADS	(983,402.40)	(1,024,950.00)	(123,986.81)	(900,963.19)



TOWN OF CLARESHOLM

DEPARTMENT	Description	2013 YTD Actual	2014 YTD Budget	2014 YTD Actual	2014 YTD \$ Variance
REVENUE AIRPORT SERVICES					
*	TOTAL REVENUE AIRPORT SERVICES	10,000.00	6,000.00	4,000.00	2,000.00
EXPENSE AIRPORT SERVICES					
	WAGES AND BENEFITS	1,843.49	3,900.00	535.61	3,364.39
	CONTRACTED AND GENERAL SERVICES	2,956.91	3,500.00	2,678.50	821.50
	SUPPLIES, MATERIALS AND UTILITIES	7,085.68	7,000.00	2,086.95	4,913.05
	AMORTIZATION EXPENSE - AIRPORT	4,160.34	4,000.00	0.00	4,000.00
*	TOTAL EXPENSES AIRPORT SERVICES	16,046.42	18,400.00	5,301.06	13,098.94
***	NET COSTS AIRPORT SERVICES	(6,046.42)	(12,400.00)	(1,301.06)	(11,098.94)
REVENUE STORM SEWER & DRAIN					
	LOCAL IMPROVEMENT TAXES	13,180.20	13,000.00	13,180.20	(180.20)
	STORM DRAINAGE - OTHER REVENUE	7,948.00	0.00	0.00	0.00
*	TOTAL REV STORM SEWER & DRAIN	21,128.20	13,000.00	13,180.20	(180.20)
EXPENSE STORM SEWER & DRAIN					
	WAGES AND BENEFITS	9,179.46	34,500.00	13,070.99	21,429.01
	CONTRACTED AND GENERAL SERVICES	83,866.13	85,000.00	0.00	85,000.00
	SUPPLIES, MATERIALS AND UTILITIES	1,270.17	3,500.00	522.41	2,977.59
	AMORTIZATION EXPENSE - STORM SEWER	40,552.74	40,000.00	0.00	40,000.00
*	TOTAL EXPENSE STORM SEWER & DRAIN	134,868.50	163,000.00	13,593.40	149,406.60
***	NET COSTS STORM SEWER & DRAIN	(113,740.30)	(150,000.00)	(413.20)	(149,586.80)



TOWN OF CLARESHOLM

DEPARTMENT	2013 YTD Actual	2014 YTD Budget	2014 YTD Actual	2014 YTD \$ Variance
Description				
REVENUE WATER SERVICES				
PENALTIES AND COSTS	8,175.19	7,000.00	2,627.25	4,372.75
SALES AND USER CHARGES	962,435.59	957,500.00	325,010.04	632,489.96
WATER - OTHER REVENUE	17,423.41	18,000.00	5,814.41	12,185.59
* TOTAL REVENUE WATER SERVICES	988,034.19	982,500.00	333,451.70	649,048.30
EXPENSE WATER SERVICE				
WAGES AND BENEFITS	348,475.07	269,100.00	118,469.80	150,630.20
SUPPLIES, MATERIALS AND UTILITIES	455,244.05	432,700.00	108,918.69	323,781.31
DEBENTURE INTEREST	189,875.34	184,900.00	0.00	184,900.00
INTERDEPARTMENTAL CHARGES	67,875.00	67,875.00	67,875.00	0.00
AMORTIZATION EXPENSE - WATER	1,600,138.20	1,600,000.00	0.00	1,600,000.00
* TOTAL EXPENSE WATER SERVICE	2,661,607.66	2,554,575.00	295,263.49	2,259,311.51
*** NET COSTS WATER SERVICES	(1,673,573.47)	(1,572,075.00)	38,188.21	(1,610,263.21)
REVENUE SEWER SERVICES				
LOCAL IMPROVEMENT TAXES	4,110.40	4,100.00	4,111.13	(11.13)
SALES AND USER CHARGES	294,638.34	292,000.00	91,812.18	200,187.82
SEWER - OTHER REVENUE	6,334.48	0.00	0.00	0.00
* TOTAL REVENUE SEWER SERVICES	305,083.22	296,100.00	95,923.31	200,176.69
EXPENSES SEWER SERVICES				
WAGES AND BENEFITS	63,672.14	87,500.00	39,609.84	47,890.16
CONTRACTED AND GENERAL SERVICES	20,097.50	20,000.00	85.00	19,915.00
SUPPLIES, MATERIALS AND UTILITIES	30,645.04	63,100.00	5,639.29	57,460.71
DEBENTURE INTEREST	39,452.01	37,600.00	0.00	37,600.00
INTERDEPARTMENTAL CHARGES	28,275.00	28,275.00	28,275.00	0.00
AMORTIZATION EXPENSE - SEWER	258,331.95	260,000.00	0.00	260,000.00
* TOTAL EXPENSES SEWER SERVICES	440,473.64	496,475.00	73,609.13	422,865.87
*** NET COSTS SEWER SERVICES	(135,390.42)	(200,375.00)	22,314.18	(222,689.18)



TOWN OF CLARESHOLM

DEPARTMENT	2013 YTD Actual	2014 YTD Budget	2014 YTD Actual	2014 YTD \$ Variance
Description				
REVENUE GARBAGE COLLECTION				
SALES AND USER CHARGES	407,390.56	406,000.00	137,838.66	268,161.34
* TOTAL REVENUE GARBAGE	407,390.56	406,000.00	137,838.66	268,161.34
EXP GARBAGE COLLECTION				
WAGES AND BENEFITS	133,573.17	139,800.00	55,952.60	83,847.40
CONTRACTED AND GENERAL SERVICES	145,551.18	198,000.00	62,793.36	135,206.64
SUPPLIES, MATERIALS AND UTILITIES	2,531.83	10,000.00	7,317.66	2,682.34
INTERDEPARTMENTAL CHARGES	45,725.00	45,725.00	45,725.00	0.00
AMORTIZATION EXPENSE - GARBAGE	18,178.65	18,000.00	0.00	18,000.00
* TOTAL EXP GARBAGE COLLECTION	345,559.83	411,525.00	171,788.62	239,736.38
*** NET COSTS GARBAGE COLLECTION	61,830.73	-5,525.00	-33,949.96	28,424.96
REVENUE RECYCLING				
SALES AND USER CHARGES	117,062.80	145,000.00	49,501.73	95,498.27
RECYCLING - GRANT FUNDING/OTHER REVENUE	11,139.79	5,000.00	4,493.80	506.20
* TOTAL REVENUE RECYCLING	128,202.59	150,000.00	53,995.53	96,004.47
EXPENSES RECYCLING				
WAGES AND BENEFITS	120,497.19	113,700.00	52,037.37	61,662.63
SUPPLIES, MATERIALS AND UTILITIES	21,544.71	22,250.00	7,421.56	14,828.44
AMORTIZATION EXPENSE - RECYCLING	6,839.70	7,000.00	0.00	7,000.00
* TOTAL EXPENSES RECYCLING	148,881.60	142,950.00	59,458.93	83,491.07
*** NET COSTS RECYCLING	(20,679.01)	7,050.00	(5,463.40)	12,513.40



TOWN OF CLARESHOLM

DEPARTMENT	2013 YTD Actual	2014 YTD Budget	2014 YTD Actual	2014 YTD \$ Variance
Description				
REVENUE FCSS				
* GRANTS AND OTHER REVENUE	238,686.59	221,028.00	137,177.65	83,850.35
** TOTAL REVENUES FCSS	238,686.59	221,028.00	137,177.65	83,850.35
FCSS GENERAL ADMINISTRATIVE EXPENSES				
* TOTAL EXPENSE FCSS GENERAL	95,392.06	105,078.00	46,683.35	58,394.65
FCSS PROGRAM EXPENSES				
** TOTAL FCSS PROGRAM EXPENSES	143,663.31	115,950.00	56,663.24	59,286.76
** TOTAL FCSS EXPENSES	239,055.37	221,028.00	103,346.59	117,681.41
*** NET FCSS SURPLUS (DEFICIT)	(368.78)	0.00	33,831.06	(33,831.06)
EXPENSES DAYCARE SERVICES				
* TOTAL EXP DAYCARE SERVICES	48,126.00	58,126.00	40,658.00	17,468.00
*** NET COSTS DAYCARE SERVICES	(48,126.00)	(58,126.00)	(40,658.00)	(17,468.00)



TOWN OF CLARESHOLM

DEPARTMENT	2013 YTD Actual	2014 YTD Budget	2014 YTD Actual	2014 YTD \$ Variance
Description				
REVENUE CEMETERY SERVICES				
SALES AND USER CHARGES	16,210.00	15,000.00	8,800.00	6,200.00
MD CONTRIBUTION TO CEMETERY	3,000.00	3,000.00	0.00	3,000.00
* TOTAL REVENUE CEMETERY SERVICES	19,210.00	18,000.00	8,800.00	9,200.00
EXPENSE CEMETERY SERVICES				
WAGES AND BENEFITS	28,708.57	36,800.00	7,817.96	28,982.04
SUPPLIES, MATERIALS AND UTILITIES	11.98	1,000.00	140.00	860.00
INTERDEPARTMENTAL CHARGES	2,500.00	2,500.00	2,500.00	0.00
AMORTIZATION EXPENSE - CEMETERY	0.00	500.00	0.00	500.00
* TOTAL EXPENSE CEMETERY SERVICES	31,220.55	40,800.00	10,457.96	30,342.04
*** NET COSTS CEMETERY SERVICES	(12,010.55)	(22,800.00)	(1,657.96)	(21,142.04)
REV PHYSICIAN RECRUITMENT				
MUNICIPAL GRANTS	0.00	54,500.00	0.00	54,500.00
* TOTAL REVENUE PHYSICIAN RECRUITMENT	0.00	54,500.00	0.00	54,500.00
EXP PHYSICIAN RECRUITMENT				
SUPPLIES, MATERIALS AND UTILITIES	12,736.17	54,500.00	12,448.61	42,051.39
* TOTAL EXPENSES PHYSICIAN RECRUITMENT	12,736.17	54,500.00	12,448.61	42,051.39
*** NET COSTS PHYSICIAN RECRUITMENT	(12,736.17)	0.00	(12,448.61)	12,448.61



TOWN OF CLARESHOLM

DEPARTMENT	Description	2013 YTD Actual	2014 YTD Budget	2014 YTD Actual	2014 YTD \$ Variance
EXPENSES AG SERVICES					
	WAGES AND BENEFITS	4,795.93	3,800.00	416.46	3,383.54
	SUPPLIES, MATERIALS AND UTILITIES	5,927.86	8,500.00	416.00	8,084.00
	AMORTIZATION EXPENSE - AG SERVICES	27,332.82	27,000.00	0.00	27,000.00
*	TOTAL EXPENSES AG SERVICES	38,056.61	39,300.00	832.46	38,467.54
***	NET COSTS AG SERVICES	(38,056.61)	(39,300.00)	(832.46)	(38,467.54)

REVENUE PLANNING/DEVELOPMENT

	LICENSES AND PERMITS	46,448.94	58,500.00	32,510.36	25,989.64
	PENALTIES AND FINES	125.00	0.00	300.00	(300.00)
	OTHER REVENUE - DEVELOPMENT	5,698.12	6,500.00	1,425.00	5,075.00
*	TOTAL REVENUE PLANNING/DEVELOPMENT	52,272.06	65,000.00	34,235.36	30,764.64

EXPENSE PLANNING/DEVELOPMENT

	WAGES AND BENEFITS	162,194.30	174,115.00	70,997.89	103,117.11
	CONTRACTED AND GENERAL SERVICES	51,022.78	51,500.00	34,084.54	17,415.46
	SUPPLIES, MATERIALS AND UTILITIES	6,330.84	35,800.00	1,738.53	34,061.47
	AMORTIZATION EXPENSE - PLANNING	0.00	500.00	0.00	500.00
*	TOTAL EXPENSE PLANNING/DEVELOPMENT	219,547.92	261,915.00	106,820.96	155,094.04
***	NET COSTS PLANNING/DEVELOPMENT	(167,275.86)	(196,915.00)	(72,585.60)	(124,329.40)



TOWN OF CLARESHOLM

DEPARTMENT	Description	2013 YTD Actual	2014 YTD Budget	2014 YTD Actual	2014 YTD \$ Variance
REVENUE RECREATION					
	MD CONTRIBUTION - RECREATION	50,000.00	50,000.00	50,000.00	0.00
*	TOTAL REVENUE RECREATION	50,000.00	50,000.00	50,000.00	0.00
EXPENSES RECREATION					
	CONTRACTED AND GENERAL SERVICES	50,000.00	50,000.00	50,000.00	0.00
	RECREATION DEBENTURE INTEREST	19,752.71	17,800.00	0.00	17,800.00
*	TOTAL EXPENSES RECREATION	69,752.71	67,800.00	50,000.00	17,800.00
***	NET COSTS RECREATION	(19,752.71)	(17,800.00)	0.00	(17,800.00)

REVENUE ARENA					
	SALES AND USER CHARGES	69,238.71	64,000.00	28,260.46	35,739.54
*	TOTAL REVENUE ARENA	69,238.71	64,000.00	28,260.46	35,739.54
EXPENSES ARENA					
	WAGES AND BENEFITS	89,757.55	84,500.00	40,298.64	44,201.36
	SUPPLIES, MATERIALS AND UTILITIES	111,056.72	112,000.00	42,524.07	69,475.93
	AMORTIZATION EXPENSE - ARENA	35,573.67	36,000.00	0.00	36,000.00
*	TOTAL EXPENSES ARENA	236,387.94	232,500.00	82,822.71	149,677.29
***	NET COSTS ARENA	(167,149.23)	(168,500.00)	(54,562.25)	(113,937.75)



TOWN OF CLARESHOLM

DEPARTMENT	2013 YTD Actual	2014 YTD Budget	2014 YTD Actual	2014 YTD \$ Variance
Description				
REVENUE SWIM POOL				
SALES AND USER CHARGES	96,940.37	88,000.00	44,399.03	43,600.97
OTHER REVENUE - AQUATIC CENTRE	6,200.00	0.00	0.00	0.00
* TOTAL REVENUE SWIM POOL	103,140.37	88,000.00	44,399.03	43,600.97
EXPENSES SWIM POOL				
WAGES AND BENEFITS	300,168.27	265,500.00	125,489.01	140,010.99
SUPPLIES, MATERIALS AND UTILITIES	21,880.33	25,600.00	9,162.78	16,437.22
SWIM POOL DEBENTURE INT	661.31	0.00	0.00	0.00
AMORTIZATION EXPENSE - POOL	18,055.00	18,000.00	0.00	18,000.00
* TOTAL EXPENSES SWIM POOL	340,764.91	309,100.00	134,651.79	174,448.21
*** NET COSTS SWIM POOL	(237,624.54)	(221,100.00)	(90,252.76)	(130,847.24)
REVENUE PARKS				
SALES AND USER CHARGES	38,556.56	38,000.00	9,226.04	28,773.96
OTHER FUNDING - PARKS	36,557.32	0.00	0.00	0.00
* TOTAL REVENUE PARKS	75,113.88	38,000.00	9,226.04	28,773.96
EXPENSES PARKS				
WAGES AND BENEFITS	88,431.58	86,300.00	22,401.75	63,898.25
SUPPLIES, MATERIALS AND UTILITIES	27,869.22	33,000.00	4,871.83	28,128.17
AMORTIZATION EXPENSE - PARKS	151,023.02	151,000.00	0.00	151,000.00
* TOTAL EXPENSES PARKS	267,323.82	270,300.00	27,273.58	243,026.42
*** NET COSTS PARKS	(192,209.94)	(232,300.00)	(18,047.54)	(214,252.46)



TOWN OF CLARESHOLM

DEPARTMENT	Description	2013 YTD Actual	2014 YTD Budget	2014 YTD Actual	2014 YTD \$ Variance
MUSEUM REVENUE					
	SALES AND USER CHARGES	6,770.26	7,060.00	348.38	6,711.62
	GRANT FUNDING - MUSEUM	65,344.84	56,890.00	0.00	56,890.00
*	TOTAL MUSEUM REVENUE	72,115.10	63,950.00	348.38	63,601.62
EXPENSES MUSEUM					
	WAGES AND BENEFITS	107,404.57	91,610.00	40,166.29	51,443.71
	SUPPLIES, MATERIALS AND UTILITIES	41,242.23	41,950.00	10,095.36	31,854.64
	AMORTIZATION EXPENSE - MUSEUM	23,678.63	24,000.00	0.00	24,000.00
*	TOTAL EXPENSES MUSEUM	172,325.43	157,560.00	50,261.65	107,298.35
***	NET COSTS MUSEUM	(100,210.33)	(93,610.00)	(49,913.27)	(43,696.73)
EXPENSES LIBRARY					
	AMORTIZATION EXPENSE - LIBRARY	25,593.27	26,000.00	0.00	26,000.00
	LIBRARY GRANT	157,540.00	159,900.00	159,900.00	0.00
	CHINOOK ARCH LIBRARY	25,367.13	26,270.00	13,134.21	13,135.79
*	TOTAL EXPENSES LIBRARY	208,500.40	212,170.00	173,034.21	39,135.79
***	NET COSTS LIBRARY	(208,500.40)	(212,170.00)	(173,034.21)	(39,135.79)
****	ANNUAL (SURPLUS) DEFICIT	(220,591.45)	(2,630,200.00)	3,168,959.01	(5,799,159.01)
ADD BACK: NON-CASH AMORTIZATION			2,874,500.00		
LESS: DEBENTURE PRINCIPAL PAYMENTS			(244,300.00)		
ADJUSTED ANNUAL (SURPLUS) DEFICIT		(220,591.45)	0.00	3,168,959.01	(5,799,159.01)

INFORMATION ITEMS



TOWN OF CLARESHOLM

Cheque Listing For Account Payable

<u>Cheque #</u>	<u>Cheque Date</u>	<u>CEO</u>	<u>CAO</u>	<u>Vendor #</u>	<u>Vendor Name</u>	<u>Amount</u>
					Batch #	17506
48757	2014-05-07			76356	ACN	14.61
48758	2014-05-07			13125	AHS-CCMHA	105.00
48759	2014-05-07			600	ALBERTA ASSOCIATION OF M.D.'S	12,145.36
48760	2014-05-07			786517	AMSC INSURANCE SERVICES LTD.	3,769.51
48761	2014-05-07			787528	ASSOCIATED ENGINEERING	5,250.00
48762	2014-05-07			787524	AtSource Recycling Systems	61,548.90
48763	2014-05-07			786868	BARLEY, BARRY	115.49
48764	2014-05-07			786195	Benchmark Assessment Consultants Inc.	4,228.09
48765	2014-05-07			786427	BOUNDARY EQUIPMENT (CALGARY) LTD.	1,034.69
48766	2014-05-07			76150	CAReS Animal Rescue	15,000.00
48767	2014-05-07			13250	CLARESHOLM CHILD CARE SOCIETY	2,183.50
48768	2014-05-07			13175	CLARESHOLM COMMUNITY CENTRE HALL BOARD	15,000.00
48769	2014-05-07			13400	CLARESHOLM GLASS '88' LTD	296.10
48770	2014-05-07			786465	CLARESHOLM GOLF CLUB	25,000.00
48771	2014-05-07			13660	CLARESHOLM LOCAL PRESS	1,470.98
48772	2014-05-07			13600	CLARESHOLM PUBLIC LIBRARY	104,900.00
48773	2014-05-07			786950	CLARESHOLM SELF STORAGE	598.50
48774	2014-05-07			786141	CLARESHOLM TAXI	1,044.23
48775	2014-05-07			786303	CLARESHOLM VETERINARY SERVICES	403.00
48776	2014-05-07			14205	CLEAN BRITE CHEMICAL SERVICES LTD.	205.70
48777	2014-05-07			786697	CNH INDUSTRIAL CAPITAL	433.40
48778	2014-05-07			786421	Commercial Lighting Products	126.00
48779	2014-05-07			786420	COMMERCIAL SOLUTIONS INC.	238.47
48780	2014-05-07			787521	CUTLER, JAMIE	91.80
48781	2014-05-07			786540	DIRECT ENERGY REGULATED SERVICES	104.55
48782	2014-05-07			26201	FERG'S SEPTIC SERVICE LTD	115.50
48783	2014-05-07			786373	FLAGWORKS	1,933.37
48784	2014-05-07			787516	FORD, SHELLEY	246.24
48785	2014-05-07			786505	GRAPHCOM PRINTERS LTD.	1,837.85
48786	2014-05-07			786584	HACH SALES & SERVICE CANADA LTD.	1,277.97
48787	2014-05-07			786184	ITRON CANADA, INC.	1,228.10
48788	2014-05-07			786136	JOE JOHNSON EQUIPMENT INC.	1,787.62
48789	2014-05-07			786460	LG CLEANING SERVICES LTD.	735.00
48790	2014-05-07			786078	LING, JULIE	162.76
48791	2014-05-07			786659	LIVINGSTONE RANGE SCHOOL DIVISION	498.33
48792	2014-05-07			56200	LOCAL AUTHORITIES PENSION PLAN	14,221.40
48793	2014-05-07			58000	LOOMIS EXPRESS	101.86
48794	2014-05-07			786175	MacPherson Leslie & Tyerman LLP	1,471.05
48795	2014-05-07			787531	MILLER SUPPLY	93.42
48796	2014-05-07			786704	MINISTER OF FINANCE (LT)	125.00
48797	2014-05-07			66100	NATIONAL SECRETARY-TREASURER	1,246.22
48798	2014-05-07			786905	ONECONNECT SERVICES INC. T46194	61.66
48799	2014-05-07			786100	PARLEE McLAWS LLP	342.30
48800	2014-05-07			76300	PEDERSEN TRANSPORT LTD.	31.27
48801	2014-05-07			786050	PLANET CLEAN (LETHBRIDGE) LTD.	783.96
48802	2014-05-07			76600	PORCUPINE HILLS FOUNDATION	109,349.81
48803	2014-05-07			786453	PRAXAIR CANADA INC.	957.21
48804	2014-05-07			786534	PROFESSIONAL GROUP SERVICES LTD.	742.77



TOWN OF CLARESHOLM

Cheque Listing For Account Payable

Cheque #	Cheque Date	CEO	CAO	Vendor #	Vendor Name	Amount
48805	2014-05-07			80000	PURULATOR COURIER	37.08
48806	2014-05-07			4090	PVH CANADA, INC.	28.88
48807	2014-05-07			786156	Q.E.D. ENTERPRISES LTD.	971.62
48808	2014-05-07			786536	R P WATERWORKS INC.	3,954.33
48809	2014-05-07			86300	RECEIVER GENERAL FOR CANADA	42,537.57
48810	2014-05-07			42321	RFS CANADA	76.42
48811	2014-05-07			787523	SANDERS, DARREN	798.00
48812	2014-05-07			786468	SHAW CABLE	87.10
48813	2014-05-07			13525	SOBEYS CLARESHOLM	17.55
48814	2014-05-07			900	TELUS	4,321.95
48815	2014-05-07			786849	TJ'S TREE TRIMMING	147.00
48816	2014-05-07			97000	TOWN OF CLARESHOLM	80.00
48817	2014-05-07			786500	TRINUS TECHNOLOGIES INC.	157.50
48818	2014-05-07			787515	WATT & STEWART COMMODITIES INC	693.00
48819	2014-05-07			111705	WC CLASS II REGIONAL LANDFILL	37,522.76
48820	2014-05-07			111435	WILHAUK, KARINE	25.77
48821	2014-05-07			111800	WORKERS' COMPENSATION BOARD	5,440.99
48822	2014-05-07			126050	ZEE MEDICAL CANADA, INC.	86.77
48823	2014-05-07			900000	CHARTRAND, DENISE	113.94
48824	2014-05-07			900000	Claresholm & District Transportation Society	5,000.00
48825	2014-05-07			900000	CUTLER, DENELLE	15.00
48826	2014-05-07			900000	First Edition First Aid Training Inc.	1,542.56
48827	2014-05-07			900000	MILLER, ROBERT	157.50
48828	2014-05-07			900000	Physio-Control Canada Sales Ltd.	229.32
48829	2014-05-07			900000	STAR CRUSHING	67,620.00
						566,321.16
						Batch # 17508
48830	2014-05-07			900200	ESTATE OF RAE MILNES	132.31
						132.31
						Batch # 17525
48831	2014-05-13			787513	Everest Construction Management Ltd.	244,707.90
						244,707.90
						Total 811,161.37

*** End of Report ***



TOWN OF CLARESHOLM

Cheque Listing For Account Payable

<u>Cheque #</u>	<u>Cheque Date</u>	<u>CEO</u>	<u>CAO</u>	<u>Vendor #</u>	<u>Vendor Name</u>	<u>Amount</u>	<u>Batch #</u>	<u>17539</u>
48833	2014-05-15			13125	AHS-CCMHA	51.00		
48834	2014-05-15			650	ALBERTA BLUE CROSS	6,581.72		
48835	2014-05-15			787526	Alberta Municipal Services Corporation	30,845.00		
48836	2014-05-15			1025	ALBERTA ONE CALL LOCATION CORP	157.50		
48837	2014-05-15			786518	ALL-TRA BATTERY	605.22		
48838	2014-05-15			786517	AMSC INSURANCE SERVICES LTD.	3,782.17		
48839	2014-05-15			1790	Aquam Specialiste Aquatique Inc.	882.26		
48840	2014-05-15			786189	BIG SKY DODGE CHRYSLER 2008 LTD	262.50		
48841	2014-05-15			6390	BISHOFF AUTO & AG CENTRE	1,690.11		
48842	2014-05-15			11250	CANADIAN LINEN SUPPLY	789.72		
48843	2014-05-15			786250	CARLETON, TRISHA	373.85		
48844	2014-05-15			56100	CIMCO REFRIGERATION	1,275.75		
48845	2014-05-15			13660	CLARESHOLM LOCAL PRESS	210.42		
48846	2014-05-15			14085	CLARESHOLM NAPA AUTO	711.70		
48847	2014-05-15			13600	CLARESHOLM PUBLIC LIBRARY	6,000.00		
48848	2014-05-15			786303	CLARESHOLM VETERINARY SERVICES	10.46		
48849	2014-05-15			786785	CUMMINS WESTERN CANADA LP	1,897.01		
48850	2014-05-15			786397	EPCOR	105.89		
48851	2014-05-15			26201	FERG'S SEPTIC SERVICE LTD	223.13		
48852	2014-05-15			786240	GAMMEL'S PLUMBING HEATING & GASFITTING	335.27		
48853	2014-05-15			786146	GODLEY'S JEWELLERY	10.50		
48854	2014-05-15			36200	HAGEN ELECTRIC	189.16		
48855	2014-05-15			787522	HIFAB HOLDINGS LTD.	347.00		
48856	2014-05-15			36800	HOME HARDWARE	729.25		
48857	2014-05-15			850	JOHN DEERE FINANCIAL	777.84		
48858	2014-05-15			900001	LETHBRIDGE HONDA	72.58		
48859	2014-05-15			56155	LIFESAVING SOCIETY	270.00		
48860	2014-05-15			56200	LOCAL AUTHORITIES PENSION PLAN	14,163.30		
48861	2014-05-15			786872	MPE ENGINEERING LTD.	17,669.80		
48862	2014-05-15			65000	MUNICIPAL DISTRICT OF WILLOW	10.00		
48863	2014-05-15			76300	PEDERSEN TRANSPORT LTD.	27.18		
48864	2014-05-15			786050	PLANET CLEAN (LETHBRIDGE) LTD.	290.16		
48865	2014-05-15			80000	PUROLATOR COURIER	36.59		
48866	2014-05-15			4090	PVH CANADA, INC.	891.55		
48867	2014-05-15			786434	RAYMAX EQUIPMENT SALES	7,578.90		
48868	2014-05-15			86300	RECEIVER GENERAL FOR CANADA	23,479.24		
48869	2014-05-15			786180	RICOH CANADA INC.	895.82		
48870	2014-05-15			13525	SOBEYS CLARESHOLM	62.71		
48871	2014-05-15			900	TELUS	819.00		
48872	2014-05-15			786437	THE WRITE SOURCE	90.82		
48873	2014-05-15			101400	UNITED FARMERS OF ALBERTA	1,129.34		
48874	2014-05-15			126050	ZEE MEDICAL CANADA, INC.	117.84		
48875	2014-05-15			900000	CALMONT TRUCK CENTRE LTD.	305.54		
48876	2014-05-15			900000	CLARESHOLM CHAPLAINCY	900.00		
48877	2014-05-15			900000	Claresholm Child Care Society	4,500.00		
48878	2014-05-15			900000	Claresholm Fusion Youth Group	2,600.00		
48879	2014-05-15			900000	Friendz Helping Friendz Society	500.00		
48880	2014-05-15			900000	GOVERNMENT OF ALBERTA	35.00		



TOWN OF CLARESHOLM

Cheque Listing For Account Payable

Cheque #	Cheque Date	CEO CAO	Vendor #	Vendor Name	Amount
48881	2014-05-15		900000	GROL, MIRANDA	115.56
48882	2014-05-15		900000	JUNIOR ACHIEVEMENT	3,000.00
48883	2014-05-15		900000	PALL (CANADA) LTD.	5,401.16
48884	2014-05-15		900000	Pandora Sales & Services Ltd.	480.00
48885	2014-05-15		900000	POOT, SONJA	60.00
48886	2014-05-15		900000	ROWAN HOUSE	2,000.00
48887	2014-05-15		900000	SEXSMITH SURVEYS	1,312.50
48888	2014-05-15		900000	SNAPS	8,000.00
					155,659.02
					Batch # 17577
48889	2014-05-30		900100	BRODOWAY, BRENT	17.53
					17.53
Total					155,676.55

*** End of Report ***

Karine Wilhauk

From: Oldman Watershed Council <bev@oldmanbasin.ccsend.com> on behalf of Oldman Watershed Council <leta@oldmanbasin.org>
Sent: May-30-14 2:06 PM
To: Karine Wilhauk
Subject: You're invited!! Join us on a Prairie Urban Garden Tour

Attention all Garden Enthusiasts!

The OWC invites you to join us for our 2014 Prairie Urban Garden Tour!

Saturday, June 21st, the Oldman will be hosting a free, self-guided tour of Lethbridge xeriscape gardens that are both beautiful and environmentally friendly.

Click on the link below for more information or to register.

[Get more information](#)

[Register Now!](#)

Contact me anytime at the below contact information if you've got questions about the tour.

Thank you for your time and response, I look forward to seeing you at the tour!

Sincerely,

Leta Pezderic, Program Coordinator
Oldman Watershed Council
leta@oldmanbasin.org
403-381-5801

Event brought to you by:



Prairie Urban Garden Tour

Saturday, June 21st, 2014

** Important: Must provide your own mode of transportation.*

FREE Self-Guided Tour of Local Xeriscaped Gardens in Lethbridge

Date: Saturday, June 21, 2014
Time: 10am to 4pm
Location: Starts at Helen Schuler Nature Centre

Presentations:
10:15am: Xeriscape Landscaping - Steve MacRae
Helen Schuler Nature Centre

2:00pm - Rainwater Harvesting & Lawn Mgt. - Verlin Torkelson
Park Place Mall

Contact: Leta Pezderic
OWC Program Coordinator
403-381-5801 or
leta@oldmanbasin.org

Native plants will be available for purchase from ALCLA - cash & cheque only.

Funding provided in part by:



TD Friends of the Environment Foundation



CITY OF Lethbridge





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

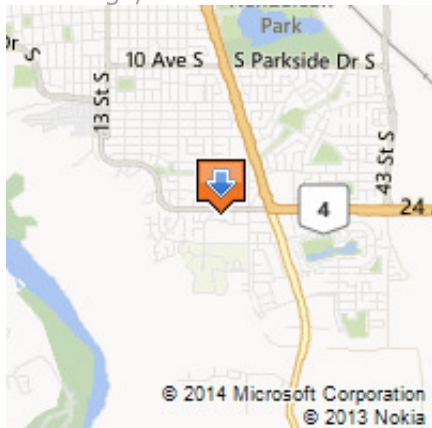
9 am - 3:15 pm (registration: 8:30 am)

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](#)

Karine Wilhauk

From: Alberta Municipal Affairs - MGA Review
<mga.review@gov.ab.ca@mail44.atl31.mcdlv.net> on behalf of Alberta Municipal Affairs - MGA Review <mga.review@gov.ab.ca>
Sent: May-29-14 8:28 AM
To: Karine Wilhauk
Subject: Share your input with the MGA Review by June 13

The final submission deadline for email input to the MGA Review is June 13, 2014. Have your say on the future of Alberta municipalities!

Email not displaying correctly?
[View it in your browser.](#)

The logo for the province of Alberta, featuring the word "Alberta" in a stylized, cursive font with a small blue square at the end of the word.

An invitation to consult on the Municipal Government Act



BUILDING BETTER COMMUNITIES

**MGA Review
Consultations**

*Email us
by June
13*

As you know, the Government of Alberta is conducting a review of the Municipal Government Act (MGA). We are looking at all aspects of the legislation and how it can be modernized to meet the changing needs of Alberta's communities.

Input from all Albertans is welcome

There have been several ways for Albertans to [get involved](#) in the MGA Review, including:

- **Email submissions:** send to mga.review@gov.ab.ca by June 13, 2014.
- **Consultation workbook:** 13 [workbook chapter surveys](#) were open for input during January 30 to April 30, 2014.
- **Consultation sessions:** 11 [three-day sessions](#) were hosted across the province between February 5 and April 25, 2014.

Submit your input by June 13

We encourage you to have your say on the Municipal Government Act by sending an email to mga.review@gov.ab.ca by June 13, 2014. It is important for Albertans to play a role in shaping the future of this legislation.

Share your feedback and ideas

Tell us what is working, what isn't working and what sort of revisions you would like to see so that the Municipal Government Act can best support building strong communities across Alberta.

Spread the word

Please share this email and information with others in your community who are interested in how municipalities operate in Alberta.

Stay tuned for the What We Heards

A series of "What We Heard" documents will capture the input received from the regional consultations, workbooks and written submissions. These documents will soon be posted to the [MGA Review website](#). They will show how the inputs of Albertans and organizations are contributing to the MGA Review, and give everyone an opportunity to

see what took place during this province-wide conversation.

Questions?

To learn more about the MGA Review, visit mgareview.alberta.ca.

Please contact mga.review@gov.ab.ca with any questions about the MGA Review, the workbook or the website. We welcome your feedback.

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You are receiving this email because we wish to consult with you on the Municipal Government Act. There are several ways that you could have been added to this list, including attending a consultation, being involved with a municipality or stakeholder organization, sending input submissions, subscribing for updates, or contacting us about the MGA Review.

Our mailing address is:

Government of Alberta Municipal Affairs
10155 102 St NW
Edmonton, AB T5J 0A5
Canada

[Add us to your address book](#)

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Willow Creek Regional Waste Management Services Commission
Box 2820 Claresholm, Alberta T0L 0T0
Phone: 403-687-2603
Fax: 403-687-2606

Minutes of the Regular Monthly Meeting of the Landfill Commission held at the Landfill Facility April 24th, 2014 at 3:00 P.M.

In attendance: Earl Hemmaway, Lyal O'Neill, Gord Wolstenholme, Barry Johnson, Shirley Murphy and Cheryl Guenther

1. Call to Order 3:10 P.M.
2. Approval of Agenda

Chair Earl Hemmaway added Little Bow Gas onto the agenda

14.41 Moved by Barry Johnson to approve the Agenda as amended.
CARRIED 5-0

3. Approval of Minutes of Regular Meeting of March 27th, 2014.

14.42 Moved by Gord Wolstenholme to accept the Minutes of the March 27th, 2014 meeting as presented.
CARRIED 5-0

4. Approval of Accounts Payable and Bank Reconciliation for March 2014.

14.43 Moved by Barry Johnson to accept the Accounts Payable and Bank Reconciliation as presented.
CARRIED 5-0

5. March Bank Statement

Cheryl presented the March 2014 ATB Financial bank statement for information.

Minutes of the Regular Monthly Meeting of the Landfill Commission held at the Landfill Facility April 24th, 2014 at 3:00 P.M.

6. Rate Schedule

Cheryl explained that there is a change required to the rate schedule.

14.44 **Moved by Gord Wolstenholme** to change the \$30.00 minimum charge weight to 550 kg for all waste types except mixed/hard to handle waste, which will remain at 500 kg.

CARRIED 5-0

7. Hazardous Waste Disposal, Clean-up and Reporting to AESRD

Cheryl reported to the members that there was a hazardous waste contravention at the landfill on April 8, 2014. A verbal contravention report was made to Alberta Environment and Sustainable Resource Development on April 11, 2014. A full written report regarding the record of events as well as the clean up and remediation details was forwarded to AESRD on Thursday April 17, 2014. Cheryl reported that at the time of this meeting, she has not heard back from Alberta Environment. Cheryl explained that there is cost associated for the clean-up of this contravention. Landfill staff has kept track of all equipment and labor hours that have gone into the clean-up and remediation of the site.

14.45 **Moved by Barry Johnson** to invoice the waste disposal company responsible for the contravention, for the clean-up and remediation costs.

CARRIED 5-0

Minutes of the Regular Monthly Meeting of the Landfill Commission held at the Landfill Facility April 24th, 2014 at 3:00 P.M.

8. Dry Waste/Class II Cell

Cheryl reported to the members that we are still seeing an excessive amount of dry waste in our Class II cell. While conducting a load inspection on Town of Granum's load, Cheryl reported there were a vacuum, shelving and bale wrap in the front of their load. Landfill staff has also reported that they have seen fence posts, silage wrap and furniture on this truck as well. This type of dry waste could be owing to M.D. residents bringing it in when they deposit their household waste in the Granum garbage truck. Cheryl reported that she has put information in the M.D. newsletter regarding the proper disposal of waste and asked if there was a possibility that the M.D. could send a memo in the tax notice with the intent of trying to educate rural residents in the proper disposal of their farm/dry waste.

14.46 Moved by Shirley Murphy to have Cheryl send a letter to the members regarding the importance of the proper sorting and disposal of waste.

CARRIED 5-0

9. General Landfill Information

- Scale-Approval-Southern Scale Invoice

Cheryl reported that we have replaced the scale indicator, the scale has been calibrated and is certified legal for trade. Cost associated with this is \$3074.40.

14.47 Moved by Lyal O'Neill to pay Southern Scale \$3074.40

CARRIED 5-0

- Computer

Cheryl reported that she has been in contact with Don Kitchener and he has ordered a computer and all necessary equipment for the landfill. Estimated time of arrival should be two weeks. Cheryl has purchased a new printer for the office and will get accounting software as well.

Minutes of the Regular Monthly Meeting of the Landfill Commission held at the Landfill Facility April 24th, 2014 at 3:00 P.M.

9. General Landfill Information

- 1st Aid Training – For Information

Cheryl reported that she and David attended the 1st Aid training that Travis Coleman conducted at the Granum Fire Hall and that we now have 3 employees certified in 1st Aid. Darwin will attend the Emergency 1st Aid training with Travis, date to be determined.

- Disposal of Clean Fill

Cheryl explained that we have been receiving clean fill that we can use as daily cover. Cheryl requires that the company to sign off declaring that the soil is not contaminated and if it is found to be, they will be responsible for the removal and any clean-up. Cheryl asked that we give this company a reduced rate, for this type of waste only, of \$25.00 per metric tonne.

14.48 **Moved by Barry Johnson** that we charge \$25.00 per metric tonne for the disposal of clean fill.

CARRIED 5-0

- 2013 GST Return/Refund

Cheryl reported that we have received our 2013 GST Refund in the amount of \$12401.00.

- Leavings Water Co-op Annual Meeting

Cheryl gave a brief report on the Leavings Water Co-op Annual Meeting. The Co-op is still giving members the option of opting back into the project if they have previously opted out. The Landfill Commission will not opt back in at this time. Cheryl will no longer be required to attend these meetings.

Minutes of the Regular Monthly Meeting of the Landfill Commission held at the Landfill Facility April 24th, 2014 at 3:00 P.M.

9. General Landfill Information

- AED Invoice

Chair Earl Hemmaway reported that the landfill will have to pay the invoice for the AED

14.49 **Moved by Shirley Murphy** that we pay the Municipal District of Willow Creek in the amount of \$2162.18, for the AED they bulk purchased.
CARRIED 5-0

- Air Quality Tests

Cheryl reported that we have not received a formal report from Healthy Worker regarding our air quality tests however they have emailed will some information. At the time of testing they did not find any harmful mold levels in the lunch room or the office, however there was some mold found but no toxic levels. Steve said he would write up a report with the findings along with their recommendations.

- GIC Renewal

Cheryl reported that we have 2 GIC's maturing soon. Approximately \$52223.01 on May 5, 2014 and approximately \$42930.52 on May 14, 2014.

14.50 **Moved by Gord Wolstenholme** to have Cheryl find best available rate and reinvest these funds.

CARRIED 5-0

- Little Bow Gas Co-op

Chair Earl Hemmaway brought information regarding the installation of the landfill furnace motor and the cost associated with the repair. Little Bow Gas did not charge the landfill any mileage to repair our furnace in February. They made 4 trips to the landfill. Earl also reported about the M.D. excavator that they will be replacing.

Minutes of the Regular Monthly Meeting of the Landfill Commission held at the Landfill Facility April 24th, 2014 at 3:00 P.M.

10. YPM – Approval – 2013 Audit Invoice

Cheryl presented the members with the invoice from YPM for our 2013 audit. Charges include the set up of the post closure and closure liability. Total invoice is \$7560.00 with an interim billing payment applied of \$3150.00.

14.51 **Moved by Shirley Murphy** to pay YPM the remaining balance of \$4410.00.

CARRIED 5-0

11. **Adjournment**

14.52 **Moved by Gord Wolstenholme** to adjourn the meeting at 4:25 P.M.

CARRIED 5-0

Chairman Earl Hemmaway

Manager Cheryl Guenther



PORCUPINE HILLS LODGE REGULAR MEETING

Tuesday, May 6, 2014 7:00 p.m.

Members Present: Janice Binmore (Town of Stavely Representative), Earl Hemmaway (MD Representative), Audrey Hoffman (MD Member at Large), Lyal O'Neill (Town of Claresholm Representative), Lisa Anderson (CAO). Suzanne Fjordbotten (PHL Bookkeeper), Doug Wilde (CA) Regrets: Pam Crone (Town of Stavely Member at Large), Judy Van Amerongen (Town of Claresholm Member at Large/acting secretary)

1. **Meeting called to order** by Earl Hemmaway at 7:15 p.m.
2. **Additions to Agenda** Presentation by Doug Wilde (CA) re: Financials 2013. Signing Authority. Lyal moved acceptance. Carried
3. **Acceptance of Agenda** Lyal moved acceptance. Carried
4. **Acceptance of Last Month's Minutes** Janice moved acceptance of minutes as presented. Carried
5. **Chairman's Report** Discussed signing authority. Audrey motioned to remove Arlette Heck from signing authority at the ATB and Chinook Credit Union. Carried. Lyal moved that any two of the CAO (Lisa Anderson), Chairman of the Board (Earl Hemmaway) or Vice-Chairman (Judy Van Amerongen), may sign and that all three persons have signing authority. Carried
6. **Vice-Chair Report** None
7. **Financial Report** Presentation by Doug from Mercer-Wilde. Report has been filed with Alberta Seniors Association. Increase in revenues from 2012-2013. Biggest expense was an increase in maintenance division (\$40,000) for two new Hot water heaters. GST from 2012 had not been received and total amount of \$42,146 should be received soon. Doug

suggested putting percentage of revenue on long term loan or perhaps new equipment for kitchen. Audrey tabled Suzanne's financial report for next meeting to review comparative statement. Carried. Janice motioned to accept payables as it. Carried

8. **Manager's Report** Lisa discussed the need for a new computer for Suzanne. 'Simply Accounting' needs to be updated and the current computer is very slow and runs inefficiently. Lyal motioned to purchase a laptop for Suzanne that is the property of PHL. Carried.
Lisa proposed amalgamating the Lodge Lease and Outback Lease. Janice motioned to present a tracked version to review. Carried
9. **Recreation report** Submitted in package. Janice moved acceptance. Carried
10. **Maintenance Report** Submitted in package. Lyal moved acceptance. Carried
11. **Supportive Units** Lisa mentioned a new resident in #10. All units are rented.
12. **Committee Report / Correspondence** None to present. However, policy committee comprised of Earl, Janice and Lyal were elected officials. Audrey motioned that elected people and CAO review policies ad by-laws at a set time. Carried
13. **In Camera** Lyal moved meeting go IN camera at 8:45 p.m. Carried.

Lyal moved meeting come out of IN camera at 9:45 pm. Carried
Lyal motioned to advertise for an alternate nightshift person. Carried.
14. **Adjournment** Janice moved to adjourn at 9:55p.m. Carried.

Next Regular Board Meeting June 3 2014 @ 7:00 p.m.

Chairman of the Board Signature

Chief Administrative Officer Signature



Royal Canadian Legion Branch #41
414 - 53rd Ave. East
Claresholm, AB T0L 0T0
Phone: 403-625-3755
Fax: 403-625-3533
email RCLegion41@shaw.ca

CAO Town of Claresholm

*The Royal Canadian Legion Claresholm Branch #41
cordially invites you, your family, friends and staff to the:*

Remembering World War One

OPEN HOUSE

Claresholm Legion Branch 41

**July 6th
1 pm to 5 pm**

• Displays • Artifacts • Slide Shows • Refreshments •

"The war is slipping beyond the edges of living memory. We have to work harder to make sure we do not forget. In understanding today, we need to know and remember what happened yesterday".

We sincerely hope you will join us and offer your support in remembering the past and honour those who gave the ultimate sacrifice.

Lest We Forget

For more information:
phone: 403-625-3755
email: RCLegion41@shaw.ca
Follow us on facebook and twitter



Minutes of the Claresholm and District Chamber of Commerce
held at noon on the 20th day of May, 2014
at Masterpiece Cottonwood Village

Present

Anita Wahl, Lisa Toly, Patricia Lett, Rosemary Wishart, Arnold McAulay, Rob Vogt, Blair Bullock, Tony Walker, Mike McAlonan, Chloe Kilkenny, Linda Petryshen, Iqbal Nurmohamed, Betty Fieguth, Rod Dyrholm

1. Call to Order

Meeting was called to order by Linda Petryshen at 12:04pm

2. Additions/Changes to Agenda

Item 12, Hanging Basket program, was deleted from the Agenda

3. Approval of Agenda

On motion by Blair Bullock, seconded and carried, the Agenda was approved.

4. Approval of Minutes

On motion by Chloe Kilkenny, seconded and carried, the Minutes of April 15, 2014, were approved.

5. Introduction of our Guest Speaker – Tony Walker – Community Futures Alberta Southwest

Tony Walker from Community Futures Alberta Southwest, was our guest speaker and addressed the Chamber.

Iqbal Nurmohamed then introduced our guest attendee, John Barlow, the Progressive Conservative candidate.

6. Financial Report

The financial report was accepted as presented.

7. Membership

Tabled

8. Report from Town of Claresholm

The Town of Claresholm report was presented by Betty Fieguth.

9. **Report from M.D. representative**

There was no representative from the M.D. present.

10. **Mexican Fiesta**

The Mexican Fiesta is proceeding.

11. **Strategic Planning**

Iqbal Nurmohamed spoke to this.

~~12. **Hanging Basket Program**~~

13. **Foreign Workers program**

Both Iqbal Nurmohamed and Linda Petryshen spoke to this.

14. **Next Meeting**

The next meeting will be June 17, 2014 at Masterpiece Cottonwood Village, and lunch at a cost of \$8.00 per person will be, again, available, and the meeting was adjourned at 12:45pm.



MUNICIPAL PLANNING COMMISSION MINUTES

May 20th, 2014

Town of Claresholm – Council Chambers

- Attendees:**
1. Rob Steel - Council Member (Chairperson)
 2. Lyal O'Neill - Council Member (Vice-Chairperson)
 3. Shelley Ford – Council Member
 4. Grant Jordan - Member-at-Large
 5. Sharon Duncan - Member-at-Large

Staff: Jeff Gibeau - Manager of Regulatory & Property Services (Secretary to the Municipal Planning Commission)
Jeff Doherty - Development Officer
Tara VanDellen – RPS Assistant

8:33 a.m.

Call to Order /Adoption of Agenda

**Motion to adopt
the Agenda by
Councillor Ford**

CARRIED

Adoption of Minutes

- May 2nd, 2014

**Motion to adopt
the Meeting Minutes
by Councillor O'Neill**

**Seconded by
Sharon Duncan**

CARRIED

Item 1: Action

WAIVER OF CONDITION(S) - DEVELOPMENT PERMIT

File: D2014.026

Applicant: Starling Auction Services Ltd.

Owners: 789580 Alberta Ltd.

Address: 5521 2 Street East

Legal: Block 2, Plan 7810527

Regarding: Development Permit for Temporary Auction Use;
Farm/Industrial Machinery Sales (Permitted Use)

**Motion to waive
Condition #3 from the
development permit
that was approved
on May 2, 2014
by Grant Jordan**

**Seconded by
Sharon Duncan**

Condition 3 from the May 2nd, 2014 Development Permit Approval

3. *The Development Authority requires the applicant to submit a deposit or an irrevocable letter of credit, prior to commencing with the temporary use, in the amount of \$5000.00, to guarantee the cessation or removal of the temporary use.*

CARRIED

Item 2: Discussion

Municipal Planning Commission Orientation

Handout Provided

9:18 a.m.

Adjourn

**Motion to Adjourn By
Councillor Ford**

CARRIED