



TOWN OF CLARESHOLM
PROVINCE OF ALBERTA
REGULAR COUNCIL MEETING
OCTOBER 14, 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 SEPTEMBER 22, 2014
FINANCES: SEPTEMBER 2014 BANK STATEMENT
PUBLIC HEARING: BYLAW #1599 – Unsightly Premises and Snow Removal Bylaw Amendment
DELEGATIONS:

1. CLARESHOLM FIRE DEPARTMENT: Kelly Starling
RE: Update on the Co-response Medical Unit Pilot Project
2. CLARESHOLM PUBLIC LIBRARY and FAMILY & COMMUNITY SUPPORT SERVICES: Kathy Davies & Barb Bell
RE: Joint-Needs Assessment Project
3. KANDICE MEISTER
RE: Municipal Record Keeping relating to Property Flooding

ACTION ITEMS:

1. BYLAW #1599 – Unsightly Premises and Snow Removal Bylaw Amendment
RE: 2nd & 3rd Readings
2. POLICY #GA 10-14: Cell Phone Policy
3. INFORMATION BRIEF: Multi-Use Community Building & Town Hall Open House
4. INFORMATION BRIEF: Damage at Mackin Hall
5. ADOPTION OF INFORMATION ITEMS
6. IN CAMERA: DEVELOPMENT / LEGAL

INFORMATION ITEMS:

1. Cheque Listing for Accounts Payable – September 2014
2. WCCHS Navigator – October 2014
3. Alberta SouthWest Bulletin – October 2014
4. Alberta SouthWest Board Meeting Minutes – September 3, 2014
5. Willow Creek Waste Management Services Commission Meeting Minutes – August 27, 2014
6. Porcupine Hills Lodge Regular Meeting Minutes – September 9, 2014
7. RCMP – Thank you Letter

ADJOURNMENT



TOWN OF CLARESHOLM
PROVINCE OF ALBERTA
REGULAR COUNCIL MEETING MINUTES
SEPTEMBER 22, 2014

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

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

ABSENT: Councillor Lyal O'Neill.

STAFF PRESENT: Acting Chief Administrative Officer: Jeffery Gibeau; Secretary-Treasurer: Karine Wilhauk.

MEDIA PRESENT: Rob Vogt, Editor, Claresholm Local Press

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

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

CARRIED

MINUTES: **REGULAR MEETING – SEPTEMBER 8, 2014**

Moved by Councillor Ford that the Regular Meeting Minutes of September 8, 2014 be accepted as presented.

CARRIED

ACTION ITEMS:

1. **BYLAW #1599 – Unsightly Premises & Snow Removal Bylaw Amendment**
RE: 1st Reading

Moved by Councillor Cutler to give Bylaw #1599, an Unsightly Premises and Snow Removal Bylaw Amendment, 1st Reading.

CARRIED

2. **CORRES: Hon. Greg Weadick, Minister of Municipal Affairs**
RE: Federal Gas Tax Fund (GTF)

Received for information.

3. **REQUEST FOR DECISION: Chinook Arch Library Board 2015-2018 Budget**

Moved by Councillor Dixon to approve the Chinook Arch Library Board 2015-2018 budget as presented.

CARRIED

4. **REQUEST FOR DECISION: ATCO Gas and Pipelines Ltd. Franchise Agreement**

Moved by Councillor Fieguth to keep the franchise fee percentage the same at 10% for 2015 as per Clause 4(a) of the Natural Gas Distribution System Franchise Agreement with ATCO Gas and Pipelines. Ltd.

CARRIED

5. **INFORMATION BRIEF: Multi-Use Community Building & Town Hall**

Received for information.

6. **INFORMATION BRIEF: Damage at Mackin Hall**

Received for information.

7. **ADOPTION OF INFORMATION ITEMS**

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

CARRIED

8. **IN CAMERA: DEVELOPMENT / LEGAL**

Moved by Councillor Cutler that this meeting go In Camera.

CARRIED

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

CARRIED

ADJOURNMENT: Moved by Councillor Ford that this meeting adjourn at 9:13pm.

CARRIED

Mayor – Rob Steel

Acting Chief Administrative Officer – Jeffery Gibeau

DRAFT

**TOWN OF CLARESHOLM
SEPTEMBER 2014 BANK STATEMENT**

RECONCILED BALANCE AUGUST 31, 2014			\$563,851.08
DEPOSITS TO BANK	DEBITS	CREDITS	BALANCE
RECEIPTS FOR MONTH	\$392,786.19		
REVOLVING LOAN RECEIVED	0.00		
CURRENT ACCOUNT INTEREST	494.90		
GIC REDEEMED	500,000.00		
INTEREST ON GICS	2,129.86		
TRANSFERS FROM T-BILLS	0.00		
SUBTOTAL	\$895,410.95		
CHARGES TO ACCOUNT			
ACCOUNTS PAYABLE		\$470,655.67	
PAYROLL CHARGES		103,012.01	
INTEREST ON REVOLVING LOAN		0.00	
REVOLVING LOAN PAID		0.00	
LOAN PAYMENTS		86,301.93	
MASTERCARD PAYMENT		622.68	
TRANSFERS TO T-BILLS / GIC PURCHASE		0.00	
NSF CHEQUES		516.82	
SERVICE CHARGES		629.13	
SCHOOL FOUNDATION PAYMENT		282,084.48	
SUBTOTAL		\$943,822.72	
NET BALANCE AT END OF MONTH			\$515,439.31
BANK RECONCILIATION			
BALANCE PER BANK	626,691.43		
PLUS OUTSTANDING DEPOSITS	3,547.41		
LESS OUTSTANDING CHEQUES		-114,799.53	
RECONCILED BALANCE SEPTEMBER 30, 2014			\$515,439.31
OTHER BALANCES:			
EXTERNALLY RESTRICTED T-BILLS	\$883,847.48		
EXTERNALLY RESTRICTED GIC'S (FCSS)	\$0.00		
NON-RESTRICTED GIC'S	\$2,500,000.00		
PARKING RESERVE	\$3,641.66		
WALKING PATHS RESERVE	\$1,979.09		
OFFSITE LEVY RESERVE	\$62,662.81		
SUBDIVISION RESERVE	\$36,235.25		
REVOLVING LOAN BALANCE		\$0.00	

SUBMITTED TO TOWN COUNCIL THIS 14th DAY OF OCTOBER 2014

Karine Wilhauk

Submitted: Karine Wilhauk
Secretary Treasurer

DELEGATIONS

Claresholm FCSS and Claresholm Public Library Community Survey

The Claresholm Library and Claresholm Family & Community Support Services (FCSS) are collaborating on a community-wide needs assessment. The assessment will be done over the next couple of months so that each organization can create an up-to-date Plan of Service. Both our organizations could really use **your input**.

(Also available at www.claresholmfcss.ca or www.claresholmlibrary.ca – can print it off or do the online version)

Please take a few minutes to answer the following questions - return to the FCSS Office or the Claresholm Public Library.

1. Are you: Male___ Female___

2. Age Group: 12-18 ___ 19 – 30 ___ 31-50 ___ 51 – 65 ___ 66 & over ___

3. Does your household consist of: *(please fill in all that apply)*
 ___ Adults (20 and older) ___ Under the age of 12
 ___ Between the ages of 13 – 19 ___ No children living at home

Community Questions:

4. In your opinion what would make Claresholm a unique community?

5. As a resident of Claresholm are you open to making changes in our community? ___ Yes ___ No

6. Our community has sufficient access to arts, culture, recreation and sports activities in terms of:
 Affordability? *(circle one)*
 Strongly Disagree Disagree Agree Strongly Agree

 Overall Availability? *(circle one)*
 Strongly Disagree Disagree Agree Strongly Agree

7. Which of the following public spaces would you like to see in Claresholm: *(check all that apply)*
 ___ Well maintained green spaces
 ___ Revitalization of Amundsen Park with an open air structure for hosting events, music jams, etc.
 ___ Outdoor movie area
 ___ Indoor Play Area
 ___ Improved Skateboard Park
 ___ Path Ways throughout Town with benches
 ___ Community Arboretum (garden/plants)
 ___ Fountains

8. Overall, how do you feel about Claresholm and surrounding area as a place to live? *(circle one)*
 Extremely Dissatisfied Dissatisfied Satisfied Extremely Satisfied

 If less than satisfied, why?

9. Over the past five years, do you believe the community of Claresholm has improved or declined?
 Explain your answer.

10. How important are amenities (medical services, financial, shopping, recreational and cultural facilities) for you to have in Claresholm? *(please check one)*
 Extremely ___ Not so important ___

11. Would you recommend Claresholm to your family and friends? ___ Yes ___ No
 If not, why?

Library Questions

12. Have you been to the library in the past year? Yes No

13. In your opinion, what is the library missing?

14. How can the library get involved more in supporting community events?

15. What can the library do for you and your family?

16. Have you participated in or used any services or programs at the library? *If yes, please check all that apply:*

Checked out any of the following:

- Books DVDs Talking books Magazines
- Large print books Toys Cake pans

Library Services

- Ordered books through Interlibrary loans Put items on hold
- Booked videoconference meetings Used the free Wi-Fi access
- Had an exam supervised Obtained help with you e-reader and/or laptop
- Used the computers Used the CNIB services (Assisted Equipment)
- Done genealogy research Used the Jean Hoare Room for research
- Used the online databases for research Downloaded e-books/audio books (Overdrive)
- Checked out magazines through online Zinio Viewed different art displays
- Read the newspapers and magazines in library Purchase "gently used" books
- Had photocopying, faxing or scanning done Received help in your research needs
- Used the Bill Simpson Room for meetings Used the Youth Zone for meetings, tutoring, etc.

Attended any of the following Programs:

- Summer Reading Program Story time for preschoolers
- Movie Time (Adult/Teens) Kids Movie Club
- Home Routes (music concerts) Family Literacy Day
- Armchair Travelogues Author Talks/Guest Speakers
- Videoconference sessions Woman's Conference
- Spirit of Christmas / Music Concerts Pink Tea
- Played the X-Box

Family and Community Support Services (FCSS) Questions

16. Are you familiar with what services FCSS provides in our community? Yes No

17. Do you and/or a family member volunteer for organizations in your community? Yes No

If no, would you be willing to have your name put on a volunteer bank list?

Name: _____ Phone: _____

18. FCSS is designed to help reduce social problems and help achieve a high quality of life for everyone in our community. What programs, services or events would you personally like to see in the future that would meet the needs in our community?

19. Have you participated in or attended any FCSS programs or events? Yes No *If yes, please check all that apply:*

- Volunteer Tax Program Longest Day of Play
- Family Day Skate Volunteer Appreciation
- Claresholm Fitness Challenge Parenting programs
- Women's Conference Babysitting course
- Halloween in the Park HEROS
- Fax/ photocopy service Resource Fair
- Pictures with Santa Senior Benefits Program
- Senior Lunch and Learn General info/resource
- Referral services Teen events/ fun days
- Community improvement (Aviva competition)

Plan of Service for Claresholm Library and FCSS - Planning Options

What		How/Where	When
Build Awareness	Postcard/Mailbox campaign	FCSS Office Library Various places around town	Sept/Oct
	Article in newspaper	Barb	Sept.
	Library Email	Shelley in her email	Sept/Oct
	Presentation to Town Council	Committee	Oct.
Survey (Survey to include questions on our community, FCSS and the Library)	Looked at other surveys: Blezoni Community; Claresholm; Survey Monkey sample; Building Communities; Bazzano Library; Rockyview FCSS. Each committee member to submit their suggested questions – then we will choose as a joint committee.	Newspaper; Utility Bills; Handout at FCSS & Library Online on website (FCSS & Library)	Oct./Nov
Coloring Contest	Hold a coloring contest for children in Elementary School	Library will design page	Oct./Nov
Teen Input	Graffiti Wall	Will put a large sheet of newsprint up at the schools with instructions asking them to draw what they would like to see in their community	Oct./Nov
World Café	Invite Town Stakeholders for their input (will be asked to discuss 3 main questions taken from the results of the survey)	Reps from: Town Council Town Administration Education Medical Chamber /Business Agencies Garden Club Golf Club Agriplex Lions Kinsmen/Kinnettes	Nov.



COLORING CONTEST



DRAW WHAT YOU WOULD LIKE CLARESHOLM TO LOOK LIKE
AND USE 3 WORDS TO DESCRIBE IT!



First Name:

The

PLEASE ENTER YOUR INFORMATION and return to Your School, Claresholm FCSS Office or the Claresholm Public Library for a chance to win a great prize!

Your Name: _____ Phone No. _____

To whom it may concern

I, Kandice Meister, would like to speak at the next Town Council meeting. Oct 14 2014
I would like to address various issues regarding flooding in Clarendonholm.

Thank-You

Kandice Meister

ACTION ITEMS



**TOWN OF CLARESHOLM
PROVINCE OF ALBERTA
BYLAW # 1599**

A Bylaw of the Town of Claresholm to amend Bylaw #1534 being a bylaw to regulate and abate nuisances and unsightly premises and to require timely snow removal within the Town of Claresholm.

WHEREAS it is deemed expedient and proper pursuant to the provisions of *The Municipal Government Act*, RSA 2000, Chapter M-26 that the Council of the Town of Claresholm shall issue a Bylaw to amend its existing “**Unsightly Premises and Snow Removal Bylaw**”.

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

1. The Town of Claresholm Unsightly Premises and Snow Removal Bylaw #1534 shall be amended as follows:

Change: Section 2.1(a) “Administration Fee”

From: means a fee added to actual expenses incurred by the Town for measures taken pursuant to this Bylaw and such fee is equal to the greater of \$25.00 or 15% of actual expenses incurred by the Town;

To: means a fee added to actual expenses incurred by the Town for measures taken pursuant to this Bylaw to remedy any contravention contained within this bylaw. Administration fees can be transferred to tax roll. Administration fees shall be enacted as follows:

- i. First Offense: fee is equal to the greater of \$40.00 or 15% of actual expenses incurred by the Town;
- ii. Second Offence (including subsequent and ongoing enforcement): fee is equal to the greater of \$120.00 or 20% of actual expenses incurred by the Town;

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

3. Bylaw #1534 is hereby amended.

Read a first time in Council this **22nd** day of **September** 2014 A.D.

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

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

Rob Steel, Mayor

Jeff Gibeau, Chief Administrative Officer



Policy #GA 11-14

Cell Phone Policy

PURPOSE: To outline the use of personal cell phones at work, the personal use of business cell phones and the safe use of cell phones by Town employees while driving, or anytime while performing their employment duties.

POLICY: All employees (full time, part time, contractors, etc) of the Town of Claresholm will exercise caution, restraint and common sense when using company or personally owned cellular phones during working hours.

PARAMETERS:

Cellular phones at work

While at work, employees are expected to exercise the same discretion in using cellular phones as is expected for the use of all business phones. Personal calls during the work hours, regardless of the phone used, can interfere with employee productivity and be distracting to others. Personal cell phones are **to be used only for emergencies or work related calls, during working hours**. If you need a cell phone for your job, one will be provided for you by the Town of Claresholm.

Employees are therefore only allowed to make personal calls, **except in emergencies (including family related emergencies)**, during breaks and lunch period and to ensure that friends and family members are aware of this policy. The Town of Claresholm will not be liable for the loss of personal cellular phones brought into the workplace. Employees are not authorized to use personal cell phones in place of Town of Claresholm provided two-way radios.

Personal use of Town of Claresholm provided cell phones, beepers and radios

Where job needs demand immediate access to an employee, the Town of Claresholm may issue a business cell phone, beeper and/or two-way radios to an employee for work-related communications. In order to protect the employee from incurring a tax liability for the personal use of equipment, such equipment is to be used for business reasons only. Phone logs may be audited regularly to ensure no unauthorized use has occurred. If an employee experiences a personal emergency that results in the need to use the business cellular phone, he or she is required to report this to their supervisor. Failure to report such use may result in disciplinary action. Employees in possession of Town of Claresholm provided equipment such as cellular phones, beepers and radios are expected to protect the equipment from loss, damage or theft. Upon registration or termination of employment, or at any time upon request, the employee may be asked to produce the equipment for return or inspection. Employees unable to present the equipment in good working condition within the time period requested (ie. 24 hours) might be expected to bear the cost of a replacement. Employees who separate from employment with outstanding debts for equipment loss or unauthorized charges will be considered to have left employment on unsatisfactory terms and may be subject to legal action for recovery of the loss.

Safety issues for cellular phone use

Employees whose job responsibilities include regular or occasional driving and who are using/issued a cell phone for business, emergency, or work-related use are expected to not use their phone while driving. Safety must come before all other concerns. Special care should be taken in situations where there is traffic, inclement weather or the employee is driving in an unfamiliar area. In situations where job responsibilities include regular driving and accepting of business calls, hands-free equipment may be provided to facilitate the provisions of this policy. Under no circumstances are employees allowed to place themselves at risk to fulfill business needs. Employees who are charged with traffic violations resulting from the use of their phones while driving will be solely responsible for all liabilities that result from such actions. (Violations of this policy will be subject to the highest forms of discipline, including termination.)

EFFECTIVE DATE:

Acknowledgment and Agreement

I, _____ (employee name) acknowledge that I have read and understand the Cell Phone Policy of the Town of Claresholm. I agree to adhere to this policy and will ensure that employees working under my direction adhere to this policy. I understand that if I violate the rules set forth by this policy, I may face legal, punitive or corrective action.

SIGNATURE: _____

DATE: _____

WITNESS: _____

SIGNATURE: _____

DATE: _____



INFORMATION BRIEF

Meeting: October 14th, 2014
Agenda Item: 3

MULTIUSE COMMUNITY BUILDING & TOWN HALL OPEN HOUSE UPDATE

DESCRIPTION:

The Town of Claresholm hosted an Open House on Wednesday, October 8th, 2014 at the Claresholm Community Centre. During two sessions, the preliminary design was presented to the potential stakeholders (including Food Bank, Playschool, Day Care, and FCSS) and again to the general public. Valuable information and feedback was received from the stakeholders and the public.

BACKGROUND:

In February 2014 the Town of Claresholm issued a Request for Proposal for the design of a Multiuse Community Building & Town Hall. The Town is exploring the possibility of renovating the currently vacant elementary school building to be used by the local Play School, Day Care, Food Bank, Family and Children Support Services & Town of Claresholm Administrative Offices. The existing building would need to be renovated to meet all relevant regulations & building codes, and to meet the needs of the Municipality. The Town of Claresholm invited qualified Architectural and Engineering firms to submit a formal proposal in response to this Request for Proposal.

A number of responses were received. Council established a Steering Committee to review all proposals. On May 12, 2014, at the recommendation of the Steering Committee, Council passed a motion to enter into a negotiation for a professional services contract with BRZ Partnership Architecture Inc. with a value of up to \$50,000 + GST, to be funded out of operating reserves. A contract was signed and work commenced on the project.

In May & June, all available stakeholders were consulted regarding the space requirements of their organization. Through July, the Architect and Steering Committee worked on various programming exercises to determine if the existing building footprint could incorporate all of the stakeholders' needs. Upon the accomplishment of this task, August and September have been spent revising layout options and identifying pro's and con's of each scenario. The Architect is currently working on a preliminary design.

NEXT STEPS:

Outside of comments related to the operation of the potential facilities from the public and stakeholders, the most notable questions were:

1. How much is this project going to cost?
2. How long will this project take to complete?

During the Open House, many changes were made to the layout and function of the proposed renovation. When these changes are made, an accurate cost estimate can be obtained. This is an important next step in the evolution of this project and will allow the Town to evaluate potential funding sources. After cost estimates are established and funding sources are explored, a project time can be established.

Secondly, the Town of Claresholm needs to communicate with the Livingstone Range School Division and other relevant provincial agencies to discuss the logistics of the potential acquisition of the old elementary school, portables and playground.

ATTACHMENTS:

- 1.) none

APPLICABLE LEGISLATION:

- 1.) none

PREPARED BY: Jeff Gibeau – Acting CAO

APPROVED BY: Project Steering Committee

DATE: October 10th, 2014



INFORMATION BRIEF

Meeting: October 14, 2014
Agenda Item: 4

DAMAGE AT MACKIN HALL

DESCRIPTION:

The Town of Claresholm has discovered a substantial amount of mold within Mackin Hall during a regular maintenance check of the facility. This discovery occurred soon after the June 2014 flooding event. The Town has had a professional mold remediation company perform extensive tests on the building and the impact of the mold is considerable. At this time, the building cannot be used. When discussing this matter, Administration is recommending that Council consider the life-cycle of the building, the numerous costly repairs to the facility over recent years and the ability of this current facility to accommodate and achieve its purpose of providing community space to youth programming.

BACKGROUND:

Since the relocation from its initial building site on the Starline Road in the 1960's, Mackin Hall has been located at 316 - 47th Avenue West. In the early 1990's, the facility's operators requested that the Town assume control of the facility. For most of its entire life-cycle at the current location, Mackin Hall has historically been used by the Scouts as the intention of its use was for youth organizations and/or events. Once the mold was discovered, all users were contacted and apprised of the situation, and usage was discontinued. The Town's insurance company, AMSC Insurance Services Ltd., was contacted and an adjuster was assigned. The Town was able to obtain two quotes on the remediation and repair of the building. The cost to repair this facility, yet again, will exceed \$30,000. Including this repair, this facility will have cost almost \$80,000 in repairs and maintenance in recent years.

COSTS/ SOURCE OF FUNDING (if applicable):

The Town of Claresholm has received confirmation from AMSC Insurance that a payout scenario option (at full payout) would be available. Preliminary quotes show that the building could be demolished for under \$10,000.

Administration has met with an interest group that was involved with the original project, and/or maintenance projects since. It was suggested that Council consider removing all materials from the basement that are affected by water (wood / drywall) and installing a metal staircase. This will minimize future loss during the consistent flooding events that pose a risk to the building. This scenario will result in some changes to the use of the building, for example only one user group will be able to use the building at a time.

Council should consider the future of this facility from two standpoints:

1. The current and future cost for the ongoing repairs and maintenance of the building, and
2. The ability of the facility to accommodate and achieve its purpose of providing community space to youth programming.

ATTACHMENTS:

- 1.) Information Letter – Claresholm Scouts – Sept 19, 1967

APPLICABLE LEGISLATION:

- 1.) none

PREPARED BY: Jeff Gibeau – Acting CAO

APPROVED BY: Jeff Gibeau – Acting CAO

DATE: October 10th, 2014

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>Batch #</u>	<u>Amount</u>
						17849	
49291	2014-09-02	EFT	EFT	786427	BOUNDARY EQUIPMENT (CALGARY) LTD.		237.31
49292	2014-09-02	EFT	EFT	13150	CLARESHOLM CASTING		126.00
49293	2014-09-02	EFT	EFT	13325	CLARESHOLM FIRE DEPARTMENT		600.00
49294	2014-09-02	EFT	EFT	786950	CLARESHOLM SELF STORAGE		598.50
49295	2014-09-02	EFT	EFT	14150	CLARESHOLM WELDING & FABRICATING LTD		21.00
49296	2014-09-02	EFT	EFT	786697	CNH CAPITAL C3115		487.99
49297	2014-09-02	EFT	EFT	786244	CUBEX LIMITED		341.72
49298	2014-09-02	EFT	EFT	786202	EXOVA		2,107.07
49299	2014-09-02	EFT	EFT	786138	GIBEAU, JEFFERY		31.49
49300	2014-09-02	EFT	EFT	787522	HIFAB HOLDINGS LTD.		538.74
49301	2014-09-02	EFT	EFT	786347	JOHN BROOKS COMPANY LIMITED		164.71
49302	2014-09-02	EFT	EFT	787535	KFJ SIGNS & GRAPHICS		288.75
49303	2014-09-02	EFT	EFT	900001	LETHBRIDGE HONDA		435.86
49304	2014-09-02	EFT	EFT	786175	MacPherson Leslie & Tyerman LLP		22,424.02
49306	2014-09-02	EFT	EFT	786590	MINISTER OF FINANCE		42.00
49307	2014-09-02	EFT	EFT	75955	PALMER, FRED		500.00
49308	2014-09-02	EFT	EFT	76300	PEDERSEN TRANSPORT LTD.		538.31
49309	2014-09-02	EFT	EFT	786453	PRAXAIR CANADA INC.		957.21
49310	2014-09-02	EFT	EFT	786534	PROFESSIONAL GROUP SERVICES LTD.		742.77
49311	2014-09-02	EFT	EFT	80000	PUROLATOR COURIER		75.40
49312	2014-09-02	EFT	EFT	786156	Q.E.D. ENTERPRISES LTD.		971.62
49313	2014-09-02	EFT	EFT	42321	RFS CANADA		76.42
49314	2014-09-02	EFT	EFT	900	TELUS		3,559.53
49315	2014-09-02	EFT	EFT	786501	TOM HARRIS CELLULAR		63.00
49316	2014-09-02	EFT	EFT	97000	TOWN OF CLARESHOLM		45.14
49317	2014-09-02	EFT	EFT	126050	ZEE MEDICAL CANADA, INC.		283.66
49318	2014-09-02	EFT	EFT	900000	BRZ Partnership Architecture Inc.		12,023.87
49319	2014-09-02	EFT	EFT	900000	Fisher Diesel Injection Ltd.		3,473.03
49320	2014-09-02	EFT	EFT	900000	GROL, MIRANDA		25.99
49321	2014-09-02	EFT	EFT	900000	Husky Oil Marketing Company		25,735.29
49322	2014-09-02	EFT	EFT	900000	MICHAEL, JOY		400.00
							77,916.40



TOWN OF CLARESHOLM

Cheque Listing For Account Payable

Cheque #	Cheque Date	CEO	CAO	Vendor #	Vendor Name	Amount
					Batch #	17862
49323	2014-09-11	EFT	EFT	13125	AHS-CCMHA	48.00
49324	2014-09-11	EFT	EFT	600	ALBERTA ASSOCIATION OF M.D.'S	8,563.57
49325	2014-09-11	EFT	EFT	1025	ALBERTA ONE CALL LOCATION CORP	126.00
49326	2014-09-11	EFT	EFT	786910	ARMAX ELECTRIC (2006) LTD.	6,775.67
49327	2014-09-11	EFT	EFT	786813	ATCOM	312.38
49328	2014-09-11	EFT	EFT	786195	Benchmark Assessment Consultants Inc.	4,419.81
49329	2014-09-11	EFT	EFT	785928	BIG HILL SERVICES LTD.	145.20
49330	2014-09-11	EFT	EFT	6390	BISHOFF AUTO & AG CENTRE	531.43
49331	2014-09-11	EFT	EFT	11250	CANADIAN LINEN SUPPLY	602.35
49332	2014-09-11			13325	CLARESHOLM FIRE DEPARTMENT	1,103.75
49333	2014-09-11	EFT	EFT	13660	CLARESHOLM LOCAL PRESS	1,986.23
49334	2014-09-11	EFT	EFT	14085	CLARESHOLM NAPA AUTO	699.26
49335	2014-09-11	EFT	EFT	785973	CLEARTECH INDUSTRIES INC.	17,283.17
49336	2014-09-11	EFT	EFT	786540	DIRECT ENERGY REGULATED SERVICES	35.17
49337	2014-09-11	EFT	EFT	786179	ENERGO VENTURES INC	1,855.56
49338	2014-09-11	EFT	EFT	786397	EPCOR	96.84
49339	2014-09-11	EFT	EFT	786164	FCSS Association of Alberta	500.00
49340	2014-09-11	EFT	EFT	26201	FERG'S SEPTIC SERVICE LTD	498.75
49341	2014-09-11	EFT	EFT	49980	HARRY'S TIRE SALES (1984) LTD.	264.87
49342	2014-09-11	EFT	EFT	787522	HIFAB HOLDINGS LTD.	43.74
49343	2014-09-11	EFT	EFT	850	JOHN DEERE FINANCIAL	1,563.24
49344	2014-09-11	EFT	EFT	900001	LETHBRIDGE HONDA	187.09
49345	2014-09-11	EFT	EFT	56155	LIFESAVING SOCIETY	253.13
49346	2014-09-11	EFT	EFT	56200	LOCAL AUTHORITIES PENSION PLAN	13,770.78
49347	2014-09-11	EFT	EFT	786704	MINISTER OF FINANCE (LT)	65.00
49348	2014-09-11	EFT	EFT	66100	NATIONAL SECRETARY-TREASURER	1,306.26
49349	2014-09-11	EFT	EFT	786905	ONECONNECT SERVICES INC. T46194	48.12
49350	2014-09-11	EFT	EFT	80000	PURULATOR COURIER	83.68
49351	2014-09-11	EFT	EFT	86300	RECEIVER GENERAL FOR CANADA	21,325.59
49352	2014-09-11	EFT	EFT	786040	RICE ENGINEERING & OPERATING LTD.	3,186.29
49353	2014-09-11	EFT	EFT	787523	SANDERS, DARREN	4,600.00
49354	2014-09-11	EFT	EFT	786468	SHAW CABLE	87.10
49355	2014-09-11	EFT	EFT	13525	SOBEYS CLARESHOLM	267.47
49356	2014-09-11			786111	STEEL, ROB	52.22
49357	2014-09-11	EFT	EFT	787536	Summit Valve and Controls Inc.	483.00
49358	2014-09-11	EFT	EFT	900	TELUS	62.64
49359	2014-09-11	EFT	EFT	786437	THE WRITE SOURCE	83.96
49360	2014-09-11	EFT	EFT	97000	TOWN OF CLARESHOLM	60.00
49361	2014-09-11	EFT	EFT	111705	WC CLASS II REGIONAL LANDFILL	10,074.50
49362	2014-09-11	EFT	EFT	900000	AMSC 2014	1,732.50
49363	2014-09-11	EFT	EFT	900000	Claresholm & District Health Foundation	500.00
49364	2014-09-11	EFT	EFT	900000	MICHAEL, JOY	107.00
49365	2014-09-11	EFT	EFT	900000	SEXSMITH SURVEYS	268.50
						106,059.82
					Batch #	17865
49366	2014-09-11	EFT	EFT	900100	O'DELL, THOMAS A & PATRICIA D	44.45
						44.45



TOWN OF CLARESHOLM

Cheque Listing For Account Payable

Cheque #	Cheque Date	CEO	CAO	Vendor #	Vendor Name	Batch #	Amount
49367	2014-09-17	EFT	EFT	786602	DEDOMINICIS, JOHN	17881	13,826.29
							13,826.29
							Batch # 17886
49368	2014-09-19	EFT	EFT	787518	AIRTECH HEATING & AIR CONDITIONING LTD		864.16
49369	2014-09-19	EFT	EFT	650	ALBERTA BLUE CROSS		7,092.44
49370	2014-09-19	EFT	EFT	786517	AMSC INSURANCE SERVICES LTD.		3,624.83
49371	2014-09-19	EFT	EFT	787511	BELL, BARBARA		151.17
49372	2014-09-19	EFT	EFT	786845	CHINOOK PIPELINE INC.		69,025.64
49373	2014-09-19			786657	Claresholm & District Transportation Society		622.92
49374	2014-09-19	EFT	EFT	786141	CLARESHOLM TAXI		1,044.23
49375	2014-09-19	EFT	EFT	785973	CLEARTECH INDUSTRIES INC.		2,182.43
49376	2014-09-19	EFT	EFT	786785	CUMMINS WESTERN CANADA LP		3,297.63
49377	2014-09-19	EFT	EFT	786202	EXOVA		691.32
49378	2014-09-19	EFT	EFT	26201	FERG'S SEPTIC SERVICE LTD		1,806.00
49379	2014-09-19	EFT	EFT	787522	HIFAB HOLDINGS LTD.		194.53
49380	2014-09-19	EFT	EFT	786659	LIVINGSTONE RANGE SCHOOL DIVISION		391.51
49381	2014-09-19	EFT	EFT	56200	LOCAL AUTHORITIES PENSION PLAN		14,053.86
49382	2014-09-19	EFT	EFT	786872	MPE ENGINEERING LTD.		1,459.08
49383	2014-09-19	EFT	EFT	65000	MUNICIPAL DISTRICT OF WILLOW		9,001.90
49384	2014-09-19	EFT	EFT	65040	MUNICIPAL INFORMATION SYSTEMS		959.14
49385	2014-09-19	EFT	EFT	66100	NATIONAL SECRETARY-TREASURER		1,294.74
49386	2014-09-19	EFT	EFT	71400	Oldman River Regional Services Commission		8,342.50
49387	2014-09-19	EFT	EFT	76400	PITNEYWORKS		3,992.00
49388	2014-09-19	EFT	EFT	80000	PUROLATOR COURIER		89.34
49389	2014-09-19	EFT	EFT	786536	R P WATERWORKS INC.		787.50
49390	2014-09-19	EFT	EFT	86300	RECEIVER GENERAL FOR CANADA		18,896.45
49391	2014-09-19	EFT	EFT	786180	RICOH CANADA INC.		352.55
49392	2014-09-19	EFT	EFT	786759	SIMPLEX GRINNELL		225.75
49393	2014-09-19	EFT	EFT	13525	SOBEYS CLARESHOLM		182.83
49394	2014-09-19			786437	THE WRITE SOURCE		56.15
49395	2014-09-19	EFT	EFT	786849	TJ'S TREE TRIMMING		273.00
49396	2014-09-19	EFT	EFT	101400	UNITED FARMERS OF ALBERTA		560.76
49397	2014-09-19	EFT	EFT	787515	WATT & STEWART COMMODITIES INC		882.00
49398	2014-09-19			900000	ALBERTA NURSES' PLANNERS		99.75
49399	2014-09-19	EFT	EFT	900000	GROL, MIRANDA		238.48
49400	2014-09-19	EFT	EFT	900000	NORM GREXTON INC.		2,001.30
49401	2014-09-19			900000	PLAYWORKS		204.23
49402	2014-09-19			900000	VAN LANGEN, TED		300.00
49403	2014-09-19	EFT	EFT	900000	VOLKER STEVIN		3,500.00
							158,742.12



TOWN OF CLARESHOLM

Cheque Listing For Account Payable

Cheque #	Cheque Date	CEO	CAO	Vendor #	Vendor Name	Amount	
					Batch #	17901	
49404	2014-09-29			76356	ACN	12.77	
49405	2014-09-29			787528	ASSOCIATED ENGINEERING	5,250.00	
49406	2014-09-29			787511	BELL, BARBARA	198.67	
49407	2014-09-29			6805	BROWNLEE LLP	2,216.82	
49408	2014-09-29			12190	CHAMCO INDUSTRIES LTD.	3,396.92	
49409	2014-09-29	EFT	EFT	13250	CLARESHOLM CHILD CARE SOCIETY	2,183.50	
49410	2014-09-29			786540	DIRECT ENERGY REGULATED SERVICES	39.18	
49411	2014-09-29			786510	FENCO CONTRACTING LTD	44,214.71	
49412	2014-09-29			26201	FERG'S SEPTIC SERVICE LTD	1,060.50	
49413	2014-09-29			36800	HOME HARDWARE	1,061.21	
49414	2014-09-29			785940	KOST FIRE EQUIPMENT LTD.	449.60	
49415	2014-09-29			56155	LIFESAVING SOCIETY	175.17	
49416	2014-09-29			786175	MacPherson Leslie & Tyerman LLP	3,493.88	
49417	2014-09-29			786635	ORKIN CANADA CORPORATION	116.03	
49418	2014-09-29			786050	PLANET CLEAN (LETHBRIDGE) LTD.	247.02	
49419	2014-09-29			12	PLATT CONTRACTING	1,958.15	
49420	2014-09-29			80000	PURULATOR COURIER	106.41	
49421	2014-09-29			4090	PVH CANADA, INC.	1,004.99	
49422	2014-09-29			42321	RFS CANADA	515.88	
49423	2014-09-29			786468	SHAW CABLE	87.10	
49424	2014-09-29			900	TELUS	3,513.27	
49425	2014-09-29			786191	TENAQUIP LIMITED	871.92	
49426	2014-09-29			97300	TRIPLE T TRUCKING	1,995.00	
49427	2014-09-29			786187	Western Canada Welding Products Ltd.	95.55	
49428	2014-09-29			126050	ZEE MEDICAL CANADA, INC.	563.15	
49429	2014-09-29			900000	DODDS, LORI	45.00	
49430	2014-09-29			900000	KING, VINCE	157.50	
49431	2014-09-29			900000	MOORE, GAVEN	50.00	
49432	2014-09-29			900000	Skye-Anna School of Highland Dance	50.00	
						75,129.90	
						Batch #	17902
49433	2014-09-29			787526	Alberta Municipal Services Corporation	38,145.56	
49434	2014-09-29			900	TELUS	768.55	
						38,914.11	
Total						470,633.09	

*** End of Report ***

THIS 'N' THAT

- **School fees** will be mailed out the beginning of October.
- If you have **old skates** (girls/boys) or **helmets** that you are no longer using, we would love to have them for our Phys. Ed. programs. They can be dropped off in the school office.
- **Parent teacher interviews** Oct 7 & 9 from 4:30 - 7:20 pm. Book appointments online at www.schoolappointments.com.
- **AMA Drivers Ed** Parent/Student meeting on October 7 at 7:30 pm in the Video Conference room.
- **Prom meeting** will be held October 14 at 11:40 am in Ms. Newman's classroom.
- **TERRY FOX DAY** - Many thanks to all in our learning community for your support of an extremely successful Terry Fox Run/Walk on September 25. Almost all of our students in Grades 7-12 participated

and over \$250 were raised for cancer research.

- **BLUE and GOLD DAY** - We held our first dress-up day for the school year to show some pride in our school and the mighty Cobras. The class winners were 7A, 7B, and the Math 30-1 class. Individual winners were Caden Baptie and Nicole Bohnet.
- **Remembrance Day Assembly** will be Friday, November 7. Anyone interested in participating/performing at the assembly, please see Ms. Newman.



COBRA WEAR ON SALE!
yourschoolgear.ca

School t-shirts, shorts, sweats, jackets & more! Order anytime, delivered directly to your mailbox!



Reminder

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

The Navigator

Issue 24 • Printed October 1, 2014

Claresholm, AB

"Bittersweet October. The mellow, messy, leaf-kicking, perfect pause between the opposing miseries of summer and winter."
- Carol Bishop Hipps

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

PARENT/TEACHER INTERVIEWS

You can now book online for parent/student/teacher appointments taking place on October 7 and October 9, from 4:30 pm to 7:20 pm.

www.schoolappointments.com

- 1.) Click on "School using the System" at the top of the page.
 - 2.) Scroll down to the bottom and click on our school link. (Under: Canada - Willow Creek Composite High)
 - 3.) Follow the directions on the page to **set up an account** and book your appointment.
- If you have any questions or concerns, please contact the school.

SCHOOL (PARENT) COUNCIL

Thank you to all parents who attended our September Annual General Meeting! We started off with some introductions and then went into the voting for positions. Ruth Lindquist will continue to be Chairperson, Susie Bishoff will continue as Vice-Chair, and we welcome Lisa Anderson as our Secretary. It is wonderful to have a fully functioning 'staff' on our High School Council. It shows how much parents care about what goes on at WCCCHS!

Our student population increased by 25 students over the summer so there are some new faces around WCCCHS. Make sure you read the September and October Navigators to find out who the new staff members are!

Staff, students and administration are focussing on relationships in the school this year and as

parent council, we will focus on that as well. How can we communicate better during our meetings, and how can we build better relationships with parents outside of the school? If you have some ideas, we would love to have some of your input!

Our school council runs a Town Hall format. This means that if you have a child attending our school and you attend our meetings, you have a vote. Please come to our next meeting on October 16 at 6:30 pm to join us. Questions? Please do not hesitate to contact Ruth 625-3123.

GRAD 2015 UPDATES

Congratulations to the 2015 Grad Executive:

- Chairperson: Elizabeth P.
- Recording Secretary: Jocelyn C.
- Treasurer: Natalie T.
- Checkmark Secretary: Holly B.

Committee chairs will be selected and announced by October 3, 2014.

Grad checkmark opportunities are available on Wednesday nights, helping out with S.I.D.S. Barrel Jackpots. Each grad must earn 5 checkmarks or pay for them closer to Grad.

Grad parent meeting is scheduled for early in October. Watch the announcements for details. Photographers will be presenting their packages and a vote held. The date of grad will also be discussed at this meeting.

JUNIOR HIGH TRAVEL CLUB

An exciting trip is coming up during spring vacation 2016 when we will explore Montreal, Quebec City, Ottawa and Toronto on EF Tours. This trip is open to students in grades 7-9 during the 2015/2016 school year and their parents. Plan to attend our Parent Meeting on Tuesday, October 7 at 7:30 pm in the library.

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

INSIDE THIS ISSUE:

- School Council
- WE Team Update
- Sports Update
- Interview Time!
- Library News
- October Calendar

Sign up in the office...

JUNIOR PROM

- Grade 11 boys & girls

AMA DRIVER'S EDUCATION

- Learner's license req'd



REMINDER!

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

ONE WAY →

OCTOBER 2014

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
IS YOUR CHILD ABSENT FROM SCHOOL? Call the school 403-625-3387 to let us know!			1 High School IPP Meetings	2	3 Football Kate Andrews @WCCCHS 7:00	4
	5	6 JV/SV Boys Volleyball @WCCCHS 6:00	7 P/S/T Interviews 4:30-7:20 pm Drivers Ed Meeting 7:30 pm VC Room Jr High Travel Mtg 7:30 Library	8 High School IPP Meetings	9 NO SCHOOL FOR JR. HIGH P/S/T Interviews 4:30-7:20 pm Football Game @WCCCHS	10 NO SCHOOL for all students
12 NO SCHOOL	13 Thanksgiving Holiday	14 Prom Meeting 11:40 am Ms. Newman's Room	15 JV/SV Girls Volleyball @WCCCHS 6:00	16 School Council 6:30 pm Sports Society AGM 8 pm	17 JV Girls Volleyball Home Tournament	18
19	20	21	22 WCCCHS Academic Awards 7:00 pm WCCCHS Foyer Everyone Welcome!	23	24 Jr High Girls Volleyball Home Tournament	25
26	27 PD Day No School for Students	28	29	30	31 Halloween Activities	

Willow Creek Composite High School • Grades 7-12

FROM THE PRINCIPAL: Dave Adams

Welcome to the learning community of Willow Creek Composite High School where we will continue to attempt to live our school motto of "Pride in Performance" with our students on a daily basis in our academic and co-curricular endeavors.

The school year continues to be off to a GREAT start. We are also working on relationships and research in the school this year as we have a rich diversity of data from all the surveys that were done last year. Research clearly tells us that relationships are the cornerstone of student success and belonging in a school setting.

We spent several hours on our school professional development day on September 29 looking closely at the "Tell Them From Me" survey, school satisfaction survey, Three Year Education Plan, and Thoughtstream survey to help us guide our path together. We are going to focus on these **five goals** for school improvement going forward, based the research we have gathered:

- 1) Making sure that there is a "connect-edness" for our students, staff, and parents at WCCHS to our past, present, and future.
- 2) Build more wrap around services and partnerships in the community.
- 3) Have a clear systematic approach to literacy and numeracy.
- 4) Empower students to understand they have a responsibility in respect of others, school, and themselves.
- 5) Establish the identity of who we are at Willow Creek Composite High School.

All staff are currently completing their Individual Professional Growth Plans for the 2014-2015 school year, and we are pleased to see congruence between their own personal growth goals and also the goals for school improvement listed above.



We look forward to working with all members of our learning community on these focus areas of improvement, but always under the umbrellas of relationships and research.

We encourage all to book an appointment and come in for the first of two annual of Parent-Student-Teacher interview evenings on October 7 and 9, from 4:30 pm to 7:20 pm.

Thank you for your support of our school, and best wishes for a wonderful Thanksgiving holiday with family & friends!



NEW STAFF!

Please take some time to welcome our new staff to WCCHS! Here are some more introductions...

My name is **Jackie Devarnichuk** and I am a recent graduate of Red Deer College with a social work diploma. I am a former student and alumni of WCCHS, having graduated in 2011. My role is as a Child and Youth Care (CYC) worker, and I help mostly in grade 7 classrooms. I love being back home after being away for school, and I can't wait to be a part of the high school as a staff member!

Greetings! My name is **Emily Ashcroft** and I am teaching grades 6-12 concert band this year at WCCHS. I also teach grades 7-12 concert band at J.T. Foster High School in Nanton. I am passionate about music but I also enjoy journaling. I have kept up with my journal writing for over a decade. I thoroughly enjoying teaching in Southern Alberta. Previous to moving to Nanton, I was teaching in Buck Lake, AB. I finished my Bachelor of Education at the University of Alberta, however, I am from Manitoba. This year I am directing the musical "FAME" which will be performed in January in Claresholm. Stay tuned for updates! If you play an instrument and would like

to join a band, please stop by the WCCHS band room any Thursday from 4:00 to 5:00 pm. I am running a community Jazz Band and all ages are welcome!

LIBRARY NEWS

First meeting of the Junior High Book Club is Monday, October 6 at 3:30. The Senior High Book Club will meet Wednesday, October 8 at 3:30. Both meetings are in the library. This is your opportunity to read new books hot of the press, read advanced review copies of yet to be published books and take part in the YALSA Best Books for Young

Adults voting. Come to the meeting and bring other ideas and suggestions for what else you'd like to see happen! If you can't make it, but are still interested, let Mrs. Marshall know.

National Novel Writing Month is coming! That's right, this November write a novel of at least 50,000 words and declare yourself a NANOWRIMO winner. Interested? Come to the library for details.

SPORTS UPDATES

Volleyball: The High School Girls JV Volleyball team will host the Cobra Classic on October 17 & 18. The next home game for the JV/SV Girls is October 15. The High School Boys team will practice Wednesdays at 8:00 PM this month (other than October 15). Junior High Girls Volleyball will host their tournament on October 24 & 25. Check the announcements for practice and game times for all volleyball teams.

Football: Football is rolling right along. The Cobras have started the season with a 3-1 record and have home games October 3 vs Kate Andrews and October 9 vs Chinook.

Cross Country: Junior and Senior High athletes have two more meets to compete in this month. The District meet is October 2 at Kainai and the Zone meet will be held October 8 in Medicine Hat.

Sports Society: The next Sports Society meeting is Thursday, October 16. This will be the AGM; all executive positions

will be elected. All are invited to come and take part. The first fundraiser of the year is underway. All athletes from our fall teams are participating selling coupon books. Books cost \$40 and have thousands of dollars worth of discounts including fine dining, leisure activities, skiing, and shopping.

JR HIGH REPORT CARDS

As of a meeting with the staff on September 29, there will be a change to the Junior High Report Cards this year. We will continue to use outcome areas on the report cards, but they will be recorded in percentages instead of the letter grade format of E,P, B, and NY used last year. We hope this will bring greater clarity to evaluation in the school, and provide the best path forward for student assessment and learning.

STUDENT OWNED DEVICES IN SCHOOL

Beginning October 14, students will be able to bring their own devices to school to utilize the Wi-Fi.

WCCHS Bring Your Own Device Expectations

Technology has changed the educational environment in many positive ways, and we are embracing those changes here at WCCHS. However, these technologies also bring new challenges to maintaining a safe, caring, and orderly learning environment, one that maximizes the benefits while minimizing the negative impact of technology.

1. WCCHS supports the use of personal electronic devices at school to engage students and enhance learning experiences. WCCHS will allow students to bring their own personal electronic device to school and access the school Wi-Fi, provided they adhere to the following expectations:

UPCOMING DATES TO NOTE	
High School IPP Meetings	October 1 & 8
Parent/Student/Teacher Interviews	October 7 & 9
Jr. High Travel Club Meeting 7:30 pm	October 7
No School for Junior High Students	October 9
No School for Students	October 10
Thanksgiving Holiday - No School	October 13
School (Parent) Council (6:30 pm)	October 16
Sports Society AGM (8:00 pm)	October 16

- a. Devices are not to be used during instructional time, in any setting, without the express permission by the classroom teacher;
- b. Unless approved by administration, personal electronic devices are not allowed in examination rooms or areas;
- c. The use of personal electronic devices is subject to the expectations of LRSD #68 Network Responsible Use Agreement, Administrative Procedures 140 Information and Communication Technology and Administrative Procedure 142 Electronic Social Media;
- d. The Principal has the authority to restrict the use of personal electronic devices in the school. Inappropriate use of personal electronic devices will cause student use to be suspended.

2. Responsibility for Personal Electronic Devices:

- a. Student carrying a personal electronic device on LRSD #68 premises, including school buses or at extra- and co-curricular events, will comply with all of the requirements of this policy and procedures;
- b. The secure storage of these devices is the sole responsibility of the owner/user;
- c. WCCHS does not accept responsibility for damaged, lost, or stolen personal electronic devices. Students bring the devices to school at their own risk;
- d. To ensure equitable access, schools will

provide devices for teachers to sign out for students use during appropriate lessons – students are NOT REQUIRED to provide their own device, but may do so if they wish;

e. The electronic transmission or posting of photographic, video or audio images or sounds of a person or persons on school property, at school events, and during school activities, is prohibited without the express permission of the person or persons being photographed, their parent/guardian, and/or the Principal or designate.

WE TEAM / WE DAY 2014

The WCCHS WE team will have their 1st annual overnighter on October 3. Time will be spent planning out how we are going to impact both our local community and our world! The WE team will be running "WE SCARE HUNGER" (a food drive for our local food bank) during the last two weeks of October. Watch the school announcements for info!

WCCHS Alumni?
Register your information at www.wcchsalumni.com

Willow Creek Composite High School Alumni Association
 @wcchsalumni

HOW TO REACH US

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



Alberta SouthWest Bulletin October 2014

Regional Economic Development Alliance (REDA) Update



National Awards for AlbertaSW

Economic Developers of Canada (EDAC) Executive Director Penny Gardiner (left) presented two Marketing Canada Awards to AlbertaSW, both for the “SouthWest Connect” Regional Wi-Fi Network project. This is a compliment to the high level of collaboration in AlbertaSW, and credit goes to the great support from municipal staff and community businesses as well as the expertise of contractors and service providers to install the network, design signage, build a locator app and mobile website. Check www.edac.ca for more conference details.

Special Board Meeting at Lethbridge College

On October 1, 2014, AlbertaSW Board toured some highlights of Lethbridge College before meeting with President Dr. Paula Burns and six senior administrative staff to share information on projects and partnership opportunities. At right, the Board learns about Aquaculture Research and Hydroponics.



Broadband Conference very relevant to AlbertaSW

“Get on the Gigabit Highway and Learn How to Put Your Community in the Fast Lane” is the theme of the Fiber to the Home Council Conference held in Minneapolis, Minnesota, September 3-4, 2014. AlbertaSW sent representation to this conference, which proved to be a very valuable learning experience to support the “Broadband for Economic Development” project. Community and business leaders across the U.S. understand that they must upgrade their community broadband networks to remain competitive in the global economy... but information on how to achieve that goal is hard to find and often overwhelmingly technical. The conference highlighted a number of community broadband models in rural areas of Minnesota and featured over 25 broadband telecom operators who shared business or delivery models ranging from community owned broadband to private-public partnerships. For more information, please feel welcome to contact Bob Dyrda bob@albertasouthwest.com

Transportation: a positive look at the big picture

Chair Lloyd Kearl and Executive Director attended a meeting of 5 REDAs and ADMs from the departments of Transportation, Culture and Tourism and Innovation and Advanced Education. Viewing specific issues in the context of a large, integrated system helps to demonstrate the importance of highways in supporting the safety and economic development opportunities of our regions. Very positive conversation and ideas.

UPCOMING EVENTS

❖ “Bringing Investment Home” Regional Task Team meeting, Pincher Creek

Tuesday, October 28, 2014 – 10:00am – 2:00pm. Welcome to all those interested. Contact Bev for details.

❖ Tourism Investment Forum, Telus Convention Centre, Calgary

Wednesday November 5, 2014 - 1:30-5:30pm

❖ Accelerate South 50, Coast Hotel and Convention Centre, Lethbridge

Wednesday November 5 and Thursday November 6, 2014

Presentations and workshop for the entrepreneurs and small business www.south50accelerate.com

Alberta SouthWest Box 1041 Pincher Creek AB T0K 1W0

403-627-3373 or 1-888-627-3373

bev@albertasouthwest.com



Alberta SouthWest Regional Alliance
Minutes of the Board of Directors Meeting
Wednesday September 3, 2014 - Shanghai Restaurant, Claresholm



Board Representatives

Lloyd Kearl, Cardston County
Barney Reeves, ID#4 Waterton
Adrian Hartman, Pincher Creek (alternate)
Jordan Koch, Glenwood
Blair Painter, Crowsnest Pass
Maryanne Sandberg, MD Willow Creek
Trish Hoskin, Fort Macleod
Garry Marchuk, MD Pincher Creek
John Connor, Granum
Shelley Ford, Claresholm

Macleod Riding

MP John Barlow

Livingstone Range School Division

Martha Ratcliffe

Resource Representatives

Kathy Wiebe, MD Ranchland
Leah Wack, Lethbridge College
Bill Halley, RINSA
Paul Nelson, Ventus Development Services
James Tessier, Community Futures Alberta Southwest
Bev Thornton, Executive Director, AlbertaSW

1. Welcome and Introductions
Lloyd Kearl called the meeting to order.
2. Approval of Agenda
Moved by Shelley Ford THAT the agenda be approved as presented.
Carried. [2014-09-386]
3. Approval of Minutes
Moved by Barney Reeves THAT the minutes of August 6, 2014 be approved as presented.
Carried. [2014-09-387]
4. Approval of Cheque Register
Moved by Blair Painter THAT cheques #1533 to #1548 be approved as presented.
Carried. [2014-09-388]
5. Rural Alberta Business Center (RABC) contract
Moved by Maryanne Sandberg THAT AlbertaSW enter into a contract with the Town of Fort Macleod to utilize remaining Rural Alberta Business Center (RABC) pilot project funds to continue business retention and investment attraction capacity building.
Carried. [2014-09-389]
6. ZoomProspector
Moved by Barney Reeves THAT AlbertaSW decline the offer to participate in the proposed ZoomProspector implementation and licensing.
Carried. [2014-09-390]
7. Broadband Current State Report and partnership opportunities
Moved by John Connor THAT the Board support collaboration with Cybera, to strengthen the quality of broadband information-sharing and issues identification to be presented to the department of Innovation and Advanced Education (AIAE).
8. Bringing Investment Home Project Update
Accepted as information.

9. MP John Barlow MP Barlow provided an update on establishing his new office. Disaster relief programs remain a priority as well as impact of changes to federal immigration programs: Temporary Foreign Worker and Entrepreneur Immigrant stream.
10. Communications Coordinator Report Accepted as information.
11. Executive Director Report Accepted as information.
12. Roundtable updates
13. Board Meetings:
October 1 – Lethbridge College
November 5 – Location TBD
December 3 – Location TBD
14. Adjournment Moved by Garry Marchuk THAT the meeting be adjourned.
Carried. [2014-09-391]

Chair Date

Approved October 1, 2014

Secretary/Treasurer Date

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 August 27th, 2014 at 2:00 P.M.

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

1. Call to Order 2:15 P.M.

2. Approval of Agenda

14.90 **Moved by Gord Wolstenholme** to approve the Agenda as presented.
CARRIED 3-0

3. Approval of Minutes of Regular Meeting of July 24th, 2014.

14.91 **Moved by Gord Wolstenholme** to accept the Minutes of the July 24th, 2014 meeting as presented.
CARRIED 3-0

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

14.92 **Moved by Barry Johnson** to accept the July 2014 Accounts Payable and Bank Reconciliation as presented.
CARRIED 3-0

5. Cell 6A & 6B

The only bid the WCRWMS received was from Cox Excavating, a local contractor. Cheryl provided the members with some historical information from past cell construction. Cheryl also explained that when this construction is complete, we will have space for three years of waste, which will allow us time to prepare to utilize air space for our dry waste.

14.93 **Moved by Gord Wolstenholme** to accept the bid from Cox Excavating in the amount of \$112 125.00 plus applicable taxes.
CARRIED 3-0

Minutes of the Regular Monthly Meeting of the Landfill Commission held at the Landfill Facility August 27th, 2014 at 2:00 P.M.

6. Chemical Jug Compound Repair

Cheryl presented 3 quotes for the replacement of the north section of fence of the chemical jug compound. Cheryl informed the members present that we will receive one thousand dollars from the Ag Service Board to help cover the cost of the work.

14.94 **Moved by Barry Johnson** to accept the proposal from Claesholm Rentals and have them perform the required work at a cost of \$2784.99 plus applicable taxes.
CARRIED 3-0

7. Metal Recycling Proposals

Cheryl invited four recyclers to submit a proposal to purchase our scrap metal, with three companies responding with a proposal. Members short listed to two proposals as one was deficient of specific information and based their decision on information provided within the proposals.

14.95 **Moved by Gord Wolstenholme** to accept the proposal from K & K Recycling with the condition that they use our local Refrigerant Removal Technician when possible.
CARRIED 3-0

Earl Hemmaway arrived at 2:50 p.m. and took over the chair.

8. Building Engineering Proposals

The members discussed in detail the two proposals for the engineering of the building addition. There was discussion regarding the need for engineer involvement. Cheryl explained that an engineer would ensure building codes are met through all phases of construction and would then have the liability should there be a problem down the road. Member Johnson felt that the inspectors should be able to ensure that building code is met. Cheryl explained that she did not have much faith in building inspectors as the existing building was passed with many notable deficiencies and that we have a responsibility to ensure our funds pay for a good sound building.

14.96 **Moved by Lyal O'Neill** to accept the proposal from Hasegawa Consulting for the engineering of our building addition.
CARRIED 4-0

Minutes of the Regular Monthly Meeting of the Landfill Commission held at the Landfill Facility August 27th, 2014 at 2:00 P.M.

9. Direct Deposit – For Information

Cheryl presented information from ATB Financial Relationship Manager, Heather Gertner, regarding the costs associated with direct deposit payroll etc. Members discussed if it would be feasible to switch to direct deposit for payroll and bill payments. Cheryl stated that we would still have the requirement to write checks whether we went electronic or not, and to have someone sign checks has not been a problem. Cheryl tries to coordinate having checks signed when she picks mail up in Claresholm. Operations regarding payroll and bill payments will remain the same at this time.

10. Long Term Asset Management Agreement

Cheryl presented the amendment to the Agreement between the WCRWMS and Long Term Asset Management regarding the annual land rent of the well site on Commission property for endorsement. Members accepted the proposed increase June 26, 2014, **Resolution 14.69**. Chairman Earl Hemmaway signed and sealed the document, with Cheryl Guenther signing as witness.

11. General Landfill

- GIC Renewal

Cheryl reported that we have \$54 079.19 plus \$1174.28 interest and \$33 782.01 plus interest to reinvest. Best rate with ATB Financial is 1.9% for a one year term.

14.97 **Moved by Barry Johnson** to combine and re-invest \$54 079.19, \$33 782.01 plus interest amounts into a one year term GIC with ATB Financial at 1.9% interest.

CARRIED 4-0

- Green Waste Bins

Cheryl reported that as members did not show any interest in the green waste bins, they now have been sold for \$100.00 each plus applicable taxes to BFI.

- Clean up of Historical Documents

Cheryl would like to clean up old documents. Ones that are not required to be kept will be destroyed, while the rest will be scanned and saved electronically. Cheryl will follow the MGA and Canada Revenue Agency requirements for retention of records.

14.98 **Moved by Gord Wolstenholme** to have landfill staff clean up old records and documents and that all destroyed items be recorded.

CARRIED 4-0

Minutes of the Regular Monthly Meeting of the Landfill Commission held at the Landfill Facility August 27th, 2014 at 2:00 P.M.

12. SAEWA

The WCRWMSC received a questionnaire for the development of a Regional Governance Model as well as a Memorandum of Understanding & Interim Agreement from Brownlee for endorsement by Commission Chair. Members discussed this in length, with Chairman Earl Hemmaway stating that he did not feel comfortable signing the Memorandum of Understanding and Interim Agreement on behalf of the Willow Creek Regional Waste Management Services Commission as the members of the landfill Commission were the SAEWA members, not the Commission. It was thought that all SAEWA members be asked to discuss this information with their Councils. Cheryl will send this package to the Commission members.

14.99 **Moved by Barry Johnson** to table the SAEWA Questionnaire and Memorandum of Understanding and Interim Agreement until the next regular Commission meeting.

CARRIED 4-0

13. Insurance

Cheryl reported that we have received our insurance renewal package from Jubilee Insurance. Cheryl presented the members with the current information for our Crime and Bond Insurance and asked if they felt the coverage was sufficient. Cheryl also stated that she has had Fort Macleod Agencies check if they could offer a better rate for insurance than what we currently pay through Jubilee. Petula Hofer from Fort Macleod Agencies informed me that we will not find a better rate than what we currently get through Jubilee Insurance. The members felt the coverage for Crime and Bond policy was sufficient.

14. Adjournment

14.100 **Moved by Gord Wolstenholme** to adjourn at 3:55 P.M.

CARRIED 4-0

Chairman Earl Hemmaway

Manager Cheryl Guenther



PORCUPINE HILLS LODGE REGULAR MEETING

Tuesday, September 9, 2014 3:00 p.m.

Members Present: Janice Binmore (Town of Stavely Representative), Lisa Anderson (CAO), Earl Hemmaway (MD Representative), Audrey Hoffman (MD Member at Large), Lyal O'Neill (Town of Claresholm Representative), Judy Van Amerongen (Town of Claresholm Member at Large/acting secretary).

Regrets: Pam Crone (Town of Stavely Member at Large)

1. **Meeting Called to Order** by Earl Hemmaway at 3:00 p.m.
2. **Additions to Agenda** None.
3. **Delegation:** Acceptance of Agenda as presented. Moved by Judy Van Amerongen. Carried.
4. **Acceptance July Regular Meeting.** Moved acceptance at August 5, special meeting by Janice Binmore. Carried.
5. **Financial Report.** June and July Financials enclosed. Audrey Hoffman moved acceptance. Carried.
6. **Manager's Report Personnel** (11 p.m.- 7 a.m. shift. Lisa Anderson reported to Board 2 new people were hired for cook (Taylor Wynia) and night shift/8-8 shift. (Kathy).

Maintenance Position - Dale signed termination agreement. Interviews for new building maintainer underway. Liberty Boiler to aid in inspection of buildings and planning job description.

Roofing Quotes - Leek in several rooves (units 1-6 and 7,8,11,12 need replacing. Tom Hood did some repairs. Lyal O'Neill moved repairs to be made using grant application reserve monies and to have Tom Hood do the repairs. Carried.

CDI Modernization - Almost complete. Monies are allocated from the grant application reserve.

Keys for Outbackers - Discussion had about north door entrance. Some outbackers requested keys so they may come and go through that route. Janice Bidwell moved the doors be kept unlocked on a trial basis from 9-5. Carried. It was decided keys should not be given out.

Board Manual 2014 - They have been redone and will be copied and distributed to all members.

7. **Recreation Report.** July and August reports submitted in package. Judy Van Amerongen moved acceptance. Carried.
8. **Maintenance Report.** None available. Units 1-9 fridges and stoves installed. Eavestroughs need repairs. Lisa Anderson to check into tradesmen in area.
9. **Supportive Units (Outbacks)** One space to fill. Six on waiting list. 12-14 on waiting list for in Lodge.
10. **Correspondence** None.
11. **Adjournment** Lyal O'Neill moved meeting be adjourned at 4:30 p.m. Next regular Meeting October 7, 2014 at 3:00 p.m. at the Lodge.



Royal Canadian Gendarmerie royale
Mounted Police du Canada

Ottawa, Canada K1A 0R2

INFO ITEM

September 17, 2014

Fort MacLeod Mayor and Council
236 23 Street
Highway 3 East
Fort Macleod, Alberta
T0L 0Z0

Dear Mayor Gendre:

I am writing to thank you for inviting me to participate in the MacLeod Proud Celebration recognizing the 140th anniversary of the march west of the North West Mounted Police (NWMP) and establishment of Fort MacLeod. I was honored to be asked to be part of such a historic event not only for Fort MacLeod, but also the Municipal District of Willow Creek, the Province, and RCMP.

I also wish to acknowledge the support of the towns of Fort MacLeod, Nanton, Stavely, Granum, and Claresholm in striking a dedication plaque recognizing the 140th anniversary of the arrival of Lieutenant Colonel James MacLeod and the NWMP. As I noted during the presentation, it is gestures such as these that remind us of the importance of the relationships between the community and the RCMP, and why we chose to serve and be part of the community.

On behalf of the Commissioner, the RCMP, myself and my family, thank you again for the invitation and the warm welcome we received. It was truly memorable.

Regards,

Craig MacMillan, M.O.M., B.A., M.A., LL.B., Ph.D.,
Assistant Commissioner
Royal Canadian Mounted Police

c.c. Reeve Wilson and Council
M.D. Willow Creek

Mayor Rob Steel and Council ✓
Claresholm, AB

.../2

Canada

Mayor Gerry Brown and Council
Granum, AB

Mayor Barry Johnson and Council
Stavely, AB

Mayor Rick Everett and Council
Nanton, AB

Ms. Virginia Wishart
Town of Fort MacLeod