



**TOWN OF CLARESHOLM
PROVINCE OF ALBERTA
REGULAR COUNCIL MEETING
SEPTEMBER 22, 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 8, 2014

ACTION ITEMS:

1. **BYLAW #1599 – Unsightly Premises and Snow Removal Bylaw Amendment**
RE: 1st Reading
2. **CORRES: Hon. Greg Weadick, Minister of Municipal Affairs**
RE: Federal Gas Tax Fund (GTF)
3. **REQUEST FOR DECISION: Chinook Arch Library Board 2015-2018 Budget**
4. **REQUEST FOR DECISION: ATCO Gas and Pipelines Ltd. Franchise Agreement**
5. **INFORMATION BRIEF: Multi-Use Community Building & Town Hall**
6. **INFORMATION BRIEF: Damage at Mackin Hall**
7. **ADOPTION OF INFORMATION ITEMS**
8. **IN CAMERA: DEVELOPMENT / LEGAL**

INFORMATION ITEMS:

1. Canadian Senior Pro Rodeo Association – Thank You
2. Oldman River Regional Services Commission Annual Meeting Minutes – June 5, 2014
3. Porcupine Hills Lodge Special Meeting Minutes – August 5, 2014
4. Oldman Watershed Council E-Newsletter – September 2014
5. Claresholm & District Chamber of Commerce Meeting Minutes – September 16, 2014
6. WCCHS The Navigator – September 16, 2014
7. Municipal Planning Commission Minutes – September 5, 2014

ADJOURNMENT



TOWN OF CLARESHOLM
PROVINCE OF ALBERTA
REGULAR COUNCIL MEETING MINUTES
SEPTEMBER 8, 2014

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

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

ABSENT: Mayor Rob Steel

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 Deputy Mayor Chris Dixon.

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

CARRIED

MINUTES: **REGULAR MEETING – AUGUST 11, 2014**

Moved by Councillor Fieguth that the Regular Meeting Minutes of August 11, 2014 be accepted as presented.

CARRIED

FINANCES: **AUGUST 2014 BANK STATEMENT**

Moved by Councillor McAlonan to accept the August 2014 bank statement as presented.

CARRIED

DELEGATIONS:

1. **ALBERTA EMERGENCY MANAGEMENT AGENCY**
RE: Disaster Recovery Program – Flooding Event in June 2014

Present to speak to Council on behalf of the Alberta Emergency Management Agency was Kevin Taron, Manager of the Disaster Recovery Program. There are two sides within the Alberta Emergency Management Agency: response and recovery. Kevin has been working on the Town of Claresholm's application to the Disaster Recovery Program. At this point, the application has been approved up to the Treasury Board and Cabinet level and an announcement should be coming soon. Anything that was not insurable would be covered. Alberta Disaster Assistance Guidelines will outline the criteria to be followed.

2. **ASSOCIATED ENGINEERING**
RE: Storm Water Master Plan

On behalf of Associated Engineering, Adam McDonald and Bruce Thurber appeared to speak about the Storm Water Master Plan their company has been working on. They were contracted to complete the plan before the Flooding Event in June 2014, and were able to gather invaluable data during that time. They now understand how storm water moves through our community and are now working on a plan of action to improve conditions.

ACTION ITEMS:

1. **CORRES: Hon. Greg Weadick, Minister of Municipal Affairs**
RE: Municipal Sustainability Initiative (MSI) Capital Funding

Received for information.

2. **SAEWA Collaborative Governance Framework – Councillor O'Neill**
RE: Water & Sewer Utilities

Referred to administration.

3. **CORRES: Claresholm & District Health Foundation**
RE: 8th Annual Gala

Moved by Councillor Cutler to support the Claresholm & District Health Foundation's 8th Annual Gala in the amount of \$500.

CARRIED

**4. CORRES: Faith Community Baptist Church
RE: Use of Town Office**

Moved by Councillor McAlonan to allow Faith Community Baptist Church to use the Town Office on Sunday mornings for their Sunday School classes.

DEFEATED

5. REQUEST FOR DECISION: Interim Servicing Agreement (ISA) / Memorandum of Understanding (MOU) – Between the Town of Claresholm & the Municipal District of Willow Creek

Moved by Councillor Cutler to enter into the Interim Servicing Agreement with the Municipal District of Willow Creek as presented.

CARRIED

Moved by Councillor Fieguth to enter into the Memorandum of Understanding with the Municipal District of Willow Creek as presented.

CARRIED

6. REQUEST FOR DECISION: December Meeting Date(s)

Moved by Councillor Ford to set Monday, December 15th, 2014 as the only regular Council meeting date in December 2014.

CARRIED

7. ADOPTION OF INFORMATION ITEMS

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

CARRIED

8. IN CAMERA: DEVELOPMENT

Moved by Councillor Ford that this meeting go In Camera.

CARRIED

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

CARRIED

ADJOURNMENT: Moved by Councillor Cutler that this meeting adjourn at 9:35pm.

CARRIED

Deputy Mayor – Chris Dixon

Acting Chief Administrative Officer – Jeffery Gibeau

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 day of 2014 A.D.

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

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

Rob Steel, Mayor

Jeff Gibeau, Chief Administrative Officer



REQUEST FOR DECISION

Meeting: September 22, 2014
Agenda Item: 1

BYLAW #1534 WORDING AMENDMENT

DESCRIPTION:

Over the last 9 months, the Town of Claresholm Regulatory & Property Services Department has investigated almost 300 violations related to the Unsightly and Snow Removal Bylaw No.1534. Over 40 of these actions have been second and third violations of the same property; several of which continue to be in violation of the Unsightly and Snow Removal Bylaw. The mounting administration time required to bring multiple enforcement actions on these reoffending properties is not being adequately covered by the existing administration fee structure.

The proposed bylaw amendment would change the administration fee structure to better reflect the cost of enforcement. Additionally, the increased fees for reoffending properties will better reflect the cost of the numerous follow-up site visits, emails and telephone calls.

BACKGROUND:

Currently the Unsightly and Snow Removal Bylaw No.1534 specifies that a property requiring clean up by enforcement work-order will pay the same set "administration fee" for administrative costs regardless of how many notices or enforcements actions have been completed previously.

PROPOSED RESOLUTIONS:

Town of Claresholm Administration recommends that Town Council give first reading to the proposed bylaw amendment. A public hearing would then be scheduled for a future Council meeting.

RECOMMENDED ACTION:

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

ATTACHMENTS:

- 1.) Proposed Bylaw No.1599

APPLICABLE LEGISLATION:

- 1.) Unsightly and Snow Removal Bylaw No.1534

PREPARED BY: Jeff Gibeau – Acting CAO

APPROVED BY: Jeff Gibeau – Acting CAO

DATE: September 18th, 2014



ALBERTA
MUNICIPAL AFFAIRS

Office of the Minister

AR72673

September 4, 2014

His Worship Rob Steel
Mayor
Town of Claresholm
PO Box 1000
Claresholm, AB T0L 0T0

Dear Mayor Steel,

I am pleased to inform you of the availability of the program materials for the federal Gas Tax Fund (GTF) and confirm that \$208 million in GTF funding will be provided to Alberta's municipalities in 2014.

The renewed GTF provides long-term funding for Canadian municipalities to help build and revitalize local public infrastructure while creating jobs and long-term prosperity. Additional flexibility to address specific local infrastructure priorities is provided by expanding the range of eligible GTF project categories, which now include recreational and cultural infrastructure, broadband connectivity, disaster mitigation infrastructure, and brownfield redevelopment, in addition to the previous categories.

Further information on program terms and conditions is provided in the GTF program guidelines, now available at www.municipalaffairs.alberta.ca/gastaxfund.cfm.

Your 2014 GTF allocation is \$204,230. It is based on your 2013 population and was calculated using the funding formula established under the previous GTF program. Your GTF allocation is subject to your municipality entering into a funding agreement with the Government of Alberta. Funding agreements will be forwarded to municipalities for signing shortly.

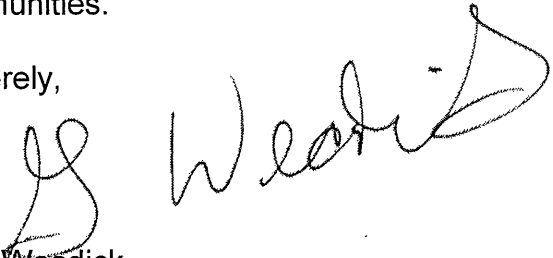
...2

His Worship Rob Steel

-2-

As you may be aware, the administration of the GTF has been transferred from Alberta Transportation to Alberta Municipal Affairs. I am looking forward to partnering with you and the Government of Canada to continue building strong and prosperous communities.

Sincerely,

A handwritten signature in black ink, appearing to read "G Weadick". The signature is written in a cursive, flowing style.

Greg Weadick
Minister of Municipal Affairs

cc: Jeff Gibeau, Acting Chief Administrative Officer, Town of Claresholm



REQUEST FOR DECISION

Meeting: September 22, 2014
Agenda Item: 3

CHINOOK ARCH LIBRARY BOARD BUDGET 2015-2018

DESCRIPTION / BACKGROUND:

Chinook Arch Library Board Approved the 2015-2018 plan of service and budget. The plan of service is based on feedback received from stakeholders during an extensive needs assessment process. The plan of service outlines how the system will invest its resources in meeting the expressed needs of member libraries and municipalities, and includes specific and measurable goals for the four-year planning cycle ending in 2018.

The four-year budget is designed to enable the goals laid out in the plan of service. The budget includes a 3% annual increase to the municipal portion of the member levy (a less than 2% increase to the overall member fee).

	2015	2016	2017	2018
Municipal Fee	\$7.19	\$7.40	\$7.62	\$7.85
Library Board Fee	\$3.57	\$3.57	\$3.57	\$3.57

The Budget has been distributed to member councils for approval. In order for the Budget to take effect, it must be approved by 2/3 of member councils representing 2/3 of the population served.

On August 11, 2014, Council reviewed the Chinook Arch request and referred the matter to the Claresholm Public Library Board for input. The Town maintains that the Chinook Arch funding model directly affects the local library.

COSTS/ SOURCE OF FUNDING:

The fee the Town of Claresholm pays to the Chinook Arch Regional Library System is currently \$6.99 per capita for a population of 3,758, per year. In 2014, this equates to \$26,268.42. In their proposed budget, they are requesting a 3% increase per year in 2015, 2016, 2017 and 2018. This will result in extra costs to the Town of Claresholm:

1. 2015 - \$27,020.02 – increase of \$751.60.
2. 2016 - \$27,809.20 – further increase of \$789.18.
3. 2017 - \$28,635.96 – further increase of \$826.76.
4. 2018 - \$29,500.30 – further increase of \$864.34.

By 2018, the Town would be paying \$3,231.88 more in fees than in 2014. It must also be noted that 2016 will be a census year, and if our population grows, this will affect the amount the Town will pay as well.

RECOMMENDED ACTION:

This practice is a routine budgeting process that establishes a reasonable fee increase based on stakeholder consultation. The Library Board did not highlight any comments or issues in regards to the proposed increase in fees. Therefore it is recommended that Council pass a motion to approve the Chinook Arch Library Board 2015-2018 budget. (see resolution below)

PROPOSED RESOLUTION(S):

1. Moved by Councillor _____ to approve the Chinook Arch Library Board 2015-2018 budget.

ATTACHMENTS:

- 1.) Chinook Arch Library Board Budget 2015-2018
- 2.) Invoice #918763 from Chinook Arch Regional Library System for July to December 2014.

APPLICABLE LEGISLATION:

- 1.) Chinook Arch Library System Agreement, dated November 18, 1991

PREPARED BY: Karine Wilhauk, Secretary-Treasurer & Jeff Gibeau – Acting CAO

APPROVED BY: Jeff Gibeau – Acting CAO

DATE: September 18th, 2014



Chinook Arch
Regional Library
System

Memo

August 7, 2014

To: Mayors and Reeves of Member Municipalities of Chinook Arch

From: Howard Paulsen, Chair, Chinook Arch Library Board

Re: Chinook Arch Library Board 2015-2018 Budget

The Chinook Arch Regional Library System continues to offer exciting, innovative, and cost-effective library services to residents of your community. Thanks to your municipality's membership in Chinook Arch, residents of southwest Alberta, through their local library, have access to almost a million books, DVDs, books on tape, and other resources which support literacy, lifelong learning and an excellent quality of life. We also provide a dazzling array of digital services, including eBook and eAudiobook lending, streaming music and movies, downloadable magazines, and online courses! Supported by Chinook Arch, your local library is a vibrant hub of activity in your community.

The Chinook Arch Library Board approved the 2015-2018 Budget at the Chinook Arch Library Board meeting on August 5, 2014. The Budget allows Chinook Arch to maintain its current services and materials allotment for member libraries. The Budget calls for a 3% annual increase to the municipal levy paid by member municipalities. This increase is less than 2% of the total municipal contribution, which includes both the municipal levy and the library board fee (see the chart below).

	2015	2016	2017	2018
Municipal Fee	\$7.19	\$7.40	\$7.62	\$7.85
Library Board Fee	\$3.57	\$3.57	\$3.57	\$3.57

According to the Chinook Arch System Agreement, any change in membership fees must be approved by 2/3 of the member councils (26 councils) representing 2/3 of the member population (123,490).

Library System Revenues

The Library System is funded primarily by member municipalities and library boards. The provincial operating grant is also an important source of funds. Unfortunately, funding from the provincial grants has remained static at 2010 rates. The System also seeks out supplemental sources of funding to enhance service levels and add value to System membership.

Maggie Macdonald (CEO) or Robin Hopher (Associate Director) would be pleased to attend a council meeting to answer questions about the budget. To arrange a presentation, please contact Kathy Knelsen at 403-380-1500.

Please send a copy of the council resolution concerning the budget to the Chinook Arch office by November 14, 2014.

Proposed resolution: *The (Name of Municipality) approves the Chinook Arch Library Board 2015-2018 Budget*

**Chinook Arch Library Board
Budget 2015-2018**

Summary	2015	2016	2017	2018
REVENUE				
LOCAL CONTRIBUTIONS				
Library Boards	\$576,700	\$583,900	\$591,200	\$598,600
Municipal Fees	\$1,439,100	\$1,499,900	\$1,563,300	\$1,629,400
TOTAL	\$2,015,800	\$2,083,800	\$2,154,500	\$2,228,000
MUNICIPAL RURAL SERVICE FEES	\$65,000	\$65,800	\$66,600	\$67,400
GRANTS				
Provincial Operating Grant	\$864,600	\$864,600	\$864,600	\$864,600
Rural Library Services Grant	\$185,100	\$185,100	\$185,100	\$185,100
TOTAL	\$1,049,700	\$1,049,700	\$1,049,700	\$1,049,700
CONTRACT SERVICES	\$240,500	\$249,000	\$257,900	\$267,100
OTHER INCOME	\$310,000	\$310,600	\$311,200	\$311,800
TOTAL REVENUE	\$3,681,000	\$3,758,900	\$3,839,900	\$3,924,000
EXPENSES				
Materials & Collections	\$642,600	\$652,800	\$655,100	\$665,500
Delivery & Communication	\$50,900	\$51,900	\$53,000	\$54,100
Network Services	\$227,200	\$232,500	\$235,900	\$241,900
Bibliographic Services	\$78,000	\$88,000	\$98,000	\$98,000
Programs and Services	\$441,300	\$453,600	\$464,900	\$476,400
Training & Consultation	\$94,800	\$97,100	\$99,500	\$102,000
Salaries & Benefits	\$1,756,000	\$1,780,000	\$1,828,000	\$1,876,000
Administration	\$58,700	\$59,600	\$60,700	\$61,800
Building & Maintenance	\$77,600	\$79,300	\$81,200	\$86,100
Board Expenses	\$38,700	\$38,800	\$38,800	\$38,800
Contract & Other Services	\$120,200	\$122,000	\$124,000	\$125,900
Amortization Expense	\$100,000	\$100,000	\$100,000	\$100,000
TOTAL OPERATING EXPENSES	\$3,686,000	\$3,755,600	\$3,839,100	\$3,926,500
Excess of Revenue Over Expenditures	\$ (5,000)	\$ 3,300	\$ 800	\$ (2,500)

INVOICE



Chinook Arch
Regional Library
System

Invoice No. 918763
Date: Jun 24, 2014
Page: 1

Sold to:

Town Of Claresholm
Box 1000
Claresholm, Alberta T0L 0T0

Ship to:

Town Of Claresholm
Box 1000
Claresholm, Alberta T0L 0T0

Business No.: 13672 0232 RT0001

Description	Quantity	Unit Price	Amount
Municipal membership fees Jul-Dec. Population 3,758 @ \$6.99 per capita			13,134.21
Comment: Please make cheques to Chinook Arch Regional Library System		Total Amount	13,134.21

A handwritten signature in blue ink, appearing to be 'D.W.', is located in the bottom right corner of the table's main body.

2902 - 7th Avenue North, Lethbridge, Alberta T1H 5C6, Phone: 403-380-1500, Fax: 403-380-3550



REQUEST FOR DECISION

Meeting: September 22, 2014

Agenda Item: 4

ATCO GAS AND PIPELINES LTD. FRANCHISE AGREEMENT

DESCRIPTION:

ATCO Gas has contacted the Town of Claresholm with their annual inquiry regarding the Town's option to modify the franchise fee that is billed to ATCO Gas customers and paid to the Town of Claresholm for the 2015 year.

BACKGROUND:

ATCO Gas has a Natural Gas Distribution System Franchise Agreement with the Town of Claresholm that came into effect on April 28, 2005. This agreement gives ATCO Gas an exclusive franchise to provide gas distribution services within the Town of Claresholm. Clause 4(a) that is referenced in their letter reads as follows:

4) FRANCHISE FEE

a) Calculation of Franchise Fee

In consideration of the exclusive grant of franchise, the ability to use Municipal rights-of-way, and the mutual covenants herein, the Company agrees to pay to the Municipality a franchise fee. The parties agrees that s.360(4) of the Municipal Government Act RSA 2000 c.M-26, as amended, does not apply to the calculation of the franchise fee in this Agreement. For each calendar year the franchise fee will be calculated as a percentage of the Company's actual total revenue derived from the Delivery Tariff, including without the limitation the fixed charge, base energy charge, demand charge but excluding the cost of gas (being the calculated revenues from the gas cost recovery rate rider or the deemed cost of gas and revenues from gas related riders, for clarity Method A in the Company's Rider A as approved by the Board from time to time) in that year for Gas Distribution Service within the Municipal Area. For the first calendar year or portion thereof of the Terms of this Agreement, the franchise fee percentage shall be ten (10.00) percent.

By no later than September 1 of each year, the Company shall: (i) advise the Municipality in writing of the total revenues that were derived from the Delivery Tariff within the Municipal Area for the prior calendar year; and (ii) with the Municipality's assistance, provide in writing an estimate of total revenues to be derived from the Delivery Tariff within the Municipal Area for the next calendar year.

By no later than November 15 of each year, the Municipality shall advise the Company in writing of the franchise fee percentage to be charged for the following year. Failing which notification, the franchise fee percentage shall remain unchanged.

DISCUSSION/OPTIONS:

1. The franchise fee has remained unchanged at ten (10.00) percent since the agreement came into effect in 2005.
2. As per the Franchise Agreement, Clause 4(b) states: "The franchise fee percentage shall not at any time exceed thirty five (35%) percent, unless there has been prior Board approval."
3. Should Council choose to change the franchise fee, the Town would need to advertise the intent to change the fee at least 45 days prior to implementation as per Clause 4(c).
4. By increasing the percentage, residents within the Town of Claresholm would see an increase in their utility billing for natural gas, as the increase would be billed to each consumer as stated in Clause 4(d).
5. Per ATCO Gas' estimate, each one (1) percentage point increase would result in approximately ten thousand dollars (\$10,000) in increased revenue in 2015.

COSTS/ SOURCE OF FUNDING:

This is revenue to the Town of Claresholm. Extra costs would only be incurred should Council choose to lower the franchise fee percentage. Similarly, the Town would receive increased revenue if Council chooses to increase the franchise fee.

RECOMMENDED ACTION:

Council pass a resolution to either increase the franchise fee percentage, decrease the franchise fee percentage, or keep it the same for 2015.

PROPOSED RESOLUTION:

1. Moved by Councillor _____ 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.

ATTACHMENTS:

1. Correspondence from ATCO Gas dated August 5, 2014.

APPLICABLE LEGISLATION:

1. Natural Gas Distribution System Franchise Agreement with ATCO Gas and Pipelines Ltd;(Executed April 28th, 2005)

PREPARED BY: Karine Wilhauk, Secretary-Treasurer

APPROVED BY: Jeff Gibeau, Acting CAO

DATE: September 18th, 2014



August 5, 2014

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

Attention: Mr. Jeff Gibeau
Acting Chief Administrative Officer

Re: ATCO Gas and Pipelines Ltd. Franchise Agreement Clause 4(a)

Dear Sir:

Pursuant to Clause 4(a) of our franchise agreement, the municipality has the ability to change the franchise fee % in 2015; this request must be received by ATCO Gas in writing prior to November 15th. If you are considering changing the franchise fee in 2015, please contact us as soon as possible to begin the process

As you are aware, ATCO Gas pays the Town of Claresholm a franchise fee. The franchise fee is collected from customers in the community based on a percentage of our Delivery Tariff. In the Town of Claresholm this percentage is 10.00%.

In 2013, our Delivery Tariff revenue in the Town of Claresholm was \$872,414.00. Our forecast Delivery Tariff revenue for 2015 is \$987,049.00. Therefore, based on the current franchise fee percentage, the forecast 2015 franchise fee revenue would be \$98,705.00.

We trust you will find this information useful, and, if you have any questions or require anything further, please do not hesitate to call me at (403) 380-5401.

Sincerely,

A handwritten signature in black ink, appearing to read "Mike Shaw".

Mike Shaw,
Director, Lethbridge



INFORMATION BRIEF

Meeting: September 22nd, 2014
Agenda Item: 5

MULTIUSE COMMUNITY BUILDING & TOWN HALL PROJECT

DESCRIPTION:

The Steering Committee has set Wednesday, October 8th, 2014 (@ 7pm) as the Open House date, where a preliminary design of the proposed Multiuse Community Building & Town Hall (renovation of the currently vacant elementary school building) will be on display. The Open House will be held in the small hall of the Community Centre. The purpose of the Town holding this open house is to garner input on the preliminary design from 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.

COSTS/ SOURCE OF FUNDING & NEXT STEPS:

Although a broad project cost may be available, the purpose of the open house is to receive input and revise the preliminary design of the Multiuse Community Building & Town Hall. This will lead to a cost estimate as the next step in the process.

In addition the Town of Claresholm will be discussing the required commitment of taking over and assuming control of the vacant elementary school building from the Livingstone Range School Division (& Alberta Infrastructure).

ATTACHMENTS:

- 1.) none

APPLICABLE LEGISLATION:

- 1.) none

PREPARED BY: Jeff Gibeau – Acting CAO

APPROVED BY: Project Steering Committee

DATE: September 18th, 2014



INFORMATION BRIEF

Meeting: September 22, 2014

Agenda Item: 6

DAMAGE AT MACKIN HALL

DESCRIPTION:

The Town of Claresholm has discovered a substantial and devastating 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. 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 1950'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.

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.) none

APPLICABLE LEGISLATION:

- 1.) none

PREPARED BY: Karine Wilhauk, Secretary-Treasurer

APPROVED BY: Jeff Gibeau – Acting CAO

DATE: September 18th, 2014

INFORMATION ITEMS



Canadian Senior Pro Rodeo Association

PO Box 4, Madden, AB T0M 1L0

403 875 3242

www.seniorprorodeo.com

Receipt No: 13004

Date: 09-Sep-14

CSPRA Corp. #: 50309886

Rec'd from: Town of Claresholm Amount: \$ 500.00

----- five hundred ----- xx /100 dollars

Description: CSPRA 2014 FINALS 'Bull Riding' CHAMPIONSHIP BUCKLE

Our members appreciate and "Thank You" for your continued support of our Association!

Received by: Glenda Alexander (Glenda Alexander)

September 09, 2014

Town of Claresholm
PO Box 1000, 221 – 45th Avenue W
Claresholm, AB T0L 0T0

ATT: Karine Wilhauk

Dear Karine:

RE: Canadian Senior Pro Rodeo Association Sponsorship

We would like to take this time to thank Claresholm Mayor and Council for their kind support of the 2014 Canadian Senior Pro Rodeo Finals by sponsoring our 2014 Bull Riding Championship Buckle. It is with the support of generous sponsors like yourself we are able to provide the opportunity for our cowboys and cowgirls to continue to play in the sport of rodeo!

Please be advised that you will be contacted again and in due time with invitation to attend our always exciting Finals event scheduled for October 19th in Claresholm, AB. Your presence will also be requested to attend a special celebration to be held in honor of our Sponsors on the evening of October 18th. Additionally you will be given opportunity to personally present your sponsored award to its' recipient. This is always an exciting time for both Sponsor and Recipient to meet one another!

Sincerely yours,

Glenda Alexander

403 828 2552

Media, Promotions and Sponsorship

Canadian Senior Pro Rodeo



OLDMAN RIVER REGIONAL SERVICES COMMISSION

MINUTES – 2 (2014)

ANNUAL GENERAL BOARD OF DIRECTORS’ MEETING

Thursday, June 5, 2014 – 7:00 p.m.

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

BOARD OF DIRECTORS:

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

STAFF:

Lenze Kuiper.....	Director	Gavin Scott.....	Planner
Mike Burla.....	Senior Planner	Leda Kozak Tittsworth	Assistant Planner
Steve Harty	Senior Planner	Kaylee Kinniburgh	CAD/GIS Technologist
Spencer Croil	Planner	Jordan Thomas.....	GIS Analyst
Diane Horvath.....	Planner	Barb Johnson	Executive Secretary

AGENDA:

1. **Approval of Agenda** – June 5, 2014
2. **Approval of Minutes** – March 6, 2014..... (attachment)

3. **Business Arising from the Minutes**
 4. **Reports**
 - (a) Executive Committee Report..... (attachment)
 - (b) GIS Update.....
 5. **Business**
 - (a) Draft ORRSC Annual Report and Financial Statements 2013..... (attachment)
 - (b) ORRSC Regulation Amendments..... (attachment)
 - (c) ORRSC Municipal Government Act Review Submission.....
 - (d) Development Agreement Workshop – Co-hosted with Brownlee LLP.....
 - (e) Fee For Service 2014..... (attachment)
 6. **Accounts**
 - (a) Summary of Balance Sheet and Statement of Income for the 4-month period:
January 1 - April 30, 2014 (attachment)
 7. **Adjournment** – September 4, 2014
-

Chair GORDON WOLSTENHOLME called the meeting to order at 7:00 p.m.

1. APPROVAL OF AGENDA

Moved by: Fred Rattai

THAT the Board of Directors approve the agenda of June 5, 2014, as presented. **CARRIED**

2. APPROVAL OF MINUTES

Moved by: Jane Jensen

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

3. BUSINESS ARISING FROM THE MINUTES

None.

4. REPORTS

(a) Executive Committee Report (attachment)

Moved by: Anne Marie Philipsen

THAT the Board of Directors receive the Executive Committee Report for the meetings of February 13 and April 10, 2014, as information. **CARRIED**

(b) GIS Update

- Implementation of the new GIS platform and training of municipal staff is now complete for all municipalities. GIS staff are currently in the process of creating a public site containing limited information which will be accessed from a municipality's own website.

5. BUSINESS

(a) Draft ORRSC Annual Report and Financial Statements 2013

- ORRSC Auditor Derek Taylor of KPMG LLP gave a short message followed by an overview of 2013 financial performance presented by Director Lenze Kuiper.

HIGHLIGHTS:

Net Revenues	2,205,607
Net Expenses	2,082,334
Excess of Revenues over Expenditures	123,458
Current Assets	121,226
Capital Assets	677,619
Internally Restricted Net Assets (Reserves)	—
Total Assets	798,845

REVENUE:

Municipal Fees	38%
GIS Fees	19%
Subdivision Fees	16%
Fee for Service	15%
Grants	11%
Other	1%

EXPENDITURES:

Salaries & Benefits	76%
Other	12%
Equipment & Supplies	4%
Amortization	3%
Occupancy Costs	2%
Members Fees & Travel	1%
Staff Training & Travel	1%
Printing & Advertising	1%

SUBDIVISION:

Number of Applications	209
Number of Lots Created	597
Fees Collected	\$353,630

CASH FLOW:

Operations	221,617
Capital Activities	(30,099)
Financing Activities	(159,300)
Decrease in cash & short term investments	32,218
Cash & short term investments, beginning 2013	(7,151)
Cash & short term investments, end of 2013	25,067

DEBT LIMITS:

Total Debt Limit	1,102,804
Total Debt Amount	—
Debt Servicing Limit	220,561
Debt Servicing Limit Unused	—

Moved by: David Hawco

THAT the Board of Directors approve the ORRSC Annual Report and the Auditors' Financial Statements for the year ending December 31, 2013, as presented. **CARRIED**

(b) ORRSC Regulation Amendments

- ORRSC has received an Order in Council (O.C. 141 / 2014) from the Minister of Municipal Affairs which amends the Oldman River Regional Services Commission Regulation. The Regulation was amended to add seven new member municipalities, and authorize the commission to provide geographic information systems services to members and the administration of regional assessment review boards, consisting of member municipalities. ORRSC is now in full compliance with the Municipal Government Act; any future addition of municipalities or services will require further amendments to the Regulation.

(c) ORRSC Municipal Government Act Review Submission

- ORRSC staff were asked to participate in the Municipal Government Act Review and have put together several recommendations which will be forwarded to the province by June 12. These recommendations will also be e-mailed to our member municipalities sometime next week.

(d) Development Agreement Workshop – Co-hosted with Brownlee LLP

- ORRSC is hosting a presentation on Development Agreements by Kelley L. Fiske-Nielsen of Brownlee LLP on **Thursday, June 19, 2014** from 12:00 noon (lunch provided) to 4:00 p.m. – \$75 per person. This will be an excellent opportunity to learn and discuss best practices for

crafting a solid development agreement that secures both the interests of the municipality and its developers.

NOTE:

- Industry Canada officials recently met with ORRSC staff to discuss a number of matters relating to telecommunications. As municipalities have experienced, the siting of towers and antennas has often been problematic in terms of land use planning and public complaints relating to aesthetic issues. The federal government revised the Antenna Siting Policy to address these concerns. Municipalities and the public now have an opportunity to provide input on the siting of antenna towers in their communities.
- ORRSC staff also met with Alberta Environment & Sustainable Resource Development officials to discuss a number of issues relating to the siting of gravel pits. AE & SRD explained how the provincial guidelines and regulations work while our staff brought forth municipal concerns and how they might be addressed.

(e) Fee For Service 2014

- A summary of current Fee For Service projects was included in the agenda package for information.

6. ACCOUNTS

**(a) Summary of Balance Sheet and Statement of Income for the 4-month period:
January 1 - April 30, 2014**

Moved by: Tom Rose

THAT the Board of Directors accept the Summary of Balance Sheet and Statement of Income for the 4-month period: January 1 - April 30, 2014, as information. **CARRIED**

8. ADJOURNMENT

Moved by: Greg Robinson

THAT we adjourn the Annual General Board of Directors' Meeting of the Oldman River Regional Services Commission at 7:35 p.m. until Thursday, September 4, 2014 at 7:00 p.m. **CARRIED**

/bj

CHAIR: 



PORCUPINE HILLS LODGE Special MEETING

Tuesday August 5, 2014 3:00 p.m.

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

1. **Meeting called to order** by Earl Hemmaway at 3:00 p.m.
2. **Additions to Agenda** Agenda not provided
3. **Acceptance of Agenda** NA Agenda for Special Meeting Not Provided
4. **Acceptance of Last Month's Minutes** Janice moved acceptance of minutes from July 2014 meeting as presented. Carried
5. **Chairman's Report** NA
6. **Vice-Chair Report** NA
7. **Financial Report** NA
8. **Manager's Report** NA
9. **Recreation Report** To be submitted for September 9, 2014 regular meeting.
10. **Maintenance Report** To be submitted for September 9, 2014 regular meeting.

11. **Supportive Units** No vacancy.

12. **Committee Report / Correspondence** NA

13. **In Camera** Pam moved meeting go IN camera at 3:45 p.m. Carried.

Janice moved meeting come OUT of camera at 4:10 pm. Carried

Janice moved to have concrete repair on northeast ramp, Varathane outdoor porcupine art (nails) to preserve it, quote on repair of roofing on all outback cottages, and for outdoor Gazebo to be repaired and painted. Carried.

Pam moved to proceed with snow removal contract with “Mowers and Blowers (D. Sanders). Carried.

Janice moved to get a quote from Stanley Door for an automatic door out to the courtyard. Carried

Audrey moved to have Victor from Canadian Combustion come in for an annual review of maintenance. Carried

Janice moved to set up meeting with Candace Braun after Victor’s review. Carried

14. **Adjournment** Janice moved to adjourn at 4:25 p.m. Carried.

Board Meeting September 9 2014 @ 3:00 p.m.

Chairman of the Board Signature

Chief Administrative Officer Signature

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



OLDMAN WATERSHED COUNCIL

September 2014 E-Newsletter



Photo by Van Christou

[What's Happening at the OWC](#)

[OWC Upcoming Events and Recent Activities](#)

[The Oldman Goes to Hollywood \(well... almost\)](#)

[What's Up in the Headwaters?](#)

[Activities in the Watershed](#)

[2014 Conferences & Courses](#)

[Job Postings and Requests for Proposals](#)



What's Happening at the OWC

- Shannon Frank, OWC Executive Director



Goodbye to Andrea

Andrea has resigned from her role as Development Coordinator and we wish her all the best!

Many thanks to her for all her work securing grants!



OWC Staff luncheon farewell to Andrea

So it's no surprise - we're hiring a Development Coordinator

We're looking for an outgoing, dynamic leader to create and implement OWC's Fund Development Strategy. This is a great opportunity for you to let your leadership and management skills shine!

If you are the right person to join our Team, we are open to discussing your ideal work schedule. Part time or full time, working from home part of the time and a flexible schedule are all options. However, it is necessary to be located in Southwest Alberta in order to meet with potential funders and other staff regularly. OWC's office is in Lethbridge and office space is available. See [job posting](#) for more information.

WPAC Summit

October 21-23 in Edmonton

The Watershed Planning and Advisory Council (WPAC) Summit is an opportunity to learn from the other 10 WPAC's across Alberta. This year the North Saskatchewan Watershed Alliance is hosting and will share their successes and learnings. More details to come.



OWC Upcoming Events & Recent Activities

- Leta Pezderic, OWC Program Coordinator

Volunteers Needed!!!

Help us keep the Oldman River clean!



Saturday, September 20th 2014

2:00pm to 4:00pm

Meet at Helen Schuler Nature Centre

**For more information and to register contact:
Curtis.Goodman@Lethbridge.ca 403-320-4985**

Bags and gloves will be provided, as well as snacks & refreshments after the cleanup, kindly provided by the Real Canadian Super Store!

Here are the facts:

- * 58,000 participants across Canada are involved
- * more than 1 million kilograms of litter from shorelines across Canada have been removed
- * average of 21.2 kilograms of litter is removed per kilometer of shoreline cleaned

YOU CAN MAKE A DIFFERENCE!

Join us - we'd love to see you and the family out helping to keep our river healthy!!!

Brought to you by:

HELEN SCHULER
NATURE CENTRE

OWC OLDMAN
WATERSHED
COUNCIL
watershed management - watershed health

Celebrating Collaboration!!



Photo by: Denise Pezderic

The Oldman Watershed Council (OWC) along with local landowners, Glen & Kelly Hall of the Timber Ridge Conservation Site, and the Alberta Conservation Association (ACA), are taking a day to celebrate collaboration and film their successes!

The Halls partnered with ACA in 2010 to purchase Timber Ridge - a half section of land located high in the north end of the Porcupine Hills. It is a land that harbors pristine springs and provides habitat for a diverse population of wildlife. The couple is thrilled to be able to steward it in its natural state.

The partnership is an exciting combination of ranching and conservation, supported by the OWC's Watershed Legacy Program (WLP). This program provides financial and technical support to watershed stewardship groups (WSG's) and landowner cooperatives. By coordinating efforts throughout the basin, the WLP aims to conserve and enhance our natural resources and the rural way of life and promote "sustainable ranching".

On September 18th, we along with other partners such as Cows and Fish, Ducks Unlimited, Western Ranchlands Corp. and the Universities of Calgary and Lethbridge are celebrating this collaboration at the Timber Ridge Conservation Site with a filmed tour. Videographers will be capturing the spectacular landscape and the teams that have worked so hard to put these initiatives into place. The filming is part of a larger OWC collaboration: a documentary film highlighting how humans and their diverse interests impact watershed management and health across southern Alberta.

For more information on the WLP contact Leta at 403-381-5801, leta@oldmanbasin.org



The Oldman Goes to Hollywood (well ... almost)

- Anna Garleff, OWC Communications Coordinator

Good news from the Oldman Watershed Council (OWC) - we are putting in place several enduring key communications tools and training the team in their use.

The signature piece of this suite is a film. It will not be a typical educational film. Rather, it will create a space for people to have an experience and draw their own conclusions through presentation of the facts. This is important in a watershed with perhaps the most extreme stakeholder diversity: the goal of the film is to communicate clearly where water comes from, where it ultimately goes and what happens in between.

The core message is: "We are all downstream".

About 10 - 15 minutes in length, this film will be presented at: exhibitions and trade shows; schools; Watershed Planning & Advisory Council summits; municipal, county and provincial government meetings; in conservation and environmental arenas; and more. It will be made available on the web site free-of-charge and will be an important tool to attract further donors and sponsors.

This film will be shown to audiences up and down the watershed, with the intent to educate, inspire and contribute to a stronger sense of community. It will portray southern Alberta's diversity and entrepreneurship via watershed use. Following the growth of the region from the mid-1700s through to 2025, it will use historical photos, interactive maps from the ALCES project (A Landscape Cumulative Effects Simulator - headed by Dr. Brad Stelfox), and spectacular footage of the people, places and landscapes. The film is the centre piece to a larger vision. Complementary to the film, spin-off videos will be created around 10 themes, such as: Irrigation, Recreational Vehicle Use, Water Quality, Invasive Species, etc. - as well as the story of OWC itself.

After all, it is your story, too. It is up to us to show the way forward for future generations of people who depend on the Oldman River watershed for work, play and existence.

Our 5 Founding Partners have stepped up and committed to the project. We are looking forward to our big media event announcing them - and officially launching the film project - soon!

Over the years, the OWC has had incredible support from its many volunteers and donors. The OWC mandate has much in common with the environmental stewardship goals of industry, tourism, farming, ranching and recreation ... to name a few. So many people and organizations are working hard to promote progressive water management practices with the inherent awareness that "Water is vital to life, the environment and the social and economic well-being of communities" (Ref: Alberta Irrigation Project Association). This presumes a common understanding of the challenges and opportunities. We believe this film project will increase the common understanding exponentially.

The Oldman Watershed Council is inviting key decision-makers / thinkers / community builders and supporters to be a part of this exciting project! Please use: #oldmangoestohollywood in your Twitter accounts and SHARE the [attached brochure](#) via Facebook and email!



Click here for more information on the OWC film

OPPORTUNITIES TO PARTICIPATE

We are seeking 'Collaborative Partners' to help tell the story of our watershed

through a donation of \$5,000 each.

We will professionally script and produce 3 video clips about YOUR ORGANIZATION. We are also requesting donations from individuals in any amount from \$10 and above - as well as strong organizational support.

The OWC thanks you sincerely for your consideration to support this exciting project!!

TO FIND OUT MORE ABOUT THE FILM OR HOW TO BECOME A CONTRIBUTING PARTNER:

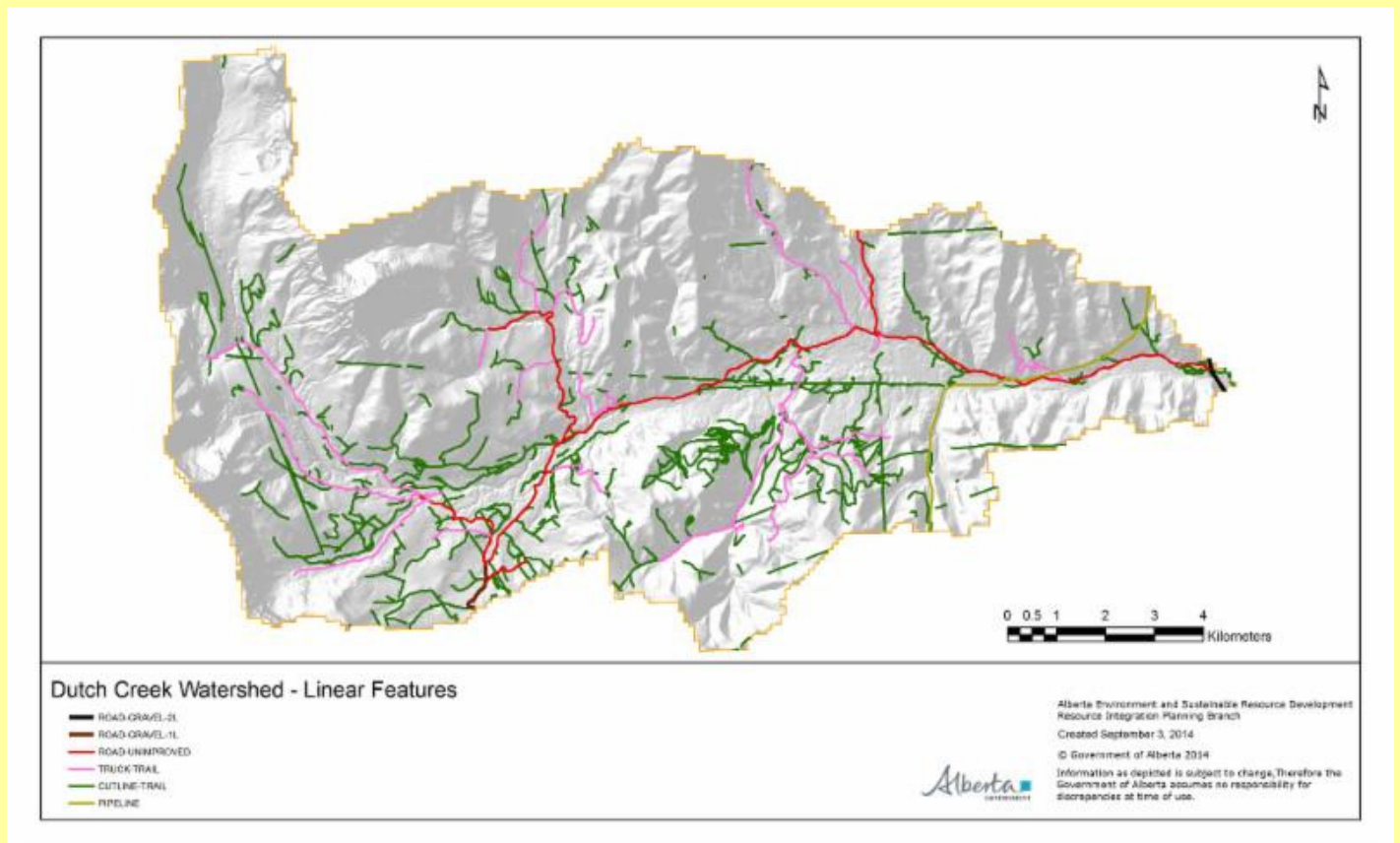
Anna Garleff, Communications Coordinator, Oldman Watershed Council
anna@oldmanbasin.org OR 587 224 3793 (cell)



What's Up in the Headwaters?
- Connie Simmons, OWC Planning Manager

Headwaters Action Plan - Dutch Creek Pilot Project is underway!

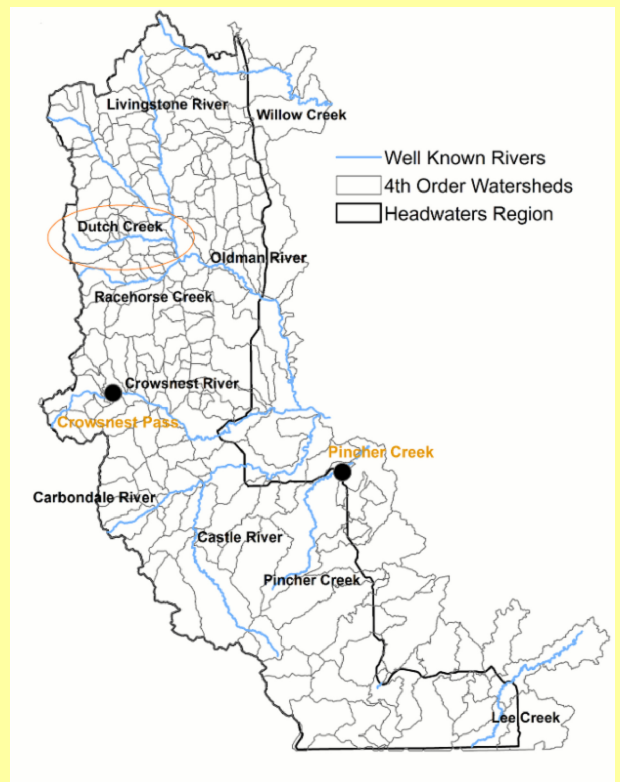
The OWC and the Headwaters Action Team are moving forward on addressing a key priority action of the Headwaters Action Plan 2013-14. A methodology on how to classify linear features is now being tested in the Dutch Creek sub-watershed as a first step of the Dutch Creek Pilot Project. Field researchers are starting this week to assess all linear features in the Dutch Creek sub-watershed, using various parameters of measurement. These parameters include (but are not limited to) a detailed inventory of all linear features, assessment of the type and state of each linear feature, and intensity and type of use on linear features that are used by the public or industry.



The purpose for classifying linear features is to provide a scientific basis for prioritization for reclamation/restoration of linear features that impact key water/watershed values. The process of prioritizing will also include consideration of other social, environmental and economic values in Dutch Creek. No easy task!

As the Dutch Creek Pilot Project unfolds, the Headwaters Action Team will work together to see how the process addressing linear features will integrate with other priority actions of the Headwaters Action Plan, including how cumulative effects in watersheds impact key fish species at risk, such as westslope cutthroat trout, and how we might collectively work with all user groups through public education and stewardship action to address impacts on the health of the Dutch Creek sub-watershed. Lessons learned from Dutch Creek will be invaluable in future applications of assessment, education, engagement and restoration of other highly impacted sub-watersheds in the Oldman headwaters.

We look forward to continuing this interesting and worthwhile journey to ensure the headwaters remains a healthy and sustainable water source for the Oldman River, and for all who depend upon it. Join us!



Activities in the Watershed

Highway Cleanup & Bluebird Box Maintenance (optional)

Saturday, September 20

Join the [Nature Conservancy of Canada](#) and [Weiners of Waterton](#) to clean up garbage along a 6km stretch of highway just outside of Waterton Lakes National Park from 10:00 am to noon. We will be meeting at the Waterton Springs Campground at 10 am and dividing into groups for the various sections of highway to be covered. Wear weather appropriate clothing / footwear and bring a sturdy pair of gloves. Afterwards, we'll celebrate our efforts with a free BBQ lunch! You can either head off after lunch or stay and join with the NCC Conservation Volunteers who will be doing maintenance work and collecting data on NCC's adopted Bluebird Trail.

For more information contact Nora Manners: nmanners@watertonbiosphere.com



Planting Wildflowers & Native Grasses

Friday, September 26

(If the weather is too bad for planting, then the alternate will be the afternoon of Oct. 1 or Oct. 3).

Time: 1:30 pm start and through afternoon until done.

Location: Cameron Falls Theatre Garden

RSVP: Let Dianne know if coming and if have own trowel & knee pads, dianne.pachal@pc.gc.ca or 403 859-5107

Many pairs of hands will make light work. Together, we will be planting about 150 plants from 12 different species into the Cameron Falls Theatre Garden (a few may go into the International Peace Park Garden). These are plants from seeds collected by volunteers here in Waterton and then raised to transplants in the Glacier National Park greenhouse. Helena will be our vegetation expert for the afternoon and Dianne will also be working with you. It would be great to have anywhere from 5 to 10 people out.

We won't have enough trowels and need pads for all, so be sure to let Dianne know if you can bring your own when you RSVP. She'll send out the species list to those who RSVP.

Ride the Red Rock - Special Event Volunteers

Saturday, September 27

We still need volunteers to help serve refreshments along the Parkway. You don't need to bike to your station. The event is a

glorious family bike ride to celebrate all things biking and get a sneak peek at riding the Red Rock Parkway when it's closed to motor vehicles. For more information, [click here](#).



**Milk River Watershed 2014 Annual Hike Tour
- Pinhorn Grazing Reserve & Milk River Canyon
Saturday, October 4, 8:15 am - 4:30 pm**

The goal of this tour is to showcase the Milk River watershed's extraordinary landscape that includes rolling grasslands and diverse plant and wildlife communities. Space is limited to 30 people. For more information [click here](#).

**Prairie Conservation Forum presents "Deep Roots"
the story of Alberta's grassland and our connection to it - a 60 minute video
conference for Grades 4-7.**

Available at no cost to teachers, groups must pre-register.
For more information, [click here](#).

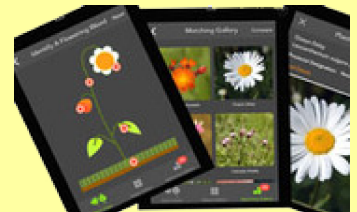


In the News

**New Smartphone App Takes Aim at Alberta's Most Noxious Weeds
FROM: City of Edmonton, August 13, 2014**

A new iPhone application developed by the City of Edmonton is taking the guesswork out of weed identification. **Alberta Weed Spotter** is an easy-to-use application designed to help Albertans identify and report weeds to provincial authorities. The application includes all 75 species currently regulated under Alberta's Weed Control Act.

The goal of the app is to help improve strategic weed management decisions and allow for quicker responses to new weed infestations across the province. To read more, click [here](#).



The **Water Footprint Network** has released a new version of its Water Footprint Assessment Tool - a tool that is designed to provide insight into how water is appropriated for human uses and the impacts resulting from those uses. [Check it out here!](#)

2014 Conferences, Courses & Workshops

October 27-29

PFSRB Annual Conference - Saskatoon, SK

PFSRB and CWRA Saskatchewan Branch
Long Term Threats to the Saskatchewan River Basin
Delta Bessborough Hotel

See [attached poster](#) for more details. Early bird registration deadline is September 26.

www.skriverthreats.com

Dialogue - Key to Productive Engagement and Consultation Workshop

October 6 & 7, 9 am - 5 pm, Calgary (Location to be confirmed)

This highly participative workshop is an introduction to designing and facilitating dialogues on complex and contested issues. The workshop will provide an overview of different dialogue techniques and tools that help move public participation from agenda-driven debates to values-based conversations. In a safe and comfortable environment, participants will both learn about and practice dialogue facilitation, developing their skills and confidence. For more information, [click here](#).

Job Postings & Requests for Proposal

OWC Development Coordinator

The Oldman Watershed Council is looking for just the right person to join our Team.

We are offering a flexible schedule and open to discussing what arrangement works well for you! [Click here](#) for more info.

WBRA Part-Time Communications Coordinator

The coordinator will communicate with Waterton Biosphere Reserve residents, a variety of stakeholders, and the general public

about the programs of the WBRA. For more information, [click here](#).
Application deadline: Friday, September 19.

OWC funding provided in part by:



[Forward this email](#)



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

**Minutes of the Claresholm and District Chamber of Commerce
held at noon on the 16th day of September, 2014
at Roy's Place Restaurant**

1. Call to Order

Meeting was called to order at 12:08pm by President Linda Petryshen

2. Additions/Changes to Agenda

Added as item 4(a) Presentation re: Senior Pro Rodeo, added as item 4(b) Speaker at next meeting

3. Approval of Agenda

On motion by Glenn Alm, seconded and carried, the Agenda as amended was approved.

4. Approval of Minutes

On motion by Anita Wahl, seconded and carried, the Minutes of the August 19, 2014, general meeting were approved.

4.(a) Lorraine Norgard presented on behalf of the Senior Pro Rodeo

4.(b) The speaker at the October meeting will be Mr. Glenn Booth, the former Chief Economist with the National Energy Board.

5. Open Forum

Discussion ensued with respect to ideas for promoting and moving Claresholm forward.

6. Financial Report

Linda Petryshen presented the financial report and moved that the financial report as presented be accepted.

7. Membership Report

Linda Petryshen presented the membership report.

8. Report from Town of Claresholm

No one was present.

9. Report from M.D. representative

Glenn Alm reported from the M.D. of Willow Creek.

10. **Next Meeting**

The next meeting will be October 21, 2014 with Linda Petryshen to advise of the location

11. **Adjournment**

The meeting was adjourned at 1:00 p.m. by President, Linda Petryshen



The Navigator

Issue 23 • Printed September 16, 2014

Claresholm, AB

"By all these lovely tokens September days are here, With summer's best of weather And autumn's best of cheer."

- Helen Hunt Jackson

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

SCHOOL (PARENT) COUNCIL

Welcome Back to School! The start of another school year can raise many questions in a parent's mind. Where do I go to help my child? Why is this event happening? What is this? When are Parent Teacher Interviews? How do I contact the teachers if there are problems? Who is my child's teacher(s)? And many more! School Council is the place to come and find answers to some of your questions. At WCCHS, School Council is the parent voice in the learning community.

We have our first meeting on Thursday, September 18, where you can "Meet the Teacher" at 6:30 pm and then the School Council meeting will be at 7:00 pm. We meet once a month to talk about things happening in the learning community at WCCHS. Please join us (even if you just want to listen!). If you have questions, please contact Ruth at 625-3123.

GRAD UPDATES

ALL grade 12's need to attend the grad meeting Wednesday, September 17 at 11:40 am in the Library for general grad information and responsibilities. Grad committee elections will be held on Wednesday, September 24. There will be a grad parent meeting on Thursday, October 9 at 7:30 pm in the Library.

There is currently a checkmark opportunity to work barrel racing jackpots at the agriplex on Wednesday nights. Mrs. Watt is looking for Grad students to move Barrels for the SIDS Jackpot

barrel racing every Wednesday night from Sept.10 until October 22 from approximately 6 pm until 9 or 10 pm. Volunteer one night = 1 check mark. Sign up in the office or see Mrs. Watt. More checkmark opportunities will be in the announcements or in future newsletters.

ABSENCES

Parents! Please contact the office if your child is absent or going to be absent. We have an answering machine to take messages if you call after hours. This will prevent the automated call that you receive when there is an absence. We work hard to ensure that attendance is accurate. If you have questions or are not sure about the student attendance, do not hesitate to contact us at the school.

WE TEAM / WE DAY 2014

All Students: Are you interested in joining the WCCHS WE Team? If so, mark October 3rd in your agenda and plan to attend the **WE CREATE A PLAN "overnighter"**. We will spend the entire night at the school while we play some games, eat some food, and make a plan for the 2014-2015 school year. All students in grades 7-12 are invited to attend. Come out and help us make a difference in our world! Keep watching the announcements for more information.



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
- Terry Fox Walk/Run
- Library News
- September 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



FROM THE PRINCIPAL: Dave Adams

Welcome to the learning community of Willow Creek Composite High School and the start of the 2014-2015 school year.

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 has been off to a smooth and comfortable start thanks to the efforts of the students, staff, and parents. One of the areas that we wish to address is the pace of change here as at times it appeared to be overwhelming for many in our learning community. Based on the survey results coming forth from the variety of surveys that were administered last year, we will look at relationships and research this year as well.

We have a rich set of understandings from all those surveys and an area that clearly needs attention is students treating each other with respect. By using this research and then putting focus on relationships, we hope everyone in the building feels valued and respected. The staff put much time and effort into this area prior to student arrival, and we are seeing a difference in the hallways, foyer, library, gym, and classrooms already this year. Lates are significantly reduced, office referrals are almost zero, requests for class changes are much lower are just a few examples that would demonstrate changes in the culture of the school. Now it is extremely early in the school year so we must all be diligent to keep the focus on these improved relationships.

Agenda books have also been introduced at WCCHS. We ask that all students sit down with their parents and review the front section of the agenda book from pages 1-11. This section of the agenda book outlines the important guidelines and expectations at WCCHS. On page 11 there is a space for the



student, parent, and administrator to sign so that all are aware of what is contained in these pages. Mrs. McNutt and I have started circulating around the school and

signing these books so please do spend the time to look this over as a family.

A warm welcome to all the new fresh faces at the school this year! We have a great group of Grade 7s who have joined us as well as at least 25 new students who have come here for a quality education. WCCHS does offer a great variety of academic and extra-curricular programs so we encourage all to GET INVOLVED!

Thank you for your support of our school, and best wishes for all of us to enjoy a successful year.

NEW STAFF!

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

My name is **Angie Conway** and I am a Child & Youth Care Worker. I live in High River so I commute every morning to Claresholm. I graduated with a Bachelor's degree from the University of Lethbridge in the Addictions Counseling program. I was married in May 2013 in the Calgary Alberta Temple. We don't have any children at the moment, but we do keep busy. My mother is from Guatemala but I grew up in Ontario. I am musical! I sing and play the flute. I like staying active - running and working out. I love to eat healthy and I have taught some health classes in my church community about healthy body image and living healthier lifestyles. My passion is to one day work as a counselor with individuals who have eating disorders.

I'm **Chris Watts**, I teach Science 9 and Science 24. I live in Pincher Creek and have been a high school teacher for 14 years. My main areas are Social Studies, English and Science.

WCCHS SPORTS FEES 2014-2015

Jr. High (7-9) Sr. High (10-12)

Football	-	\$275
Volleyball	\$150	\$300
Basketball	\$150	\$350
Badminton	\$50	\$50
Track	\$50	\$50
Slowpitch	-	\$150
Baseball	-	\$250
X-Country	\$50	\$50
Golf (Zone Host)		\$50
Curling	-	\$50

Deb Marshall is our new librarian and has been in library youth services since 1986. For 10 years, she also ran a professional storytelling company (Storyworks), traveling Alberta for performances, workshops and residencies. When not reading or telling stories, she is writing and seeking publication for her picture books and novels. She currently is on the Cybils Committee for Middle Grade Realistic Fiction. She loves the outdoors, hiking, canoeing and learning to kayak. Deb moved to Granum four years ago with her husband (who works in Lethbridge). Deb is the happy grandma to seven and loves being at WCCHS because she's working her dream job!

Peter Weeks has been teaching for 20 years. I started teaching at Berry Creek Community School in Cessford in 1994 and have been teaching in rural Alberta ever since! I studied at the University of Calgary where I earned my Bachelor of Arts and Bachelor of Education degrees, graduating with distinction. I completed my Masters of Education in Curriculum Studies from the University of Alberta in 2004. I have worked extensively on the development of the current High School English curriculum and based on that work, co-authored three English textbooks currently in use across Canada. I also co-authored the two authorized Alberta textbooks for grade 10 Social Studies. I received an Honorary Life Membership in the English Language Arts Council of Alberta for my work in

English Language Arts and was fortunate to be chosen as one of the 22 Alberta Provincial Excellence in Teaching Awards recipients in 2008. I have taught and been an administrator in all grades, Kindergarten to 1st Year University, most recently as Principal of J.T. Foster in Nanton. I have chosen to resign my administrative duties in order to re-focus on my work in the classroom with kids, the part of the job I truly love. When not teaching, you'll find me travelling, writing, reading, playing blues or just spending downtime with my lovely wife Ursula and/or my talented stepson Brock and his equally talented girlfriend Caitlin! I look forward to a great year!

SPORTS UPDATES

Welcome back to school and to a new sports year! Another year of athletics at WCCHS has started with an eventful September! We have already hosted two volleyball tournaments and have played two football games.

Volleyball: The High School Girls Senior Volleyball team hosted the Cobra Classic this past weekend. The previous weekend we co-hosted the F. P. Walshe Blue and White boys and girls tournament as they go through modernization. Both JV and SV Girls teams will start league play at Crowsnest this week and will be hosting their first home games vs Livingstone September 22.

The High School Boys team didn't have enough players come out in June to support a team but with new students in the school this fall we are working on putting together an exhibition team. Coach Darryl Hoff will be having a practice Tuesday, September 16 at 8 pm for all senior high boys who want to play. Junior High Volleyball will start league play this week. We have two girls teams and one boys team. We are still looking for a few more players so all are welcome to come out. Check the announcements for practice/game times.

Football: The Cobras have started the season with 2 wins and are now ranked first in the province (Tier 4). Their first home game is September 26 vs Canmore.

UPCOMING DATES TO NOTE

Golf Zones	September 15
Post Secondary Career Fair (9-11 am)	September 17
School Council	
Meet the Teacher 6:30 pm; AGM/Mtg. 7 pm	September 18
Sports Society (8:00 pm)	September 18
Terry Fox Walk	September 25
Cobra Football Home Game vs. Canmore (7 pm)	September 26
No School for Junior High Students	September 26
No School for Students	September 29

Golf: WCCHS and The Bridges at Claresholm are hosting 1A/2A Zone golf September 15. We have a solid team of four boys and three girls representing WCCHS.

Cross Country: Junior and Senior High athletes have been practicing for the first meet of the season. The Bullhorn Run, hosted by Kainai High School runs September 19. District and Zone meets will be held in early October.

COMMUNITY FITNESS CHALLENGE

Join in with other community members in the Fall Fitness Challenge which starts September 15! If you would like to participate, contact FCSS downtown asap! Get a team of four people together and get moving!

RCMP CHECKS

If your child is new to grades 7-12, and you wish to volunteer in WCCHS, you need to complete an RCMP check and turn it into the office.

TERRY FOX WALK

WCCHS School Terry Fox Walk will be Thursday, September 25. Our route will be from the football field, north to John Deere and then, south to the Agriplex and then back to WCCHS.



Boys Volleyball - Grades 7 - 12

Interested in playing this year? Ask in the office for days and times for team practices!



"My dog ate my homework — nobody else would!"

HOW TO REACH US

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

LIBRARY NEWS

Keep your eyes on the new book shelf over the next couple of weeks as new books will arriving fast and furious! Also, we will be starting book clubs for Junior and Senior High in October. Watch for more details to follow.

Check out our weekly "whiteboard" book display. Last week was all about Franklin Expedition, and this week, it is football and volleyball.

Students in grades 10, 11 and 12! Please come in with your agendas so we can get your library barcode placed inside!

Looking for a book we don't have? Need the next book in a series we don't have? Come and see Mrs. Marshall to make a request!

SPORTS SCHEDULES

You can find upcoming game dates on the following websites:

High School Girls Volleyball:
www.westwindsvolleyball.com

Cobra Football:
http://footballalberta.ab.ca/web/highschool/schedule.php

**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. WCCHS does not support underage smoking in any location.

IS YOUR CHILD ABSENT
FROM SCHOOL?

Call the school
403-625-3387
to let us know!



September 2014

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
	1 Labour Day Holiday	2 Classes Begin for Grades 7 - 12	3	4	5	6
7	8	9	10	11 School Pictures	12 Sr. Girls Volleyball Home Tournament	13
14	15 Golf Zones at The Bridges	16	17 Impromptu Post Secondary Career Fair 9 - 11am Open to the public	18 School Council 6:30 pm - Meet the Teacher, followed by meeting at 7 pm Sports Society 8 pm	19 Bull Horn Run Cobra Football @ Cardston 7:30 pm	20
21	22	23	24	25 Special Events Day: Terry Fox Walk Blue/Gold Dress Up Day	26 No School for Jr. High Football Home Game vs. Canmore 7:00 PM	27
28	29 PD Day No School for Students	30	<p>ACTORS! We are looking for actors for a musical theatre production. If you would like to audition, you can do so on Wednesday, September 17 at 4:30 pm in the band room!</p>		<p>Remembrance Day Assembly will be Friday, Nov. 7. Anyone interested in participating/performing at the assembly, please see Ms Newman!</p>	

Willow Creek Composite High School • Grades 7-12

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



MUNICIPAL PLANNING COMMISSION MINUTES

September 5th, 2014

Town of Claresholm – Council Chambers

Attendees: Lyal O'Neill - Council Member (Vice-Chairperson)
Shelley Ford – Council Member
Grant Jordan - Member-at-Large
Sharon Duncan - Member-at-Large

Regrets: Rob Steel - Council Member (Chairperson)

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

8:30 a.m.

Call to Order /Adoption of Agenda

**Motion to adopt
the Agenda by
Grant Jordan**

CARRIED

Adoption of Minutes

- August 15th, 2014

**Motion to adopt
the Meeting Minutes
by Councillor Ford**

**Seconded by
Grant Jordan**

CARRIED



MUNICIPAL PLANNING COMMISSION MINUTES

September 5th, 2014
Town of Claresholm – Council Chambers

Item 1: Action

DEVELOPMENT PERMIT

File: D2014.095
Applicant: Tom & Patricia O'Dell
Address: 318 54 Ave East
Legal: Lot 22, Block 118, Plan 7511032
Regarding: As-Built Variance to side yard setback dimension
(to allow construction to continue on the
unauthorized second-storey addition)

**Motion to Approve
with Conditions
by Grant Jordan**

**Seconded by
Councillor Ford**

CARRIED

CONDITION(S) – Variance(s):

1. Variance to the setback dimension for side yards [Bylaw 1525 – Land Use Bylaw, Schedule 1 – (R1) – Single Detached Residential]

<i>Standard:</i>	<i>1.50 metres</i>
<i>Proposed:</i>	<i>1.31 metres</i>
<i>Approved:</i>	<i>1.31 metres</i>
<i>Percent Variance:</i>	<i>12.66%</i>

CONDITION(S):

1.) *The applicant shall obtain all relevant Safety Code Permits and approvals from Superior Safety Codes Inc. Please call 403-320-0734 for further information.*

2.) *Pursuant to the Town of Claresholm Land Use Bylaw No. 1525 and Policy PLDE 04-09 Planning and Development Fee Schedule the applicant shall provide either:*

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

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

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

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

5.) *As per the Town of Claresholm Land Use Bylaw No.1525 [Schedule 4, Section 8(b)] the Applicant shall finish the roof of the addition with a roofing material to match the dwelling. Any other material that the applicant proposes to use for the roof finish of the addition shall be approved by the Development Officer.*



MUNICIPAL PLANNING COMMISSION MINUTES

September 5th, 2014
Town of Claresholm – Council Chambers

Item 2: Action **DEVELOPMENT PERMIT (Home Occupation)** **Motion to Approve with Conditions by Councillor Ford**

File: D2014.089
Applicant: Daryl Sutter
Owners: Daryl & Joanne Sutter
Address: 17 Westlynn Close
Legal: Lot 49, Block 1, Plan 0411305
Regarding: Home Occupation Application – Handyman services,

Seconded by Grant Jordan

CARRIED

CONDITION(S):

1.) The applicant shall adhere to the stipulations stated in Schedule 10, of the Town of Claresholm Land Use Bylaw No. 1525.
2.) The applicant shall not operate equipment or machinery on-site before 7:00 a.m. or after 6:00 p.m.

Item 3: Action **DEVELOPMENT PERMIT (Home Occupation)** **Motion to Approve with Conditions by Councillor Ford**

File: D2014.088
Applicant: Smig's Plumbing (Shane Carlson)
Owners: Shane & Katrina Carlson
Address: 5705 5 ST East
Legal: Lot NA, Block 127, Plan 147N
Regarding: Home Occupation Application (Plumbing & Gas Contractor)

Seconded by Sharon Duncan

CARRIED

CONDITION(S):

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

Item 4: Information **COMPLIANCE REQUEST**

File: RPS00420
Applicant: Paul & Lynn Martin
Address: 224 51 Street East
Legal: Lot 23, Block 123, Plan 2496R
Regarding: Request for Compliance

Staff highlighted the encroachments from the subject land into the municipal roadway (alley). Historically, the Town has acknowledged the existence of various encroachments from many of the properties along this alley, however the documentation clearly has not accepted or allowed the positioning of the encroachments. Staff will be taking a fair and equitable approach to the re-alignment the alley and address the encroachments as they arise.

Taken for Information



MUNICIPAL PLANNING COMMISSION MINUTES

September 5th, 2014
Town of Claresholm – Council Chambers

Item 5: Action

UNAUTHORIZED DEVELOPMENT

File: RPS00427
Owners: Fern Brothers
Address: 234 52 Ave East
Legal: Lot 25-26, Block 124, Plan 2496R
Regarding: Unauthorized Development & Stop Order
Residential Addition/Covered Deck

**Motion to enforce Stop
Order by requiring the
removal of rear yard
residential addition
By Grant Jordan**

**Seconded by
Sharon Duncan**

CARRIED

Item 6: Information

SUBDIVISION & DEVELOPMENT APPEAL BOARD DECISION

File: D2014.067
Owners: Cynthia & Dino Vizzutti
Address: 216 47 Ave West
Legal: Lot 28 & ptn 29, Block 11, Plan 147N
Regarding: Decision on Appeal of MPC Notice of Decision

Staff presented the written decision from the Subdivision & Development Appeal Board regarding the appeal of the original Municipal Planning Commission decision (D2014.067) file by the applicant. The Appeal Board decided that the appeal be denied and that the development application D2014.067 be refused.

Taken for Information

9:35am

Adjourn

**Motion to Adjourn By
Councillor Ford
CARRIED**
