



TOWN OF CLARESHOLM
PROVINCE OF ALBERTA
REGULAR COUNCIL MEETING
FEBRUARY 9, 2015
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 JANUARY 26, 2015

FINANCES: DECEMBER 2014 BANK STATEMENT

DELEGATIONS:

1. PAT STIER, MLA Livingstone-Macleod
RE: Update Prior to Spring Legislature Session
2. CLARESHOLM PUBLIC LIBRARY
RE: 2015 Budget

ACTION ITEMS:

1. APPOINTMENT: Chief Administrative Officer
2. COUNCIL – CHIEF ADMINISTRATIVE OFFICER (CAO) COVENANT
3. BYLAW #1602 – Chief Administrative Officer
RE: 1st Reading
4. DELEGATION RESPONSE: Claresholm & District Museum
RE: Update
5. CORRES: Hon. Diana McQueen, Minister of Municipal Affairs
RE: Municipal Sustainability Initiative
6. CORRES: Federation of Canadian Municipalities
RE: 2015-2016 Membership
7. CORRES: Alberta Public Works Association
RE: Public Works Supervisor Recognition Program – Mike Schuweiler
8. CORRES: Claresholm Curling Club
RE: 2015 Commercial General Liability Insurance
9. REQUEST FOR DECISION: Municipal Census
10. REQUEST FOR DECISION: Wednesday Openings at the Regional Landfill
11. REQUEST FOR DECISION: Carmax Canada Superstore Business License
12. REQUEST FOR DECISION: Municipal Tax Agreement - Harvest Square
13. BROWNLEE LLP: Emerging Trends in Municipal Law 2015 – Feb. 19, 2015
14. RMRF LLP: 2015 Annual Municipal Law Seminar – Feb. 27, 2015
15. GROWING RURAL TOURISM CONFERENCE – Feb. 23-25, 2015
16. ADOPTION OF INFORMATION ITEMS
17. IN CAMERA: LAND SALE
: LEGAL/DEVELOPMENT

INFORMATION ITEMS:

1. Cheque Listing for Accounts Payable – January 2015
2. The Frac Notice Team Re: Alberta Energy Regulator Directive 79 / Abandoned Wells Setbacks
3. Rowan House Emergency Shelter – 2015 Hope & Healing Gala
4. WCCHS Navigator – February 2, 2015
5. Note from Alberta Health Services – Information sent to Schools regarding Measles
6. Alberta SouthWest Regional Alliance Board Meeting Minutes – January 7, 2015
7. Alberta SouthWest Bulletin – February 2015
8. Municipal Planning Commission Minutes – January 23, 2015

ADJOURNMENT



TOWN OF CLARESHOLM
PROVINCE OF ALBERTA
REGULAR COUNCIL MEETING MINUTES
JANUARY 26, 2015

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

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

ABSENT: Councillor Shelley Ford

STAFF PRESENT: 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 Dixon that the Agenda be accepted as presented.
Seconded by Councillor Cutler.

CARRIED

MINUTES: **REGULAR MEETING – JANUARY 12, 2015**

Moved by Councillor Fieguth that the Regular Meeting Minutes of January 12, 2015 be accepted as presented. Seconded by Councillor O’Neill.

CARRIED

DELEGATIONS: **CLARESHOLM & DISTRICT MUSEUM – Jane Marsh, Chair**
RE: Update

Jane Marsh, Chairperson of the Claresholm & District Museum, was present to speak to Council regarding having a full-time Executive Director returned to the Museum. They are very proud of the Museum and they would like to have a bigger presence in the community. It’s very important to have a Director in order to generate grants and to have a sense of continuity.

ACTION ITEMS:

1. CORRES: The Bridges at Claresholm Golf Club
RE: 2015 General Liability Insurance

Moved by Councillor Dixon to pay the Claresholm Golf Club’s commercial general liability insurance, for the 2015 year only, in the amount of \$1,500.

CARRIED

2. CORRES: Flagworks Group
RE: Options for Flags for Summer Games

Referred to the Claresholm Summer Games Committee.

3. CORRES: Claresholm Public Library
RE: Greetings at Claresholm Women’s Conference

Received for information.

4. INFORMATION BRIEF: Claresholm Community Centre Bookings

Received for information.

5. INFORMATION BRIEF: Claresholm & District Chamber of Commerce Trade Fair

Received for information.

6. ADOPTION OF INFORMATION ITEMS

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

CARRIED

7. IN CAMERA: DEVELOPMENT

Moved by Councillor Dixon that this meeting go In Camera.

CARRIED

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

CARRIED

ADJOURNMENT: Moved by Councillor Cutler that this meeting adjourn at 9:02pm.

CARRIED

Mayor – Rob Steel

Secretary-Treasurer – Karine Wilhauk

DRAFT

**TOWN OF CLARESHOLM
DECEMBER 2014 BANK STATEMENT**

RECONCILED BALANCE NOVEMBER 30, 2014			\$282,661.86
DEPOSITS TO BANK	DEBITS	CREDITS	BALANCE
RECEIPTS FOR MONTH	\$310,536.75		
REVOLVING LOAN RECEIVED	0.00		
CURRENT ACCOUNT INTEREST	234.83		
GIC REDEEMED	500,000.00		
INTEREST ON GICS	3,856.44		
TRANSFERS FROM T-BILLS	0.00		
SUBTOTAL	\$814,628.02		
CHARGES TO ACCOUNT			
ACCOUNTS PAYABLE		\$324,332.23	
PAYROLL CHARGES		105,835.13	
INTEREST ON REVOLVING LOAN		0.00	
REVOLVING LOAN PAID		0.00	
LOAN PAYMENTS		199,018.75	
MASTERCARD PAYMENT		1,800.73	
TRANSFERS TO T-BILLS / GIC PURCHASE		0.00	
NSF CHEQUES		0.00	
SERVICE CHARGES		-895.36	
SCHOOL FOUNDATION PAYMENT		282,084.49	
SUBTOTAL		\$912,175.97	
NET BALANCE AT END OF MONTH			\$185,113.91
BANK RECONCILIATION			
BALANCE PER BANK	331,427.26		
PLUS OUTSTANDING DEPOSITS	3,854.52		
LESS OUTSTANDING CHEQUES		-150,167.87	
RECONCILED BALANCE DECEMBER 31, 2014			\$185,113.91
OTHER BALANCES:			
EXTERNALLY RESTRICTED T-BILLS	\$565,762.85		
EXTERNALLY RESTRICTED GIC'S (FCSS)	\$0.00		
NON-RESTRICTED GIC'S	\$2,016,946.16		
PARKING RESERVE	\$3,651.77		
WALKING PATHS RESERVE	\$1,984.66		
OFFSITE LEVY RESERVE	\$62,839.14		
SUBDIVISION RESERVE	\$36,337.21		
REVOLVING LOAN BALANCE		\$0.00	

SUBMITTED TO TOWN COUNCIL THIS 9th DAY OF FEBRUARY 2015

K Wilhauk

Submitted: Karine Wilhauk
Secretary Treasurer

DELEGATIONS

Karine Wilhauk

From: Livingstone Macleod <Livingstone.Macleod@assembly.ab.ca>
Sent: January-19-15 10:27 AM
To: Karine Wilhauk
Subject: MLA Pat Stier/Council Meeting

Good morning, Karine. As follow up to our telephone conversation I would like to confirm February 9th @ 7:00pm for MLA Pat Stier to attend the Town Council meeting. Mr. Stier would like to discuss any topics of concern that council may have that they would like him to be aware of prior to the Spring Session of the Legislature on March 10,2015. If there is any resource material or correspondence that Council would like Mr. Stier to be preview prior to the meeting please forward to our office. Thank you. Have a great day!

JACQUELINE MERKLEY

Constituency Assistant
Livingstone Macleod Constituency
MLA Pat Stier
403-646-6256
403-646-6250(fax)
Livingstone.Macleod@assembly.ab.ca

Karine Wilhauk

From: Kathy Davies <kdavies@claresholmlibrary.ca>
Sent: January-20-15 7:26 PM
To: Karine Wilhauk
Subject: LIBRARY BUDGET
Attachments: 2015 budget.xlsx

Hi Karine,

We just finished our Library Board which this budget was passed. Can you please pass onto Council and if possible, can the Library come as a delegation to Council on Feb 9th to talk about the budget?

Thank you,
Kathy

Kathy Davies
Library Manager
PO Box 548
Clareholm, AB.
T0L 0T0
(403) 625-4168
www.claresholmlibrary.ca



“An open mind leaves a chance for someone to drop a worthwhile thought in it”

Claresholm Public Library
Proposed 2015 Budget -

REVENUE	Budget 2014	Actuals 2014	Proposed Budget 2015
Book Sales	\$1,000.00	\$1,464.63	\$1,500.00
Membership Fees	9,000.00	9,800.00	10,000.00
Donations	600.00	1,196.62	1,000.00
Special Projects (Wom. Conf & Oral Hist.)	0.00	6,220.00	
Friends of the Library-Donations	12,000.00	12,000.00	13,000.00
Other Grants	15,000.00	6,800.00	15,000.00
Reserves	14,912.00	0.00	15,000.00
Fines	2,100.00	2,649.16	2,300.00
M.D of Willow Creek	8,340.00	9,065.00	9,340.00
Province of Alberta	20,165.00	20,165.00	20,165.00
Town of Claresholm	159,903.00	159,900.00	164,697.00
Rural Library Services Grant	7,160.00	7,161.54	7,161.54
Interest Revenue	115.00	562.11	300.00
Coffee	300.00	212.00	200.00
Equipment Rental	100.00	105.00	100.00
Fax	500.00	301.50	275.00
Photocopies/PC Copies	1,000.00	1,485.60	1,400.00
Room Rental	3,400.00	3,900.00	3,500.00
Miscellaneous	150.00	96.10	100.00
TOTAL REVENUE	\$255,745.00	\$243,084.26	\$265,038.54

EXPENDITURES	Budget 2014	Actuals 2014	Proposed Budget 2015
Equipment Rental & Maintenance	\$3,000.00	\$3,171.90	\$3,100.00
Computer software	1,500.00	393.68	1,000.00
Legal Fees, Bank charges	50.00	0.00	50.00
Library Supplies	2,000.00	3,549.28	3,500.00
Association Fees	300.00	249.75	300.00
Postage	75.00	16.17	50.00
Special Projects (Woms Conf/ Oral Hist.)	0.00	4,868.60	
Programs	5,000.00	3,928.82	5,000.00
Volunteers	1,500.00	1,160.49	2,200.00
Stationary, printing, & copier supp	1,000.00	75.12	1,000.00
Travel & Hospitality	800.00	397.10	800.00
Total Administration	\$15,225.00	\$17,810.91	\$17,000.00
Board & Employees			
Insurance	\$1,200.00	\$1,184.90	\$1,300.00
Board Course & Conference	2,500.00	2,010.35	2,500.00
Board Other	0.00	750.93	100.00
Employee Course & Conference Fees	2,500.00	958.12	2,500.00
Salaries	166,305.00	160,204.00	173,417.00
Total Board & Employees	\$172,505.00	\$165,108.30	\$179,817.00
Operating Expenses			
Chinook Arch Regional Library	\$13,500.00	\$13,416.06	\$13,500.00
Debit Machine Expenses	400.00	377.40	400.00
Debit Transactions Costs	150.00	143.45	160.00
Audio-Visual	2,200.00	2,126.87	2,000.00
Bindery	600.00	784.42	500.00
Books	7,115.00	9,186.69	7,800.00
Periodical Subscriptions	3,000.00	2,038.57	2,200.00
Capital Purchases for Toy Library	200.00	0.00	500.00
General Capital Purchases	12,000.00	5,486.10	12,000.00
Cleaning Supplies	1,500.00	1,112.18	1,500.00
Repair & Maintenance	500.00	2,278.25	500.00
Fax	1,050.00	1,190.19	1,200.00
Natural Gas & Power	18,300.00	13,596.75	17,386.54
Security System	1,500.00	1,566.26	1,575.00
Telephone	6,000.00	6,749.70	7,000.00
Total Operating Expenses	\$68,015.00	\$60,052.89	\$68,221.54
TOTAL EXPENDITURES	\$255,745.00	\$242,972.10	\$265,038.54
Profit/Loss	\$0.00	\$112.16	\$0.00

ACTION ITEMS



Council – Chief Administrative Officer (CAO) Covenant

We, as members of Council, will:

- *carry out our responsibilities as set out in the applicable legislation to the best of our abilities;*
- *make decisions which we believe to be in the best interests of the citizens of our town;*
- *review the background information and advice made available to us by the administration prior to rendering a decision;*
- *seek further input when we are unsure of the issues or uncertain as to the preferred course of action;*
- *refer any complaints, either written or verbal, about the decisions of Council or the actions of administration, to the CAO for review, comment and follow-up (as appropriate);*
- *refrain from making any commitments on behalf of Council to individual citizens or groups other than to take the request up with the Council or CAO and to respond appropriately;*
- *seek to participate actively in the decision-making process;*
- *refrain from any public or private criticism of our administration;*
- *act as good stewards of the Town and as public servants of our citizens through ethical conduct;*
- *provide effective leadership through guiding the corporation and the Town through annual or longer term goals and priorities, through the budget approval process and by agreeing to reasonable policies which reflect, in our views, the best interest of a majority of our citizens;*
- *ensure that we formally evaluate the performance of the CAO at least once annually and involve the CAO in this process so as to ensure a full understanding of the Council's candid assessment.*

Signatures:

Mayor _____

Councillor _____

Councillor _____

Councillor _____

Councillor _____

Councillor _____

Councillor _____

Date: _____

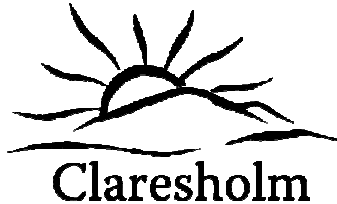
I, the Chief Administrative Officer (CAO), will:

- *conduct myself as your chief policy advisor in an honest and ethical manner;*
- *ensure that the Mayor and Councillors are accorded respect in all of my personal and public comments;*
- *provide advice (on all issues) which is professionally sound, ethical, legal and in accordance to the policies and objectives of Council;*
- *guide the actions of the administration so that they are in accordance with the policies and objectives of Council;*
- *act only on the will of Council as a whole as established by the resolutions, policies and bylaws of Council of the Town;*
- *forward any complaints or concerns of Council to the appropriate department and individual so that reasonable and prompt follow-up is assured;*
- *ensure that Council is made aware of the full picture with regard to each issue at least to the extent that the administration is aware of such information and ensure that Council has access to the reasonable decision options as well as my recommendation as your CAO;*
- *seek to ensure that Council is aware of any key issues as they arise and thus avoid the problems associated with surprises;*
- *maintain a current understanding of the applicable legislation as well as relevant programs, policies and initiatives of the Provincial and Federal governments;*
- *admit to any mistakes of substance made by myself or my staff and take corrective action;*
- *listen carefully to the concerns of Council vis-à-vis my performance and seek to improve any deficiencies on an ongoing basis;*
- *ensure that all major issues are tracked in sufficient detail so as to advise Council of any progress, anticipated problems or decision points.*

Signature:

CAO: _____

Date: _____



**TOWN OF CLARESHOLM
PROVINCE OF ALBERTA
BYLAW #1602**

A Bylaw of the Town of Claresholm, in the Province of Alberta, to establish the position of Chief Administrative Officer and to define the duties, powers and functions of that position.

WHEREAS the *Municipal Government Act*, Revised Statutes of Alberta 2000, Chapter M-26, and amendments thereto, authorizes Council to pass bylaws for the purpose of establishing the position of Chief Administrative Officer; and

WHEREAS the Council may in accordance with Section 203 of the *Municipal Government Act*, delegate any or all of its executive and administrative duties and powers and functions;

NOW THEREFORE, the Council of the Town of Claresholm, in the Province of Alberta, duly assembled, enacts the following:

1. SECTION 1 – TITLE

1.1 This bylaw shall be known as the “**Chief Administrative Officer Bylaw**”.

2. SECTION 2 – DEFINITIONS

2.1 In this Bylaw, unless the context otherwise requires:

- a) *Act* means the *Municipal Government Act*, Revised Statutes of Alberta 2000, Chapter M-26 and amendments.
- b) *Chief Administrative Officer or CAO* means the person appointed to the position of Chief Administrative Officer by Council.
- c) *Council* means the Council of the Town of Claresholm.

3. SECTION 3 – APPOINTMENT, TERMS AND CONDITIONS

- 3.1 Council hereby establishes the position of Chief Administrative Officer.
- 3.2 Council shall, by resolution, appoint an individual to the position of Chief Administrative Officer.
- 3.3 Except for the purpose of an official inquiry, the Council shall deal with the administration and the control thereof solely through the CAO.

4. SECTION 4 – RESPONSIBILITIES

4.1 The CAO’s responsibilities shall be in accordance with Section 207 of the *Act*.

5. SECTION 5 – ADMINISTRATIVE DUTIES

- 5.1 The CAO must ensure that all powers, duties and functions are performed in accordance with Section 208 of the *Act* and any other enactment.
- 5.2 In order to carry out the responsibilities of the position, the CAO has the authority, subject to any bylaw or approved policy of Council, to:
 - a) hire, dismiss, promote, demote, reward or discipline any municipal employee;
 - b) implement any internal reorganization of responsibilities and duties required for the effective and efficient operation of the municipality. If a major organizational change is effected, the CAO shall report such a change to council;
 - c) be present at any meeting of council or committee of council;
 - d) in the case of an emergency, incur any expenditure not previously approved by council provided a detailed report on such expenditure and its need is presented to the next meeting of council;
 - e) negotiate contracts, agreements and transactions required for the effective operation of the municipality and to recommend the approval of such to Council;
 - f) conclude contracts on behalf of the municipality to a financial limit established by policy or resolution;
 - g) sign any order, agreement, cheque, negotiate instrument or document made or executed on behalf of the municipality; and
 - h) take such other actions as necessary to carry out the responsibilities and duties assigned by council.
- 5.3 In accordance with Section 209 of the *Act*, delegate any of the CAO’s powers, duties or functions under the *Act*, or any other enactment or bylaw to a Designated Officer or an employee of the municipality.

6. SECTION 6 – SEVERABILITY

6.1 If at any time any provision of this bylaw is declared or held to be illegal, invalid or ultra vires, in whole or in part, then that provision shall not apply and the remainder of the bylaw shall continue in full force and effect and shall be constructed as if it had been enacted without the illegal, invalid or ultra vires provision.

7. SECTION 7 – REPEAL

7.1 Bylaw #1442, the Chief Administrative Officer Bylaw, is hereby repealed.

8. SECTION 8 – ENACTMENT

8.1 This bylaw shall come into force and effect when it receives third reading and is duly signed.

Read a first time in Council this day of 2015 A.D.

Read a second time in Council this day of 2015 A.D.

Read a third time in Council and finally passed in Council this day of
2015 A.D.

Signed by the Mayor and the Chief Administrative Officer this day of , 2015.

Rob Steel, Mayor

Marian Carlson, Chief Administrative Officer

CLARESHOLM AND DISTRICT MUSEUM DELEGATION TO TOWN
COUNCIL

January 26, 2015

Our mission statement and mandate, briefly stated, is to celebrate our community forebears, share their stories, promote education; and information-share with citizens, visitors, and particularly, younger generations.

ACHIEVEMENTS OF THE LAST YEAR:

1. The establishment of the Friends of the Museum Society—the fund-raising and volunteer base of the museum. Currently, we have a license with Alberta Gaming and Liquor Council to host raffles, etc. In 2-years' time, as a Society, we can apply to work a Casino, which would be a significant fund raiser.
2. Entered a float in the parade to celebrate the 100th anniversary of WWI. We also used this venue to advertise two of our new programs: The Historic Downtown Walking Tour; and the Children's Program.
3. Hosted our annual Old Fashioned Tea on the Lawn during Fair Days—an event which has now become a traditional part of the Fair. We included a musician, and artist; and had young people dressed in period costumes do the serving.
4. Participated in the Royal Alberta Museum's Heritage Quilt Project. Quilts from our collection and from the local public were described, photographed and entered into the province wide, and international data base.
5. Co-hosted a Ranchers' Speakers Series with the Library where two historians spoke about the establishment of the NWMP in Fort Macleod, and how that started ranching in the area.
6. A student, funded by Serving Communities Internship Program, researched and redid our WWI display.
7. Served hot beverages and treats at the Artisan's Venue of the Community Old-Fashioned Christmas event.

8. Recruited two additional Board members
9. Donated the use of our lawn and tea things for FCSS's Seniors' Day Tea

GOAL FOR FUTURE AND UPCOMING YEAR:

1. Resolve some of our storage issues—currently have 3 vehicles in Town Shop, and 3 storage units costing the Town \$600 per month.
2. Assist Town Supervisor with resolving necessary repairs and maintenance to our facilities. Although the buildings are owned by the Town, our Board can and will assist where we can with volunteer labor, and grant applications to assist with funding.
3. Upgrade and freshen displays with frequent temporary displays to perk up interest for returning community members; also set up specific displays to honor special events and occasions. We want to exhibit the great storehouse of interesting memorabilia we have. Also, we would like to access travelling displays offered by national and provincial museums.
4. Update and upgrade our gift shop giving it a more prominent position. We will continue to feature and promote local artists and artisans' work, as well as literature about the area. We'd like to have it become more of a revenue generator, and will accept donations from the community such as fine china, cups and saucers, small collectibles and antiques for sale.
5. Host more small workshops such as the Photography Seminar presented in conjunction with Alberta Arts Days.
6. Engage more actively with school programs particularly in the winter months.

SUMMARY AND CONCLUSION:

1. We want to be a visible and integral part of the community—a known and familiar entity to most community members.
2. As one of the core facilities dedicated to art and culture in the Town, we want to continue to honor and remember past community contributors of our unique history; save their stories, store them, and share them with others. We want to continue to work with other agencies (i.e., FCSS, the Library, the Legion, and local Artists) where there is commonality.
3. Grants are what most museums live and breathe by. Grants are available for staffing for projects, for repairs of historic buildings, and most aspects of keeping a non-profit organization alive and operating.
4. A full-time administrator is required to keep this organization viable and functional. The grants require initiation, completion, and follow through. Term staff applications won't be approved without a trained supervisor to oversee the position. All the coordination between related shareholders requires one knowledgeable person in charge for consistency, stability, accountability, and professionalism.
5. The current Board is finding it nearly impossible to continue without the administrative functions of the Museum being competently cared for. Our Board would like to push forward with goals that are within our mandate, as an volunteer Policy Board; and have the daily administration competently cared for by a professional.

Museum work needed/for budget consideration/grant applications:

1. *The two furnaces in the old station are twenty+ years old and parts are getting harder to find. It was recommended by the last repair man, to look at replacement in the next few years. That was two years ago. This work will require upgrading to an efficient type furnace as these will be the only systems in the near future. The project cost is approximately \$10,000.*
2. *The front deck frame is rotted. This will need replacement in the near future and proper steps and ramps must be dealt with at that time. Handrails must be brought up to code for safety. Do we make this building handicap accessible at that time? Planning must be done and code changes considered before costs can be estimated.*
3. *The sandstone exterior has developed some cracking. This was due to the foundation settling since it was built. We have marked and monitored the buildings foundation for the last three years and have determined that the foundation is not moving or settling anymore and that it is OK to repair the building cracks in the sandstone blocking. The estimated cost for this project is \$50,000+.*
4. *The old school house exterior and the old station interior both need repainting. Town public works staff will not have time this year and it should be a priority for 2015.*
5. *Storm windows to be built and installed to replace the missing storm windows on the old station house. These windows have not been on the building in the last twenty+ years, but are to be installed to return the building to its original look and will help with energy savings during the winter months.*
6. *Museum signs need painting.*
7. *Sidewalks and walkways also need work. Town crew and our sidewalk contractor will try to do some of this work yet this year if time allows.*
8. *Museum artefacts need to be moved out of temporary storage.*

(Mike Shuweiller's list of priorities---Fall 2014)

January 27, 2015

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

Dear Mayor Steel,

As Minister of Municipal Affairs, I wanted to reach out to you as one of our partners regarding the initiatives we have in place to support municipal governments in our province.

As you are likely aware, we signed a new, \$2.7 billion Gas Tax agreement this fall with the federal government and are close to an agreement on the Small Communities Fund, which will provide an additional \$94 million for communities under 100,000 over the next 10 years.

The Alberta Government is also continuing to invest in our communities with our own funding initiatives. This includes close to \$6 billion invested in the Municipal Sustainability Initiative (MSI) to date.

I understand your municipality was previously notified that funding was approved under the capital funding component of the MSI for the following projects:

CAP-5810	Highway #2 Wastewater Line Replacement	\$ 52,000
CAP-5831	2014 Street Improvements	\$320,000

I would like to reaffirm that these projects have been accepted as qualifying under the MSI program guidelines and wish you every success in your efforts. Your municipality may apply the specified amounts of your MSI capital funding allocation to the qualifying costs of these projects.

Sincerely,



Diana McQueen
Minister

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



24, rue Clarence Street, Ottawa, Ontario K1N 5P3
T. 613-907-6273 | F. 613-244-1500

December 15, 2014

His Worship Mayor Rob Steel:

You are being invited to become a member of the Federation of Canadian Municipalities (FCM) and to add your municipality to a national movement that will gain unprecedented importance in 2015. With the upcoming federal election, FCM and its member-municipalities are gearing up to make municipal issues a central theme in the upcoming federal election.

In the next several years, municipalities will be required to upgrade wastewater treatment systems, repair and rebuild roadways and bridges, and continue to stimulate local job creations and economic growth. The housing crunch will continue to challenge our cities and communities, and weather-related events will test our emergency services as never before.

As municipal leaders, we have done a good job responding to challenges. However, we need the federal government to be a partner and to work with municipalities to meet the needs of our residents and our communities. Through an effective municipal-federal partnership, I am confident that we can sustain vibrant, healthy and safe cities and communities.

That is why the FCM advocates on the federal scene for long-term funding programs and policies that help municipalities address their most pressing challenges. Recently, we have had several successes including new rail safety regulations, renewal of the Building Canada Fund for 10 years and renewal of key housing programs. FCM secured the Gas Tax Fund for municipal infrastructure projects and then fought for and achieved enhancements that indexed the Fund and made it permanent. FCM was able to secure these gains because the municipal sector speaks with a strong and united voice.

Of course, there is much more work to do. Next year will be an important one as we have a unique opportunity with the federal election to bring municipal concerns, your concerns, to the top of the next Canadian government's agenda.

We have noticed that your municipality was not a member of FCM in 2014-2015. I invite you to become a member of FCM and to keep the municipal voice united and strong. Moreover, your municipality will derive important benefits from membership in the Federation. Information about the value of FCM membership, the cost of joining and a membership form are enclosed.

We hope to welcome you to FCM in 2015-2016.

A handwritten signature in cursive script that reads 'Brad Woodside'.

Brad Woodside
Mayor, City of Fredericton
FCM President





FEDERATION
OF CANADIAN
MUNICIPALITIES

FÉDÉRATION
CANADIENNE DES
MUNICIPALITÉS

Membership Invoice
2015-2016
Facture d'adhésion

24, rue Clarence Street
Ottawa, Ontario K1N 5P3
t. 613-241-5221
f. 613-241-7440

Mrs. Kris Holbeck
Chief Administrative Officer
Town of Claresholm
45 Avenue West
Suite 221
Claresholm, AB T0L 0T0

INVOICE/FACTURE: R-2015-286
DATE: 12/5/2014
ACCOUNT/COMPTE: EN-286
DUE DATE/DATE LIMITE: 03/31/2015

ITEM/DESCRIPTION	AMOUNT/MONTANT
<p>Membership Fee for April 1/15 to March 31/16 / Frais de cotisation du 1er avril 2015 au 31 mars 2016</p> <p>Municipal Dues Calculated with a base fee of \$135 plus per capita fees of \$524.99 (fee population of 3,758 x 13.97 cents).</p> <p>Frais de cotisation avec un taux de base de \$135 plus les frais selon votre population \$524.99 (population de 3,758 x 13.97 ¢).</p> <div data-bbox="431 1058 899 1194" style="border: 1px solid black; padding: 5px; margin: 10px auto; width: fit-content;"> <p><i>The Town of Claresholm was last a member of FCM in 2011 and paid dues of \$583.60. KW</i></p> </div>	<p>\$659.99</p>
TOTAL:	\$659.99
PAID AMOUNT/MONTANT PAYÉ	\$0.00
BALANCE DUE/MONTANT DÛ:	\$659.99

Please include a copy of this invoice with your payment.
Veuillez retourner une copie de la facture avec votre paiement.
Thank You/Merci

FCM

FEDERATION
OF CANADIAN
MUNICIPALITIES

FÉDÉRATION
CANADIENNE DES
MUNICIPALITÉS

Hometowns Matter!

**Be part of FCM:
help build stronger
cities and communities**

fcm.ca



engage

The authority of FCM comes from its membership — 2,000 municipal governments and their leaders.

Canadian mayors, reeves, and councillors call on FCM to advance a united narrative about the issues that matter to Canadians — local jobs and local growth, livable hometowns, safe cities and communities, and environmentally sustainable communities.

The federal government knows FCM represents a strong, unified municipal sector. As a direct result of our engagement with the federal government, we have achieved unprecedented success in recent years:

- As recommended by FCM, the government implemented the Gas Tax Fund, a permanent federal transfer for municipal infrastructure. So far, over \$13 billion has been invested in municipalities through the Fund. Furthermore, responding to pressure from FCM, payments are now being indexed at 2% a year.
- As advocated by FCM, the Building Canada Fund was renewed in 2014 for 10 years, with a review after five years.
- As requested by FCM, the government renewed critical housing programs in Budget 2013. In Budget 2014, it committed to working with FCM to sustain affordable and social housing.

Advocating in the nation's capital

FCM actively advocates on a broad spectrum of issues affecting cities and communities.

These issues include rail safety, public safety, emergency services, and disaster relief, to name a few. We promote awareness and understanding while advancing solutions that help our municipalities prosper and thrive.

On behalf of Canada's diverse cities and small urban and rural communities, FCM is regularly invited before government task forces and Parliamentary committees. On budget, regulatory, program, or policy matters, FCM is at the table to provide the municipal perspective.

Aligning local and federal priorities

FCM advances the interests of municipalities by advocating for sound policy in all areas where federal jurisdiction impacts local issues.

Municipal leaders participate in FCM's Annual Conference and other forums to determine the issues and desired outcomes that FCM then advances to the federal government. Our Board of Directors, with representation from every province and territory, furthers the municipal perspective.

Through focused effort, collaboration, and the collective strength of its membership, FCM mobilizes municipal responses to important social and economic questions falling within federal jurisdiction.

Connecting municipalities

FCM is an umbrella organization that brings like-minded people together to learn from one another.

Although Canada is a vast country, all municipalities have the goal to create vibrant communities where people want to live, work, and play. FCM fosters linkages between communities that confront similar challenges, supports knowledge generation and transfer, and brings common issues into a cohesive municipal agenda.

Delivering programs: offering solutions

FCM develops and delivers programs that improve the environment as well as the social and economic sustainability of municipalities.

One of our flagship programs, the Green Municipal Fund, provides grants and below-market loans to support initiatives that enhance the environment and quality of life in our cities and communities. The aim of the program is a bold one — to become Canada's lead proponent of local sustainable innovation. This includes sharing best practices and lessons learned; connecting leaders and communities with experts, peers, and allies; building capacity through training, resources, and funding; and financing of the most innovative projects.

Recognizing that we are part of the global community, FCM's international programs mobilize Canadian municipal leaders and experts to share their knowledge and build relationships with overseas counterparts. Supported by the Government of Canada as well as other development institutions, we deliver capacity-building programs that create more inclusive, prosperous, and secure communities. Participating Canadian municipalities gain valuable connections and an enriched set of skills that help them pursue new opportunities and more effectively manage complex challenges they face in their communities.



Providing benefits for all members

- Shape and define the municipal-federal policy agenda.
- Effectively communicate your issues, priorities, and positions to the federal government.
- Access FCM's expert insight on federal policy matters.
- Receive timely information about the latest developments in the nation's capital.
- Benefit from indepth analysis of federal announcements, budgets, policies, commissions, inquiries, and more.
- Access domestic and international program expertise.
- Participate in FCM's governance.
- Take advantage of special discount rates for FCM events such as our Sustainable Communities Conference and the FCM Annual Conference and Trade Show.
- Receive discounts from FCM partners.



January 12, 2015

Mayor and Council
Town of Claresholm
221 - 45th Avenue West
Claresholm ABT0L 0T0

Attention: Mayor and Council, Chief Administrative Officer

RE: PUBLIC WORKS SUPERVISOR RECOGNITION PROGRAM

On May 26th, 2014, the Alberta Public Works Association was pleased to recognize Mike Schuweiler with a Level 3 of the Public Works Supervisor Program.

This certificate recognizes a public works practitioner's commitment to lifelong learning and their years of exceptional experience. We ask that your council acknowledge this achievement in any way it deems appropriate.

In 1993, the Alberta Chapter of the American Public Works Association recognized a need to develop a program to recognize the valuable experience and education many public works supervisors commit to throughout their careers. The chapter developed a curriculum for recognition called the Public Works Supervisor Program. The Public Works Supervisor program was designed so that supervisors can gain the necessary skills, education, and experience to advance from basic public works supervision to a more advanced management capacity. The program was developed into 3 levels of recognition with Level III being the highest attainable level.

Thank you in advance for your support of this program.

Sincerely,

A handwritten signature in black ink that reads 'Jeannette Austin'. The signature is written in a cursive, flowing style.

Jeannette Austin
Executive Director



Claresholm Curling Club

Box 1976

Claresholm, AB T0L 0T0

January 27, 2015

Town of Claresholm
Box 1000
Claresholm, AB T0L 0T0

Dear Sirs:

Enclosed please find a copy of the Commercial General Liability Insurance Policy for the Claresholm Curling Club. We would ask the Town to reimburse the Claresholm Curling Club the \$1,236.00 relating to the General Liability coverage.

Yours truly,



Dale P. Seeman
Treasurer

DPS/mrk
Enclosure (1)

<p>Amount refunded to the Curling Club in 2014 for commercial general liability insurance was \$1,200. KW</p>
--



REQUEST FOR DECISION

Meeting: February 9, 2015
Agenda Item: 9

MUNICIPAL CENSUS

DESCRIPTION:

Section 57 of the *Municipal Government Act* (MGA) provides the authority for a municipality to conduct a census. Municipal Affairs will use the numbers from the 2014 Municipal Affairs Population List for the 2015 municipal population unless the town conducts an official census between April 1 and June 30. The role of Council is to decide whether to undertake a municipal census.

BACKGROUND:

Why undertake a census? Municipalities may find that a new census is warranted if they believe the population has changed significantly since the last federal census. Council should determine whether the benefits of obtaining updated information and/or qualifying for provincial grants outweigh the costs of hiring and training enumerators and conducting a municipal census.

DISCUSSION/OPTIONS:

The current official population number from the 2011 federal census is 3758 which was up from 3700 in 2006. As best administration can determine, in 2014 the Town of Claresholm per capita dollar value for grants based wholly or partially on population is approximately \$381. The anticipated cost for a municipal census would be about \$10,000, therefore, there would need to be an increase of 27 people to cover the cost of the census in the first year. It should also be noted that the Provincial transfers may be subject to reduction in 2015 based on the economic downturn in the economy, therefore the dollar value per capita may be less.

The next federal census will be held in 2016 with the numbers being released in 2017. Does Council feel that there has been an increase in population since 2011 and if so, would the increase be significant enough to warrant undertaking a municipal census?

PROPOSED RESOLUTIONS:

No motion recommended

COSTS/ SOURCE OF FUNDING (if applicable):

\$10,000.

RECOMMENDED ACTION:

Administration recommends to not proceed with a municipal census at this time due to the short period of time before the next federal census and the potential decrease in provincial transfers as it appears that the cost would outweigh the benefit.

ATTACHMENTS:

- 1.) none

APPLICABLE LEGISLATION:

- 1.) MGA Section 57

PREPARED BY: Marian Carlson, CAO

APPROVED BY: Marian Carlson, CAO

DATE: February 4, 2015



REQUEST FOR DECISION

Meeting: February 9, 2015
Agenda Item: 10

WEDNESDAY OPENINGS: WILLOW CREEK REGIONAL WASTE MANAGEMENT SERVICES COMMISSION

DESCRIPTION:

The Town of Claresholm has been paying for the Willow Creek Regional Waste Management Commission to open the landfill site on Wednesdays from 10:00am to 2:00pm since January of 2013.

BACKGROUND:

The Town of Claresholm traditionally had a sanitation pickup schedule for four days per week as the landfill was not open on Wednesdays. Periodically, the Town would request the landfill be open on Wednesdays, however the landfill was not willing to consider this request unless the Town paid for this service. The Town has 2,000 sanitation pickups per week and concern was expressed over how quickly the sanitation workers needed to work in order to get all pickups completed in a four day week. In order to comply with safety regulations, the Town agreed to pay their requested fee of \$500 per day in order to make five days a week a reality. This arrangement was made in 2012 for the landfill to open on Wednesdays starting January 2013 as a pilot project. If there was a statutory holiday in any week where the landfill would historically have been open on a Wednesday, the Town was not billed in this instance.

Starting January 2015, the landfill has advertised they will be open to the public on Wednesdays, however the landfill commission continues to charge the Town the additional surcharge of \$500 per Wednesday. Mike Schuweiler, Superintendent is of the opinion that the Town is being unfairly penalized. The landfill is open to the general public on Wednesdays and therefore should not be charging the Town for something that is being offered to everyone.

If the commission demands that the Town continues to pay for Wednesdays, the Town will discontinue hauling waste to the landfill on Wednesdays. A plan has been formulated to continue Wednesday pickup without hauling to the landfill. The Town's old garbage truck would be used on Wednesdays and the truck would sit in the Town Shop yard until Thursday morning when the landfill is open to the public.

Councillor Lyal O'Neill is the Town's representative on the commission, is aware of this situation, and is able to speak to it.

COSTS/ SOURCE OF FUNDING:

1. The Town has incurred subsequent costs to tipping fees for Wednesday landfill openings totaling \$21,000 for the 2013 and 2014 years.

RECOMMENDED ACTION:

1. Council pass a motion to send the WCRWMSA a letter requesting that they consider discontinuing their charges for Wednesday openings to the Town of Claresholm.

PROPOSED RESOLUTION:

1. Moved by Councillor _____ that administration send a letter to WCRWMSA requesting they discontinue charging the Town of Claresholm for use of the landfill on Wednesdays.

Attachments:

1. Willow Creek Waste Management Facility's Notice of Operational Hours effective January 1, 2015.
2. Willow Creek Regional Waste Management Services Commission's Invoice #1501 dated January 31, 2015 for Wednesday openings.

Applicable Legislation: Not applicable.

Prepared By: Karine Wilhauk, Secretary-Treasurer

DATE: February 5, 2015

Approved By: Marian Carlson, CAO

DATE: February 5, 2015

**WILLOW CREEK REGIONAL WASTE MANAGEMENT
FACILITY**

(Regional Landfill)

EFFECTIVE JANUARY 1, 2015

OUR HOURS OF OPERATION WILL BE CHANGING

MONDAY, TUESDAY, THURSDAY AND FRIDAY

9:00 A.M. TO 4:30 P.M.

WEDNESDAY

10:00 A.M. TO 2:00 P.M.

Last load accepted at 1:30 p.m.

NO LATE LOADS WILL BE ACCEPTED

*We would like to take this opportunity to wish our
customers, neighbors and friends a very Merry
Christmas and peace, health and prosperity in 2015.*

Willow Creek Regional Waste Management Services Commission
 PO Box 2820
 Claresholm, AB T0L0T0

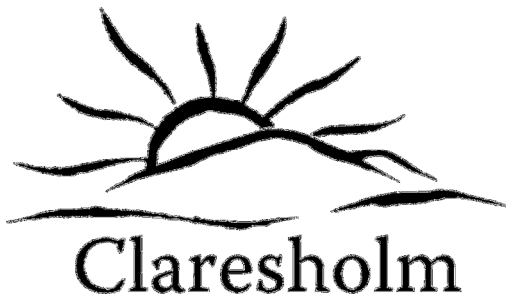
Invoice

Date	Invoice #
1/31/2015	1501

Invoice To
Town of Claresholm Box 1000 Claresholm, Alberta T0L 0T0

P.O. No.	Terms	Project

Qty	Description	Rate	Amount
4	Wednesday fees for January 7th, 14th, 21st and 28th, 2015	500.00	2,000.00
Sales Tax Summary			
Total Tax			0.00
Total			\$2,000.00



REQUEST FOR DECISION

Meeting: February 9, 2015
Agenda Item: 11

CARMAX CANADA SUPERSTORE BUSINESS LICENSE

DESCRIPTION:

On January 22, 2015, the Development Officer received a business license application from Carmax Canada Superstore to operate a temporary automobile sale in Claresholm. Carmax Canada

BACKGROUND:

The Development Officer contacted Carmax Canada Superstore on January 26, 2015 and they indicated that the sale is proposed for February 17 to 22, 2015 at the Claresholm Agriplex (Willow Creek Agricultural Society). The Development Officer contacted Dave Hansma, general manager of Willow Creek Agricultural Society, on January 26, 2015 and he confirmed the automobile sale and the proposed date and he also confirmed that the Willow Creek Agricultural Society Board is aware of the sale.

DISCUSSION:

The Development Officer can only process a business license application if the owner of the land, which is the Town of Claresholm in this case, has first authorized the application. Also needed in this case is a secondary authorization from the lessee of the land, which is the Willow Creek Agricultural Society.

It is important to note that the Lease Agreement between the Willow Creek Agricultural Society and the Town of Claresholm sets out that the lessee, being the Willow Creek Agricultural Society, agrees to "use the premises and improvements thereon solely for carrying on the business of recreational and agricultural activities."

OPTIONS:

- 1.) Authorize, as landowner, the Carmax Canada Superstore Business License Application.
- 2.) Refuse to authorize, as landowner, the Carmax Canada Superstore Business License Application.

If and when authorization is received from both the Town of Claresholm and the Willow Creek Agricultural Society, the Development Officer can process the business license application to issue a Non-Resident Hawkers, Peddlers, and Direct Sellers license. As per the Town of Claresholm Business License Bylaw No. 1300 (amended to Bylaw No. 1332) the fee for such a license is \$100.00. The applicant can only operate the sale when they have also received an Automotive Business Off-Site Sale License from the Alberta Motor Vehicle Industry Council.

If authorization is not received from the Town of Claresholm, the Carmax Canada Superstore Business License Application cannot be processed and the proposed automobile sale cannot proceed.

DECISION:

A motion from Council to authorize, or, alternatively, to refuse to authorize, the Carmax Canada Superstore Business License Application.

ATTACHMENTS:

- 1.) Carmax Canada Superstore Business License Application
- 2.) Carmax Canada Superstore Letter
- 3.) Willow Creek Agricultural Society-Town of Claresholm Lease Agreement

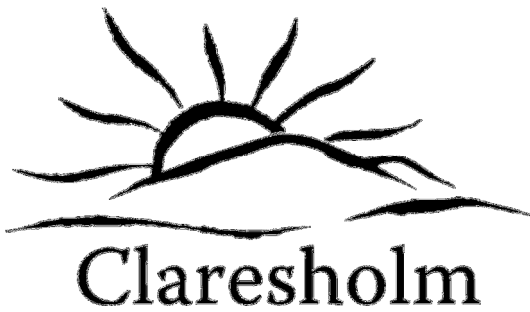
APPLICABLE LEGISLATION:

- 1.) Willow Creek Agricultural Society-Town of Claresholm Lease Agreement
- 2.) Town of Claresholm Business License Bylaw No. 1300 (amended to Bylaw No. 1332)

PREPARED BY: Jeff Doherty, Development Officer

APPROVED BY: Marian Carlson, CAO

DATE: February 5, 2015



REQUEST FOR DECISION

Meeting: February 9, 2015
Agenda Item: 12

MUNICIPAL TAX AGREEMENT - HARVEST SQUARE

DESCRIPTION:

Harvest Square:

- Lots 1-16, Block 1, Plan 1014361
- Lots 1-22, Block 2, Plan 1014361
- Lots 1-20, Block 3, Plan 1014361

BACKGROUND:

Above is the listing of the 58 properties that are contained in the Harvest Square subdivision. The tax settlement agreement with 1160136 Alberta Ltd. (purchaser) was finalized September 10, 2014 through the Provincial Court. The tax arrears settlement has been paid and received by the Town of Claresholm in full from 1160136 Alberta Ltd.

DISCUSSION/OPTIONS:

The amount written off as part of the tax settlement will be \$170,492.60.

RECOMMENDED ACTION:

Town of Claresholm Administration recommends that Town Council pass a resolution to accept the \$150,000.00 Harvest Square tax settlement as per the tax settlement agreement.

Town of Claresholm Administration recommends that Town Council pass a resolution to forgive the remainder of the taxes for the property listed above as per the tax settlement agreement with the new Land Owner - 1160136 Alberta Ltd. (see resolution below).

These resolutions are in line with recommendations from our Auditors in order to satisfy this matter within the fiscal year ending December 31, 2014.

PROPOSED RESOLUTIONS:

Moved by Councillor _____ that the Town of Claresholm accept the \$150,000.00 Harvest Square tax settlement as per the agreement.

Moved by Councillor _____ that the Town of Claresholm will forgive the remainder of the taxes on the noted Harvest Square properties (listed above) as per the tax settlement agreement.

ATTACHMENTS:

- 1.) Town of Claresholm – Tax Balance

APPLICABLE LEGISLATION:

- 1.) none

PREPARED BY: Administration

APPROVED BY: Marian Carlson - CAO

DATE: February 6, 2015



B R O W N L E E
L L P
Barristers & Solicitors

Emerging Trends

In Municipal Law 2015

THE LATEST ISSUES IMPACTING MUNICIPALITIES

Boost your Budget

Effective budget boosting strategies that all
Municipalities can implement

What's Hot or Not in Employment Law

Family status human rights accommodation; Over the
legal limit! Drugs and alcohol; Top proactive risk
management techniques

Risky Business

(Breakout Session – Topic 1)

A refresher on Municipal liability exposures, available
defenses and discussion of recent case law

Off-Site Levy – A Checklist to Optimize

Recovery

(Breakout Session – Topic 2)

Recent case law and checklists to ensure optimal recovery

Bear Pit Session

Your Questions Answered

Calgary

Thursday, February 19, 2015

Coast Plaza Hotel & Conference Centre

1316 – 33rd Street, NE

Phone: 403.248.8888

8:00AM – 3:30PM (Reception to follow)

**Registration and Continental Breakfast
at 8:00AM**

Edmonton

Thursday, February 12, 2015

Northlands EXPO Centre

7300-116 Avenue

8:00AM – 3:30PM (Reception to follow)

**Registration and Continental Breakfast
at 8:00AM**

SEE REVERSE SIDE FOR REGISTRATION DETAILS

Practitioners in the following practice areas will be present throughout the day to answer your questions:

Administrative Law, Construction & Procurement, Employment & Labour, Environmental, Expropriations, Municipal
Corporations, Municipal Enforcement, Municipal Utilities & Utility Regulation,
Planning & Development, Privacy & Access to Information, Property Taxation and Assessment, Real Estate



Reynolds
Mirth
Richards
& Farmer LLP



2015 Annual Municipal Law Seminar

3 Dates - 3 Locations

PLEASE EXTEND THIS INVITATION TO YOUR COUNCIL
& SENIOR ADMINISTRATION

Central: Friday, February 20th, 2015
Edmonton, AB
\$100 / Person

South: Friday, February 27th, 2015
Airdrie, AB
\$75 / Person

North: Friday, March 13th, 2015
Grande Prairie, AB
\$75 / Person

**VISIT WWW.RMRF.COM/NEWS/ FOR MORE
DETAILS & TO REGISTER**

Questions? Call Us At 780.497.3329
Or Email tpn@rmrf.com

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[Our People \(/people/\)](#)

[What We Do \(/what-we-do/\)](#)

[News & Events \(/news/\)](#)

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[Payments \(/payments/\)](#)

News

[2015 Annual Municipal Law Seminars \(/news/2015/01/2015-annual-municipal-law-seminars/\)](#)

Jan. 12, 2015 (Jan. 12, 2015, 2:55 p.m.) in [Seminars \(/news/categories/seminars/\)](#)

FOR REGISTRATION INFORMATION PLEASE CLICK [HERE](#)

https://www.rmrf.com/media/filer_public/68/e7/68e7574a-5eb6-4ec7-8405-d376a55b382a/registration.pdf.

Central Seminar - Edmonton

Our 30th Annual Central Municipal Law Seminar will take place on Friday, February 20th in Edmonton. Our program will run from 8:30 AM - 3:45 PM with a reception to follow. Doors open at 7:45 AM. The cost to attend is \$100 per person (no GST) and includes continental breakfast, lunch, coffee breaks, a reception, and a materials booklet to take home. *Please note advance registration is required.*

Southern Seminar - Airdrie

Our 7th Annual Southern Municipal Law Seminar will take place on Friday, February 27th in Airdrie. Our program will run from 9:00 AM - 3:30 PM. Doors open at 8:30 AM. The cost to attend is \$75 per person (no GST) and includes continental breakfast, lunch, coffee breaks, and a materials booklet to take home. *Please note advance registration is required.*

Northern Seminar - Grande Prairie

Our 20th Annual Northern Municipal Law Seminar will take place on Friday, March 13th in Grande Prairie. Our program will run from 9:00 AM - 3:30 PM. Doors open at 8:30 AM. The cost to attend is \$75 per person (no GST) and includes continental breakfast, lunch, coffee breaks, and a materials booklet to take home. *Please note advance registration is required.*

This year's topics will include:

Intuitive Vs. Deliberative Decision Making (Edmonton Location Only)

Are you an intuitive or a deliberative decision maker? Learn about the two styles of decision making and the situations where they are most applicable. How do the courts review municipal council decisions, and what are the differences when the court reviews tribunal decisions?

Composite Assessment Review Boards: How Are They Doing? Lessons from the Courts (Edmonton Location Only)

Recent leave to appeal decisions will be addressed. See how the Courts have been reviewing Board decisions from across Alberta. Has the Court been upholding or overturning the Composite Assessment Review Board?

Construction Contracting and Environmental Liabilities

This session will provide some guidance in preparing and reviewing construction contracts to deal with a number of issues commonly faced by municipalities in the course of construction projects. It will also address the new Canadian Public Sector Accounting Board direction PSAB 3260- Liability for Contaminated Sites, and its impacts on municipalities in Alberta.

Council Conduct and Good Governance: Can't We All Just Get Along

An effective council exercising good governance is the goal of every municipality. We will discuss the movement towards implementing Councillor Codes of Conduct, what can (and can't) be done when councils are not operating effectively and what remedies are available when individual councillors are not fulfilling their duties and responsibilities. We will also discuss what good governance means and how your council can successfully forge ahead. Internet defamation and options available to councilors will also be discussed.

Staying On-Side With Off-Site Levies

Is your Off-Site Levy (OSL) Bylaw valid and enforceable? Unfortunately a number of municipalities have found out through court challenges that their OSL Bylaw was not valid, and that levies could not be enforced. In some cases levies had to be refunded. This session is designed to help municipalities understand OSL Bylaws, and make them enforceable.

Navigating the Employee Jungle: Employer Beware

This session will provide an update of recent and topical developments in employment law of interest to municipalities.

A more detailed agenda, which will include the times of each session, will be sent to those who register.

[← Previous \(/news/2014/05/rmrf-llp-supports-haida-gwaii-totem-tour/\)](/news/2014/05/rmrf-llp-supports-haida-gwaii-totem-tour/)

Categories

[Achievements \(/news/categories/achievements/\)](/news/categories/achievements/)

[Community \(/news/categories/community/\)](/news/categories/community/)

[News \(/news/categories/news/\)](/news/categories/news/)

[Publications \(/news/categories/publications/\)](/news/categories/publications/)

[Seminars \(/news/categories/seminars/\)](/news/categories/seminars/)

Monthly Archive:

[January 2015 \(/news/2015/01/\)](/news/2015/01/)

[May 2014 \(/news/2014/05/\)](/news/2014/05/)

[April 2014 \(/news/2014/04/\)](/news/2014/04/)

[February 2014 \(/news/2014/02/\)](/news/2014/02/)

[December 2013 \(/news/2013/12/\)](/news/2013/12/)

GROWING RURAL TOURISM



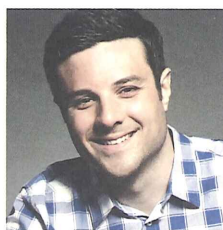
GROWING RURAL TOURISM CONFERENCE
FEBRUARY 23–25, 2015
CAMROSE, ALBERTA

Early bird registration deadline: January 23, 2015

Registration deadline: February 20, 2015

GrowingRuralTourism.ca

FEATURING



Stephen Sills | Content Marketing: Grow Your Business Through Sign Up

How do you craft persuasive content to grow your business if you have no idea who you are speaking to? You don't. Smart marketers know that the real work starts before you press send. They believe there is a more cost efficient strategy than a catch-all, spray and pray email blast. Or blog posts. Or any content at all. This session will teach you how to turn smart data into a helpful framework for your team to create and distribute content that connects with your audience, and ultimately drives transactions.



Corey Poirier | Standing Ovations From Every Customer

This presentation is designed to help you get Standing Ovations from every Customer whether personally, in your business professionally or even in your community. The result can be increased customer loyalty, improved market competitiveness, increased business revenue, improved word of mouth and improved personal and professional relations.



Bruce Firestone | Leisure is the New Infrastructure

Bruce shares his secrets on how villages, towns, cities and counties can create sustainable, growing economies in the 21st century. Learn how to boost rural tourism, develop an entrepreneur class and keep the most important resource—your children—in the community. Bruce will show you how to implement programs that really work and also happen to have a negative cost associated with them—programs that generate far more benefits than costs and that don't require massive amounts of scarce government funding.



Vik Maraj | Letting Go of Yesterday – The Courage to Change the Future

Every rural community is dealing with growth; either they are at the impact of their own growth or they are being impacted by another region or city's growth which is drawing their friends and family away. This presentation will confront the ill-fated notion that we can hang on to *the way we've always done it*. It will uncover the *real* barrier to moving with the future rather than against it. And, it will make a powerful case for "letting go" as the pathway forward.

PLUS

PRE-CONFERENCE WORKSHOPS | CONCURRENT SESSIONS | NETWORKING | AWARDS GALA



REGISTRATION FORM | FEBRUARY 23-25, 2015 | CAMROSE REGIONAL EXHIBITION, CAMROSE, AB

Please print or type clearly

Main Contact: _____

Additional Delegates: _____

Organization/Company Name: _____

Address: _____

City: _____ Province: AB Postal Code: _____

Bus. Phone: _____ Fax: _____ E-mail: _____

Check here if you **DO NOT** want your name and contact information given to conference delegates and sponsors.

Check here if you have any **DIETARY RESTRICTIONS** we should be aware of: _____

Registration Fee (includes Monday Night Dinner & Tuesday Night Dinner & Awards for Delegates)

*Registration fee includes: all seminars, meals, refreshment breaks, and receptions.

3 Day Early Bird Fee (before Jan. 23, 2015) \$285* x _____ = _____

3 Day Regular Fee (Jan. 23-Feb. 20, 2015) \$325* x _____ = _____

On-Site/Late Fee (after Feb. 20, 2015) \$385* x _____ = _____

1 Day Fee \$185* x _____ = _____

Additional Dinner Tickets Monday Night Dinner \$35 x _____ = _____

Tuesday Night Dinner & Awards \$45 x _____ = _____

**GST Exempt*

Cancellations must be received in writing prior to February 20, 2015 and will be subject to a \$40.00 administration fee.

No refunds will be made after February 13, 2015

Pre-Conference Workshops (9:00 to 11:30 a.m.)

Options: Business Plan Development Marketing Plan Development

Round Table Discussion Tap Room Tour *Space is Limited*

Showcase Your Municipality or Business Section

Alberta Shows Off is an opportunity to present and share your tourism product or experience with all conference delegates. Display to be set up for duration of conference.

Alberta Shows Off Delegate Booth Fee \$71.43 + (\$3.57) = \$75.00 = _____

Alberta Shows Off Non-Delegate Booth Fee \$142.50 + (\$7.50) = \$150.00 = _____

Power for Booth \$15.00 + (\$0.75) = \$15.75 = _____

Total Amount Enclosed \$ _____

Yes! We will exhibit

Need AC power source

**Exhibition charges cover show services costs.*

Method of Payment

Visa MasterCard Cheque (make cheques payable to Camrose Regional Exhibition)

Card# _____ / _____ / _____ / _____

Expiry Date: _____ / _____ Name of Cardholder: _____

Authorized Signature: _____

*Faxed registration forms will be accepted if accompanied by a credit card number. *Confirmation will be sent upon receipt of payment.

START SOMETHING NEW

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RETURN REGISTRATION FORM WITH PAYMENT TO:

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c/o Jennifer Filip

4250 Exhibition Drive

Camrose, AB T4V 4Z8

Toll Free: 1-800-296-8112

Phone: 780-672-3640

Fax: 780-672-8140

Email: grt@cre.ab.ca

FOR OFFICE USE ONLY

Payment Received

Date Received

Confirmation Sent

Registration

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>
49804	2015-01-12			13125	AHS-CCMHA	18142	18.00
49805	2015-01-12			600	ALBERTA ASSOCIATION OF M.D.'S		8,115.65
49806	2015-01-12			786399	Alberta Municipal Health & Safety Association		525.00
49807	2015-01-12			1025	ALBERTA ONE CALL LOCATION CORP		9.45
49808	2015-01-12			786868	BARLEY, BARRY		142.79
49809	2015-01-12			787511	BELL, BARBARA		171.58
49810	2015-01-12			6390	BISHOFF AUTO & AG CENTRE		200.74
49811	2015-01-12			786578	CENTRAL SHARPENING LTD.		63.00
49812	2015-01-12			13525	CLARESHOLM IGA		1,616.09
49813	2015-01-12			13660	CLARESHOLM LOCAL PRESS		2,073.92
49814	2015-01-12			14085	CLARESHOLM NAPA AUTO		1,844.51
49815	2015-01-12			14205	CLEAN BRITE CHEMICAL SERVICES LTD.		420.84
49816	2015-01-12			786540	DIRECT ENERGY REGULATED SERVICES		57.35
49817	2015-01-12			786397	EPCOR		104.26
49818	2015-01-12			787505	FOX, ALICIA		691.44
49819	2015-01-12			49980	HARRY'S TIRE SALES (1984) LTD.		25.00
49820	2015-01-12			36800	HOME HARDWARE		446.74
49821	2015-01-12			56155	LIFESAVING SOCIETY		95.06
49822	2015-01-12			786659	LIVINGSTONE RANGE SCHOOL DIVISION		473.78
49823	2015-01-12			786175	MacPherson Leslie & Tyerman LLP		4,956.00
49824	2015-01-12			786704	MINISTER OF FINANCE (LT)		370.00
49825	2015-01-12			65000	MUNICIPAL DISTRICT OF WILLOW		1,282.04
49826	2015-01-12			786905	ONECONNECT SERVICES INC. T46194		39.81
49827	2015-01-12			786453	PRAXAIR CANADA INC.		957.21
49828	2015-01-12			80000	PUROLATOR COURIER		246.28
49829	2015-01-12			42321	RFS CANADA		76.42
49830	2015-01-12			786759	SIMPLEX GRINNELL		1,639.51
49831	2015-01-12			786824	SOUTHERN REWIND LIMITED		346.50
49832	2015-01-12			786774	SOUTHLAND INTERNATIONAL		45.95
49833	2015-01-12			91710	STINTECH ELECTRONICS		403.36
49834	2015-01-12			900	TELUS		45.61
49835	2015-01-12			111705	WC CLASS II REGIONAL LANDFILL		9,057.50
49836	2015-01-12			125000	YOUNG PARKYN MCNAB LLP		2,467.50
49837	2015-01-12			900000	BOOT, WILLY		150.00
							<hr/>
							39,178.89



TOWN OF CLARESHOLM

Cheque Listing For Account Payable

2015-Feb-5

11:17:57AM

Cheque #	Cheque Date	CEO	CAO	Vendor #	Vendor Name	Amount
						Batch # 18144
49838	2015-01-12			786518	ALL-TRA BATTERY	15.69
49839	2015-01-12			786285	ALTALIS JV	132.30
49840	2015-01-12			786195	Benchmark Assessment Consultants Inc.	4,419.81
49841	2015-01-12			786483	CLARESHOLM CONTINUOUS EAVESTROUGHING LTD.	220.50
49842	2015-01-12			786950	CLARESHOLM SELF STORAGE	598.50
49843	2015-01-12			786141	CLARESHOLM TAXI	1,086.75
49844	2015-01-12			14205	CLEAN BRITE CHEMICAL SERVICES LTD.	1,105.76
49845	2015-01-12			56200	LOCAL AUTHORITIES PENSION PLAN	14,161.32
49846	2015-01-12			71400	Oldman River Regional Services Commission	8,286.00
49847	2015-01-12			786050	PLANET CLEAN (LETHBRIDGE) LTD.	308.65
49848	2015-01-12			786156	Q.E.D. ENTERPRISES LTD.	971.62
49849	2015-01-12			86300	RECEIVER GENERAL FOR CANADA	19,586.31
49850	2015-01-12			91265	SCHUWEILER, MIKE	525.00
49851	2015-01-12			787515	WATT & STEWART COMMODITIES INC	756.00
49852	2015-01-12			111435	WILHAUK, KARINE	378.00
49853	2015-01-12			900000	LARSON, CANDACE	25.00
49854	2015-01-12			900000	The Municipal Information Network	519.75
						53,096.96
						Batch # 18169
49855	2015-01-27			76356	ACN	7.77
49856	2015-01-27			11250	CANADIAN LINEN SUPPLY	770.83
49857	2015-01-27			26201	FERG'S SEPTIC SERVICE LTD	955.50
49858	2015-01-27			786000	FLOWERS ON 49th	630.00
49859	2015-01-27			786872	MPE ENGINEERING LTD.	2,813.58
49860	2015-01-27			76400	PITNEYWORKS	4,772.30
49861	2015-01-27			786697	Productivity Plus Account	638.14
49862	2015-01-27			787523	SANDERS, DARREN	462.00
49863	2015-01-27			101400	UNITED FARMERS OF ALBERTA	140.61
49864	2015-01-27			900000	Capital Paper Recycling Ltd.	157.50
49865	2015-01-27			900000	Interactive Technolog Syndicate Ltd.	210.00
49866	2015-01-27			900000	SunAgro Land Services Ltd.	5,709.90
49867	2015-01-27			900000	ULINE Canada Corporation	103.44
						17,371.57
						Batch # 18170
49868	2015-01-27			787526	Alberta Municipal Services Corporation	36,085.52
						36,085.52



TOWN OF CLARESHOLM

Cheque Listing For Account Payable

Cheque #	Cheque Date	CEO	CAO	Vendor #	Vendor Name	Amount
					Batch #	18176
49869	2015-01-29			650	ALBERTA BLUE CROSS	7,092.44
49870	2015-01-29			786399	Alberta Municipal Health & Safety Association	997.50
49871	2015-01-29			786325	ALBERTA WATER & WASTEWATER, OPERATORS ASSOCIATION	1,386.00
49872	2015-01-29			786517	AMSC INSURANCE SERVICES LTD.	3,486.91
49873	2015-01-29			787538	CAPITAL PAPER RECYCLING LTD.	163.80
49874	2015-01-29			786578	CENTRAL SHARPENING LTD.	152.25
49875	2015-01-29			56100	CIMCO REFRIGERATION	1,312.50
49876	2015-01-29			13150	CLARESHOLM CASTING	299.25
49877	2015-01-29			785935	CLARESHOLM CHAMBER OF COMMERCE	410.00
49878	2015-01-29			13250	CLARESHOLM CHILD CARE SOCIETY	2,183.50
49879	2015-01-29			786465	CLARESHOLM GOLF CLUB	1,500.00
49880	2015-01-29			786450	COPE, KRIS	104.99
49881	2015-01-29			786540	DIRECT ENERGY REGULATED SERVICES	72.03
49882	2015-01-29			786397	EPCOR	100.54
49883	2015-01-29			26025	FEDYK, ROD	141.74
49884	2015-01-29			786597	FOOTHILLS HOME IMPROVEMENTS	105.00
49885	2015-01-29			786727	FOOTHILLS REGIONAL E.M.S.	7,880.85
49886	2015-01-29			786146	GODLEY'S JEWELLERY	11.97
49887	2015-01-29			36200	HAGEN ELECTRIC	561.65
49888	2015-01-29			787525	HealthyWorker	687.75
49889	2015-01-29			787522	HIFAB HOLDINGS LTD.	301.17
49890	2015-01-29			56155	LIFESAVING SOCIETY	336.00
49891	2015-01-29			786659	LIVINGSTONE RANGE SCHOOL DIVISION	477.21
49892	2015-01-29			56200	LOCAL AUTHORITIES PENSION PLAN	13,690.58
49893	2015-01-29			65040	MUNICIPAL INFORMATION SYSTEMS	978.33
49894	2015-01-29			66100	NATIONAL SECRETARY-TREASURER	1,250.75
49895	2015-01-29			786708	OHS CANADA	99.75
49896	2015-01-29			76300	PEDERSEN TRANSPORT LTD.	258.84
49897	2015-01-29			786205	PIPELINE WATER CO-OP LTD.	150.00
49898	2015-01-29			786167	PITNEY BOWES GLOBAL CREDIT SERVICES	1,398.98
49899	2015-01-29			786050	PLANET CLEAN (LETHBRIDGE) LTD.	464.78
49900	2015-01-29			80000	PURULATOR COURIER	38.54
49901	2015-01-29			786536	R P WATERWORKS INC.	2,284.53
49902	2015-01-29			786434	RAYMAX EQUIPMENT SALES	7,263.90
49903	2015-01-29			86300	RECEIVER GENERAL FOR CANADA	27,388.66
49904	2015-01-29			786468	SHAW CABLE	89.20
49905	2015-01-29			900	TELUS	4,185.26
49906	2015-01-29			786191	TENAQUIP LIMITED	300.13
49907	2015-01-29			786500	TRINUS TECHNOLOGIES INC.	157.50
49908	2015-01-29			787503	Western Materials Handling & Equipment Ltd.	564.48
49909	2015-01-29			900000	Alberta Development Officers Association	100.00
49910	2015-01-29			900000	CHINOOK WEBS INC	37.80
49911	2015-01-29			900000	KNELSEN, GEORGINA & TIMOTHY	500.00
49912	2015-01-29			900000	LINN, PAULETTE	500.00
49913	2015-01-29			900000	McDonald, Rita	66.00
49914	2015-01-29			900000	ROBLIN, DARLENE	1,050.00
49915	2015-01-29			900000	WACHS CANADA LTD.	869.40
						93,452.46



TOWN OF CLARESHOLM

Cheque Listing For Account Payable

<u>Cheque #</u>	<u>Cheque Date</u>	<u>CEO</u>	<u>CAO</u>	<u>Vendor #</u>	<u>Vendor Name</u>	<u>Amount</u>
					Total	239,185.40

*** End of Report ***



Thursday, January 29, 2015

Town of Claresholm – Municipal Office
221 – 45 Avenue West
PO Box 1000
Claresholm, AB T0L 0T0

Dear Mr. Rob Steel:

RE: Alberta Energy Regulator (AER) **Directive 79**/Abandoned Wells Setbacks

Please find attached a map of abandoned wells found within your Administrative area. As you know there are new requirements for with these wells that directly affect you. There can be significant risks with these wells.

My team of engineers, cartographers, field staff and equipment can assist your team in addressing the risks associated with the abandoned wells found within your administrative boundaries, we can also assess and mitigate the risks.

Your requirements are listed in Directive 79, published by the AER, found here:

<http://www.aer.ca/documents/directives/Directive079.pdf>

Not every abandoned well is a threat but their existence needs to be addressed and planned for. My team can assist you and your developers.

It is important to address this issue now as there may already be a problem and proper planning can avoid future complications.

Please feel free to contact me; 587-353-1097 to discuss how we can assist you.

Sincerely,

W. George Conroy
President, The Frac Notice Team
www.d79.ca wgc@d79.ca

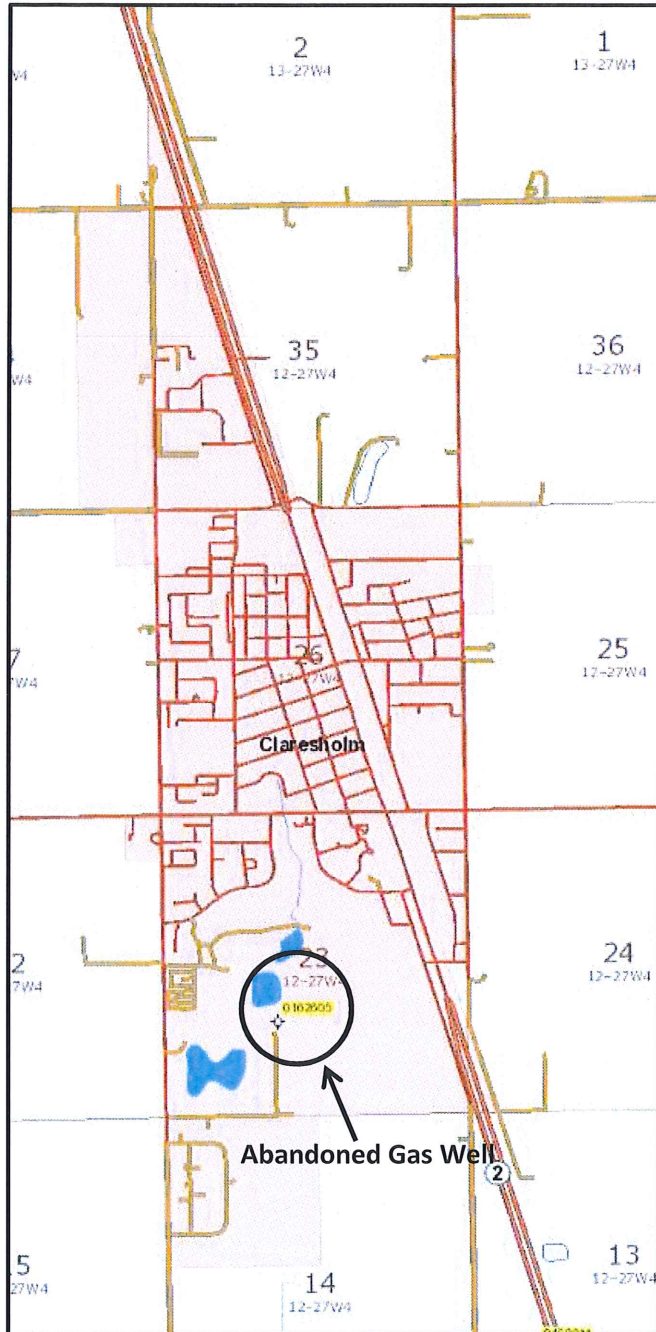


The Town-owned land on which the abandoned well is located is zoned P-Public and it is not anticipated that any subdivision or development applications will be put forward within the setback dimensions as set out in the AER Directive 079 dated November 28, 2014

Abandoned Oil and Gas Well in Claresholm

February 5, 2015

Source: Alberta Energy Regulator <http://mapview.ercb.ca/AbandonedWells/>



Licence No: 0162605

Status: Abandoned

Location: 06-23-012-27W4

Fluid: Gas



A place of hope & healing...

January 26th, 2015

Dear Mayor Steel and members of council,

Rowan House has been supporting families within southern Alberta communities for 15 years.

From our early years in a tiny facility near Black Diamond, to our move to a state of the art, secure facility more centrally located in High River, we have housed hundreds of women and children leaving abusive situations. We have been through the Flood of 2013 and have grown from 6 beds and 2 bedrooms to a fully functioning 24 bed, 7 bedroom facility for women and their children needing housing, education and support as they proceed on their own journey to a life free of domestic violence.

We provide education, prevention and early intervention work in the community with the vision of ending family violence. We count on your support to be successful.

Our annual Hope and Healing Gala will be held on Saturday, April 25th at Lynnwood Ranch in Aldersyde.

We hope you'll consider joining us for another great evening as we raise the much needed funds for the Rowan House Emergency Shelter and the essential programs and services we provide.

Help us celebrate our 15th year in Southern Alberta making a difference in the lives of women and children in our community.

In gratitude,

The 2015 Hope & Healing Gala Committee

Tickets are \$200 each

or

\$1,400 for a Table of 8

They can be purchased online at www.rowanhouse.ca or by mail.

Rowan House Society

Box 5121, High River, Alberta, T1V 1M3

Crisis Line: 403 652-3311 Toll Free: 1-855-652-3311 Admin: 403 652-3316

www.rowanhouse.ca



Charitable Registration #899496707RR0001

2015 Hope & Healing Gala

GIFT CARD FUNDRAISER

Buy GIFT CARDS through WCCHS (in partnership with West Meadow Elementary School) for everyday purchases, to give as gifts for birthdays or for your business needs. Up to 15% of your everyday purchases will be automatically donated back to WCCHS student activities! Visit www.fundscrip.com/retailers for the list of participating retailers. Contact the office for further details. **NEXT ORDER IS DUE FEBRUARY 23**

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

 Willow Creek Composite High School Alumni Association
 @wcchsalumni

HOW TO REACH US

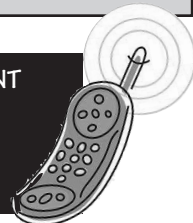
Main Phone 403-625-3387
website: www.lrsd.ab.ca/schools/willowcreek
email: adamsd@lrsd.ab.ca
News to add? dofsteel@shaw.ca

Happy Valentine's Day

February 2015

IS YOUR CHILD ABSENT FROM SCHOOL?

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



WCCHS WE Team will be selling Candygrams on Friday, Feb. 6. Purchase for your friends for \$0.50 and they will be delivered to 1st block classes on Friday, Feb. 13. Sales will be in the foyer Feb. 3-5 & 9-12.

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
1	2 Groundhog Day Report Cards Ready Sports Society Oranges & Grapefruit Pick up after lunch	3	4	5	6 Valentine's Day Dance 8 pm	7
8	9	10 High School Curling Zone Playdowns in Lethbridge Junior High (Gr. 7-9) Ski Day (Castle) Jr. PROM FASHION SHOW @ 7 pm	11	12	13 Valentine Activities & Wear Red Day!	14 
15	16 FAMILY DAY HOLIDAY	NO SCHOOL FOR STUDENTS THIS WEEK				21
22	23	24	25	26 School Council 6:30 Sports Society 8:00	27	28

Willow Creek Composite High School • Grades 7-12

P.O. Box 219 • 626 - 55 AVE W., Claresholm, AB T0L 0T0 • Phone: 403-625-3387 • Fax: 403-625-3289 • www.lrsd.ab.ca/school/willowcreek

Willow Creek Composite High School

The Navigator

Issue 38 • Printed February 2, 2015

Claresholm, AB

"February, when the days of winter seem endless and no amount of wistful recollecting can bring back any air of summer."
- Shirley 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.

WE TEAM ACTIVITY

The WCCHS WE Team was busy in November and December. WE Team members volunteered to bake Christmas cookies that were delivered to local seniors. The group also organized a Toy and Book Drive.

This month, the WE Team has a Candy Gram fundraiser planned for Valentine's Day. Candy Grams are treats that you purchase for friends and teachers. Each Candy Gram will be addressed to the recipients and delivered to the classrooms on Friday, February 13. Each Candy Gram costs 50 cents. They will be available for purchase in the foyer during lunch on February 3 - 5, 9, 11-12. All proceeds from the Candy Gram sale will go to charity.



JR HIGH SKIING

A junior high ski date has been set for February 10 at Castle Mountain. Grade 7-9 students are going skiing and those students who do not go will have a regular school day. Have a great day on the slopes! If you would like to go please see Mrs. Watt.

PROM FASHION SHOW

We invite everyone to join us on Tuesday, February 10, for the Junior Prom Fashion Show. The public is welcome to attend the fashion show at 7 pm. Admission is \$2 at the door.

TRAVEL STUDY MEETINGS

The WCCHS Travel Study group will have a brief meeting in March to give out information on upcoming meetings in April and September of this year. More details to follow. Check in with Mr. Salman if you are looking for more information.

DIVISION'S ANNUAL RESULTS

LRSD Annual Results & Three Year Plan is available on the division website.

Highlights include:

- High success in diploma exam results in Biology, Chemistry and Physics.
- English 30 and Social level courses both above provincial average.
- LRSD had a high result in the Standard of Excellence for Biology 30, Physics 30 and ELA 30-2.
- Increased Rutherford Scholarship eligibility and surpassing the provincial average.
- Data indicates that there was a decline in overall PAT achievement which will require an emphasis in this area.

- Low dropout rate.
- High result in High School Completion rates.
- Improvement and strong satisfaction in the area of Citizenship.
- FNMI students belonging and achievement continues to be a focus for LRSD.

Hyperlink: <http://bit.ly/1uQeCPD>

HAPPY GROUNDHOG DAY! FEBRUARY 2



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

INSIDE THIS ISSUE:

- LRSD Annual Results
- Travel Study
- New Golf CTS Course
- Sports Report
- Teacher / Staff Week!
- February 2015 Calendar

REMINDER!

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

ONE WAY 

FROM THE PRINCIPAL: Dave Adams

Greetings to all in the learning community of WCCHS, and it is hard to believe that we are at the mid-point of the 2014-2015 school year!

We just finished up our Final Exams from the first semester, and early indicators point to another positive set of successful Diploma Exams have been written by our students. This information should come as no surprise, as WCCHS has consistently been above provincial averages in the last five years on our Diploma results as verified in the Alberta Education Pillars of Accountability.

This "Pride in Performance" success on these important exams comes directly from the dedicated educators who teach these courses to our students, and the teachers who prepare the way in prerequisite courses as well. These professionals also improve their craft by working on Provincial evaluation as Ms. Scott, Mr. Weeks, and Mr. Bryson have just recently returned from Edmonton where they marked HUNDREDS of papers from across the province.

The mid-point of the year also marks the comings and goings of shared staffed within Livingstone Range School Division. Sadly we bid farewell until the Fall, 2015 semester to Mr. Bebek and Mr. Anderson and wish to thank them for their excellent teaching. A WARM WELCOME to Mr. Centola who joins our staff for the second semester to teach Fabrication (welding) at WCCHS as this course is being offered for the first time in numerous years.

The second semester will also see a brand new endeavor at WCCHS called "Golf Mastery" under the guidance of Mr. Salman. We are excited to offer this unique opportunity to our students and it is clearly a community effort. This program is not offered anywhere else in our district or even southern Alberta so best wishes to Mr. Salman and our students as they embark on this new adventure.

The month of surveys is quickly coming upon us all. The 2014-2015 Alberta



Education Pillars of Accountability surveys are coming in the near weeks ahead. Once again WCCHS will be using the TTFM (Tell Them From Me) Survey format to gather information about the school.

Mrs. McNutt and I will be doing the surveys with the students in February. The staff will complete these surveys as well, plus we will be asking you to share your candid thoughts about WCCHS in the coming weeks.

Thank you for your support of our school, where we try and live our motto of "Pride in Performance" on a daily basis.

SPORTS UPDATES

Basketball:

Basketball continues for both Junior and Senior High teams. The High School JV Girls hosted the Cobra Classic on January 30 & 31. The Senior Girls host their home tournament on February 13 & 14. Check the school website and message boards for game and practice schedules.

Curling:

WCCHS is fielding a full curling team this year with boys, girls, and mixed teams! They will host the District play-offs on February 4 where they will hopefully qualify to move on to Zones in Lethbridge on February 10 & 11 and then Provincials on March 6 & 7 in Lloydminster.

Sports Society:

Sports Society will hold their monthly meeting Thursday, February 26 at 8 pm. Our Annual Orange and Grapefruit sale has finished. Thanks to all who have supported another successful sale this year! Fruit will be delivered to the school February 2 and orders can be picked up after lunch.

Casino:

Thanks to all who have volunteered to work shifts at the Lethbridge Casino on March 20 & 21!

All Sports Society fundraising proceeds go to help facilitate our school sports and keep player fees to a minimum. Your support is appreciated!

LOOKING FORWARD

Junior & senior high report cards will be distributed on February 2. Students and parents have access to PowerSchool anytime before, during or after final or midterm assessments are completed. A printed report card with comments will be provided on February 2, 2015.

TEACHER / STAFF APPRECIATION WEEK, FEB. 9-13

Teacher / Staff Appreciation Week (TSAW) was initiated by the Canadian Home and School Federation in 1988. The purpose of this week is to encourage parents and the wider community to recognize the personal and professional contributions that our teachers and school staff make to children and their education. Every school has dedicated teachers and staff members such as secretaries, teacher assistants, nurses, bus drivers and custodians. This is a week when we can let them know they are appreciated and that parents are on the same team. It is only through our combined efforts that our students will be successful!

Staff will receive some surprises throughout the week. Thank you to the parents who have contributed to making this a fun week for our school staff!



GOLF MASTER COURSE

We are excited about offering a new CTS course here at WCCHS. Mr. Salman will be teaching Golf Master, a course on golf. We have currently 16 students enrolled in it. Mr. Salman will be in regular contact with CPGA professionals who will provide us with their expertise in the area of golf. Many thanks to the Town of Claresholm for allowing this CTS class the use of the gym at the old elementary school for indoor training purposes.

If you have any questions, please inquire at the school.

SELF CONFIDENCE IN SPORTS

Parents, do your kids look for confidence in all the wrong places? If they only rely on positive feedback/comments from you, their coaches, or their peers to feel confident in sports, they're committing a mental game no-no.

Sure, it's pretty normal for kids to want others to give them positive feedback. You just don't want their confidence to sink when they don't get that feedback. If your athletes only rely on others' positive feedback to feel confident, they can not be in control of their confidence.

It's all about the SELF in self-confidence. What exactly is self-confidence in sports? It's athletes' belief in their ability to execute a play or task that they've practiced over and over.

Kids should identify the physical activities and talents that allow them to feel confident--quickness, speed, strength, timing, coordination or communication, for example. These are the skills and talents that won't go away--and kids need to believe this to feel confident.

One good way to help kids believe in their abilities is to have them create a confidence resume. This lists their strengths, their best moments in sports--and can even include compliments from others (but should not be solely based on others' feedback).

Now available to exclusive members of Kids' Sports Psychology is the third in our series of audios produced especially for young athletes. It's an interview with

UPCOMING DATES TO NOTE

- Fruit Arrives!February 2
- Valentine's DanceFebruary 6
- Jr High Ski DayFebruary 10
- Jr Prom Fashion Show (7 pm)February 10
- No School for StudentsFebruary 16-20
- Family Day HolidayFebruary 16
- Day in lieu of parent teacher interviews . . February 17 & 18
- Teachers' ConventionFebruary 19 & 20
- School Council Meeting (6:30 pm)February 26
- Sports Society (8 pm)February 26
- Grade 10 Parent Orientation Night (7 pm)March 5
- No School for StudentsMarch 20

mental game expert Dr. Patrick Cohn, and it's all about where kids should look to boost their confidence.

We're here to help you be the best sports parents possible and for your kids to boost their confidence and enjoy sports! Lisa Cohn and Patrick Cohn, Ph.D youthsportstips@youthsportspsychology.com

TRUSTEES

Ward 1 Trustees are John McKee and Bradley Toone. Please feel free to speak with them about any concerns you may have. Bradley attends our school council meetings and you can always catch up with him there!

FAMILY DAY HOLIDAY

Family Day holiday was first celebrated in 1990. Family Day is celebrated on the third Monday in February each year. Alberta is the only province in Canada to have a statutory holiday in February. The holiday was proclaimed by Lieutenant Governor Helen Hunley, on the advice of her premier, Don Getty. Premier Getty said it was important for all Albertans to take time for their families, and that this holiday would emphasize the importance of family values.

Getty came in for considerable criticism at the time. Many employers felt that an additional statutory holiday was an unnecessary financial burden. In response to the criticism, the holiday of Heritage Day was downgraded to a civic holiday, meaning employers are not required to observe this day. Under Alberta law, the employer may choose to observe Heritage Day as a general holiday, under which rules applying to general holiday pay will be used.



Check out the 4th Annual Rural Symposium for Education taking place in Canmore from March 1-3, 2015! <http://www.albertaruraleducation.ca/>



To School Administration, Staff and Parents:

As spring holidays approach, we know that many families have vacations planned, both within and outside of Canada.

Travelling increases your family's risk of exposure to many different diseases, including measles. Measles is a very real threat in many parts of the world, including as close to home as California, where a measles outbreak is currently ongoing.

It is always important to ensure all your immunizations are up to date before you travel.

If you are travelling to an area where a measles outbreak is currently active (including, but not limited to, California), it is very important to ensure all travellers have received the right number of doses, for their age, of the MMR vaccine – the vaccine that protects against measles - before departing on the trip. Children six months to six years old may require an earlier dose of vaccine than provided in the routine schedule, anyone born in or after 1970 should ensure they have had two doses of vaccine, and adults born before 1970 should have one dose.

If you are uncertain whether you and/or your children need the MMR vaccine before travelling, please call your local community health centre to discuss. If you are not sure how to reach your local community health centre, you can also call Health Link Alberta at 1.866.408.5465.

Please remember:

Measles is a serious disease:

In addition to fever, rash and other symptoms, about one in three persons with measles will have one or more complications, including diarrhea, ear infections (which can lead to permanent hearing loss), pneumonia, inflammation of the brain and seizures. Measles can also lead to death. Although complications are more common among children under five years of age, individuals 20 years of age and older and those with compromised immune systems, even healthy people are a risk of complications. In fact, about one in ten people with measles need hospital treatment.

Measles is extremely contagious:

Measles disease is caused by a virus that spreads easily through the air. When someone with measles has been in a room, the virus can survive in the air for up to two hours after the person has left and infect people who simply breathe the air during that time. People who have never been vaccinated or who have never had measles disease are 90 per cent likely to get sick with measles, if exposed to the measles virus.

Measles can be prevented with vaccine:

Two doses of the MMR vaccine, at the appropriate ages and intervals, are required to be protected against measles. One dose of MMR vaccine provides approximately 95% protection. The second dose of MMR vaccine is required for 99% protection. Although everyone's body responds slightly differently to vaccine, we do know that without any vaccine, you are 100% at risk.

Be sure you and your family are protected. For more information on measles disease and the MMR vaccine, please visit www.immunizealberta.ca or call Health Link Alberta at 1.866.408.5465.

Sincerely,

Dr. Richard Musto
Medical Officer of Health
Alberta Health Services
Calgary Zone

Dr. Christopher Sikora
Medical Officer of Health
Alberta Health Services
Edmonton Zone

Dr. Albert de Villiers
Medical Officer of Health
Alberta Health Services
North Zone-West, North Zone Lead

Dr. Wadieh Yacoub
Medical Officer of Health
First Nations Inuit Health Branch
Health Canada

Dr Deena Hinshaw
Medical Officer of Health
Alberta Health Services
Central Zone

Dr. Vivien Suttorp
Medical Officer of Health
Alberta Health Services
South Zone

Alberta SouthWest Regional Alliance
Minutes of the Board of Directors Meeting
Wednesday January 7, 2015 Roy's Place, Claresholm



Board Representatives

Lloyd Kearl, Cardston County
Barney Reeves, Waterton
Tammy Rubbelke, Pincher Creek
Jordan Koch, Glenwood
Brent Feyter, Fort Macleod (alternate)
Maryanne Sandberg, MD Willow Creek
Dennis Gillespie, Stavely
John Connor, Granum
Ron Davis, MD Ranchland
Garry Marchuk, MD Pincher Creek
Warren Mickels, Cowley
Shelley Ford, Claresholm
Beryl West, Nanton

Resource Staff

Kathy Wiebe, Executive Assistant, MD Ranchland
Bev Thornton, Executive Director, AlbertaSW
Bob Dyrda, Communications Coordinator, AlbertaSW
Chris Fields, Twist Marketing
Catherine Proulx, Twist Marketing
Craig Dobson, Taylor Warwick

Organizational Partners

Bill Halley, RINSA/AI-TF
Linda Erickson, AIAE
James Tessier, CF Alberta Southwest
Martha Ratcliffe, Chair, LRSD
Leah Wack, Lethbridge College

1. Welcome , Introductions and Roundtable
2. Approval of Agenda
Moved by Maryanne Sandberg THAT the agenda be approved as presented.
Carried. [2015-01-412]
3. Approval of Minutes
Moved by Tammy Rubbelke THAT the minutes of December 3, 2014 be approved as presented.
Carried. [2015-01-413]
4. Approval of Cheque register
Moved by Barney Reeves THAT cheques #1601-1654 be approved as presented.
Carried. [2015-01-414]
5. Technology tools
Moved by Shelley Ford THAT AlbertaSW authorize \$1,000 toward purchase of a new computer for the office.
Carried. [2015-01-415]

Moved by Garry Marchuk THAT AlbertaSW purchase a tele-presence robot, according to specifications presented.
Carried. [2015-01-416]

Moved by Barney Reeves THAT AlbertaSW purchase a mobile internet hub.
Carried. [2015-01-417]
6. EDA Conference Sponsorship
Moved by Garry Marchuk THAT AlbertaSW be a sponsor of the Economic Developers Alberta Conference at the Bronze level.
Carried. [2015-01-418]

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| 7. 13 WAYS Pilot Project Update | Chris Fields provided preliminary report card design and outline of report content.
Bev and Bob and Board representatives will follow up with the communities to complete the surveys and information gathering necessary to build the final reports. |
| 8. Broadband for Economic Development | A draft of the Final Report was made available.
Board will follow up with councils to assist with scheduling the individual community meetings. |
| 9. Invitation to Waterton Biosphere Reserve Association planning event | Accepted as information.
Those unable to attend are invited to complete a survey to assist with planning. |
| 10. Communications Coordinator Report | Accepted as information.
It was noted that it may be valuable to encourage higher participation on "Google Business", a free listing that helps create higher visibility on web searches. |
| 11. Executive Director Report | Accepted as information.
Of note, AlbertaSW has been invited to become a formal partner in Regional Innovation Network of Southern Alberta (RINSA) as it goes into its new 3 year plan. |
| 12. Board Meetings:
February 4, 2015: Granum
March 4, 2015 – location? | |
| 13. Adjournment | Moved by Maryanne Sandberg THAT the meeting be adjourned.
Carried. [2015-01-419] |

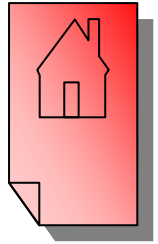
Chair

Approved February 4, 2015

Secretary/Treasurer

Alberta SouthWest Bulletin February 2015

Regional Economic Development Alliance (REDA) Update



Broadband for Economic Development

★Representatives from AlbertaSW and SouthGrow travelled to Edmonton to meet with Minister Stephen Khan, Service Alberta and Minister Verlyn Olson, Agriculture and Rural Development, along with senior staff of each department. The meeting was initiated by SouthGrow and AlbertaSW was invited to also attend and present the research that has been conducted over the last year. It was a very positive meeting. The Ministers were impressed with the collaborative approach and welcomed the REDAs to become part of the provincial process toward ensuring broadband is affordable, accessible and scalable for the future of our rural communities.

★Craig Dobson, Taylor Warwick Consulting, has begun a series of one-on-one meetings with AlbertaSW communities. These have been successful and informative. Craig will continue meetings throughout February and March, drilling down into the detail and planning for community and regional broadband deployment options.

Bringing Investment Home

★Natalie Gibson and Carolyn Guichon, InnoVisions and Associates, are in the region doing another round of business visitations and workshops. Since the beginning of this collaborative initiative, resourced by AlbertaSW REDA, Community Futures Crowsnest Pass, Community Futures Alberta Southwest, and the Rural Alberta Business Center (RABC), the program has conducted 5 investment readiness and business skills workshops, completed over 60 business visitations and arranged over 125 referrals to expert resources to support business needs.

Creating Digital Futures (CDO) Research Study – University of Toronto

★Dr. Mark Wolfe, University of Calgary Van Horne Institute, met with the board to provide an overview and update of the CDO national research project. This research will help track and focus on the importance of leadership and community engagement in the evolution of a technology project. There will be a focus on collaboration to achieve optimum success, and understanding we may all have a role to play in moving our communities forward.

Economic Developers Alberta (EDA) Broadband Webinar: “If you build it will they come?”

★**NOTE:** the AlbertaSW access fee to this [link EXPIRES](https://attendee.gotowebinar.com/recording/2413464670891552514) on **FEBRUARY 22, 2015**, so please try to view it before then.

<https://attendee.gotowebinar.com/recording/2413464670891552514>
The webinar represents interesting and open sharing by communities who have done what we are trying to do. Information in this webinar includes:

- ⇒ 3 Key Pillars of a Broadband Program ... Access, Adoption, Use
- ⇒ 2 Case Studies ... Chattanooga, Tennessee and Lafayette, Louisiana
- ⇒ Great Q &A session ...

bob@albertasouthwest.com can send information and links to this and other excellent webinars that are now available.

UPCOMING EVENTS

❖ **SouthGrow First Annual Economic Summit, Lethbridge Lodge**, in partnership with Community Futures Lethbridge
Thursday, March 5, 2015, 9:30 a.m. - 4:30 p.m. Pete Lovering at 403-394-0615 pete.lovering@southgrow.com

❖ **Montana Governor’s Conference on Tourism and Recreation 2015, Helena MT**
Sunday March 22 - Tuesday March 24, 2015, Helena Red Lion Colonial Hotel <http://travelmontana.org/conference>

❖ **Digital Futures 2015-University of Alberta, Edmonton AB**
Thursday March 26, 8:00am - Friday March 27, 3:00pm, 2015 <https://digitalfutures2015.eventbrite.ca>

❖ **EDA 41st Annual Conference, Delta Kananaskis**
Wednesday April 8 - Friday April 10, 2015 www.edaalberta.ca

Alberta SouthWest Box 1041 Pincher Creek AB T0K 1W0

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

bev@albertasouthwest.com bob@albertasouthwest.com





MUNICIPAL PLANNING COMMISSION MINUTES

January 23rd, 2015

Town of Claresholm – Council Chambers

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

Regrets: Grant Jordan - Member-at-Large

Staff: Jeff Doherty - Development Officer (Secretary to the Municipal Planning Commission)
Tara VanDellen – RPS Assistant

8:34 am	Call to Order /Adoption of Agenda	Motion to adopt the Agenda by Councillor Ford
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CARRIED

Adoption of Minutes

- January 9, 2015

Motion to adopt the Meeting Minutes By Sharon Duncan

Seconded by Councillor Ford

CARRIED

Item 1: Information	DEVELOPMENT PERMIT	Motion to approve with conditions by Councillor Ford
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File: D2015.003
Applicant: Starling Auction Services Ltd.
Owners: 789580 Alberta Ltd.
Address: 5521 2 Street East
Legal: Lot N/A, Block 2, Plan 7810527
Regarding: Development Permit for Temporary Use (Auction)

Seconded by Sharon Duncan

CARRIED

Item 2: In Camera	DEVELOPMENT INQUIRY	Motion to go In Camera by Councillor O'Neill
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CARRIED

Motion to go out of In Camera by Councillor Ford

CARRIED

8:55 am	Adjourn	Motion to Adjourn by Councillor O'Neill
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CARRIED