



**TOWN OF CLARESHOLM
PROVINCE OF ALBERTA
REGULAR COUNCIL MEETING
JUNE 8, 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 MAY 25, 2015

ACTION ITEMS:

1. **CORRES: Alberta Recreation and Physical Activity Division**
RE: 2015 Energize Workshop
2. **CORRES: Lifesaving Society – Alberta and Northwest Territories Branch**
RE: Claresholm Aquatic Centre Awards
3. **CORRES: The Royal Canadian Legion: Alberta – Northwest Territories Command**
RE: Certificate of Appreciation
4. **CORRES: The Bridges at Claresholm Golf Club**
RE: Forgiveness of Municipal Portion of 2015 Property Taxes
5. **CORRES: Claresholm Curling Club**
RE: Forgiveness of Municipal Portion of 2015 Property Taxes
6. **INFORMATION BRIEF: Council Resolution Status**
7. **ADOPTION OF INFORMATION ITEMS**

INFORMATION ITEMS:

1. **Municipal Planning Commission Minutes – April 24, 2015**
2. **Willow Creek Composite High School Council Meeting Minutes – May 21, 2015**

ADJOURNMENT



TOWN OF CLARESHOLM
PROVINCE OF ALBERTA
REGULAR COUNCIL MEETING MINUTES
MAY 25, 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, Shelley Ford, Mike McAlonan and Lyal O’Neill.

REGRETS: None

STAFF PRESENT: Chief Administrative Officer: Marian Carlson, Secretary-Treasurer: Karine Wilhauk.

MEDIA PRESENT: Rob Vogt, Claresholm Local Press.

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

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

MINUTES: **REGULAR MEETING – MAY 11, 2015**
Moved by Councillor McAlonan that the Regular Meeting Minutes of May 11, 2015 be accepted as presented.
CARRIED

ACTION ITEMS:
1. CORRES: Seniors Advisory Council for Alberta
RE: Seniors’ Week June 1-7, 2015

MOTION #15-042 Moved by Councillor Cutler that in honour of past, present and future contributions of the seniors of this community, the Town of Claresholm proclaims June 1 – 7, 2015 to be “Seniors’ Week.”
CARRIED

2. CORRES: Workers’ Compensation Board Alberta
RE: 2014 Surplus Distribution

MOTION #15-043 Moved by Councillor Cutler to designate \$8,955.89 received as a surplus from the Workers’ Compensation Board Alberta towards a reserve for future staff safety initiatives.
CARRIED

3. CORRES: Alberta South West
RE: Broadband Motion to AUMA

MOTION #15-044 Moved by Councillor Ford to support the proposed resolution “Review of Broadband Internet Availability in Alberta” as presented, sponsored by the Town of Raymond and seconded by the Town of Pincher Creek, which will be proposed at the AUMA Convention in September 2015.
CARRIED

4. CORRES: Claresholm Farmer’s Market Society
RE: Returning Items to the Agenda

MOTION #15-045 Moved by Councillor McAlonan for unanimous consent to return the Claresholm Farmers’ Market Society’s request to the Agenda of the next regular Council meeting of June 8, 2015.
DEFEATED

5. REQUEST FOR DECISION: Preliminary Engineering: Project 1 – 2015 Drainage Improvements

MOTION #15-046 Moved by Councillor Dixon that whereas applications for funding through the Alberta Community Resilience Program which include preliminary engineering plans will be looked on more favourably; and whereas the preliminary engineering costs would become part of the eligible costs for the project funding, therefore be it resolved to proceed with the preliminary engineering on Project 1 – 2015 Drainage Improvements, put forth by Associated Engineering in the amount of \$40,500 plus GST, with funds allocated from Capital General Reserves.
CARRIED

6. REQUEST FOR DECISION: Harvest Square Tenders

MOTION #15-047 Moved by Councillor Cutler to accept the recommended action to remove the portions of the Harvest Square Sanitary Sewer Lift Station project that can be done in-house (Town of Claresholm Infrastructure Services to complete), pre-order all materials to eliminate mark-up on products, and re-tender the remaining portion of the work (according to Policy #GA 02-15).

CARRIED

7. REQUEST FOR DECISION: 49th Avenue West Paving

MOTION #15-048 Moved by Councillor Ford to complete the 49 Avenue West roadway structure, base and overlay with the additional project increase of \$24,000 to be funded from the Basic Municipal Transportation Grant (BMTG).

CARRIED

8. REQUEST FOR DECISION: Curb and Gutter Overpayment

MOTION #15-049 Moved by Councillor Cutler that whereas the Town of Claresholm receives minimal interest on the chequing account and that the overpayment amount of \$4,143.21 is less than an amount that would be invested in either a short term or long term investment, that the Town pay 0.5% annual interest on the overpayment for curb and gutter by Viper Oilfield Services from 2005 to 2014.

CARRIED

9. REQUEST FOR DECISION: TRAVIS MJ Agreement

MOTION #15-050 Moved by Councillor McAlonan to sign the Memorandum of Agreement with Alberta Transportation for participation in the TRAVIS program as presented.

CARRIED

10. REQUEST FOR DECISION: Canada 150 Community Infrastructure Program

MOTION #15-051 Moved by Councillor Ford to apply for funding under the Canada 150 Community Infrastructure Program for the Multi-use Community Building and Town Hall.

CARRIED

11. REQUEST FOR DECISION: Regular Council Meeting Dates – July & August 2015

MOTION #15-052 Moved by Councillor Dixon to set Monday, July 20th and Wednesday, August 19th as the regular Council meeting dates for the 2015 summer months.

CARRIED

Councillor Fieguth joined the meeting at 7:45 p.m.

12. POLICY #PROT 05-15 – Fire Department Pay Increases

MOTION #15-053 Moved by Councillor Dixon to adopt Policy #PROT 05-15 regarding fire department pay increases as presented effective May 25, 2015.

Councillor Cutler requested a recorded vote.
FOR: Mayor Steel, Councillors: Dixon, Fieguth and McAlonan.
AGAINST: Councillors: Cutler, Ford and O'Neill.

CARRIED

13. INFORMATION BRIEF: Golf Course Bridge

Received for information.

14. INFORMATION BRIEF: CAO Report

Received for information.

15. INFORMATION BRIEF: Council Resolution Status

Received for information.

16. ADOPTION OF INFORMATION ITEMS

Moved by Councillor Fieguth to adopt information items as presented.

CARRIED

17. IN CAMERA: Claresholm RCMP; Airport; Land

Moved by Councillor O'Neill that this meeting go In Camera.

CARRIED

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

CARRIED

ADJOURNMENT: Moved by Councillor Dixon that this meeting adjourn at 10:31 p.m.

CARRIED

Mayor – Rob Steel

Chief Administrative Officer – Marian Carlson

DRAFT

ACTION ITEMS

May 28, 2015

Mayor Rob Steel and Councillors
Town of Claresholm
PO Box 1000
Claresholm, AB, T0L 0T0

Dear Mayor Steel and Councillors:

The Government of Alberta and the Alberta Recreation and Parks Association (ARPA), are jointly sponsoring the **2015 Energize Workshop**.

The Energize Workshop will be hosted in conjunction with the ARPA Annual Conference, **October 22-24, 2015** at the Fairmont Chateau Lake Louise in Lake Louise, Alberta. The annual workshop provides a forum for learning and networking for council members, recreation board members, administrators and other Albertans interested in recreation. Watch for the program brochure coming in late June!

The *Recreation Volunteer Recognition Awards* have been a part of Energize since 1977 and, to date, 209 outstanding Albertans have been recognized. You have the opportunity to nominate an individual (or individuals) from your community who has made significant contributions to recreation development.

The nomination package (nomination form, award criteria, completion tips and how to submit electronically), as well as a list of previous award recipients, is available on our website at www.active.alberta.ca. If you would like a package mailed to you, call our office at (780) 427-6549 (toll-free at 310-0000). Please review the information carefully to ensure your nominee is given full credit for volunteer work contributed. The deadline for submissions is **Tuesday, June 30, 2015**. Mail, email or fax completed nomination forms to:

Mr. Brad Babiak, Director, Strategy and Policy
Recreation and Physical Activity Division
Alberta Culture and Tourism
901, 10405 Jasper Avenue
Edmonton, Alberta T5J 4R7
email: brad.babiak@gov.ab.ca fax: (780) 427-5140

If you require additional information regarding the Energize Workshop or the *Recreation Volunteer Recognition Awards*, please contact Mr. Babiak in Edmonton at (780) 643-0665 (toll-free at 310-0000).

Sincerely,



Roger Kramers, Executive Director
Recreation and Physical Activity Division



Brian Wright, Chair
Energize Advisory Committee

Attachment



May 28, 2015

Mayor Rob Steel and Councillors
Town of Claresholm
PO Box 1000
Claresholm, AB, T0L 0T0



Dear Mayor Steel and members of Council,

Subject: 2015 ARPA Conference & Energize Workshop

In 2014 the Alberta Recreation and Parks Association (ARPA) Conference and Energize Workshop in Jasper was attended by more than 550 individuals, including over 100 mayors, reeves and councillors from across Alberta. The level of attendance by municipal council members was our highest in the events' 60+ years and we hope that our conference program, including the Energize Workshop (jointly sponsored by ARPA and the Government of Alberta) will continue to attract you and your colleagues to our signature event. As you know recreation and parks are essential public services that create enhanced quality of life for all Albertans. Your presence at our conference makes a significant contribution to the dialogue and your ongoing support of our organization is much appreciated.

As part of our conference planning process, we survey past participants regarding their experience and gather feedback to continually improve our event experience. In 2014 98.8% of those who responded to our survey gave the Conference and Energize Workshop a "Good" or "Very Good" rating. Our 2015 conference program has been informed and influenced by comments and suggestions from the 2014 attendees and our continual scan of the Alberta market. The 2015 Conference theme is "Revitalizing Recreation" and a key part of the upcoming conference is the Energize Workshop, a program for municipal council members provided through a partnership between ARPA and the Government of Alberta. The Energize Workshop is a series of sessions designed specifically for municipal council members to share leading edge ideas, solutions and opportunities in recreation, parks and community development. It also provides a great networking opportunity in a welcoming, spirited and healthy environment to meet with friends and colleagues from across province in a beautiful, natural setting.

The 2015 ARPA Conference and Energize Workshop will be held at Chateau Lake Louise from Thursday October 22 to Saturday October 24, 2015. We truly hope you will be able to attend. Our experience is that many participants book their rooms well in advance of the Conference, so we would encourage you to book your rooms soon. Full program information will be available in late June. We look forward to seeing you there.

Yours sincerely,

A handwritten signature in black ink, appearing to read "Mike Roma". The signature is stylized and somewhat cursive.

Mike Roma
President

Criteria

PURPOSE

At Energize 2015, the province will recognize four volunteers who, through their volunteer commitment and dedication, advanced the development of recreation in Alberta. Please give serious consideration to nominating an individual from your area.








AWARD CRITERIA

The following criteria will be used to review the nominations:

1. The nominee must be an Albertan who has made an outstanding contribution to **recreation** development at the **community level** in the Province of Alberta through:
 - a personal *volunteer* commitment to *recreation* development,
 - a consistent record of service to the public,
 - community leadership in *recreation*, and
 - active participation in a variety of *volunteer recreation* activities.
 - *coaching* will be considered at a lower scoring rate than other aspects of recreation development due to the coaching awards available through the Alberta Sport Connection's award program.
 - *officiating* may be included only if it is *volunteer* (many officials are paid). Please ensure this is clearly indicated on the nomination form.
- DO NOT INCLUDE:**
 - *non-recreation* contributions.
 - involvement while the nominee was in a *paid position* (i.e. recreation professional or elected official).
2. *Volunteer* contributions made by the nominee to the organization, administration, planning or promotion of events/programs/services/facilities/policies *beyond the local level* will be considered and should be included.
3. Nominees are not required to have served on a Recreation Board to be eligible for the award (this recognizes that many communities no longer have recreation boards, but do have volunteers who make outstanding contributions in recreation at the community level).
4. Posthumous nominations will be accepted.
5. Previous *Recreation Volunteer Recognition Award* recipients are not eligible.
6. **Late nominations will not be accepted.** Please ensure nominations are faxed, emailed or postmarked by **June 30, 2015**.



Revitalizing



Recreation

ARPA Conference &
Energize Workshop
October 22-24, 2015
Lake Louise, Alberta



CONFERENCE.ARPAONLINE.CA



LIFESAVING SOCIETY®
The Lifeguarding Experts

May 19, 2015

Alberta and Northwest
Territories Branch

Town of Claresholm
Claresholm Aquatic Centre
Box 1000
Claresholm, AB T0L 0T0

Attention: Denise Spencer, Aquatic Supervisor

Dear Denise,

On behalf of the Lifesaving Society, it is my pleasure to inform you that the Town of Claresholm has come in first place in 2 of our affiliate award categories. Congratulations on earning the following awards:

Class 11C Terry Cavanagh Junior Lifeguard Award is presented to the affiliate member, serving a community of less than 7,500 population, accumulating the highest point total of Junior Lifeguard members.

Class 16C Anne Resek Swim for Life Award is presented to the affiliate member, serving a community of less than 7,500 population, accumulating the highest point total in conducting Swim for Life Programs during a calendar year.

Your Lifesaving Society trained staff were instrumental in providing leadership, engaging individuals and inspiring inclusive participation in our education and training programs, ultimately contributing to the health and safety of the community.

The 2015 AGM and Branch Recognition Event will be held at the Clareview Community Recreation Centre in Edmonton. The meeting will commence at 10:30, followed by the award presentations and an Alberta Health Pool Standards session presented by Deb Mooney.

Your response, by June 12, 2015, as to whether you are able to attend would be appreciated.

To RSVP to the Annual General Meeting and Branch Recognition event please register online at <http://conta.cc/1yvZkH8>

Sincerely,

Barbara Costache
Chief Administrative Officer

[Reg. Charity No. 11912 9021 RR0001](#)
13123 – 156 Street
Edmonton, Alberta T5V 1V2 Canada



T: 780-415-1755
F: 780-427-9334
E: experts@lifesaving.org
www.lifesaving.org

THE ROYAL
CANADIAN
LEGION



*Book is available at the
Town Office for anyone
who wishes to see it.*

ALBERTA –
NORTHWEST
TERRITORIES
COMMAND

Branch Histories Book

Dear Valued Supporter,

Please find enclosed a copy of **The Royal Canadian Legion Alberta-Northwest Territories Command's Branch Histories Book**, which highlights the historical role that The Legion plays in the lives of our Province's Veterans and Communities across Alberta and the Northwest Territories, and especially its role in keeping the memory of our Veterans alive. We have also included a Certificate of Appreciation to acknowledge your organization's generous support for our Veterans.

You will find the advertisement that you purchased during our **2014 Telephone Appeal** printed inside, along with another copy of your invoice if you haven't yet taken the opportunity to forward your payment.

Your ongoing support for this important project of **The Royal Canadian Legion Alberta-Northwest Territories Command** is sincerely appreciated. Proceeds raised are used to fund scholarships, youth programs, including the Cadets, and of course The Legion's tireless support for Veterans throughout Alberta and the Northwest Territories.

We look forward to speaking with you again in 2015 regarding this important Legion initiative.

Please don't hesitate to contact us anytime at 1-800-506-1888, if you would like additional copies of our publication or we can be of any other assistance.

Once again, *thank you!*

Respectfully,

Wayne Donner
President
The Royal Canadian Legion
AB-NWT Command

Certificate of Appreciation



Presented to



Town Of Claresholm

For supporting the **Branch Histories Book** of **The Royal Canadian Legion Alberta-Northwest Territories Command**. Your recognition and support for Veterans in Alberta and the Northwest Territories is sincerely appreciated. Thank you for your participation.



Wayne Donner
President



Tammy Wheeler
Executive Director

THE ROYAL CANADIAN LEGION ALBERTA-NORTHWEST TERRITORIES COMMAND

"LEST WE FORGET"



RECEIVED

JUN 04 2015

June 3, 2015

Mayor Steel and Council
Town of Claresholm
Box 1000
Claresholm, AB. T0L 0T0

Re: Request to Waive the Municipal Portion of the 2015 Property Taxes

Dear Mayor Steel and Council,

The Bridges at Claresholm Golf Club executive would like to make a request to the Town Council for a waiver of the municipal Tax portion in the amount of \$2,632.54 of the 2015 property taxes. We will ensure that the total payment of the 2015 taxes are paid before or on June 30, 2015 if we don't hear back from town council before this date.

Your consideration in this matter is very much appreciated. Thank You.

Yours truly,

Todd Heggie
President

TOWN OF CLARESHOLM

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



2015

TAXATION NOTICE

ROLL NO.	PROP. SIZE	RIVER LOT	QUAD PORT	QUAD	SEC	TWP	RGE	MER
11630000	0 AC	YB: 1981+s			0	0	0	0
SUBDIVISION NAME		GOLF CLUB HOUSE						
CIVIC ADDRESS		349 39 AVE W						
MORTGAGE NUMBER		PLAN	BLOCK	LOT				
		7810016	2	B				
MORTGAGE COMPANY NAME								

DATE OF MAILING	2015-May-15
DUE DATE	2015-Jun-30

TOWN OF CLARESHOLM (GOLF CLUB)
 BOX 2080
 CLARESHOLM, AB, T0L 0T0
 Canada

PREVIOUS ASSESSMENT	
DESCRIPTION	AMOUNT
COMM ASSOC IMPROV	2,108,330
COMMERCIAL IMPROV	220,100
TOTAL ASSESSMENT	2,328,430

CURRENT ASSESSMENT	
DESCRIPTION	AMOUNT
COMMERCIAL IMPROV	221,300
COMM ASSOC IMPROV	2,110,290
TOTAL ASSESSMENT	2,331,590
EXEMPT	110,290.00
TAXABLE	221,300

IMPORTANT PENALTY INFORMATION
 Taxes are due in full, except for T.I.P.P. participants, before 4:00 p.m. on Tuesday, June 30, 2015. All current outstanding taxes after June 30th, 2015 are subject to a 14% penalty. A further 14% penalty will be assessed on all taxes and charges applied to tax accounts unpaid after December 31, 2015.

EDUCATION TAXES		TAX RATE	% OF TOTAL	TAX AMOUNT
LRSD (NON-RESIDENTIAL)		0.003626900	22.97449	802.63
TOTAL 2015 EDUCATION TAXES				802.63
SUB TOTAL 2015 TAXES				802.63

MUNICIPAL AND OTHER TAXES		TAX RATE	% OF TOTAL	TAX AMOUNT
HOME FOR AGED		0.000263900	1.67164	58.40
MUNICIPAL TAX (NON-RESIDENTIAL)		0.011895800	75.35387	2,632.54
TOTAL 2015 MUNICIPAL AND OTHER TAXES				2,690.94
SUB TOTAL 2015 TAXES				3,493.57

TOTAL 2015 TAXES				3,493.57
CURRENT OUTSTANDING				0.00
TOTAL CURRENT TAXES PAYABLE FOR 2015				3,493.57
AMOUNT DUE AFTER JUNE 30, 2015				3,982.67

TAX INSTALLMENT PAYMENT PROGRAM	
CURRENT INSTALLMENT AMOUNT	0.00
BY JOINING THE PAYMENT PROGRAM YOUR PAYMENTS COULD BE AS LOW AS	291.13
FOR COMPARISON 2014 TAXES (NOT INCLUDING LOCAL IMPROVEMENTS) WERE	3,521.71

Your property has been assessed as shown for the above taxation year. The assessment roll is open during office hours. If you or your agent wish to file a complaint to the Assessment Review Board, submit complaint and \$50.00 fee per parcel on or before July 14, 2015 at 4:00 p.m. to ARB Clerk, Box 1000, Claresholm, AB T0L 0T0 (see insert for info)

TOWN OF CLARESHOLM

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



ROLL NUMBER	11630000
LAST DATE BEFORE PENALTY	2015-Jun-30

2015

TAXATION NOTICE

ARREARS OR CREDIT	CURRENT TAXES	NET DUE
0.00	3,493.57	3,493.57

AMOUNT DUE PLEASE PAY	3,493.57
AMOUNT PAID	

PLEASE SUBMIT THIS PORTION WHEN MAKING PAYMENT. THANK YOU.

TOWN OF CLARESHOLM (GOLF CLUB)
 BOX 2080
 CLARESHOLM, AB, T0L 0T0
 Canada

11630000

Claresholm Curling Club
Box 1976
Claresholm, AB T0L 0T0

June 1, 2015

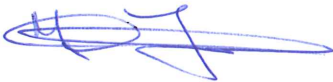
Town of Claresholm
Box 1000
Claresholm, AB T0L 0T0

Dear Sirs:

Enclosed please find a copy of the 2015 Taxation Notice. We ask council to wave the Municipal Tax amount of \$896.66 for the Claresholm Curling Club.

Yours truly,

Mike Young
Treasurer



MY/mrk
Enclosure (1)

***Municipal portion is
actually \$877.20 not
\$896.66. KW***

TOWN OF CLARESHOLM

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



2015

**TAXATION NOTICE
& PROPERTY ASSESSMENT**

ROLL NO.	PROP. SIZE	RIVER LOT	QUAD PORT	QUAD	SEC	TWP	RGE	MER
11917000	0	YB:1973/91		0	0	0	0	0
SUBDIVISION NAME			CURLING RINK					
CIVIC ADDRESS			430 53 AVE E					
MORTGAGE NUMBER	PLAN	BLOCK	LOT					
	8010781	118	33					
MORTGAGE COMPANY NAME								

DATE OF MAILING	2015-May-15
DUE DATE	2015-Jun-30

ASSESSMENT COMPLAINT MUST BE RECEIVED ON OR BEFORE	2015-Jul-14
--	-------------

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

PREVIOUS ASSESSMENT	
DESCRIPTION	AMOUNT
COMM ASSOC IMPROV	1,008,930
COMMERCIAL IMPROV	72,950
TOTAL ASSESSMENT	1,081,880

CURRENT ASSESSMENT	
DESCRIPTION	AMOUNT
COMM ASSOC IMPROV	1,017,990
COMMERCIAL IMPROV	73,740
TOTAL ASSESSMENT	1,091,730
EXEMP ,017,990.00 TAXABLI	73,740

IMPORTANT PENALTY INFORMATION
Taxes are due in full, except for T.I.P.P. participants, before 4:00 p.m. on Tuesday, June 30, 2015. All current outstanding taxes after June 30th, 2015 are subject to a 14% penalty. A further 14% penalty will be assessed on all taxes and charges applied to tax accounts unpaid after December 31, 2015.

EDUCATION TAXES	TAX RATE	% OF TOTAL	TAX AMOUNT
LRSD (NON-RESIDENTIAL)	0.003626900	22.97463	267.45
TOTAL 2015 EDUCATION TAXES			267.45
SUB TOTAL 2015 TAXES			267.45

MUNICIPAL AND OTHER TAXES	TAX RATE	% OF TOTAL	TAX AMOUNT
HOME FOR AGED	0.000263900	1.67166	19.46
MUNICIPAL TAX (NON-RESIDENTIAL)	0.011895800	75.35370	877.20
TOTAL 2015 MUNICIPAL AND OTHER TAXES			896.66
SUB TOTAL 2015 TAXES			1,164.11

TAX INSTALLMENT PAYMENT PROGRAM

CURRENT INSTALLMENT AMOUNT	0.00
BY JOINING THE PAYMENT PROGRAM YOU CAN	
PAYMENTS COULD BE AS LOW AS	97.01
FOR COMPARISON 2014 TAXES (NOT INCLUDING LOCAL IMPROVEMENTS) WERE	1,167.25

TOTAL 2015 TAXES	1,164.11
CURRENT OUTSTANDING	0.00
TOTAL CURRENT TAXES PAYABLE FOR	1,164.11
AMOUNT DUE AFTER JUNE 30, 2015	1,327.09

Take notice that you have been assessed under the provisions of the Municipal Government Act for the above mentioned property and taxes are now due and payable as shown. In the event of non-payment, the said taxes may be recovered as provided in the Municipal Government Act.

Your property has been assessed as shown for the above taxation year. The assessment roll is open during office hours. If you or your agent wish to file a complaint to the Assessment Review Board, submit complaint and \$50.00 fee per parcel on or before July 14, 2015 at 4:00 p.m. to ARB Clerk, Box 1000, Claresholm, AB T0L 0T0 (see insert for info)

TOWN OF CLARESHOLM

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



ROLL NUMBER	11917000
LAST DATE BEFORE PENALTY	2015-Jun-30

2015

**TAXATION NOTICE
& PROPERTY ASSESSMENT**

ARREARS OR CREDIT	CURRENT TAXES	NET DUE
0.00	1,164.11	1,164.11

AMOUNT DUE PLEASE PAY	1,164.11
AMOUNT PAID	

PLEASE SUBMIT THIS PORTION WHEN MAKING PAYMENT. THANK YOU.

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



INFORMATION BRIEF

Meeting: June 8, 2015
 Agenda Item: 6

COUNCIL RESOLUTION STATUS

Regular Scheduled Meeting - March 9, 2015				
17	RFD- Stormwater Management Plan. Moved by Councillor Ford to accept the Stormwater Management plan by Associated Engineering as presented. Carried. Moved by Councillor Cutler to apply for funding through the Alberta Resilience Program for stormwater related projects. Carried. Motion #15-007.	Marian/Mike	Spoke with Dean at A.E. March 10th and they will move forward with preparing the grant application. A.E. will also prepare the final copies of the report for our records. Deadline for applications was extended to September 30, 2015. Met with Dean and grant Program Coordinator on April 17th and the Coordinator gave us valuable information regarding how to formulate the application. Request for preliminary engineering funding on the agenda for May 25th.	In progress
Regular Scheduled Meeting - March 23, 2015				
13	Proceed with negotiating Airport Leases subject to MD approval for access	Marian	Requested confirmation from the MD regarding access across their land and have yet to receive a response	In progress

Regular Scheduled Meeting - May 11, 2015				
5	CORRES: Oldman Watershed Council - Moved by Councillor Cutler to support the Oldman Watershed Council with a donation of \$1,295 for the 2015 year. CARRIED	Karine	Payment sent.	Complete
8	RFD - MD Fire Truck Agreement - Moved by Councillor Ford to sign the Fire Truck Agreement with the MD of Willow Creek as presented, and to direct Administration to begin discussions with the MD of Willow Creek to develop a proposal for the best model for emergency services going forward. CARRIED.	Marian	Left message to meet with Cindy but have not heard back yet.	
12	Follow up on Land Sale Offer	Marian	Signed counter offer May 12/15 - Talked with Realtor on May 21st and she has not heard back from the purchasers Realtor as of yet.	

Regular Scheduled Meeting - May 25, 2015				
1	CORRES: Seniors Advisory Council for Alberta - Moved by Councillor Cutler that in honour of past, present and future contributions of the seniors of this community, the Town of Claresholm proclaims June 1 – 7, 2015 to be "Seniors' Week." CARRIED Motion #15-042	Karine	Ad placed in Town News on June 3rd.	Complete
2	CORRES: Workers' Compensation Board Alberta - Moved by Councillor Cutler to designate \$8,955.89 received as a surplus from the Workers' Compensation Board Alberta towards a reserve for future staff safety initiatives. CARRIED Motion # 15-043	Karine/Kelly	Reserve in Sundry Trust.	Complete
3	CORRES: Alberta SouthWest - Moved by Councillor Ford to support the proposed resolution "Review of Broadband Internet Availability in Alberta" as presented, sponsored by the Town of Raymond and seconded by the Town of Pincher Creek, which will be proposed at the AUMA Convention in September 2015. CARRIED Motion # 15-044	Karine	Letter sent.	Complete
4	CORRES: Claresholm Farmer's Market Society - Moved by Councillor McAlonan for unanimous consent to return the Claresholm Farmers' Market Society's request to the Agenda of the next regular Council meeting of June 8, 2015. DEFEATED Motion #15-045	Tara	Letter sent May 28, 2015	complete
5	RFD: Preliminary Engineering: Project 1 - 2015 Drainage Improvements - Moved by Councillor Dixon that whereas applications for funding through the Alberta Community Resilience Program which include preliminary engineering plans will be looked on more favourably; and whereas the preliminary engineering costs would become part of the eligible costs for the project funding, therefore be it resolved to proceed with the preliminary engineering on Project 1 – 2015 Drainage Improvements, put forth by Associated Engineering in the amount of \$40,500 plus GST, with funds allocated from Capital General Reserves. CARRIED Motion #15-046	Mike	Letter sent to Associated Engineering May 28, 2015.	Complete

6	RFD: Harvest Square Tenders - Moved by Councillor Cutler to accept the recommended action to remove the portions of the Harvest Square Sanitary Sewer Lift Station project that can be done in-house (Town of Claresholm Infrastructure Services to complete), pre-order all materials to eliminate mark-up on products, and re-tender the remaining portion of the work (according to Policy #GA 02-15). CARRIED Motion #15-047	Mike/Brad	Tender is being redrafted to reduce the scope of the project.	
7	RFD: 49th Avenue West Paving - Moved by Councillor Ford to complete the 49 Avenue West roadway structure, base and overlay with the additional project increase of \$24,000 to be funded from the Basic Municipal Transportation Grant (BMTG). CARRIED Motion #15-048	Mike	Construction began on Friday, June 5th.	Complete
8	RFD: Curb & Gutter Overpayment - Moved by Councillor Cutler that whereas the Town of Claresholm receives minimal interest on the chequing account and that the overpayment amount of \$4,143.21 is less than an amount that would be invested in either a short term or long term investment, that the Town pay 0.5% annual interest on the overpayment for curb and gutter by Viper Oilfield Services from 2005 to 2014. CARRIED Motion #15-049	Tara / Karine	Letter prepped, payment to be sent.	
9	RFD: TRAVIS MJ Agreement - Moved by Councillor McAlonan to sign the Memorandum of Agreement with Alberta Transportation for participation in the TRAVIS program as presented. CARRIED Motion #15-050	Tara	Agreements signed and mailed May 28, 2015	complete
10	RFD: Canada 150 Community Infrastructure Program - Moved by Councillor Ford to apply for funding under the Canada 150 Community Infrastructure Program for the Multi-use Community Building and Town Hall. CARRIED Motion #15-051	Marian/Karine	In progress.	
11	RFD: Regular Council Meeting Dates - July & August 2015 - Moved by Councillor Dixon to set Monday, July 20th and Wednesday, August 19th as the regular Council meeting dates for the 2015 summer months. CARRIED Motion #15-052	Marian/Karine	Updated website with dates. Ad to be placed in Local Press.	Complete
12	POLICY #PROT 05-15 - Moved by Councillor Dixon to adopt Policy #PROT 05-15 regarding fire department pay increases as presented effective May 25, 2015. CARRIED Motion #15-053	Karine	Policy distributed to all facilities for the Policy Manual.	Complete
13	INFO BRIEF: Golf Course Bridge - Direction to proceed with temporary repairs and to identify the project in the infrastructure master list for future discussion.	Mike	Repairs to be started by Public Works after the completion of Summer Games.	
14	Send letter to Reid's re: drainage	Tara	letter sent May 28, 2015	Complete
15	Contact Emercor	Marian		

PREPARED BY: Karine Wilhauk, Secretary-Treasurer

DATE: June 5, 2015

INFORMATION ITEMS



MUNICIPAL PLANNING COMMISSION MINUTES

April 24th, 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
Grant Jordan - Member-at-Large

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

Public Present: Rob Vogt, Claresholm Local Press
Eric Raymond
Kevin Han
Dennis Derksen

8:3- am	Call to Order /Adoption of Agenda <i>(addition of item 7: update on Development Permit # D2015.016)</i>	Motion to adopt the Amended Agenda by Councillor O'Neill CARRIED
----------------	---	---

Adoption of Minutes • March 6, 2015	Motion to adopt the Meeting Minutes By Councillor Ford Seconded by Councillor O'Neill CARRIED
---	--

Item 1: Action	DEVELOPMENT PERMIT File: D2015.004 Applicant: Pattison Outdoor Advertising Owners: Suncor Energy Inc. Address: 5430 1 Street West Legal: Lot NA, Block R, Plan 147N Regarding: Billboard with variances to maximum allowable number of signs and total allowable surface area.	Motion to table application by Grant Jordan Seconded by Councillor Ford DEFEATED Motion to Refuse with reasons by Councillor O'Neill Seconded by Sharon Duncan CARRIED
-----------------------	---	---

Item 2: Action	DEVELOPMENT PERMIT File: D2015.022 Applicant: Needham Autobody (Kevin Needham) Owners: Thomas A Goodwin Address: 4221 3 Street East Legal: Lot 1, Block A, Plan 7910867 Regarding: Change in Use from Manufacturing/Fabrication to Auto Body & Paint Shop	Motion to approve with conditions by Grant Jordan Seconded by Councillor Ford CARRIED
-----------------------	--	--



MUNICIPAL PLANNING COMMISSION MINUTES

April 24th, 2015
Town of Claresholm – Council Chambers

Item 3: Action	DEVELOPMENT PERMIT	Motion to approve with conditions by Sharon Duncan
	File: D2015.023 Applicant: Alberta Home Loans Inc. Owners: Michael Roach Address: 311 Fairway Vista Legal: Lot 8, Block B, Plan 1112801 Regarding: Home Occupation for Home Office for Mortgage Broker	Seconded by Councillor O'Neill
	CONDITIONS: 1. <i>The applicant shall adhere to the stipulations set out in Schedule 10 of the Town of Claresholm Land Use Bylaw No. 1525.</i>	CARRIED

Item 4: Action	DEVELOPMENT PERMIT	Motion to approve with conditions by Councillor Ford
	File: D2015.027 Applicant: Ian Revel Owners: Rebecca Patricia LeSaux Address: 4518 2 Street East Legal: Lot ptn BI 45, Block 45, Plan 147N Regarding: Home Occupation for Home Office for trade show vendor women's accessories	Seconded by Grant Jordan
	CONDITIONS: 1. <i>The applicant shall adhere to the stipulations set out in Schedule 10 of the Town of Claresholm Land Use Bylaw No. 1525.</i>	CARRIED

Item 5: Action	DEVELOPMENT PERMIT	Motion to approve with conditions by Grant Jordan
	File: D2015.030 Applicant: TJ Plumbing (Jim Wintoniak) Owners: Bertine Stewart Milnes Address: 334 55 Ave West Legal: Lot 16-19, Block A, Plan 6006AC Regarding: Home Occupation for Plumbing and Heating Contractor	Seconded by Sharon Duncan
	CONDITIONS: 1. <i>The applicant shall adhere to the stipulations set out in Schedule 10 of the Town of Claresholm Land Use Bylaw No. 1525.</i>	CARRIED



MUNICIPAL PLANNING COMMISSION MINUTES

April 24th, 2015
Town of Claresholm – Council Chambers

Item 6: Information	DEVELOPMENT PERMITS JANUARY TO MARCH 2015	Taken for Information
---------------------	---	-----------------------

Item 7: Information	DEVELOPMENT PERMIT D2015.016 UPDATE	Taken for Information
---------------------	-------------------------------------	-----------------------

10:00 am	Adjourn	Motion to Adjourn By Councillor Ford
----------	---------	---

Willow Creek Composite High School Council Meeting Minutes Thursday May 21, 2015 @ 6:30 pm

In Attendance: Carmelle Steel, Brad Toone, Lisa Anderson, Mackenzie Russell, Dave Adams, Susie Bishoff, Debbie Lozeman, Colleen Edwards, Monica Klaas, Ali Hemmaway, Beverly McNutt.

- 1. Welcome and Introductions:** Brad Toone made a presentation and thanked the Lions Club who helped support the purchase of WCCHS's new 3D printer. Mr. Campbell (Lion) was present. Meeting called to order at 7:00 p.m.
- 2. Approval of Agenda:** Carmelle moved for approval of the Agenda. Mackenzie Seconded.
- 3. Approval of Minutes:** Debbie moved for approval of minutes from April 2015 meeting. Carmelle seconded.
- 4. School Council Business:** Reminder of the Annual General Meeting September 17, 2015.
- 5. Student Reports:** Report from Mackenzie Russell (Senior HS Rep) – Successful prom. Jersey Day happened during prom and therefore was overshadowed by the prom. Screamin' Bros. fundraiser for Nepal continues on Wednesdays in conjunction for the We Team. Tori DeDominicus is doing a fundraiser "Guess the Candy Jar" for her trip to Africa for "Classrooms for Kids."

Report from Ali Hemmaway (Junior HS Rep) – We Team did a "Birthday Party in A Bag," and sent 50 bags to FCSS. This was accomplished through a Community Foundations Grant. Athletic teams were acknowledged through an assembly. Shelby Turner rode in on her bike. Grade 6's who are entering grade 7 have an orientation coming up. There are 1-3 people registered for the upcoming triathlon.
- 6. Staff Report (Myrna Newman):** NA

7. Administration Report:

- Cobra Success! Cobra Gloria Boyle won Gold for regional in Baking, Silver in Provincials and is moving to Nationals in Saskatoon end of May 2015.
- Dave discussed the Draft Policy #1 from LRSD and asked for feedback to be forwarded to him by May 26 2015. Susie discussed the accountability of reinforcing the new policy and having a documentation to sign that is has been read and understood. Dave will also discuss with Rob Vogt at the beginning of the year re: article.
- “Tell Them From Me.” Survey results are posted on the website and all are invited to review.
- Budget – The budget was submitted from the school based on PC expectations. The budget is currently frozen. Support services are expected to be reduced. However, FTE is expected to remain the same as Mr. Spencer and Ms. Watt are both retiring. One PTE contract will not be renewed.
- The timetable should be complete before staff and students leave for summer 2015.

8. **LRSD Update:** Please see May 12 2015 Board of Trustees Key Messages (Distributed).

9. Community Announcements:

- June 3 2015 is Extra-Curricular Awards Night.
- Football Registration and Volleyball Registration are currently underway.
- Track teams (Both Junior and Senior) have Zones coming up over the next two weeks.
- Festivals were in Red Deer May 19, 20 2015.
- Southern Alberta Games is looking for volunteers and is happening July 8-11 2015.
- “The Station” – FCSS’s new location is having an Open House June 18 2015. Lunch is provided for \$5.00.
- John Wenlock is hosting a 10-week skateboarding session

10. **Next Meeting:** September 17, 2015 at 6:30 PM.

11. **Adjourn:** Adjourned at 8:00 PM.

Chairman of the Board Signature