



TOWN OF CLARESHOLM
PROVINCE OF ALBERTA
REGULAR COUNCIL MEETING
MARCH 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 FEBRUARY 23, 2015

DELEGATIONS:

1. ASSOCIATED ENGINEERING
RE: Town of Claresholm Stormwater Management Plan
2. CLARESHOLM PUBLIC LIBRARY & CLARESHOLM & DISTRICT FCSS
RE: Completed Needs Assessment
(All info related to this Delegation is available at myclaresholm.com/council)

ACTION ITEMS:

1. BYLAW #1601 – Traffic Bylaw Wording Amendment – School Zones
RE: 1st Reading
2. BYLAW #1603 – Regional Assessment Review Board Bylaw
RE: 1st Reading
3. DELEGATION RESPONSE: Claresholm Summer Games Committee & Southern Alberta Recreation Association
RE: 2015 Southern Alberta Summer Games
4. CORRES: Hon. Diana McQueen, Minister of Municipal Affairs
RE: Small Communities Fund (SCF)
5. CORRES: Alberta Environment & Sustainable Resource Development
RE: South Saskatchewan Region Biodiversity Management Framework Workshops
6. CORRES: APWA Alberta Chapter
RE: National Public Works Week, May 17-23, 2015
7. CORRES: Alberta SouthWest Regional Alliance
RE: Travel Alberta Roadshow – Pincher Creek, April 24, 2015
8. CORRES: Land Stewardship Centre
RE: Stewards In Motion Event – Community Centre, March 12, 2015
9. CORRES: Alberta Rural Development Network
RE: Expression of Interest for Rural Housing Initiative
10. CORRES: Foothills High School Rodeo Club
RE: High School Rodeo – April 4th & 5th, 2015
11. CORRES: Claresholm & District Health Foundation
RE: Annual Charity BBQ – June 11, 2015
12. CORRES: Claresholm Seniors Drop-in Centre
RE: 2015 Commercial General Liability Insurance
13. CORRES: Claresholm Healthy Community Coalition
RE: Free Swim Initiative for 2015
14. CORRES: Frame Aviation
RE: Use of Terminal Building – August 15, 2015
15. CORRES: Claresholm Skating Club
RE: Annual Skating Carnival – March 14, 2015
16. CORRES: Jas Schmirler
RE: Request to use Amundsen Park – April 3, 2015
17. REQUEST FOR DECISION: Stormwater Management Plan
18. REQUEST FOR DECISION: WCRWMS – Landfill charges
19. REQUEST FOR DECISION: FCM 2015 Annual Conference & Trade Show
20. INFORMATION BRIEF: Centennial Park Ball Diamond Concession Building
21. INFORMATION BRIEF: Parade Signs for Mayor & Councillors
22. INFORMATION BRIEF: Council Resolution Status
23. ADOPTION OF INFORMATION ITEMS

INFORMATION ITEMS:

1. **Cheque Listing for Accounts Payable – February 2015**
2. **Facility & Infrastructure Planning Committee (FIPC) Meeting Minutes – April 2, 2014**
3. **Facility & Infrastructure Planning Committee (FIPC) Meeting Minutes – May 7, 2014**
4. **Facility & Infrastructure Planning Committee (FIPC) Meeting Minutes – September 2, 2014**
5. **Willow Creek Regional Waste Management Services Commission Meeting Minutes - February 4, 2015**
6. **Community Foundation of Lethbridge & Southern Alberta – Grant Deadline**
7. **The Bridges at Claresholm Golf Club Member Newsletter – February 26, 2015**
8. **Porcupine Hills Lodge Meeting Minutes – January 6, 2015**
9. **Southern Alberta Recreation Association Annual General Meeting Minutes – January 28, 2015**
10. **Formal Complaint Process for the *New West Partnership Trade Agreement* (NWPTA)**
11. **Upcoming Changes to Government Relations Team for Shaw Communications**
12. **Oldman River Regional Services Commission Annual Organizational Meeting Minutes – Dec. 4, 2014**
13. **Alberta SouthWest Bulletin – March 2015**
14. **Mayors & Reeves of Southwest Alberta Meeting Minutes – February 6, 2015**
15. **Oldman Watershed Council Update to M & R of Southwest Alberta – March 2015**
16. **Municipal Planning Commission Minutes – February 6, 2015**

ADJOURNMENT



TOWN OF CLARESHOLM
PROVINCE OF ALBERTA
REGULAR COUNCIL MEETING MINUTES
FEBRUARY 23, 2015

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

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

ABSENT: Mayor Rob Steel.

STAFF PRESENT: Chief Administrative Officer: Marian Carlson, RPS Assistant: Tara VanDellen.

MEDIA PRESENT: Rob Vogt, Editor, Claresholm Local Press.

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

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

MINUTES: **REGULAR MEETING – FEBRUARY 9, 2015**
Moved by Councillor Fieguth that the Regular Meeting Minutes of February 9, 2015 be accepted as presented.

CARRIED

DELEGATIONS:

1. CLARESHOLM SUMMER GAMES COMMITTEE
RE: 2015 Southern Alberta Summer Games Update

Chris Dixon (co-chair of the Summer Games Committee) presented on behalf of the Summer Games Committee, an update on planning for the 46th Summer Games, in Claresholm July 8-11th, 2015. The Summer Games were last held in Claresholm in 2003. The Committee presented a preliminary budget and their fundraising thus far. The Committee is currently approximately half way to their fundraising goal. The Committee requested Town Council advise them on the cost to rent Town Facilities for the Summer Games or the possible partnering to host without rental fees. The Committee and the representatives from the SARA (South Alberta Recreation Association) stressed the importance of a Games Coordinator. The Committee requested that Town Council look into hiring a candidate for the upcoming Summer Games to assist the Committee with planning. The Summer Games Committee will investigate areas for games events and insurance details, and will continue to update Town Council as plans proceed.

ACTION ITEMS:

1. BYLAW #1602 – Chief Administrative Officer
RE: 2nd & 3rd Readings

Moved by Councillor Dixon to give Bylaw #1602 regarding the Chief Administrative Officer, 2nd Reading.

CARRIED

Moved by Councillor Cutler to give Bylaw #1602 regarding the Chief Administrative Officer, 3rd & Final Reading.

CARRIED

2. POLICY #GA 02-15 Purchasing & Tendering

Moved by Councillor McAlonan to adopt Purchasing & Tendering Policy #GA 02-15 effective February 23, 2015.

CARRIED

3. CORRES: MADD Canada

RE: Ad Placement in the MADD Message Yearbook

Referred to Administration.

4. CORRES: AUMA Mayors Caucus
RE: Registration for AUMA Mayor's Caucus

Moved by Councillor O'Neill to send Councillor Cutler as the Town's Representative for all three days of the Mayor's Caucus March 11th-13th, 2015, with Councillor Lyal O'Neill as the alternate.

CARRIED

5. CORRES: Porcupine Hills Classic Cruisers
RE: Request for Centennial Park Ball Diamonds Fair Days Show "N" Shine

Moved by Councillor Cutler to approve the use of Centennial Park for the Fair Days Show "N" Shine by the Porcupine Hills Classic Cruisers

CARRIED

6. CORRES: Porcupine Hills Classic Cruisers
RE: Concession Stand behind Centennial Park Ball Diamonds

Referred to Administration.

7. CORRES: Claresholm Garden Club
RE: Seasonal Gardener Position

Referred to Budget.

8. REQUEST FOR DECISION: AUMA Convention

Moved by Councillor McAlonan to have Administration book rooms for 6 Councillors and 1 CAO to attend the 2015 Alberta Urban Municipalities Association convention at the nearest available hotel (for stay Sept 22-24th).

CARRIED

9. REQUEST FOR DECISION: Agreement for Regional Assessment Review Services

Moved by Councillor Cutler to enter into the Agreement for Regional Assessment Review Services with ORRSC as presented.

CARRIED

10. REQUEST FOR DECISION: Town of Claresholm 2015 Parade Schedule

Moved by Councillor Dixon that the float attend all possible parades for the 2015 year.

CARRIED

Moved by Councillor Cutler to increase the budget for candy supplies for the 2015 year as required.

CARRIED

11. REQUEST FOR DECISION: Downtown Core Accessible Parking Stalls

Moved by Councillor Cutler to approve the installation of three additional accessible parking stalls in the downtown core with recommended changes as presented.

CARRIED

12. INFORMATION BRIEF: Disaster Relief Program Update

Received for information.

13. INFORMATION BRIEF: Mackin Hall Update

Received to Administration.

14. INFORMATION BRIEF: Council Resolution Status

Received for information.

15. INFORMATION BRIEF: CAO Report

Received for information.

16. ADOPTION OF INFORMATION ITEMS

Moved by Councillor McAlonan to adopt information items as presented.
CARRIED

17. IN CAMERA: LAND SALE / BYLAW / PERSONNEL

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

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

Moved by Councillor Cutler to accept the \$750,000 offer to purchase on Land Sale subject to the purchaser signing the offer date extension.
CARRIED

ADJOURNMENT: Moved by Councillor Dixon that this meeting adjourn at 9:15 pm.
CARRIED

Deputy Mayor – Shelley Ford

Chief Administrative Officer – Marian Carlson

ACTION ITEMS



**TOWN OF CLARESHOLM
PROVINCE OF ALBERTA
BYLAW # 1601**

A Bylaw of the Town of Claresholm to amend Bylaw #1550 being a bylaw to control and regulate the use of streets and highways within the Town of Claresholm and the traffic and pedestrians moving thereon and the parking of vehicles on streets and alleyways.

WHEREAS the *Traffic Safety Act*, authorizes that the Council of the Town of Claresholm shall issue a bylaw for the regulation and control of vehicles, animals and pedestrian traffic:

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

1. The Town of Claresholm Traffic Bylaw #1550 shall be amended as follows:

Add: Section XVI “School Zone Times”

All school zones shall have a speed limit of 30 km/h and the effective time is 7:30 – 16:30 (school days).

2. This Bylaw shall take effect on the date of final passage.
3. Bylaw #1550 is hereby amended.

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.

Rob Steel, Mayor

Marian Carlson, Chief Administrative Officer



REQUEST FOR DECISION

Meeting: March 9, 2015
Agenda Item: 1

BYLAW #1601 WORDING AMENDMENT

DESCRIPTION:

At the regularly scheduled Town Council meeting held on January 12th, 2015 Councillor Cutler moved to update the school/playground signage as presented. The signage has been updated accordingly and to change the times in accordance with the Traffic Safety act a Bylaw Amendment to Bylaw 1550 (Traffic) is required.

BACKGROUND:

Currently the Traffic Bylaw No.1550 does not specify any specific times for school zones for the Town of Claresholm. Therefore the Town of Claresholm automatically follows Provincial regulations set forth in the Traffic Safety Act which are:

(8:00 a.m. – 9:30 a.m. then 11:30 a.m. – 1:30 p.m. then 3:00 p.m. – 4:30 p.m.)

This Bylaw wording amendment would allow the school zones in the Town of Claresholm to have an effective time of 30 km/h from 7:30 – 16:30 (school days). This change is taking place in many Municipalities across Alberta as it makes recognition and enforcement of school zone times easier for residents and more consistent.

PROPOSED RESOLUTIONS:

Administration recommends Town Council amend the current Bylaw 1550 to add: Section XVI “School Zone Times” (see resolution below)

All school zones shall have a speed limit of 30 km/h and the effective time is 7:30 – 16:30 (school days). (see attached proposed Bylaw amendment)

RECOMMENDED ACTION:

Moved by Councillor _____ to give Bylaw #1601, regarding school zone time change times 1st reading.

ATTACHMENTS:

- 1.) Proposed Bylaw No.1601

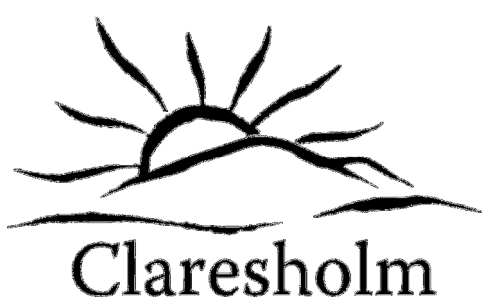
APPLICABLE LEGISLATION:

- 1.) Traffic Bylaw No.1550

PREPARED BY: Jason Hemmaway, Municipal Enforcement Officer

APPROVED BY: Marian Carlson CLGM, CAO

DATE: March 2, 2015



**TOWN OF CLARESHOLM
PROVINCE OF ALBERTA
BYLAW #1603**

A Bylaw of the Town of Claresholm, in the Province of Alberta, to establish a Regional Assessment Review Board.

WHEREAS, Section 456 of the Municipal Government Act, permits two or more Councils to jointly establish assessment review boards to have jurisdiction in their respective municipalities; and

WHEREAS Oldman River Regional Services Commission and Municipalities within the region jointly wish to establish a Regional Assessment Review Board to exercise the functions of a Local Assessment Review Board (LARB) and the functions of a Composite Assessment Review Board (CARB) under the provisions of the Municipal Government Act in respect of assessment complaints made by taxpayers of a Regional Member Municipality; and

WHEREAS Oldman River Regional Services Commission will pay for the costs associated with the establishment and operations of the Regional Assessment Review Board and each Member Municipality will pay the Commission their portions of those costs.

NOW THEREFORE, the Council of the Town of Claresholm, duly assembled, enacts as follows:

I. Title

The title of this Bylaw shall be the "Regional Assessment Review Board Bylaw".

II. Definitions

- 1) Except as otherwise provided herein, words in this Bylaw shall have the meanings prescribed in section 453 of the MGA.
- 2) In this bylaw the following terms shall have the meanings shown:
 - a) "Alternate" means a person who is available to perform the duties of a member in the event the member is unable to fulfil Board duties;
 - b) "Board" means the Regional Assessment Review Board;
 - c) "CARB" means the Composite Assessment Review Board established in accordance with the *Matters Relating to Assessment Complaints'* regulation;
 - d) "Citizen-at-large" means a person who does not represent a specific organization and is a resident of the Member Municipality.
 - e) "Designated Officer" means the person appointed to carry out the duties and functions of the clerk of the assessment review board as required under section 455 of the Municipal Government Act;
 - f) "LARB" means the Local Assessment Review Board established in accordance with the *'Matters Relating to Assessment Complaints'* regulation;
 - g) "Member" means a member of the Regional Assessment Review Board;
 - h) "MGA" means the Municipal Government Act of Alberta, RSA 2000, Ch. M-26, as amended and Regulations passed under that Act;
 - i) "Regional Member Municipality" means those municipalities who enter into an agreement with the Commission to jointly establish a Regional Assessment Review Board and who enact a bylaw substantially in the form of this bylaw.

III. Appointment of Board Members

- 1) Each Member Municipality may appoint one individual to the Board and may appoint an individual as an alternate to the Board
- 2) The Board shall consist of a minimum of twenty members who may be a Citizen-at-large who is a resident of the Member Municipality or a Council member.
- 3) In addition, when sitting as the CARB, the Board shall include the provincial member appointed by the **Minister**.

IV . Terms of Appointment

- 1) Unless otherwise stated, all Members are appointed for three-year terms, except in the initial year where up to three are appointed for three-year terms and up to four are appointed for two-year terms.
- 2) If a vacancy on the Board occurs the Member Municipality who made the appointment may appoint a new person to fill the vacancy for the remainder of the term.
- 3) A Member may be re-appointed to the Board at the expiration of his/her term.
- 4) A Member may resign from the Board at any time on written notice to the Designated Officer and to the Member Municipality to that effect.
- 5) The Member Municipality may remove their designated Member at any time.

V. Panels of the Board

- 1) The Board shall sit in panels to hear assessment complaints as the nature of the complaint may permit or require, such panels are to consist of:
 - three persons selected by the Designated Officer when the Board is acting as a Composite Assessment Review Board or a Local Assessment Review Board; or
 - a single member selected by the Designated Officer when the Board is acting as a Single Member Composite Assessment Review Board or a Single Member Individual Local Assessment Review Board.
- 2) The Designated Officer may select any member to sit on a panel and shall designate the Chairperson for each panel, provided however that:
 - the provincial member must be the Chairperson of a panel sitting as the Composite Assessment Review Board; and
 - the provincial member must be the sole member of a panel sitting as a Single Member Composite Assessment Review Board;
 - where possible, the Designated Officer shall include on a three-person panel a member who is from the municipality under whose jurisdiction the complaint arises.

VI. Chairperson

The Chairperson of a panel:

- will preside over and be responsible for the conduct of meetings;
- may limit a submission if it is determined to be repetitious or in any manner inappropriate; and
- will vote on matters submitted to the panel unless otherwise disqualified.

VII. Jurisdiction of the Board

The Board shall have jurisdiction to exercise the functions of a Local Assessment Review Board (LARB) and the functions of a Composite Assessment Review Board (CARB) under the provisions of the *Municipal Government Act* in respect of assessment complaints made by taxpayers of a Regional Member Municipality.

VIII. Designated Officer(s) of the Board

- 1) The Designated Officer(s) of the Board shall be a person designated by the Oldman River Regional Services Commission's Director.
- 2) The Designated Officer shall:
 - shall assist the Board in fulfilling its mandate; and
 - prescribe the remuneration and expenses payable to each member of the Assessment Review Board.

IX. Meetings

- 3) Meetings will be held at such time and place as determined by the Board.
- 2) The proceedings and deliberations of the Board must be conducted in public except where the Board deals with information protected from disclosure under the provisions of the Freedom of Information and Protection of Privacy Act.

X. Quorum and Voting

- 1) The quorum for panels of the Board shall be as established by the MGA, namely:
 - two members of a panel acting as a local assessment review board; and
 - one member and the provincial member of a panel acting as a composite assessment review board.
- 2) All members must vote on all matters before the Board unless a pecuniary interest or a conflict of interest is declared.
- 3) The majority vote of those Members present and voting constitutes the decision of the Board.
- 4) Where a member of a panel absents himself or herself from the proceedings due to a conflict of interest or a pecuniary interest, the Designated Officer shall appoint a replacement member of the panel.

XI. Conflict of Interest

- 1) Where a member of the Board is of the opinion that he or she has a conflict of interest in respect of a matter before the Board, the member may absent himself or herself from board proceedings while that matter is being discussed, provided that prior to leaving the meeting, the member:
 - declares that he or she has a conflict of interest; and
 - describes in general terms the nature of the conflict of interest.
- 2) The Designated Officer shall cause a record to be made in the Minutes of the members' absence and the reasons for it.
- 3) For the purposes of this provision, a member has a conflict of interest in a respect of a matter before the Board when he or she is of the opinion that:
 - he or she has a personal interest in the matter which would conflict with his or her obligation as a member to fairly consider the issue; or

- substantial doubt as to the ethical integrity of the member would be raised in the minds of a reasonable observer, if that member were to participate in the consideration of that matter.

XII. Pecuniary Interest

- 1) The pecuniary interest provisions of the MGA apply to all members of the Board while attending meetings of the Board, as though they were Councillors attending meetings of council.
- 2) A Board member who fails to declare a pecuniary interest in a matter before the Board, or fails to absent himself or herself from proceedings dealing with such a matter, ceases to be a member of the Board.

XIII. Commencement of Appeals

- 1) A taxpayer may commence an assessment complaint by:
 - mailing or delivering to the address specified on the assessment or tax notice a complaint in the form set out in the 'Matters Relating to Assessment Complaints' regulation and within the time specified in the MGA; and
 - paying the applicable fee.

XIV. Rules of Order

- 1) The Board shall make its own procedural rules, having due regard for the principles of procedural fairness.

XV. Adjournments

- 1) The Board may in its discretion grant adjournments of a hearing for such purposes as it feels necessary to ensure proper consideration of the issues before it, including:
 - allowing the Board to obtain a legal opinion or other professional guidance; or
 - to allow a viewing by the Board of the site in respect of which the appeal is being made.
- 2) Where the parties to an appeal consent to an adjournment of the hearing, such adjournment may be granted by the Chairperson after consultation with the Members individually (whether in person, by telephone or by e-mail) without the need to convene a formal meeting. In such a case, the Board is deemed to have convened and the hearing is deemed to have commenced as of the date of such consultation.

XVI. Notice of Decisions & Record of Hearing

- 1) After the hearing of a complaint, the Designated Officer shall:
 - under direction of the Chairperson, prepare Minutes of the hearing, the decision or order of the Board and the reasons for the decision in compliance with the MGA; and
 - arrange for the order or decision of the Board to be signed and distributed in accordance with the requirements under the MGA.
- 2) The Designated Officer will maintain a record of the hearing.

XVII. Delegation of Authority

- 1) In accordance with its authority under MGA section 203(1) to delegate power, Council hereby delegates:
 - its authority under the MGA to prescribe an appeal fee schedule and the remuneration and expenses payable to each member of the Regional Assessment Review Board and to the Designated Officer who will follow the Oldman River Regional Services Commission policy.

XVIII. Reimbursement of Costs

- 1) The Oldman River Regional Services Commission shall pay for the administrative costs associated with the operation of the Regional Assessment Review Board. Recovery of costs from Regional Member Municipalities will be as set out in the agreements established.

Read a First Time in Council this _ day of _____ , 2015.

Read a Second Time in Council this _ day of _____ , 2015.

Read a Third and Final Time in Council this _day of _____ , 2015.

Rob Steel, Mayor

Marian Carlson, CAO



REQUEST FOR DECISION

Meeting: March 9, 2015
Agenda Item: 2

BYLAW #1603 – REGIONAL ASSESSMENT REVIEW BOARD BYLAW

BACKGROUND / DESCRIPTION:

During the regularly scheduled Council meeting held February 23, 2015, Council passed a motion to enter into an agreement with Oldman River Regional Services Commission (ORRSC) for Regional Assessment Review Board Services. In order to complete the agreement Council is required to pass a Bylaw (see draft attached) to accept the Regional Review Board services as per schedule B of the attached Draft Agreement.

COSTS/ SOURCE OF FUNDING (if applicable):

(see the attached draft agreement)

PROPOSED RESOLUTIONS:

Administration recommends that Council give first reading to the Proposed Regional Assessment Review Board Bylaw #1603.

RECOMMENDED ACTION:

Moved by Councillor _____ to give First Reading to the Regional Assessment Review Board Bylaw #1603 as presented.

ATTACHMENTS:

- 1.) Bylaw #1603
- 2.) Regional Assessment Review Board Agreement – available online at myclaresholm.com/council.

APPLICABLE LEGISLATION:

- 1.) N/A

PREPARED BY: Tara VanDellen – RPS Assistant

APPROVED BY: Marian Carlson, CLGM - CAO

DATE: March 2, 2015

Karine,

The 2015 Southern Alberta Summer Games Committee and the Southern Alberta Recreation Association request to present to council our plans for the upcoming games in July. We would like to discuss the town's plans for public works assistance, use of facilities, our preliminary budget, economic spin offs for local businesses and a position for games coordinator with the mayor and council.

There will be atleast 2 representatives from each organization to help answer any questions that council may have for us.

If you could please add us to the agenda as a delegation for February 23, 2015 that would be appreciated.

Thank you,

Chris Dixon
Co-Chair
2015 SASG Committee



INFORMATION BRIEF

Meeting: March 9, 2015
Agenda Item:3

DELEGATION RESPONSE: CLARESHOLM SUMMER GAMES COMMITTEE

BACKGROUND / DESCRIPTION:

Claresholm is hosting the 2015 Southern Alberta Summer Games from July 8th to 11th. The last time the Games were in Claresholm was in 2003. The Claresholm Summer Games Committee appeared as a Delegation along with the Southern Alberta Recreation Association (SARA) and requested that the Town of Claresholm hire a Coordinator for the Games.

The Coordinator in 2003 was not an employee of the Town of Claresholm.

The HR Administrator spoke to Diane, who is the Rec Director for the Town of Pincher Creek who held the Games in 2014. The Town of Pincher Creek budgeted for a position for a Games Coordinator in conjunction with the MD of Pincher Creek. The Coordinator was paid \$23 per hour after they researched the average pay for this type of position. She started on April 1st and worked 35 hours per week until a few weeks after the completion of the Games. All the expenses for this position such as telephone, internet, etc were paid by the Town as a separate line item and the Summer Games Committee reimbursed the Town at the end of the Games. The Coordinator worked out of the Rec Office at the Town of Pincher Creek and then moved to a larger space for the week of the Games.

COSTS/ SOURCE OF FUNDING (if applicable):

April 1st to July 24th (approximately) is 16 weeks.

35 hours per week for 16 weeks is 560 hours. There will be overtime leading up to and during the actual Games of probably at least another 35 hours.

560 hours x \$23 per hour = \$12,880

35 x \$34.50 per hour = \$1,207.50

EI and CPP = \$1,004.73

Total estimate = **\$15,092.23**

ATTACHMENTS:

- 1.) 2014 Summer Games Coordinator employment listing from the Town of Pincher Creek.
- 2.) 2015 Budget from the Claresholm Summer Games Committee.

APPLICABLE LEGISLATION:

- 1.) none

PREPARED BY: Lisa Chilton, Tax/HR Administrator & Karine Wilhauk, Secretary-Treasurer

APPROVED BY: Marian Carlson, CLGM – CAO

DATE: March 6, 2015



EMPLOYMENT OPPORTUNITY

PINCHER CREEK 2014 SOUTHERN ALBERTA SUMMER GAMES

SUMMER GAMES COORDINATOR

Pincher Creek will host the 45th Annual Southern Alberta Summer Games from July 2-5, 2014. These grassroots games are attended by some 2,000 athletes of all ages from across southern Alberta in a range of over 20 sports and activities. The Town of Pincher Creek is seeking an energetic and motivated individual to help prepare for and deliver the Summer Games. Reporting to the Director of Community Services and in cooperation with the Games Executive and Sport Committees, the Coordinator is responsible for the planning, development, implementation and evaluation of all aspects to ensure a safe and successful Summer Games event.

DUTIES AND RESPONSIBILITIES:

- Assist the Executive and Sport Chairs with coordination and completion of tasks, purchase and supply of equipment and site preparations.
- Act as a resource person on technical information, sport scheduling, site organization etc.
- Attend meetings of the Executive and Committees, record minutes and provide regular reports.
- Ensure effective communications and coordination.
- Update Games website and prepare games registration packages for regions.
- Assist with recruitment, training and support of Games volunteers.
- Assist with Games promotions, fundraising, grant applications and special events.
- Manage Games Office and provide public information.
- Be available to work during the week of the Games, June 30 – July 5, 2014.
- Ensure the return, inventory, and safe keeping of supplies and equipment at end Games.
- Prepare a final report and compile final reports from all Chairs and staff.

QUALIFICATIONS/REQUIREMENTS:

- Post-secondary education in the area of recreation, sport, events planning/marketing or equivalent.
- Related experience in sports/games/events planning, programing, management or supervision.
- Excellent organizational, interpersonal, communication and customer service skills
- Proficiency with MS Office and social media skills.
- Ability to work in a self-directed manner.
- Able to provide a vulnerable sector Criminal Record Check and Drivers Abstract.

ADDITIONAL INFORMATION:

Term: Up to 6 months, commencing in March 2014.

Hours of Work: Up to 7 hours per day, up to 35 hours per week. Some evening and week-end work will be required.

Salary: Competitive salary, to commensurate with skills and experience.

To Apply: All candidates to submit their resume, cover letter and salary expectations to:

Diane Burt Stuckey, Director of Community Services

Town of Pincher Creek

Box 159, Pincher Creek, AB T0K 1W0.

Email: dbstuckey@pinchercreek.ca or Fax: 403-627-4311 Phone: 403-627-4322

Applications will be received until **February 10, 2014 at Noon**. For detailed job description please check Town Website at www.pinchercreek.ca

2015 SOUTHERN ALBERTA SUMMER GAMES

Claresholm BUDGET

REVENUE

Sales & Services	\$	2,000
AB Sprort Connection- Cultural	\$	5,000
Local Government Transfter - MD	\$	25,000
Transfer from Reservices (Town)	\$	25,000
AB Sport Connection Host Grant	\$	12,000
SARA Athlete Grant	\$	4,000
Claresholm SASG Society Funds	\$	5,000
Fundraising/Sponsorship	\$	25,000
Lethbridge Community Grant	\$	13,000
Total Revenue	\$	116,000

EXPENSES

Administration/Wages	\$	25,000
Benefits	\$	1,600
WCB	\$	100
Travel & Fees (Officials)	\$	4,000
Frieght/Postage	\$	1,500
Communications	\$	1,500
Advertising/Promo	\$	8,500
Public Relations	\$	1,500
Repairs & Maintenance	\$	25,000
Leases	\$	3,000
Insurance	\$	4,000
Goods/Special Services - Culture	\$	7,000
Goods/Special Services - Sports	\$	27,000
Goods for Resale	\$	2,000
Total Expenses	\$	111,700



ALBERTA
MUNICIPAL AFFAIRS

Office of the Minister

AR77260

February 26, 2015

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

RECEIVED
MAR 03 2015

Dear Mayor Steel,

I am pleased to announce that the federal Small Communities Fund (SCF), which supports small communities with populations under 100,000 in completing locally significant projects that promote economic growth, job creation and productivity, is now accepting applications.

The SCF will provide \$94 million from the Government of Canada to municipalities in Alberta over the life of the program, which will be matched by the Government of Alberta. Municipalities will be required to provide matching funds for projects. Further details on the program, including guidelines and application forms, are now available on the Municipal Affairs website at www.municipalaffairs.alberta.ca/smallcommunitiesfund.cfm.

Based on the limited amount of funding available, there will be a single call for applications for the full amount of funding available under the SCF. Projects will be evaluated based on established ranking criteria, which are available on the website. Project applications must be submitted to Municipal Affairs by April 2, 2015.

I appreciate the support of the Government of Canada for Alberta's municipalities, and I look forward to partnering with Canada and your municipality to encourage strong, healthy, and vibrant communities.

Sincerely,

A handwritten signature in black ink, appearing to read "Diana McQueen".

Diana McQueen
Minister

cc: Marian Carlson, Chief Administrative Officer, Town of Claresholm

From: Carol Thurston [<mailto:Carol.Thurston@gov.ab.ca>] **On Behalf Of** Scott Milligan
Sent: February-24-15 7:46 AM
Subject: South Saskatchewan Region Biodiversity Management Framework Workshops

Good Afternoon,

As part of the ongoing implementation of the South Saskatchewan Regional Plan, the Government of Alberta is moving forward with the next stage of development of a Biodiversity Management Framework. In consideration of this, attached is an invitation for your organization to participate in a series of engagement sessions to provide input on the development of the draft Biodiversity Management Framework document for the South Saskatchewan Region. Please refer to attached invitation for dates and locations.

To register, **please RSVP to SSR.BMF@Stantec.com by March 11, 2015.** Should you require additional information on the proposed sessions, please contact Jasmine Janes, Biodiversity Planner at Jasmine.Janes@gov.ab.ca or 780-643-1283.

Thank you,

Scott Milligan
Executive Director, Land-use Framework Branch
Policy and Planning Division
Alberta Environment and Sustainable Resource Development

This email and any files transmitted with it are confidential and intended solely for the use of the individual or entity to whom they are addressed. If you have received this email in error please notify the system manager. This message contains confidential information and is intended only for the individual named. If you are not the named addressee you should not disseminate, distribute or copy this e-mail.

February 23, 2015

Dear Stakeholder:

In 2014, the Alberta government approved the South Saskatchewan Regional Plan to guide future resource management decisions in the region, while considering social and economic impacts of development in southern Alberta. Alberta Environment and Sustainable Resource Development (ESRD) is committed to engaging Albertans, communities, and stakeholders to implement the regional plan and its various elements.

We are developing the Biodiversity Management Framework for the South Saskatchewan plan. To help move forward with communities and stakeholders in this work, we invite your organization to attend one of four stakeholder workshops that will provide an overview of the biodiversity management framework, and specifically seek input and understanding on:

- Indicators selected to represent key aspects of biodiversity in the region;
- The approach to developing thresholds for indicators that will support management; and
- The monitoring and management response approach for the biodiversity management framework.

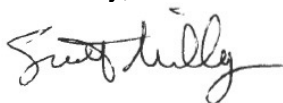
To help your organization prepare in advance of the workshop, a pre-workshop information package and agenda will be sent out by March 6, 2015. Following the workshops, ESRD will begin drafting the biodiversity management framework, with the intent of bringing that draft to stakeholders for further discussion later this year.

Workshop sessions will be hosted by staff from ESRD and will be held in the following locations and venues:

March 17 (9:00 am-3:00 pm) **Pincher Creek** Community Hall, 287 Canyon Drive, Pincher Creek
March 18 (8:30 am-2:30 pm) **Lethbridge** Lodge Hotel, 320 Scenic Drive, Lethbridge
March 19 (8:30 am-2:30 pm) **Medicine Hat** Legion, 702 - 2nd Street SE, Medicine Hat
March 24 (9:00 am-3:00 pm) **Calgary** Croatian Cultural Centre, 3010-12 Street NE, Calgary

Participation at these sessions is optional and space is limited. Therefore, we request that you identify up to two representatives from your organization and the preferred meeting location. To register, **please RSVP to SSR.BMF@Stantec.com by March 11, 2015**. Should you require additional information on the proposed sessions, please contact Jasmine Janes, Biodiversity Planner at Jasmine.Janes@gov.ab.ca or 780-643-1283.

Sincerely,



Scott Milligan
Executive Director, Land-use Framework Regional Planning Branch
Alberta Environment and Sustainable Resource Development



RECEIVED
FEB 23 2015

February 2, 2015

**Attention: Honourable Mayors,
Members of Council and
Chief Administrative Officers**

Re: National Public Works Week, May 17-23, 2015 –"Community Begins Here"

The APWA Alberta Chapter is seeking your support to recognize and promote National Public Works Week (NPWW) by acknowledging May 17-23, 2015 as National Public Works Week in your community. This year's theme is "Community Begins Here".

National Public Works Week is observed each year during the third full week of May and this is the 55th year. NPWW calls attention to the importance of public works in community life and seeks to acknowledge the efforts of tens of thousands of men and women in North America who provide and maintain civil infrastructure and services. NPWW also allows Councils to remind the public of the 24/7 services that they are responsible for and are proud of. Many Councils and Public Works departments make this an annual celebration in their communities.

The APWA encourages public works agencies and professionals to take the opportunity to celebrate the week by parades, displays of public works equipment, high school essay contests, open houses, programs for civic organizations and media events. The occasion is marked each year with scores of resolutions and proclamations from Mayors and Premiers and raises the public's awareness of public works issues and increases confidence in public works agencies like yours who are dedicated to improving the quality of life for present and future generations.

For your convenience, I have attached a sample Council proclamation that you may consider using. You may wish to go to www.publicworks.ca for information about this year's theme and resources on making your Public Works Week a success. If you have any further questions or require any additional information, please do not hesitate to contact Jeannette Austin, Executive Director at 403.990.2792. Thank you for making a difference.

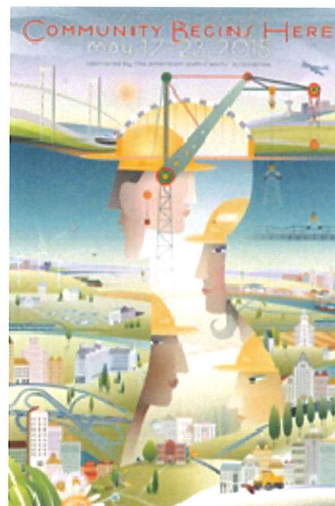
Please note that declarations should be forwarded to:

APWA Alberta Chapter
44095 Garside Postal Outlet
EDMONTON AB T5V 1N6

Yours truly,

A handwritten signature in black ink, appearing to read 'Dean Berrecloth', is written over a white background.

Dean Berrecloth
APWA President



PROCLAMATION
"Community Begins Here"
PUBLIC WORKS WEEK
MAY 17-23, 2015

WHEREAS: public works infrastructure, facilities and services are vital to the health, safety and well-being of the residents of (Enter your city/municipality/town/etc name); and

WHEREAS: such facilities and services could not be provided without the dedicated efforts of public works professionals, engineers and administrator who are responsible for building, operating and maintaining the public works systems that serve our citizens; and

WHEREAS: the Public Works Association instituted Public Works Week as a public education campaign "to inform communities and their leaders on the importance of our nation's public infrastructure and public works services"; and

WHEREAS: it is in the public interest of citizens and civic leaders to gain knowledge of the public works needs and programs of their respective communities;

WHEREAS: Public Works Week also recognizes the contributions of public works professionals.

NOW THEREFORE, I, (Enter Mayor's Name), Mayor of the (Enter your city/municipality/town/etc name), do hereby proclaim the week of **May 17-23, 2015**, as **Public Works Week** in Enter your municipality.

Dated this day of _____, 2014.

(Enter Mayor's Name), Mayor

From: Bev Thornton [<mailto:bev@albertasouthwest.com>]

Sent: February-25-15 4:17 PM

To: Bev Thornton

Subject: Travel Alberta Roadshow- Pincher Creek

Importance: High

Dear AlbertaSW partners,

Attached is the information about the Travel Alberta Roadshow upcoming in April.

The date in our region is Friday April 24 2015, Heritage Inn, Pincher Creek; please mark your calendars!

Attendance and lunch are free of charge, but pre-registration is required.

Details of the day and web link to register are in the attachment!

It has proven in the past to be a great way to meet our great Travel Alberta colleagues, connect with each other and get energized for the upcoming summer season!

Hope to see you all there!

Bev Thornton

bev@albertasouthwest.com

403-627-3373

From: Cameron Spence [<mailto:Cameron.Spence@travelalberta.com>]

To: Sasha Seifetdinova; bev@albertasouthwest.com; marketing@chinookcountry.com

Subject: Pincher Creek Road Show AD

Importance: High

Bev – here are details regarding the upcoming Travel Alberta Roadshow for your members and communities.

Let me know if any questions.

Cameron Spence

Travel Alberta Team Member

Business Development Manager, Canadian Rockies



403-612-8397



cameron.spence@travelalberta.com

@travelalberta



(remember to breathe)

YOU'RE INVITED TO CONNECT AND COLLABORATE WITH TRAVEL ALBERTA AT THE 2015 TRAVEL ALBERTA ROAD SHOWS

PINCHER CREEK

FRIDAY APRIL 24, 2015

HERITAGE INN HOTEL & CONVENTION CENTRE

919 WATERTON AVENUE; HWY #6

BALLROOM A

CONTINENTAL BREAKFAST:	08:30 A.M.
PRESENTATIONS START:	09:30 A.M.
LUNCH & NETWORKING:	NOON TO 12:30 P.M.
ONE-ON-ONE ENGAGEMENT:	12:30 – 02:00 P.M.

GET UPDATED ON TRAVEL ALBERTA'S 2015 – 2018 STRATEGY OVERVIEW AND INDUSTRY PLATFORMS.
HEAR ABOUT THE TOURISM FRAMEWORK PROGRESS.

Pre-register (no charge) to attend the nearest Travel Alberta Road Show. Find out the benefits of working together with Travel Alberta, Alberta Culture and Tourism and your local Destination Marketing Organization.

For more details and registration go to: industry.travelalberta.com ► **Events** ► **Road Show**

[CLICK HERE](#)

*Travel
Alberta*
Canada 

Karine Wilhauk

From: Alexandra Frederickson <alex@landstewardship.org>
Sent: February-27-15 12:22 PM
To: Karine Wilhauk
Subject: Stewards in Motion
Attachments: Stewards_in_Motion.pdf

Hi Karine,

I've been trying to circulate this information for an event that is happening in Claresholm and was wondering if anyone within the Town of Claresholm may be interested in attending?

I hope I'm not bothering you and if it isn't possible to pass this along to potentially interested parties I completely understand.

The event is targeted at helping municipal representatives better understand how to incorporate stewardship efforts into their planning.

I have attached the poster and all event information and registration can be found here:
<http://www.landstewardship.org/stewards-motion/>

If you have any questions please feel free to reach out!

Thank you for your help.

Alex

Alexandra Frederickson

Outreach Coordinator

Land Stewardship Centre

17503 - 45 Avenue
Edmonton, Alberta T6M 2N3
Tel: 780.483.1885 X 225
Fax: 780.486.9599
Toll Free: 1.877.727.5276
www.landstewardship.org

Enabling people and organizations to become better stewards.

Stewards In Motion

Transforming collaboration to
advance local stewardship efforts

Oldman Watershed

March 12, 2015



Workshop Agenda

9:30 AM	Registration and coffee
10:00 AM	Welcome from the Oldman Watershed Council
10:10 AM	Introductions and housekeeping
10:40 AM	Alberta Stewardship Network overview and introduction to the Environmental Stewardship Planning Framework Presented by Land Stewardship Centre
11:00 AM	Law and Policy Drivers: An introduction to the policies, bylaws, and acts that municipalities must operate under Presented by Environmental Law Centre
11:30 AM	Conservation Tools Presented by Miistakis Institute
12:00 PM	Networking lunch
1:00 PM	Information Resources Presented by Land Stewardship Centre
1:30 PM	Interactive Session: Identify and discuss local potential projects that would benefit from applying the Framework, then develop a process for implementation
2:45 PM	Group Check-In: Share results from all group work and any final thoughts on what was gained from the day
3:15 PM	Closing remarks
3:30 PM	End of Workshop: Presenters will be available to take questions for 30-40 minutes post workshop

This Stewards in Motion event is brought to you by **Alberta Stewardship Network, a program of Land Stewardship Centre**, in partnership with Oldman Watershed Council, Environmental Law Centre and Miistakis Institute.

Location

**Claresholm Community
Centre, Main Hall**
5920 - 8 Street W
Claresholm, Alberta

Who Should Attend

Plan to be at this event if you represent local:

- **Volunteer community stewardship groups**
- **Municipal and provincial government (staff, elected officials)**
- **Watershed Planning and Advisory Council (WPAC)**
- **ENGOS**
- **Industry**

Register online at www.landstewardship.org/stewards-motion/.

For more information call 1-877-727-5276 ext. 222 or email asn@landstewardship.org.

From: Joy Vonk [<mailto:operations@ardn.ca>]
Sent: March-03-15 3:06 PM
To: 'Joy Vonk'
Subject: Expression of Interest for Rural Housing Initiative

Expression of Interest for Rural Housing Initiative.

Dear Alberta Towns,

Does your rural Alberta community have a homelessness issue and a lack of affordable housing? The Alberta Rural Development Network (ARDN) is issuing this **call for Expressions of Interest**.

We are seeking rural Alberta locations to build attractive and appropriate housing complexes for homeless and low income individuals and families. Each complex would house approximately 30 people. If your rural community or organization is potentially interested in donating land and either providing or finding building and tenant management services upon completion.

Please submit a no obligation Expression of Interest as soon as possible, but **no later than March 30, 2015**

Please direct any inquiries and the completed Expression of Interest to:

Dee Ann Benard, Executive Director
Alberta Rural Development Network (ARDN)
exec.dir@ardn.ca
Tel: 780-915-1751

Regards,

Joy Vonk

Operations Manager
Alberta Rural Development Network (ARDN)
780-935-2790
operations@ardn.ca | www.ardn.ca





Expression of Interest for Rural Housing Initiative

Does your rural Alberta community have a homelessness issue and a lack of affordable housing? The Alberta Rural Development Network (ARDN) is issuing this **call for Expressions of Interest**.

We are seeking rural Alberta locations to build attractive and appropriate housing complexes for homeless and low income individuals and families. Each complex would house approximately 30 people.

If your rural community or organization is potentially interested in donating land and either providing or finding building and tenant management services upon completion, please submit a **no obligation** Expression of Interest as soon as possible, but **no later than March 30, 2015**.

Community Name:	
Organization Name:	
Contact Name:	
Title:	
Telephone:	
Email:	

Describe the approximate size, location and estimated value of any potential donated land (include a map if possible).

What organization could potentially be responsible for managing the building and tenants when the building is completed?

Organization name:	
Contact Name:	
Title:	
Telephone:	
Email:	

Please describe your community's need for homeless/ low income housing (maximum of ½ page):

Please direct any inquiries and the completed Expression of Interest to:

Dee Ann Benard, Executive Director
Alberta Rural Development Network (ARDN)
exec.dir@ardn.ca
Tel: 780-915-1751



RECEIVED
FEB 27 2015

FOOTHILLS HIGH SCHOOL RODEO CLUB

Box 2969

Claresholm Alberta, T0L 0T0

403-682-9736

February 2015

To our Future Sponsor:

We would like to thank you for your continual, generous donation in support of our High School Rodeos at the Claresholm Agriplex. The rodeo in 2014 was a huge success and your significant donation was a very large reason why. Once again we are hosting a High School Rodeo for our 2015 Season on April 4 & 5th in Claresholm. Without these valuable donations, we are not able to put on such a successful rodeo each year.

Sponsorship helps cover our rodeo expenses which include; stock, arena, medical services and rodeo personnel including judges, pick up men, announcers, timers and arena director. Approximately 100 students accompanied by their parents from Southern Alberta and within our own town, will be competing/attending this rodeo. While in our community they will be supporting our businesses during their two day stay.

The members of our club participate throughout the school year in District One of the High School Rodeo Association. This is a non-profit, family oriented rodeo association which promotes leadership, public relation skills, dedication and camaraderie. There is no smoking or alcohol allowed and a dress code is strictly enforced and acceptable academic standings must be maintained throughout the year. High School Rodeo also teaches its members discipline and respect.

Your contribution will sponsor one of ten events. As a sponsor your name or provided business card will appear in the rodeo program each day, as well as the announcer mentions the sponsors several times during each performance. If your business has a banner we would also love to display it during the performances.

We would like to personally thank you for your support of the 'Youth of Tomorrow'. Any size of donation you are able to provide is greatly appreciated.

Yours Truly

FOOTHILLS HIGH SCHOOL RODEO CLUB



**FOOTHILLS HIGH SCHOOL RODEO CLUB
SPONSORSHIP FORM
April 4 & 5, 2015 Rodeo**

Sponsors Name: Town of Claresholm

Address: _____

Telephone #: _____

Contact Name: _____

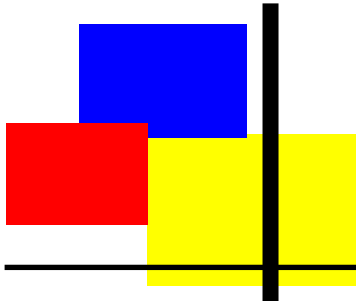
Please call 403-682-9736 for cheque to be picked up and please attach a business card for our program or mail to: Eryne Price Box 2969 Claresholm AB T0L 0T0

Please make Cheques payable to: Foothills High School Rodeo Club

.....

**It will cost approximately \$10,000 to put on this two day High School Rodeo.
Any amount donated would be graciously accepted.**

Last year your company kindly donated \$ 250.00 towards our successful event. We look forward to working with you again this year.



Claresholm & District Health Foundation

March 2, 2015

Town of Claresholm
Box 1000
Claresholm, AB
T0L 0T0

Attention: Mayor and Council Members

Re: The Foundation's Annual Charity BBQ

Currently, the Foundation is planning our 16th Annual Charity Barbecue for Thursday, June 11, 2015. We wish to ask permission of the Mayor and Council to use Amundsen Park again this year.

This BBQ is an important fundraiser for The Foundation. We appreciate your support in every way. Your partnership is important to us and we are grateful for your ongoing support. The Town Maintenance Crew has been very helpful in assisting us to make this event happen. We want once again recognize their efforts to accommodate us on event day. Access to the washrooms is essential, we borrow garbage cans and appreciate the help they are able to offer us with tables and chairs. They are amazing to work with.

Thank you for considering this request. I look forward to hearing your decision. Kindly call me at 403-682-3739 to inform me of your decision.

Sincerely,

Tara

Tara Bishoff
Foundation Coordinator



Claresholm Seniors Drop-in Centre
5009 - 2nd Street East
Claresholm, AB T0L 0T0

RECEIVED
FEB 23 2015

February 20th, 2015

Town of Claresholm
221 - 45th Ave. W.
Claresholm, AB T0L 0T0

Attention: Insurance Department

Dear Sir or Madam:

I attach a copy of our 2015 Liability Insurance Policy for the Claresholm Seniors Drop-in Centre, for your consideration for partial reimbursement by the Town.

If you approve payment, would you please make the cheque payable to the Seniors Drop in Centre, as we paid the Co-operators in full in January, 2015.

Thank you in advance

Yours truly

Delma Austin, President
Claresholm Seniors Drop in Centre

Attachment

The request for reimbursement is for \$900 for commercial general liability insurance, the same amount that was reimbursed in 2014. KW

Marian Carlson
Chief Administrative Officer
Town of Claresholm
Box 1000
Claresholm, AB T0L 0T0
(403) 625-3381



March 4, 2015

Re: Request for Funds to Support Free Swim Initiative

Dear Ms. Carlson,

On behalf of the Claresholm Healthy Community Coalition, I am writing this letter to request your continued support for the free public swim initiative at the Claresholm Aquatic Centre. Our request is for a donation of 24 hours, which would keep the pool open for three months, with two hours of swimming on each Saturday.

In Claresholm, our children have had the opportunity to play in the pool, without the concern of safety, weather, or cost. In 2014, 2,633 patrons enjoyed swimming on 39 Saturday, averaging 68 patrons each time. In fact, seven events were attended by over 100 patrons. The best attendance was 123!

“There are a whole bunch of reasons why kids don’t play as much as they used to. Kids today are busier than ever with school work and scheduled activities – and their parents are even busier. The world is believed to be a more dangerous place where kids are not allowed to roam as independently as they once did. Canadian weather can keep kids indoors more frequently, especially when the lure of screens – video games, television, the internet and smartphones – is constant. What might have once been a natural activity for kids, to run outside and play, has frankly been engineered out of modern life.” (ParticipACTION 2015) Claresholm has been addressing this issue by providing an opportunity for children to be physically active, year round, in our community.

Our hope is to continue to offer free public swims on most Saturdays throughout the year.

Thank you for considering our request.

Sincerely,

Ruth Mueller, BScN, RN
Community Development Coordinator
Claresholm Health Unit
Box 1391
5221 – 2 St W
Claresholm, AB T0L 0T0
Office (403) 625-8654 Cell (403) 625-0137 ruth.mueller@albertahealthservices.ca



INFORMATION BRIEF

Meeting: March 9, 2015

Agenda Item: 13

FREE PUBLIC SWIM INITIATIVE

DESCRIPTION:

The Town of Claresholm has been supporting the Free Public Swim Initiative, created by the Claresholm Healthy Community Coalition, since 2009. This initiative has become very successful and is the most highly attended swim at the Aquatic Centre during any given month. The continuation of this initiative is very important for the continued physical activity of our citizens.

BACKGROUND:

In October of 2009, the Claresholm Healthy Community Coalition, under the leadership of Magan Braun from Alberta Health Services, in partnership with our local Primary Care Network (PCN), approached the Town of Claresholm asking for a reduced rate for the hourly rate at the aquatic centre in order to offer a free public swim. The Coalition had already secured some funding from the PCN and hoped to offer as many free swims as possible. Council made a motion to donate ten (10) hours of pool time up to a total cost of \$1,500.

In 2010 under the leadership of Sara Tryon of Alberta Health Services, the Coalition once again requested support of the free swim initiative and Council passed a motion to donate sixteen (16) hours of pool time.

In 2011 and 2012, a reduced number of free public swims were held (typically one or two per month) and the swim was funded with support by the Primary Care Network.

In January of 2013, Ruth Mueller from Alberta Health Services took over leadership of the Coalition and requested the Town's support of the free public swim. At that time Council passed a motion to donate sixteen (16) hours of pool time. With the support of community groups, the free public swim was held twenty-three (23) Saturdays in 2013.

In December of 2013, Ruth Mueller again requested support of the free swim initiative on behalf of the Coalition, and Council passed a motion to donate sixteen (16) hours of pool rental time. In 2014 the free public swim was offered every Saturday with support from community groups.

The free swim continues to be well attended each week and has become an important part of our community's offerings of physical activity. The free swim has continued from January 1st to the present and the Coalition is asking for funding from the Town to cover the costs until March 21st. Letters have been sent out to community groups asking for support for the initiative in 2015.

At this time, there is a lack of participation on the Claresholm Healthy Community Coalition and they are actively seeking new members. Without the input of the Coalition, there is a real possibility that the free swim initiative will be unable to continue. Our community has come to expect this initiative and consequently, it would take some time to educate the public should it be discontinued.

COSTS/ SOURCE OF FUNDING (if applicable):

The charge for one hour of pool rental is \$75. The free swim runs from 2:00 to 4:00 pm for a total of \$150 per Saturday.

ATTACHMENTS:

1.)

APPLICABLE LEGISLATION:

1.) none

PREPARED BY: Denise Spencer, Aquatic Centre Supervisor
Karine Wilhauk, Secretary-Treasurer

APPROVED BY: Marian Carlson, CLGM – CAO

DATE: March 5, 2015



Frame Aviation *div. of High River Aviation Services Ltd.*

273081 TWP RD #123 Claresholm Airport, PO Box 39, Claresholm, AB T0L 0T0
Bus#: 403-625-3782, Fax#: 403-625-3706 Email: frameaviation@hotmail.com

To: The Town of Claresholm
Attn: Town Council and Administration

Subject: Use of Terminal Building

To Council and Administration:

As you may know, for the past several years, in August, there has been a Fly-In Breakfast held at the Claresholm Airport. It was sponsored by the Claresholm Lions Club, Chamber of Commerce and the Town of Claresholm. It was carried out by volunteers from the three aforementioned groups plus us (Frame Aviation), the local pilots/aircraft owners and airport users.

Unfortunately, for their own reasons, the lions club has elected to withdraw their sponsorship this year. However, numerous volunteers from the Lions club have approached us (Frame Aviation) about replacing the Lions club as co-sponsors, to which we have agreed. The Chamber of Commerce has agreed to a sponsorship as well.

So, by way of this letter, we request that the Town of Claresholm again join as a co-sponsor and that we again be allowed to use the terminal building to serve the breakfast (plus borrow tables and chairs from the recreation complex, if needed).

In addition, we would also request that the Town of Claresholm's display be set up in the terminal for the breakfast and that town brochures be supplied (possibly with a volunteer to answer questions?).

The planned date of this event is Saturday August 15, 2015 and will run from 8:00 AM to 11:00 AM. Local volunteers will also be offering rides to any visitors who may want to see the Town, Museum, Murals, etc.

In the past, this function was basically a "break even", financially. However, if any proceeds are realized, they would be used for airport improvements.

Although this is a considerably smaller venue than Fair Days or the Trade Fair it does bring exposure for the Town of Claresholm to a group of people that would not normally attend those other functions. Examples of remarks we have received in the past have been "we didn't know Claresholm had an airport" or "we didn't know where Claresholm was until now".

In closing, we would also like to thank the Town of Claresholm in advance for the clean up they are presently doing on the unsightly pile of junk, garbage and debris on the old ramp area between hangars 2 & 3. Although it was not very visible from the street or highway, it was in plain view of the main runway and taxiway for all fly-in visitors to see. We anticipate, with it gone and the previous demolition of Hangar 3, that area will be tidied up quite nicely.

Thank you for your time and consideration,

Murray Frame and Wendy Harvey
Frame Aviation

February 25,2015

Claresholm Skating Club
Box 1573
Claresholm, AB T0L 0T0



February 25, 2015

Business Owners,

The Claresholm Skating Club is a hardworking, volunteer run organization in our community; an organization dedicated to the principals of enabling every Canadian to participate in skating throughout their lifetime. We want to inspire all Canadians to embrace the joy of skating.

We are currently working on the Annual Skating Carnival to be presented on March 14th at 3:00 p.m at the Claresholm Arena. We are planning on doing a Raffle table during the event and any donation big or small that we could raffle off would be very much appreciated.

You will be recognized as a Sponsor of this event and we very much appreciate your willingness to support our club

If you would like further information please feel free to contact Joanne Hazelaar at 403-489-1214 or Amanda Zimmer 403-625-1599.

Thank you for considering a donation to the Skaters of the Claresholm Skating Club.

Sincerely,

Tiffany O'Neil
CSC - President

To: Town Council

From: Jas Schmirler

I am writing to request the use of Amundsen Park for Friday April 3rd for a community Easter Egg Hunt. It will be from 10am-12pm and will require the use of the whole park as well as the washrooms.

Please let me know if the use of the park will be permitted.

Thank you

Jas Schmirler

jas.schmirler@gmail.com

403 625 3929



REQUEST FOR DECISION

Meeting: March 9, 2015
Agenda Item: 17

TOWN OF CLARESHOLM STORMWATER MANAGEMENT PLAN

BACKGROUND / DESCRIPTION:

The Stormwater Management Plan as presented by Associated Engineering is a comprehensive plan that lays out detailed plans for the Town of Claresholm in regard to stormwater management. The plan was presented in detail to the Facility & Infrastructure Planning Committee on February 24, 2015. The committee recommends Council accept the Stormwater Management Plan and begin to implement the recommended actions, or refer the actions to budget.

COSTS/ SOURCE OF FUNDING (if applicable):

The Alberta Community Resilience Program is a grant program that is available to Municipalities for long-term resilience planning and projects. Administration will also continue to work towards finding other sources of funding and potential partnerships for funding.

PROPOSED RESOLUTIONS:

Administration recommends that Council pass a motion to accept the Stormwater Management Plan as presented.

Administration recommends that Council pass a motion to apply for the Alberta Community Resilience Program.

RECOMMENDED ACTION:

Moved by Councillor _____ to accept the Stormwater Management Plan as presented.

Moved by Councillor _____ to apply for funding through the Alberta Community Resilience Program for projects relating to the Stormwater Management Plan.

ATTACHMENTS:

- 1.) Alberta Community Resilience Program – Application & Information – available online at myclaresholm.com/council

APPLICABLE LEGISLATION:

- 1.) none

PREPARED BY: Tara VanDellen – RPS Assistant

APPROVED BY: Marian Carlson – CAO

DATE: March 2, 2015



REQUEST FOR DECISION

Meeting: March 9, 2015
Agenda Item: 18

WILLOW CREEK REGIONAL WASTE MANAGEMENT SERVICES COMMISSION – LANDFILL CHARGES

BACKGROUND / DESCRIPTION:

At the regularly scheduled Council meeting held on February 9, 2015, Council passed a motion to discontinue paying the Willow Creek Regional Waste Management Services Commission (WCRWMSC) landfill fees for Wednesdays opening effective February 9, 2015.

At their meeting on February 26th the board agreed that in order to fulfill what the WCRWMSC feels is the Town's "informal" contractual obligation the Town should pay for the Landfill charges for the month of February. This allows the WCRWMSC time to notify users of their closure for Wednesdays effective March 18, 2015. Councillor O'Neill can speak further to the board's decision.

The WCRWMSC revenues for Wednesdays in 2014 were approximately \$1,351.34 above the Town of Claresholm fees.

COSTS/ SOURCE OF FUNDING (if applicable):

The Town of Claresholm has been charged for three Wednesdays for the month of February. Since there was a Monday holiday (which Wednesdays are no charge), there is only two additional Wednesdays that the WCRWMSC is requesting payment for.

PROPOSED RESOLUTIONS:

Administration recommends that Council pass a motion to pay the remainder of the WCRWMSC Landfill charges for the month of February.

RECOMMENDED ACTION:

Moved by Councillor _____ to pay the remainder of the WCRWMSC Landfill charges for the month of February.

ATTACHMENTS:

- 1.) Invoice #1503 from the WCRWMSC for Wednesday openings.
- 2.) Notice from the landfill that they will be closing on Wednesdays effective March 18, 2015.

APPLICABLE LEGISLATION:

- 1.) none

PREPARED BY: Tara VanDellen – RPS Assistant

APPROVED BY: Marian Carlson – CAO

DATE: March 2, 2015

Willow Creek Regional Waste Management Services Commission

PO Box 2820
 Claresholm, AB T0L0T0

Invoice

Date	Invoice #
3/2/2015	1503

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

P.O. No.	Terms	Project

Qty	Description	Rate	Amount
3	Wednesday fees for February 4th, 11th and 25th, 2015	500.00	1,500.00
Sales Tax Summary			
Total Tax			0.00
Total			\$1,500.00

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

March 2, 2015

Re: Change of Hours of Operation

The Willow Creek Regional Landfill will be changing their hours of operation.

Effective March 18, 2015, the WC Regional Landfill will no longer be open on Wednesday.

The regular hours of operation effective March 18th will be as follows:

Monday, Tuesday, Thursday and Friday
9:00 A.M. to 4:30 P.M.

Summer hours will resume on May 9th, 2015 and run until Oct. 24th, 2015.

The landfill will open on the follow dates from 8:00 A.M. to 12:00 noon:

May 9th & 23rd

June 13th & 27th

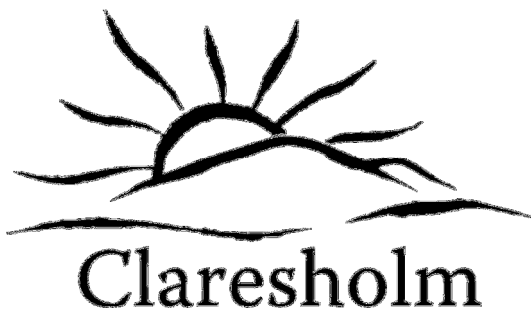
July 11th & 25th

August 8th & 22nd

September 12th & 26th

October 10th & 24th

We apologize for any inconvenience this causes and we thank you for your patronage.



REQUEST FOR DECISION

Meeting: March 9, 2015

Agenda Item:19

FCM 2015 ANNUAL CONFERENCE & TRADE SHOW

DESCRIPTION / BACKGROUND:

The Town of Claresholm has recently rejoined the Federation of Canadian Municipalities (FCM) as a member. In 2015, their Annual Conference and Trade Show is being held in Edmonton from June 5 – 8, 2015 and all member Councils are invited to attend. As per Policy #GA 09-08a, typically Council members attend only one conference per year.

DISCUSSION/OPTIONS:

1. At the last regular meeting held February 23, 2015, a motion was passed to send six Councillors and the CAO to the AUMA Convention in September 2015.
2. A letter was received from FCM on March 4, 2015 stating that they would provide the Town of Claresholm with a complimentary registration for completing their 2015 Membership Survey.

COSTS/ SOURCE OF FUNDING:

There is an operating budget line item for Delegate Convention Expenses for \$10,000 for 2015. Council time for the convention is budgeted separately.

RECOMMENDED ACTION:

1. Council advises Administration which members of Council, if any, will be attending FCM's 2015 Annual Conference and Trade Show so that rooms can be booked ahead of time.

PROPOSED RESOLUTION:

1. Moved by Councillor _____ that _____ attend the Federation of Canadian Municipalities Convention in Edmonton from June 5 – 8, 2015.

ATTACHMENTS:

- 1.) FCM 2015 Annual Conference and Trade Show information
- 2.) Letter from FCM offering a complimentary registration upon completion of their 2015 Membership Survey

APPLICABLE LEGISLATION:

- 1.) Policy #GA 09-08a: Conference Attendance

PREPARED BY: Karine Wilhauk, Secretary-Treasurer

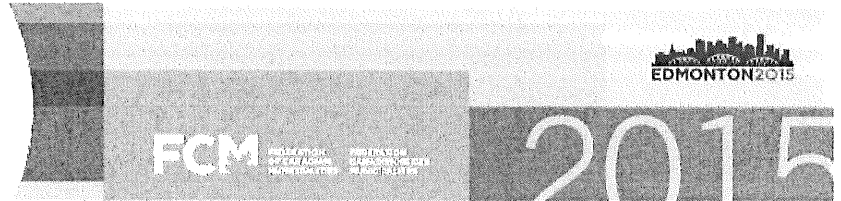
APPROVED BY: Marian Carlson CLGM, CAO

DATE: March 5, 2015

[Skip to main content](#)



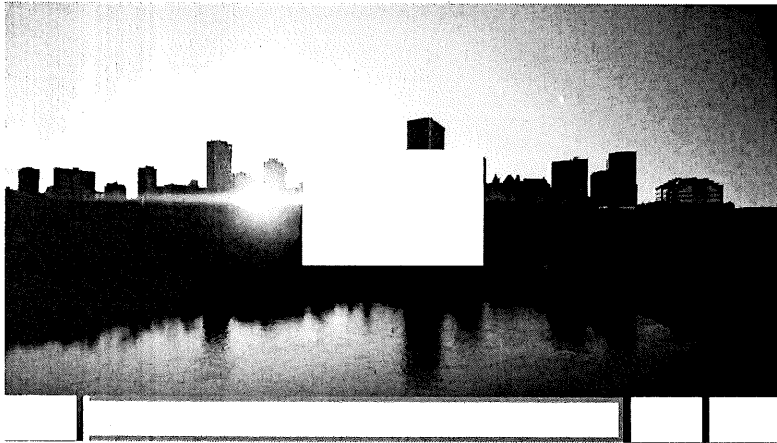
FCM's 2015
Conference and
Trade Show



2015 Annual Conference and Trade Show

June 5-8, 2015

Shaw Conference Centre, Edmonton, AB



FCM's upcoming Annual Conference and Trade Show is shaping up to be our best ever. In 2015, Canada's largest national municipal conference heads west to Edmonton, AB and will be held at the Shaw Convention Centre. We hope you will join us from June 5 - June 8 as nearly 2,000 municipal leaders come together to discuss key issues and challenges their communities face. Be sure you're part of it!

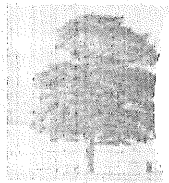
FCM's Annual Conference and Trade Show delivers informative and thought-provoking content designed to meet the unique professional development needs of municipal political leaders and senior staff. Consider sending a team from your community to learn about innovative strategies and solutions for building stronger communities, stronger cities and a stronger Canada.

From informative seminars and workshops to thought-provoking plenary sessions and a dynamic trade show, Canada's national municipal event will benefit anyone with a stake in the municipal sector.

Page Updated: 23/02/2015
Federation of Canadian Municipalities
24 Clarence Street
Ottawa, Ontario
K1N 5P3
T. 613-241-5221
F. 613-241-7440
Email: info@fcm.ca

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FCM's 2015
Conference and
Trade Show



Registration Fees

Register now for the largest pan-Canadian gathering of elected municipal leaders!

Your registration delivers tremendous value, giving you access to a wide variety of sessions, as well as study tours, meals, social events and our trade show - all for one low price. See below for full details and then register to secure your spot at Canada's largest municipal affairs conference.

Registration Type	Early bird**	Regular
Full Conference - Member	\$ 799	\$ 939
Full Conference - Non-member	\$ 939	\$ 1,119
Full Conference - Exhibitor/Sponsor*	\$ 609	\$ 715
Students	\$ 199	\$ 199

Credit card only (VISA, AMEX or MasterCard)

*Only current registered exhibitors/ sponsors are eligible for these fees.

**Early bird registration ends Monday, April 13, 2015 (11:59 p.m. EDT).

Full Conference participants

Your badge gives you access to:

- All sessions, workshops and plenaries
- Two study tours and the trade show
- Daily breakfasts, refreshment breaks and lunches
- The Trade Show Opening Reception, the Mayor's Reception, the Gala event and the Farewell Breakfast
- Networking opportunities and more

Optional events: Round out your experience at the Annual Conference by attending the "Taking our Place at the Table" Breakfast fundraiser and companion tours. Tickets for these optional events must be purchased separately.

Students

Your badge gives you access to all sessions, workshops, plenaries, two study tours, breakfasts, lunches and the trade show. Tickets for social events and companion tours MUST be purchased separately. Important: all students must be full-time students and show proper proof of current enrollment (student ID) when they register.

Companions

Your badge gives you access to your purchased companion tours and to the trade show on **Friday from 10 - 11:30 a.m.** and **Saturday from 8:30 - 11:30 a.m. only.** Companions do not have access to workshops, plenaries or study tours. Tickets for social events MUST be purchased separately; otherwise access will not be granted. Badges will be scanned at all entrances.

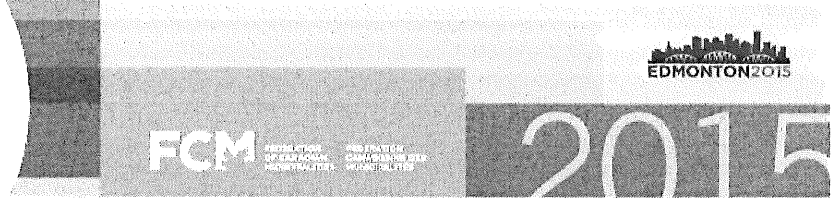
Read our Terms and Conditions.

Page Updated: 24/02/2015
Federation of Canadian Municipalities
24 Clarence Street
Ottawa, Ontario
K1N 5P3
T. 613-241-5221
F. 613-241-7440

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FCM's 2015
Conference and
Trade Show



Program

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[Thursday, June 4, 2015](#) | [Friday, June 5, 2015](#) | [Saturday, June 6, 2015](#) | [Sunday, June 7, 2015](#) | [Monday, June 8, 2015](#)

Thursday, June 4, 2015

- 10 a.m. - 6 p.m. **Delegate and Exhibitor Registration**
- 4 - 5 p.m. **Regional Delegate Meetings**
- 5 - 7 p.m. **Trade Show Official Opening and Reception**

[Back to top](#)

Friday, June 5, 2015

- 7 a.m. - 6 p.m. **Delegate Registration**
- 7 - 8 a.m. **Continental Breakfast**
- 8 - 8:30 a.m. **Opening Ceremony**
Sponsored by [Shop the Neighbourhood](#)
- 8:30 - 10 a.m. **President's Forum**
- 10 a.m. - 4 p.m. **Trade Show**
- 10:15 - 11:45 a.m. **Workshops**
- 12 - 12:30 p.m. **Keynote Speaker**
- 12:45 - 2:45 p.m. **Trade Show Lunch**

12:45 - 2:45 p.m. **Study Tours**

Lunch provided

2:45 - 3:15 p.m.

Keynote Speaker

3:30 - 5 p.m.

Workshops

10 p.m. - 12 a.m.

Study Tour

[Back to top](#)

Saturday, June 6, 2015

7 a.m. - 6 p.m.

Delegate Registration

7:30 - 8 a.m.

Continental Breakfast

8 a.m. - 4 p.m.

Trade Show

8 - 9 a.m.

Resolutions Plenary

9 - 9:30 a.m.

Keynote Speaker

9:45 - 11:45 a.m.

Workshops

11:15 a.m. - 12:45
p.m.

Trade Show Lunch

11:15 a.m. - 2:15 p.m.

Study Tours

Lunch provided

1 - 2:30 p.m.

Workshops

2:45 - 3:15 p.m.

Trade Show Coffee Break and Prize Draw

4 - 6 p.m.

FIFA Women's World Cup Canada 2015

Opening Ceremonies and Canada vs China game

6:30 - 8:30 p.m.

Mayor's Reception

[Back to top](#)

Sunday, June 7, 2015

7 a.m. - 4 p.m.

Delegate Registration

7 - 8:15 a.m.

Taking our Place at the Table: Breakfast fundraiser for FCM scholarship program**Sponsored by Canadian Labour Congress**

7:30 - 8:15 a.m.

Continental Breakfast

8:30 - 10:30 a.m.

Annual General Meeting and Elections

10:30 - 11 a.m.

Coffee Break

11 a.m. - 1 p.m.

Election of Board of Directors

Lunch provided

1 - 1:30 p.m.

Election Results

1:30 - 2:30 p.m.

Keynote Speaker**Sponsored by Cement Association of Canada**

2:30 - 3 p.m.

Election of Regional Chairs

3 - 5 p.m.

Study Tours

6:30 p.m. - 12 a.m.

City of Edmonton Festival Gala[Back to top](#)**Monday, June 8, 2015**

7 - 10 a.m.

Delegate Registration

8 - 8:45 a.m.

Farewell Breakfast8:45 - 9:15
a.m.**Keynote speaker**9:15 - 9:45
a.m.**Closing Ceremony**10 a.m. - 1
p.m.**Study Tours**[Back to top](#)



FEDERATION
OF CANADIAN
MUNICIPALITIES

FÉDÉRATION
CANADIENNE DES
MUNICIPALITÉS

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

RECEIVED

MAR 04 2015

February 25, 2015

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

Dear Mayor Steel,

As a member of FCM, your opinion of the work we do is of utmost importance to our organization – and key to ensuring that we can continue to enhance our value to your municipality. In early March, you will receive an email titled “FCM Membership Survey 2015: Your Opinion Matters!” It is your invitation to participate in our 2015 Membership Survey, which will give us insight to respond to the evolving needs of municipalities and elected officials.

We encourage you to complete the survey, as we need to hear from you on what we are doing well, what we can improve upon and what your top priorities are in the coming year. As an incentive to complete the survey, we are offering a complimentary registration to our Annual Conference and Trade Show, which takes place in Edmonton from June 5 – 8, 2015.

In the coming year, FCM’s advocacy work will be focused on the upcoming federal election – ensuring that political parties recognize the role of cities and communities in a strong Canada. We will continue working with the federal government on key policy files, including trade, broadband access and rail safety, among others. We will continue to provide resources to municipalities to assist you in achieving your sustainability goals, and to promote economic growth. Recognizing that our sector is rich with experience and knowledge, FCM will continue to partner with municipalities to share knowledge on the international stage.

We thank you for your continued membership in FCM, and for your active support of the important advocacy work that we do, on behalf of 90 per cent of the municipal population of Canada.

We look forward to receiving your feedback on how we’re doing, through our 2015 Membership Survey, and do hope that you will join us in Edmonton in early June.

Sincerely,

Sincerely,

Brad Woodside
President, FCM
Mayor of Fredericton





INFORMATION BRIEF

Meeting: March 9, 2015
Agenda Item:20

CENTENNIAL PARK BALL DIAMOND CONCESSION BUILDING

BACKGROUND / DESCRIPTION:

The Centennial Park ball diamond concession building was constructed in the early 80s by minor ball and slow pitch groups for their storage and as a concession for their leagues. This building is still used for minor ball equipment storage in the upstairs. With only one fenced ball diamond at Centennial Park, minor ball and the slow pitch groups no longer hold tournaments at this location. Therefore they no longer use the concession/kitchen and storage.

On that building there was an outside tap that was connected to the irrigation system for wetting down the shale when dusty. It was not potable and when the 30 year old irrigation system stopped working years ago, it was not replaced.

COSTS/ SOURCE OF FUNDING (if applicable):

This building could be serviced by a 6 inch x 190 ft water and sewer service line. The service depth would be less than 3 feet deep at the building. Material and installation would be at the approximate cost of \$6500.00 for potable water and sewer services. This building has no heat and any water system would require winterizing every year.

ATTACHMENTS:

- 1.) none

APPLICABLE LEGISLATION:

- 1.) none

PREPARED BY: Mike Schuweiler – Public Works Superintendent

APPROVED BY: Marian Carlson, CLGM – CAO

DATE: March 2, 2015



INFORMATION BRIEF

Meeting: March 9, 2015
Agenda Item: 21

PARADE SIGNS FOR MAYOR & COUNCILLORS

BACKGROUND / DESCRIPTION:

At the February 23, 2015 Council meeting, Council instructed Administration to research the cost of having individual signs made for the Mayor and Councillors to use when attending parades in our region.

COSTS/ SOURCE OF FUNDING (if applicable):

- Choroplast signs (light corrugated cardboard) 12" x 24" with lettering 2 1/2" tall, 3 lines with no logo (not enough room apparently) example:

Town of Claresholm

Mayor

Rob Steel

\$30.00 per sign

- Heavy duty magnetic signs (that have the option of changing the lettering when the name changes) 12" x 24" with lettering 2 1/2" tall, 3 lines with no logo (same as example above)

\$34.00 per sign

The sign manufacturer indicated that some of the new vehicles - the new 2015 Ford trucks for example - are made of aluminum and the magnetic signs don't stick. Nor do they stick to some of the classic cars as they could have a lot of bondo in them which is not magnetic.

He also noted the Choroplast signs have the issue of how to attach them. He is confident the factory paint on a vehicle will not be affected by double sided tape but that may be difficult if the lender of the automobile or truck doesn't want it attached that way.

ATTACHMENTS:

- 1.) none

APPLICABLE LEGISLATION:

- 1.) none

PREPARED BY: Lisa Chilton, HR / Tax Administrator

APPROVED BY: Marian Carlson, CLGM – CAO

DATE: March 5, 2015



INFORMATION BRIEF

Meeting: March 9, 2015
Agenda Item: 22

COUNCIL RESOLUTION STATUS

Agenda Item #	Description	Assigned	Completed
Regular Scheduled Meeting - January 12, 2015			
1	Bylaw #1600 - Borrowing. Moved by Councillor McAlonan to give Bylaw #1600 1st reading. Carried. Moved by Councillor Feiguth to give Bylaw #1600 2nd reading. Carried. Moved by Councillor Cutler to give unanimous consent to Bylaw #1600 3rd & Final reading. Carried. Moved by Councillor O'Neil to give Bylaw #1600 3rd & Final reading. Carried.		Completed
3	Correspondence: Green Party of Canada Foothills EDA. Referred to Administration.		
4	Correspondence: MD of Willow Creek Request to waive property taxes. Referred to PRR Committee.		
5	Correspondence: Claresholm PRR Committee 2015 budget. Referred to budget.		
8	2015 Interim Operating Budget. Moved by Councillor Ford to adopt the 2014 operating budget as the 2015 interim operating budget.		
9	RFD - Tax Recovery Sale, 4 Skyline Cres. Moved by Councillor O'Neill to reduce the reserve bid to \$800,000. Carried. Moved by Councillor Fieguth to extend the current real estate listing for an additional 6 months. Carried.		Completed
10	RFD - Playground & School Zone Modification - Moved by Councillor Cutler that the Town of Claresholm update the school / playground signage as presented. Carried		Completed
11	RFD - Taxi Token Policy - Moved by Councillor Ford to adopt Policy #Tran 01-15, the Taxi Token Program Policy effective January 12, 2015. Carried.		Completed
Regular Scheduled Meeting - January 23, 2015			
1	Correspondence: Claresholm Golf Club, Moved by Councillor Dixon to pay the Commercial Liability insurance for the 2015 year only, in the amount of \$1500.00. Carried.	Karine	Cheque sent
	All other items received for information or referred to other committees.		
Regular Scheduled Meeting - February 9, 2015			
1	Appointment: CAO, Moved by Councillor Fieguth to appoint Mrs. Marian Carlson as CAO effective Feb 2, 2015. Carried.	Marian	Complete

3	Bylaw #1602 - Chief Administrative Officer, 1st reading. Moved by Councillor Ford to give Bylaw #1602 regarding the CAO 1st reading. Carried.	Marian	On agenda Feb 23rd for 2nd & 3rd Reading
4	Delegation Reponse: Claresholm & District Museum Update - Referred to Budget.	Tara	Letter sent
6	Correspondence: Federation of Canadian Municipalities 2015/2016 membership, Moved by Councillor Cutler to be a member of the Federation for the 2015/16 year in the amount of \$659.99. Carried.	Karine	Membership sent
8	Correspondence: Curling Club, Moved by Councillor O'Neill to pay the commercial liability insurance, for the 2015 year only in the amount of \$1236. Carried.	Karine	Cheque sent
9	RFD - Municipal Census, Moved by Councillor Ford to not proceed with the census in 2015. Carried.	Marian	No action required
10	RFD- Regional Landfill Wed Openings, Moved by Councillor Cutler to discontinue paying WCRWMSC \$500 for each Wed opening effective Feb 9, 2015. Carried.	Tara	Letter sent
11	RFD - Carmax Business License, Moved by Councillor Ford to authorize the Business License application for a sale at the Claresholm Agriplex. Defeated.	Jeff	Letter sent
12	RFD - Harvest Square Tax Agreement, Moved by Councillor McAlonan to accept the \$150,000 tax settlement as per the agreement. Carried. Moved by Councillor O'Neill to forgive the remainder of the taxes on the Harvest Square properties in the amount of \$170,492.60. Carried.	Lisa	Notice sent to auditors and entry completed
Regular Scheduled Meeting - February 23, 2015			
1	Bylaw #1602 - Chief Administrative Officer, 2nd reading. Moved by Councillor Dixon to give Bylaw #1602 regarding the Chief Administrative Officer, 2nd Reading. Carried. Moved by Councillor Cutler to give Bylaw #1602 regarding the Chief Administrative Officer, 3rd & Final Reading. Carried.	Karine	Bylaw prepared to be signed at the March 9th Meeting.
2	Policy #GA 02-15 Purchasing & Tendering. Moved by Councillor McAlonan to adopt Purchasing & Tendering Policy #GA 02-15 effective February 23, 2015. Carried.	Tara	updated binders (complete)
3	Correspondence: MADD Canada: Ad Placement in the MADD Message Yearbook. Referred to Administration.	Tara	letter sent Feb 25/15 (complete)
4	Correspondence: AUMA Mayor's Caucus: Moved by Councillor O'Neill to send Councillor Cutler as the Town's representative for all three days of the Mayor's Caucus March 11-13th. Councillor O'Neill will be the alternate. Carried.	Tara	complete
5	Correspondence: Classic Cruisers; Moved by Councillor Cutler to approve the use of Centennial Park for the Fair Days Show "N" Shine by the Porcupine Hills Classic Cruisers. Carried.	Tara	letter sent Feb 25/15 (complete)
6	Correspondence: Classic Cruisers; Concession Stand. Referred to Administration.	Mike	Info brief for Mar 9 Council meeting
7	Correspondence: Claresholm Garden Club, Request for Seasonal Gardener Position. Referred to Budget.	Mike/Marian	Met with Garden Club on Feb 24th to discuss needs and will include with budget considerations. (Complete)

8	RFD - AUMA Convention: Moved by Councillor McAlonan to have Administration book rooms for 6 Councillors and 1 CAO to attend the 2015 Alberta Urban Municipalities Association convention at the nearest available hotel (for stay Sept 22-24th). Carried	Karine	Closest available hotel is the Hyatt Regency. Seven rooms have been booked for Sept 22nd to 25th.
9	RFD- Agreement for Regional Assessment Review Services: Moved by Councillor Cutler to enter into the Agreement for Regional Assessment Review Services with ORRSC as presented. Carried.	Tara/Marian	Bylaw being prepared for March 9th meeting.
10	RFD - Town of Claresholm 2015 Parade Schedule. Moved by Councillor Dixon that the float to attend all possible parades for the 2015 year. Carried. Moved by Councillor Cutler to increase the budget for candy supplies for the 2015 year as required. Carried.	Lisa	2015 Parade Schedule to be determined as requests come in. Parade signs report to be presented to Council on March 9th.
11	RFD - Downtown Core Accessible Parking Stalls: Moved by Councillor Cutler to approve the installation of three additional parking stalls with recommended changes as possible. Carried.	Mike	
12	Information Brief: Mackin Hall Update: Referred to Administration.	Mike	letters sent to storage users Feb 26, 15
13	Land Sale: Moved by Councillor Cutler to accept the \$750,000 offer to purchase on Land Sale subject to the purchaser signing the offer date extension. Carried.	Marian	Email sent to Realtor - Feb 24/15 Realtor contacted Marian Feb 25th and client is still out of the country. Will contact our office upon his return.
14	Prepare background information for response to Summer Games Delegation	Karine	Report to Council at March 9th meeting.
15	Provide 55 Plus Alberta Games information to Senior organizations throughout the community	Tara	complete (Lisa gave to FCSS to disribute)
16	Investigate opportunity to upload "In Camera" material to Councillors on a secure site	Karine	myclaresholm.com/incamera has been created
17	Contact organizations who store materials in Mackin Hall	Tara	letters sent Feb 26/15(complete)
18	Meet with M.D. regarding airport	Marian	Email sent to Cindy Feb 26th requesting a meeting.

ATTACHMENTS:

1.) none

APPLICABLE LEGISLATION:

1.) none

PREPARED BY: Tara VanDellen – RPS Assistant

APPROVED BY: Marian Carlson, CLGM – CAO

DATE: March 6, 2015

INFORMATION ITEMS



TOWN OF CLARESHOLM

Cheque Listing For Account Payable

2015-Mar-3
11:20:22AM

<u>Cheque #</u>	<u>Cheque Date</u>	<u>CEO CAO</u>	<u>Vendor #</u>	<u>Vendor Name</u>	<u>Amount</u>
				Batch #	18208
49916	2015-02-11		600	ALBERTA ASSOCIATION OF M.D.'S	7,484.68
49917	2015-02-11		1025	ALBERTA ONE CALL LOCATION CORP	31.50
49918	2015-02-11		2550	AUMA	4,163.55
49919	2015-02-11		787511	BELL, BARBARA	58.44
49920	2015-02-11		786195	Benchmark Assessment Consultants Inc.	4,419.81
49921	2015-02-11		6390	BISHOFF AUTO & AG CENTRE	582.91
49922	2015-02-11		786427	BOUNDARY EQUIPMENT (CALGARY) LTD.	4,515.00
49923	2015-02-11		6805	BROWNLEE LLP	1,240.31
49924	2015-02-11		11250	CANADIAN LINEN SUPPLY	623.88
49925	2015-02-11		76150	CAReS Animal Rescue	15,000.00
49926	2015-02-11		786578	CENTRAL SHARPENING LTD.	90.30
49927	2015-02-11		786276	CHALLENGER NEWHOLLAND LTD	5,441.32
49928	2015-02-11		56100	CIMCO REFRIGERATION	1,334.54
49929	2015-02-11		786657	Claresholm & District Transportation Society	5,000.00
49930	2015-02-11		13250	CLARESHOLM CHILD CARE SOCIETY	2,183.50
49931	2015-02-11		13175	CLARESHOLM COMMUNITY CENTRE HALL BOARD	10,000.00
49932	2015-02-11		786568	CLARESHOLM CURLING CLUB	1,236.00
49933	2015-02-11		13325	CLARESHOLM FIRE DEPARTMENT	1,850.00
49934	2015-02-11		786465	CLARESHOLM GOLF CLUB	25,000.00
49935	2015-02-11		13525	CLARESHOLM IGA	48.95
49936	2015-02-11		13660	CLARESHOLM LOCAL PRESS	1,328.53
49937	2015-02-11		14085	CLARESHOLM NAPA AUTO	2,019.51
49938	2015-02-11		13900	CLARESHOLM PHARMACY LTD	35.36
49939	2015-02-11		13600	CLARESHOLM PUBLIC LIBRARY	55,000.00
49940	2015-02-11		786950	CLARESHOLM SELF STORAGE	598.50
49941	2015-02-11		14205	CLEAN BRITE CHEMICAL SERVICES LTD.	755.16
49942	2015-02-11		786420	COMMERCIAL SOLUTIONS INC.	1,116.41
49943	2015-02-11		786784	Davis Chev GMC Claresholm	66.48
49944	2015-02-11		26000	Federation of Canadian Municipalities	659.99
49945	2015-02-11		786240	GAMMEL'S PLUMBING HEATING & GASFITTING	267.96
49946	2015-02-11		786505	GRAPHCOM PRINTERS LTD.	198.71
49947	2015-02-11		36200	HAGEN ELECTRIC	156.60
49948	2015-02-11		49980	HARRY'S TIRE SALES (1984) LTD.	2,296.82
49949	2015-02-11		786041	HAYWARD GORDON ULC	754.53
49950	2015-02-11		786777	HEMMAWAY, JASON	6.83
49951	2015-02-11		36800	HOME HARDWARE	1,235.55
49952	2015-02-11		850	JOHN DEERE FINANCIAL	125.97
49953	2015-02-11		786751	LGAA	651.00
49954	2015-02-11		56155	LIFESAVING SOCIETY	375.00
49955	2015-02-11		56200	LOCAL AUTHORITIES PENSION PLAN	13,877.87
49956	2015-02-11		58000	LOOMIS EXPRESS	194.68
49957	2015-02-11		787531	MILLER SUPPLY	105.49
49958	2015-02-11		787523	MOWERS & BLOWERS (841057)	1,013.25
49959	2015-02-11		66070	NATIONAL NEON DISPLAYS LIMITED	110.25
49960	2015-02-11		71400	Oldman River Regional Services Commission	18,263.88
49961	2015-02-11		786905	ONECONNECT SERVICES INC. T46194	56.74
49962	2015-02-11		786635	ORKIN CANADA CORPORATION	116.03
49963	2015-02-11		97050	PHARMASAVE	36.70



TOWN OF CLARESHOLM

Cheque Listing For Account Payable

2015-Mar-3

11:20:22AM

Cheque #	Cheque Date	CEO	CAO	Vendor #	Vendor Name	Amount
49964	2015-02-11			786050	PLANET CLEAN (LETHBRIDGE) LTD.	1,092.41
49965	2015-02-11			786453	PRAXAIR CANADA INC.	957.21
49966	2015-02-11			786697	Productivity Plus Account	11,081.92
49967	2015-02-11			786156	Q.E.D. ENTERPRISES LTD.	971.62
49968	2015-02-11			86300	RECEIVER GENERAL FOR CANADA	20,445.69
49969	2015-02-11			786180	RICOH CANADA INC.	804.81
49970	2015-02-11			786051	ROTO-ROOTER	1,050.00
49971	2015-02-11			14265	SAVARIA LIFTS LTD.	216.00
49972	2015-02-11			786907	SERVICEMASTER RESTORE	2,434.94
49973	2015-02-11			91377	SOUTHERN AB RECREATION ASSOC.	100.00
49974	2015-02-11			786104	STARLING, KELLY	425.00
49975	2015-02-11			786111	STEEL, ROB	104.81
49976	2015-02-11			786501	TOM HARRIS CELLULAR	176.40
49977	2015-02-11			101400	UNITED FARMERS OF ALBERTA	635.42
49978	2015-02-11			23500	W.R. MEADOWS OF WESTERN CANADA	2,930.58
49979	2015-02-11			111705	WC CLASS II REGIONAL LANDFILL	8,972.50
49980	2015-02-11			126050	ZEE MEDICAL CANADA, INC.	175.77
49981	2015-02-11			900000	CLARESHOLM SUMMER GAMES	5,000.00
49982	2015-02-11			900000	Communications Group Leth Ltd.	248.85
49983	2015-02-11			900000	FIVE STAR UNIFORMS	52.50
49984	2015-02-11			900000	GROL, MIRANDA	174.25
49985	2015-02-11			900000	Recreation Facility Personnel	1,218.00
49986	2015-02-11			900000	Society of Local Government Managers	859.00
49987	2015-02-11			900000	WALL, TILLY	37.02
49988	2015-02-11			900000	WALLAH FAIRWAY MARKERS	420.00
						252,313.19
						Batch # 18211
49989	2015-02-11			787526	Alberta Municipal Services Corporation	43,657.00
49990	2015-02-11			900000	Communications Group Leth Ltd	1,244.25
49991	2015-02-11			900000	Roadway Traffic Products (AB)	280.50
						45,181.75
						Total 297,494.94

*** End of Report ***

Town of Claresholm

Facility & Infrastructure Planning Committee

Meeting Minutes for April 2nd, 2014

9:00am Council Chambers, Administration Office



Present: Chairperson Rob Steel, Mayor
Chris Dixon, Councillor
Mike McAlonan, Councillor
Peter Duerholt, Member at Large

Staff: Kris Holbeck, CAO
Jeff Gibeau, Manager of Regulatory & Property Services
Mike Schuweiler, Public Works Superintendent
Brad Burns, Manager of Water / Wastewater

Regrets: Shelley Ford, Councillor

1. Call to Order

9:00 am; Meeting was called to order by Chairperson Rob Steel

No Additions to agenda

Approval of April 2, 2014 minutes-

2. Old Business

2.1. Intermunicipal Master Servicing Agreement

Discussion: Staff presented the Draft Intermunicipal Master Servicing Agreement to the Facility & Infrastructure Planning Committee. Discussion began with a brief history of how the servicing of the Claresholm Industrial Area / Airport (located within the Municipal District of Willow Creek) was established, including historical utility arrangements. This draft agreement is based on a template from the Town's legal advisors. Staff went on to explain that this agreement is the first step towards the Municipal District of Willow Creek taking over the applicable underground infrastructure. This existing infrastructure needs to be replaced. The Municipal District of Willow Creek requires a servicing agreement to get water licensing from the Province. Arriving at this point was made possible by the combined efforts of Staff from the Town and the Municipal District of Willow Creek. Staff further explained aspects of the agreement, such as the one-year term and fees for consumption (water, waste-water, waste management).

Action: The Facility & Infrastructure Planning Committee directed Staff to send the draft Intermunicipal Master Servicing Agreement to the Municipal District of Willow Creek for review. The agreement must be presented to Council prior to execution. If negotiations result in major changes, the Intermunicipal Master Servicing Agreement should be forwarded back to the Facility & Infrastructure Planning Committee for review.



2.2. Renaissance Condo Drainage

***Discussion:** Staff reviewed the correspondence timeline and preliminary engineering drawings with the Facility & Infrastructure Planning Committee. Discussion continued regarding the necessity of a large storm water project in this residential area. Many areas of the community face similar issues related to overland storm water drainage. The installation of underground systems could address these issues and likely benefit the surrounding areas. However, installing underground systems in existing neighbourhoods is complex, expensive, and may not necessarily achieve the desired results. Alternative solutions should be explored in these situations.*

***Action:** Facility & Infrastructure Planning Committee directed Staff to send a second letter to the Renaissance Condo Board proposing that Town Staff attend a Board meeting. Preliminary engineering drawings to be presented at the meeting; not before.*

3. New Business

3.1. Spring Clean-up / Garbage Pickup

***Discussion:** Staff outlined the operation of previous spring cleanup programs and identified issues that currently threaten the initiative. Staff presented various options for the Facility & Infrastructure Planning Committee to consider for this year's spring cleanup program. Also presented was an initiative from the City of Lethbridge, where residents are encouraged to put out unwanted items that other people may want to reuse. Additional discussion took place on the lack of an incentive program to encourage separation of the wet/dry waste at the regional landfill.*

***Action:** Facility & Infrastructure Planning Committee directs Staff to modify the spring cleanup program into a three month program (May / June / July) that allows residents to put out appropriate waste over a longer time frame. Appliances and large quantities of construction waste will not be accepted (as per usual), unless prior arrangements have been made with the Town.*

3.2. Storm Water Drainage; Intersection of Columbia Drive & Alberta Road

***Discussion:** Rob Steel contributed background on his recent conversation with a business owner. The issue identified is the pooling of storm water that occurs at this intersection is causing driveways to be consistently washed out. Industrial expansion has caused additional storm flows that pass through this part of the storm water system.*

***Action:** The Facility & Infrastructure Planning Committee directs Staff to initiate an engineering review of the applicable storm water system, identify issue(s) and propose a solution(s) – including estimated costs. Also, Staff to inform the business owner of the action being taken.*



3.3. Storm Water Drainage; 1A Street West (North of 53rd Avenue West)

***Discussion:** Further to concerns raised by a surrounding property owner, Staff presented background on the storm water system in the area. The current design of the drainage invert and locations of the catch basins do not allow for easy modification. At some point the road will be re-paved and a re-design could be initiated. However, at this time, this portion of road is in reasonable shape and is not on the capital projects list. The water pooling issue has been exacerbated by natural ice dams and by snow & ice from sidewalks being deposited into the drainage invert by surrounding property owners.*

***Action:** No action at this time. Staff to write the property owner a letter that explains the challenges to modifying the storm water system and that the issues can be minimized by ensuring that snow and ice are not deposited directly into the drainage invert.*

- 4. Next Meeting;** As needed.
- 5. Adjournment:** 10:25 am; Meeting Adjourned.

Town of Claresholm

Facility & Infrastructure Planning Committee (FIPC)

Meeting Minutes for May 7th, 2014

8:00am Council Chambers, Administration Office



Present: Chairperson Rob Steel, Mayor
Mike McAlonan, Councillor
Shelley Ford, Councillor

Staff: Kris Holbeck, CAO
Jeff Gibeau, Manager of Regulatory & Property Services
Mike Schuweiler, Public Works Superintendent
Tara VanDellen, RPS assistant

Regrets: Peter Duerholt, Member at Large
Chris Dixon, Councillor

1. Call to Order

8:00 am; Meeting was called to order by Chairperson Rob Steel

No Additions to agenda

2. Old Business

2.1. Intermunicipal Master Servicing Agreement

***Discussion:** Staff presented the MD request for negotiation on proposed per cubic meter water rate.*

***Action:** The Facility & Infrastructure Planning Committee directed Staff to*

2.2. Committee Update- Neil Brint letter re sewer repairs in Tamarack

2.3. Renaissance Condo Drainage

***Discussion:** Staff updated the Facility & Infrastructure Planning Committee regarding the meeting held with the Renaissance Condo Board in regards to the engineering review and options presented regarding the drainage issues. The Condo board agrees that seeking out a more feasible option is a good solution and agrees to allow engineer to create a report on costing, specs and calculations. Then once costing reports have been completed the board and Staff will meet again to discuss options and funding.*

***Action:** Facility & Infrastructure Planning Committee directed Staff to continue the engineering costing reports and contractor estimates and keep FIPC informed on findings.*

Town of Claresholm

Facility & Infrastructure Planning Committee (FIPC)

Meeting Minutes for May 7th, 2014

8:00am Council Chambers, Administration Office



2.4. Update on 2014 Capital Projects

***Discussion:** Staff updated the Facility & Infrastructure Planning Committee regarding the ongoing projects that have been started. (storm water project- sent for engineering, and the sanitary sewer project along the highway)*

***Action:** Staff will continue to update the Facility & Infrastructure Planning Committee as projects progress.*

3. General Discussions and Questions-

- Councillor Ford updated the Facility & Infrastructure Planning Committee on correspondence with Alberta Southwest regarding the airport as a possible location for Alberta Films. Facility & Infrastructure Planning Committee directs them to the MD and the private property owners regarding this request.
- Chairperson Rob Steel updated the Facility & Infrastructure Planning Committee on discussions with George Olienick regarding repairs to services on private property. Both Mike and Rob have updated George with the Bylaw in respects to correcting and fixing services.

4. Next Meeting; As needed.

5. Adjournment: 8:50 am; Meeting Adjourned.

Town of Claresholm

Facility & Infrastructure Planning Committee (FIPC)

Meeting Minutes for September 2nd, 2014

9:00am Council Chambers, Administration Office



Present: Chairperson Rob Steel, Mayor
Mike McAlonan, Councillor
Shelley Ford, Councillor
Peter Duerholt, Member at Large

Staff: Jeff Gibeau, Manager of Regulatory & Property Services
Mike Schuweiler, Public Works Superintendent
Tara VanDellen, RPS assistant

Regrets: Chris Dixon, Councillor

1. Call to Order

9:00 am; Meeting was called to order by Chairperson Rob Steel

Additions to agenda – Road condition- Alberta Road (Development); moved by Councillor McAlonan to adopt amended agenda

2. New Business

2.1. Interim Servicing Agreement

***Discussion:** Staff presented the revised Interim Servicing Agreement to the Facility & Infrastructure Planning Committee and highlighted all changes.*

***Action:** Councillor Ford moved to refer the Interim Servicing Agreement to Council.*

2.2. Master Servicing Agreement

***Discussion:** Staff updated the Facility & Infrastructure Planning Committee regarding the Master Servicing Agreement and updated them on the timeline and any changes that could be made after the Interim Servicing Agreement is signed. Staff also updated Facility & Infrastructure Planning Committee on infrastructure and the Asset Purchase Agreement as part of the Master Servicing Agreement.*

***Action:** Councillor Ford moved to refer the Master Servicing Agreement to Council.*

2.3. Road Condition – Alberta Road

***Discussion:** Staff updated the Facility & Infrastructure Planning Committee on concerns from local business owners on the road condition and parking of trucks along Alberta Road, and the plans for road widening and development are the responsibility of the developer. Staff has already begun preliminary engineering on Alberta Road.*

Town of Claresholm

Facility & Infrastructure Planning Committee (FIPC)

Meeting Minutes for September 2nd, 2014

9:00am Council Chambers, Administration Office



***Action:** Facility & Infrastructure Planning Committee directs staff to look at options for a temporary solution and assess the engineering report and costs associated with the development and use the developers performance deposit to complete the development.*

- 3. Next Meeting;** As needed.
- 4. Adjournment:** 9:50 am; Moved by Peter Duerholt, Meeting Adjourned.

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

Minutes of the Regular Monthly Meeting of the Landfill Commission held at the Landfill Facility February 4th, 2015 at 2:00 P.M.

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

1. Chair Earl Hemmaway called the Meeting to Order at 2:05 P.M.

2. Approval of Agenda

15.01 **Moved by Gord Wolstenholme** to approve the Agenda as amended.

CARRIED 4-0

3. Approval of Minutes of Meeting from November 27th, 2015

15.02 **Moved by Barry Johnson** to accept the Minutes of the November 27th, 2014 meeting as presented.

CARRIED 4-0

4. Approval of Financial Information

Cheryl presented the members with the bank reconciliations for November and December 2014 and January 2015, Account Payable and the December 2014 bank statement.

15.03 **Moved by Shirley Murphy** to accept the November and December 2014 and January 2015 bank reconciliations and the December bank statement as presented.

CARRIED 4-0

15.04 **Moved by Gord Wolstenholme** to approve the accounts payable for payment as presented.

CARRIED 4-0

5. Building Addition

Cheryl reported that we have received the final drawings from the engineer after many discussions and changes.

15.05 **Moved by Barry Johnson** that we take the building addition project to tender and that we advertise it in our local papers as well as invite outside firms to bid as well.

CARRIED 4-0

Minutes of the Regular Monthly Meeting of the Landfill Commission held at the Landfill Facility February 4th, 2015, at 2:00 P.M.

6. SAEWA

Chair Earl Hemmaway reported on SAEWA. The Municipal District of Willow Creek has decided to withhold their membership amount until SAEWA presents a governance plan to the members. At the last SAEWA meeting, it was reported that the governance plan would be distributed within one week. At the time of the landfill Commission meeting, Earl had not received the governance plan.

Barry Johnson and Gord Wolstenholme stated that their municipalities would likely support the MD's position and withhold membership fees to SAEWA until a governance plan is in place.

7. Quick Books – Preauthorized Credit Card Payment

Cheryl reported that we must update our Quick Books to the 2015 version which shall include the payroll module. For simplicity and tracking of payments, Cheryl asked that we charge the monthly fee to the Landfill Commission credit card. Cheryl stated that the fee shall be approximately \$40.00 per month.

15.06 **Moved by Shirley Murphy** that Cheryl use the Landfill Commission credit card to pay monthly fees for the Quick Books update.

CARRIED 4-0

8. General Landfill Information

- Claresholm Wednesday Opening-For Information

Earl reported that he had received a telephone call from member Lyal O'Neill regarding the Wednesday opening charges that the Town of Claresholm pays. Lyal explained that in an attempt to cut their operating budget, the Town of Claresholm public works superintendent is suggesting that he will no longer require the landfill to be open on Wednesdays, saving them approximately \$20 000.00 annually. The Town of Claresholm also feels that if the landfill is open to the public on Wednesdays as well, that they should not be charged for the facility to be open.

The members accepted this as information at this time and will await for further information and correspondence from the Town of Claresholm regarding Wednesday hours of operation.

Minutes of the Regular Monthly Meeting of the Landfill Commission held at the Landfill Facility February 4th, 2015, at 2:00 P.M.

General Landfill Information continued

- Safety Training

Cheryl reported she has scheduled a loader operator safety course with Alberta Municipal Health and Safety Association. They will send an instructor to our site. Certified Landfill Operators, in order to keep their certification, must take further training. This course will give both Darwin and Cheryl the required CEU's (continuing education units) to be re-certified.

Cheryl has also asked Travis Coleman from the MD to provide landfill staff with WHIMS training as required by Alberta Occupational Health and Safety Regulations.

- 2014 Audit

Cheryl reported that YPM has been on site and conducted our 2014 financial audit. Brett Ficiur, YPM senior accountant, has reported that we recorded a deficit of \$34 740.00, and that we cannot have a deficit and funds in reserve. He asked that the members transfer funds to cover the deficit amount.

YPM will send a representative to the next regular Commission meeting to present the financial statements.

15.07 Moved by Barry Johnson that we transfer reserve funds from Machinery and Equipment and Waste Cells to cover the deficit of \$34 740.00 and that we take 50% from each reserve account.

CARRIED 4-0

- 2014 Waste Tonnage – For Information

Cheryl provided the members with the total tonnage of wastes accepted into the landfill during 2014 as well as a comparison of waste accepted in 2013.

9. Safety Manual

Due to the complexity of this document, the members agreed to have a separate meeting to deal with the safety manual. The members will address the 2015 budget at the same time.

Meeting date is set for March 4th, 2015 at 2:00 p.m.

15.08 Moved by Gord Wolstenholme to adopt the 2014 operating budget as the interim 2015 budget.

CARRIED 4-0

Minutes of the Regular Monthly Meeting of the Landfill Commission held at the Landfill Facility February 4th, 2015, at 2:00 P.M.

10. Meeting Date

Next regular meeting is scheduled for February 26th, 2015 at 3:00 p.m.

11. In Camera

There were no In Camera items.

12. Adjournment

15.09 **Moved by Gord Wolstenholme** to adjourn the meeting at 3:05 p.m.

CARRIED 4-0

Chairman Earl Hemmaway

Manager Cheryl Guenther



REMINDER: Community Priorities Grants Deadline

Spring Application Deadline: Monday, March 16 at 4:00 p.m.

The spring 2015 Community Foundation Community Priorities Grants deadline is only a few weeks away. Charitable organizations that did not receive a grant from the Community Foundation in 2014 are eligible to apply. Organizations looking to apply need to have Canada Revenue Agency charitable registration, or are providing a service as part of a municipality (and the service is considered charitable by CRA.) Contact the office at 403-328-5297 if you need to confirm CRA eligibility.

We now require each applicant to submit a brief description of their project prior to beginning the application process. A Community Foundation staff member will speak to you to ensure that the project is eligible for funding. This provides an opportunity for you to get feedback and suggestions from the Community Foundation on the best way to present the project.

Project descriptions must be submitted through our online grant application site at <https://cflsa.fluidreview.com/>. Once we have reviewed your description and deemed your project eligible, you can then fill in the remainder of the application form.

Please do not hesitate to contact the Community Foundation office at 403-328-5297 or office@cflsa.ca if you have any questions.

We look forward to receiving your application.

Caitlin Gajdostik | Communications Coordinator
Community Foundation of Lethbridge and Southwestern Alberta
p: 403.328.5297
f: 403.328.6061
e:office@cflsa.ca

<http://www.cflsa.ca>



Karine Wilhauk

From: Claresholm Golf Club <golfclaresholm@coursetrends.com>
Sent: February-26-15 10:43 PM
To: Karine Wilhauk
Subject: Member Newsletter



2015 Golf Season is Only One Month Away

Planned Opening Day for the 2015 Golf Season is March 27, 2015
(Weather Permitting)

Membership Fees can be paid at anytime.

Payment Arrangements must be made before Playing your 1st Round of Golf and must be paid in Full by June 15, 2015. Call or Stop by Pro Shop to discuss payment options and plans. ([Click here for 2015 Membership Rates](#))

Annual General Meeting Date has Been Set.

Will Take Place on Tuesday, April 21, 2015 at 7pm in Clubhouse
Still Looking for 3 People to Run. Please contact Pro Shop if you are interested.

Dog Walking on Golf Course!!!

Just a reminder - Dog's must be on a leash at all times when walking on Golf Course.

There have been complaints to the Town about Dog's off leash on the Golf Course this winter.

If you walk your dog on the course or know people that do please remind them that they must have a leash on their dog and they must also pick up after their dog or dog's.

The Town does have off leash areas, please contact them to find out those locations.

The town By-Law Officer may start fining those that don't follow the rules.

Pro Shop open Monday - Friday up until Opening Day.

Hours of operation will be posted on Pro Shop doors and website starting on March 1st.



PORCUPINE HILLS LODGE REGULAR MEETING

Tuesday, April 1, 2014 7:00 p.m.

Members Present: Janice Binmore (Town of Stavely Representative), Pam Crone (Town of Stavely Member at Large), Denise Larabie (interim CAO), Earl Hemmaway (MD Representative), Lyal O'Neill (Town of Claresholm Representative), Judy Van Amerongen (Town of Claresholm Member at Large/acting secretary).

Regrets: Audrey Hoffman (MD Member at Large)

1. **Meeting Called to Order** by Lisa Anderson at 3:02 p.m.
2. **Additions to Agenda** Organization meeting for election of Chair, Vice-Chair and Secretary.
3. **Acceptance of Agenda.** Janice Binmore moved acceptance with addition. Carried.
- 4./5. **Acceptance of last month's minutes.** Lyal moved acceptance of minutes as presented. Carried.
6. **Elections:** Lisa called for nomination for Chairperson. Earl Hemmaway declared. Lisa called for nominations for Vice-Chair. Judy Van Amerongen declared. Lisa called for nominations for Secretary. Judy Van Amerongen declared. All in favour. Carried. Meeting handed to Earl Hemmaway to Chair.
- 6.1 **Financial Report** - Judy Van Amerongen moved with Foundation elected officials and bookkeeper, Suzanne Fjordbotten be set for January 27 to discuss budgetting items. Carried.
7. **Manager's Report.** Lisa informed board on generator updates with comparative prices from Nanton and Fort Macleod. Pam Crone moved Lisa continue to look for more information and costs pertaining to obtaining a generator from Dallas at Alberta Housing. Carried.

Credit Union transfer of banking services still in progress.

Equalized Assessments have not been received from the Towns of Stavely or Claresholm. Need for budget! Lyal O'Neil to check with Town of Claresholm and Janice Binmore to check with Stavely as to the holdup of said assessments.

Recreation Report. Submitted in package. Lyal moved acceptance. Carried.
8. **Maintenance Report.** Submitted in package. Janice moved acceptance. Carried.
- 8.1 **Supportive Units (Outbacks)** Lisa informed board that 3 units are coming available and respite room is full.
- 9./10. **Committee Report/Correspondence** ASCHA Membership due December 31, 2014. Discussion held whether the Lodge is receiving any benefits to paying the high membership fee. It was decided that we do not get value for our money. Janice Binmore moved we discontinue our membership with ASCHA and look for an alternate association to better suit our needs. Carried.
12. **Adjournment.** Pam Crone moved adjournment 4:27 p.m. Carried.

Next regular board meeting February 10, 2015 at 3:00 p.m.

Southern Alberta Recreation Association
AGM MEETING MINUTES
January 28, 2015
Claresholm

Present: Tracey Linderman, Tina Attrill, Darla Stensrud, Greg Burt, Carol Thibert, Russ Tanner, Stephanie Wierl, Adam Gross, Bonnie Ellis, Kristen George

Absent: Aline Holmen, Natalie Sauer, Diane Burt Stuckey, Hugh Simpson, Darrell Joy, Doug Henderson

1.0 General Update

1.1 Call to Order

Chairperson B. Ellis called the meeting to order

1.2 Additions to Agenda – none

1.3 Adoption of Agenda

MOTION by T. Linderman to adopt the agenda as presented. Carried.

1.4 Adoption of Minutes

MOTION by C. Thibert to adopt the minutes of January 30, 2014. Carried.

2.0 Reports

2.1 Chairperson

- B. Ellis recognized Pincher Creek for its great games in 2014 and commended Tina for the work she is doing to host the games in Claresholm in 2015.
- Discussion around future hosts resulted in a tentative future host roster:
2016 – Cardston (Greg to make necessary enquiries) possible back up is Brooks.
2017 – Brooks
2018 – Coaldale
2019 – Raymond or Pincher Creek
2020 - Vulcan

2.2 Operations Manual - tabled

2.3 2015 Host Community Update

Tina confirmed the sports and events budget. G. Burt asked if rule packages could be released earlier so recruiting athletes could begin earlier.

2.4 Online Registration

Discussion regarding RAMP and registration password access. Can a general password be distributed before May 1 so regions can get a head start on registration.

2.5 Games App

Darrell Joy and Hugh Simpson are looking into app. A report is requested for the next meeting for possible implementation for 2016.

2.6 ARPA Conference

SARA/Southern AB have been asked to help form the organizing committee for the 2015 ARPA Conference in Lake Louise in October. Lori Harasem/Lethbridge and Brian Wright/Pincher Creek will be chairing this committee. Anyone who has interest in being part of this committee or who have suggestions for the conference topics contact Lori Harasem (403)320-4716).

2.7 Alberta Sport Connection

Due to Government of Alberta (GOA) cost-constraint measures, the Alberta Sport Connection (ASC) has had to undertake some measures to address GOA budget uncertainty.

First, ASC staff attendance at association meetings and functions will be monitored in order to reduce the amount of liability regarding accumulated staff overtime and expenses/costs related to travel. Critical operational requirements and legal obligations will still be met by ASC staff.

Alberta Games staff has also been directed where it's feasible to reduce the number of situations where two staff are attending Board or committee meetings of the Host society.

Alberta Sport Plan

Background:

- ASRPWF coordinated the development of the first Alberta Sport Plan in 2004;
- The process of creating a new plan started in the Fall of 2013 under the leadership of Tourism, Parks and Recreation;
- This plan evolved into a higher policy framework document;
- The Plan was approved by Caucus on July 17, 2014;
- As part of the next steps, Alberta Sport Connection (ASC) is charged with implementing "Going the Distance: The Alberta Sport Plan 2014-2024" on behalf of government and developing a complementary implementation plan.

The Alberta Sport Plan 2014-2024 calls on all stakeholders to work collectively to align efforts and activities. The Alberta Sport Connection has initiated a process for obtaining public and stakeholder input, as well as a method for Sport Plan development.

So far:

- Findings from Research & Scan presented to Alberta Sport Conn.ection Staff & Task Force on December 15 & 18;
- Task Force began building the implementation plan with Sutcliffe

Group on January 15-16, 2015;

- Feedback sessions for Provincial Sport Associations and Sport Stakeholders are scheduled for February 10-11,2015 in both Edmonton & Calgary.

The Sport Plan Task Force bring multiple areas of expertise or specific skill sets that we deemed to be beneficial in serving the diverse needs of Alberta's sport system.

For more information about the Alberta Sport Plan Process, and a list of the Task Force members, visit: www.albertasport.ca/sport/alberta-sport-plan

Upcoming Games

- Canada Winter Games (Prince George) February 13 – March 1, 2015
- Alberta 55 Plus Winter Games (Lethbridge) February 19 – 22, 2015
- Alberta 55 Plus Summer Games (Strathmore) July 16-19, 2015 (Zone playoff info will be distributed mid Feb. – Zone playoffs begin April 1st. Registration Deadline is June 18, 2015)
- Western Canada Summer Games – Ft. McMurray – Aug 7 – 15, 2015
www.2015woodbuffalo.com

For more information about Alberta Games, check out www.albertagames.com

Note, Southern Alberta Summer Games has been linked at the www.albertasport.ca site under "Games".

The 2014 Athlete and Team of the Year Awards, Coach Developer, Coaching, Officiating and Sport Volunteer Recognition Awards will be presented at the Alberta Sport Leadership Conference – Awards Banquet on Friday, April 24,2015 in Banff. For more information on the Sport Leadership Conference (April 23-25), visit: www.albertasport.ca/news-events/2015-alberta-sport-leadership-conference

The Alberta Sport Connection recognizes the contributions that Albertans make to sport through the following awards:

- **Athlete and Team of the Year Award**

Recognizes and celebrates the significant achievements, performances and contributions of Alberta's amateur teams and athletes. These award winners are outstanding role models who inspire other Albertans to higher

achievements at the recreational or competitive level. Since the program began in 2002, 48 athletes and 12 teams have been recognized.

- **Coach Developer Recognition Awards**

Acknowledging the tremendous impact NCCP Multi-Sport and Sport Learning Facilitators/Evaluators have on Alberta's sport delivery system. The award recognizes and celebrates the significant achievement in developing Alberta's coaches. These individuals are responsible for training and certifying our amateur coaches, they dedicate thousands of hours to attend training and then countless weekends to facilitate coach workshops. Since the program began in 2012, 2 coach developers have been recognized.

The two types of Learning Facilitators/Evaluators being recognized are:

- Don Watts Coach Developer {*NCCP Multi-Sport Learning Facilitator/Evaluator*}
- Coach Developer – Sport {*NCCP Sport Learning Facilitator/Evaluator*}

- **Coaching Recognition Awards**

Recognizes coaches for their successful and outstanding achievements in developing Alberta's amateur athletes. Since the program began in 1987, 71 coaches have been recognized.

- **Officiating Recognition Awards**

Recognizes officials for their successful and outstanding achievements in officiating sports that involve Alberta's amateur athletes. Since the program began in 1992, 46 officials have been recognized.

- **Sport Volunteer Recognition Awards**

Recognizes and honour the significant contributions of individuals who devote their volunteer time and effort to the development of sport. Since the program began in 1987, 88 sport volunteers have been recognized.

Thank you for your attention and cooperation in completing and/or distributing the nomination criteria and form.

Please note the deadline for submission of your nomination is Friday, February 20, 2015.

Please forward this message to partners and stakeholders you think may be interested in submitting a nomination.

2.8 SARA Clothing

Lengthy discussion resulting in decision to wear navy polo (many already own) or yellow/navy Tshirt (dryfit) as well as yellow jackets (many already have). Solid navy embroidery on yellow purchases.

2.9 Marketing

Friends of SARA – suggestion that SARA use society status so we can have a casino. Stephanie will create a shared google drive for records. A request is going out for the holder of records to populate the shared drive – for ease of accessing information.

3.0 Elections

3.1 Chairperson

C. Thibert called for nominations for the Chairperson position. Bonnie Ellis accepted the position of Chairperson for another term through acclamation. We thank Bonnie for her continued support.

3.2 Vice-Chairperson

Chairperson B. Ellis called for nominations for the Vice Chairperson position. C. Thibert nominated Stephanie Wierl, no other nominations. Stephanie accepted the position of Vice Chairman. We thank Stephanie for her continued support.

3.3 Treasurer

Chairperson B. Ellis called for nominations for the Treasurer position. Natalie Sauer accepted the position for another term through acclamation. We thank Natalie for her continued support.

3.4 Secretary

Chairperson B. Ellis called for nominations for the Secretary position. Aline Holmen accepted the position for another term through acclamation. We thank Aline for her continued support.

4.0 Date and Locations of Next Meetings

Time In Sessions – Feb. 23 was identified as meeting date with Council with small number of SARA members to complete Time Ins with remaining Chair people.

Regional Director Meeting – May 4, 2015 10am – 3pm – Claresholm Arena

SARA Retreat – October 6-8 Location TBA

5.0 Future Agenda Items

- More tangible methods to make SARA visible
- Casino
- Operations Manual update
- Mayors and Reeves/Council Meetings

6.0 Adjournment



Deputy Minister
13th Floor, Commerce Place
10155 - 102 Street NW
Edmonton, Alberta T5J 4G8
Canada
Telephone 780-415-0900
Fax 780-415-6144
www.international.alberta.ca

February 23, 2015

RECEIVED
FEB 27 2015

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

Dear Mr. Mayor:

On behalf of the Ministry of International and Intergovernmental Relations (IIR), I am writing to inform you of a new formal complaint process for public procurements which will be introduced into the *New West Partnership Trade Agreement* (NWPTA).

Signed in 2010 by Alberta, British Columbia and Saskatchewan, the NWPTA created a single economic market that now encompasses a combined population of almost nine million people and has a Gross Domestic Product of more than \$651 billion annually. The NWPTA reduced barriers to trade and streamlined government regulations across the three provinces in order to increase competitiveness, economic growth and stability within the region.

A key element of the NWPTA is government procurement. The NWPTA requires municipal organizations to conduct their procurements in an open, transparent and non-discriminatory manner. This helps ensure a fair and level playing field for Alberta suppliers seeking opportunities outside of the province and a competitive market for public sector procurement within Alberta. It is clear that Alberta's municipal organizations take these obligations seriously and are endeavouring to comply with the Agreement.

The three New West Partnership governments have taken another step to reduce interprovincial trade barriers by creating a timely, straightforward and impartial process for resolving complaints related to government procurement. The process will apply to all provincial entities covered by the NWPTA (i.e., ministries, government agencies, Crown corporations, municipalities, publicly funded academic organizations, school boards and health authorities).

.../2

The new procurement complaint process, or “bid protest mechanism”, will support the resolution of a supplier’s complaint that a specific public procurement was not conducted in a fair, open and transparent manner, as required by the NWPTA. The process deals with complaints about specific procurements in a streamlined and impartial manner. It engages the supplier, the procuring entity and, if necessary, an independent arbiter. The process will result in a definitive decision if there is a supplier’s complaint.

The procurement complaint process comes into effect on July 1, 2015. This will provide the time necessary for your organization to become familiar with the mechanism and make any adjustments to your processes wherever warranted. IIR officials will be available to answer any questions you may have.

You may recall that we sent you *Guidelines to the Procurement Obligations of Domestic and International Trade Agreements* a year ago. These guidelines were developed jointly by the three New West Partnership provinces as a tool to assist municipal organizations to align their procurement practices with the obligations of the trade agreements, including the NWPTA. This document continues to be a good resource to help minimize the potential for supplier complaints.

Details on the new NWPTA complaint process, the “bid protest mechanism”, can be found at www.newwestpartnershiptrade.ca under the “Dispute Resolution” tab. For further questions regarding this process or the trade agreements in general, please contact Ms. Lorraine Andras, Director of Domestic Trade Policy, IIR. Ms. Andras can be reached at 780-644-1130 or by email at lorraine.andras@gov.ab.ca.

Best regards,



Gitane De Silva
Deputy Minister

cc: Brad Pickering
Deputy Minister, Alberta Municipal Affairs



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

Dear Mayor Steel:

I am writing to share with you some upcoming changes at Shaw with our Government Relations team. That is, I will be retiring at the end of February, 2015 after several years at Shaw, as part of our Regulatory Team.

We have visited your community many times and have had the pleasure of working with you and your Administration. I sincerely thank you for the positive working relationship that we have established.

In the weeks ahead you can expect to be contacted by our new Government Relations Manager for Alberta, Darren Cunningham, to introduce himself and update you on our industry activities.

Again, it was a pleasure to get to know you and thanks for your ongoing support and leadership in making Town of Claresholm a vibrant community in which to work and live.

Sincerely,

A handwritten signature in blue ink, appearing to read "Laurie Templeton", written in a cursive style.

Laurie Templeton
Manager, Government and Regulatory Affairs
Shaw Communications Inc.

c.c. Peter Bissonnette, President, Shaw Communications Inc.
Jim Patrick, Vice Pres. Government Relations

RECEIVED
FEB 23 2015

Shaw Communications Inc.

T: 403 380 7367 1232 – 3rd Avenue South
F: 403 320 1675 Lethbridge, AB T1J 0J9



OLDMAN RIVER REGIONAL SERVICES COMMISSION

MINUTES – 4 (2014)
ANNUAL ORGANIZATIONAL BOARD OF DIRECTORS’ MEETING
Thursday, December 4, 2014 – 7:00 p.m.
ORRSC Conference Room (3105 - 16 Avenue North, Lethbridge)

BOARD OF DIRECTORS:

Bill Graff (absent)	Village of Arrowwood	Brad Koch (absent)	Village of Lomond
Jane Jensen (absent).....	Village of Barnwell	Richard Van Ee	Town of Magrath
Ed Weistra	Village of Barons	David Hawco	Town of Milk River
Tom Rose	Town of Bassano	Rafael Zea	Village of Milo
Fred Rattai	City of Brooks	Christophe Labrune	Town of Nanton
Jim Bester	Cardston County	Gordon Simpson.....	County of Newell
Dave Edmonds (absent).....	Town of Cardston	Pete Pelley	Village of Nobleford
Cecil Sabourin (absent).....	Village of Carmangay	Teresa Feist.....	Town of Picture Butte
Jamie Smith (absent)	Village of Champion	Garry Marchuk.....	M.D. of Pincher Creek
Betty Fieguth.....	Town of Claresholm	Don Anderberg	Town Pincher Creek
Bill Chapman (absent).....	Town of Coaldale	Ronald Davis (absent)	M.D. of Ranchland
Sheldon Watson	Town of Coalhurst	Greg Robinson	Town of Raymond
Ken Galts	Village of Coutts	Barry Johnson	Town of Stavely
Garry Hackler (absent).....	Village of Cowley	Ben Nilsson	Village of Stirling
Bill Kovach	Mun. Crowsnest Pass	Ben Elfring	M.D. of Taber
Dave Filipuzzi	Mun. Crowsnest Pass	Margaret Plumtree (absent)	Town of Vauxhall
Gordon Wolstenholme	Town of Fort Macleod	Rod Ruark	Vulcan County
Darrell Edwards (absent).....	Village of Glenwood	Rick Howard	Town of Vulcan
John Connor	Town of Granum	David Cody	County of Warner
Monte Christensen (absent)	Village of Hill Spring	Ian Glendinning	Village of Warner
Henry Doeve (absent)	County of Lethbridge	Henry Van Hierden	M.D. Willow Creek

STAFF:

Lenze Kuiper.....	Director	Spencer Croil.....	Planner
Mike Burla.....	Senior Planner	Leda Kozak Tittsworth	Assistant Planner
Steve Harty	Senior Planner	Gail Kirkman	Subdivision Technician
Diane Horvath.....	Planner	Barb Johnson	Executive Secretary
Gavin Scott	Planner		

AGENDA:

1. **Approval of Agenda – December 4, 2014**
2. **Approval of Minutes – September 4, 2014** (attachment)

4. RECOGNITION OF MEMBERS AND ALTERNATE MEMBERS FOR 2014/2015

Municipality	Member (*6 new)	Alternate Member
Arrowwood – Village	Bill Graff	—
Barnwell – Village	Jane Jensen	—
Barons – Village	Ed Weistra	Ron Gorzitza
Bassano – Town	Tom Rose	Ric Beddows
Brooks – City	Fred Rattai	—
Cardston – County	Jim Bester	Roger Houghton
Cardston – Town	Dave Edmonds	Bill Peavoy
Carmangay – Village	Cecil Sabourin	—
Champion – Village	Jamie Smith	Trevor Wagenvoort
Claresholm – Town	Betty Fieguth	—
Coaldale – Town	* Bill Chapman	—
Coalhurst – Town	Sheldon Watson	—
Coutts – Village	Ken Galts	Tom Butler
Cowley - Village	Garry Hackler	Warren Mickels
Crowsnest Pass – Municipality	Bill Kovach Dave Filipuzzi	—
Fort Macleod – Town	Gordon Wolstenholme	Trish Hoskin
Glenwood – Village	Darrell Edwards	—
Granum – Town	John Connor	Gerald Brown
Hill Spring – Village	Monte Christensen	—
Lethbridge – County	Henry Doeve	—
Lomond – Village	Brad Koch	—
Magrath – Town	Richard Van Ee	Brian Oliver
Milk River – Town	David Hawco	Margaret McCanna
Milo – Village	* Refeal Zea	Scott Schroeder
Nanton – Town	Christophe Labrune	Rick Everett
Newell – County	* Gordon Simpson	—
Nobleford – Village	Pete Pelley	Don Vincent
Picture Butte – Town	Teresa Feist	Cathy Moore
Pincher Creek – M.D. No. 9	Garry Marchuk	Fred Schoening
Pincher Creek – Town	Don Anderberg	Lorne Jackson
Ranchland – M.D. No. 66	Ronald Davis	Harry Streeter
Raymond – Town	Greg Robinson	Clark Holt
Stavely – Town	Barry Johnson	Janice Binmore
Stirling – Village	Ben Nilsson	Michael Maynes
Taber – Municipal District	Ben Elfring	—
Vauxhall – Town	* Margaret Plumtree	Marilyn Forchuk
Vulcan – County	Rod Ruark	Roy Lucas
Vulcan – Town	Rick Howard	Paul Taylor

Warner – County No. 5	* David Cody	Don Heggie
Warner – Village	* Ian Glendinning	Colette Glynn
Willow Creek – M.D. No. 26	Henry Van Hierden	Ian Sundquist

5. APPOINTMENT OF OFFICERS AND EXECUTIVE COMMITTEE FOR 2014/2015

- Director Lenze Kuiper briefly reviewed the election procedure and duties of the Executive Committee. A list of members who wished to let their names stand for election for the positions of Chair, Vice-Chair and Executive Committee was included in the agenda package.

(a) Election of Chair

Advance Nominations: Gordon Wolstenholme (Town of Fort Macleod)

Nominations from the floor: None

Moved by: Ken Galts

THAT nominations cease.

CARRIED

Gordon Wolstenholme was elected Chair by acclamation.

(b) Election of Vice-Chair

Advance Nominations: Henry Van Hierden (M.D. of Willow Creek)

Nominations from the floor: None

Moved by: Ed Weistra

THAT nominations cease.

CARRIED

Henry Van Hierden was elected Vice-Chair. by acclamation.

(c) Election of Executive Committee

Advance Nominations: Bill Chapman (Town of Coaldale)
David Hawco (Town of Milk River)
Jim Bester (Cardston County)
Don Anderberg (Town of Pincher Creek)

Nominations from the floor: Tom Rose (Town of Bassano) - nominated by Ed Weistra

Moved by: Henry Van Hierden

THAT nominations cease.

CARRIED

Bill Chapman, David Hawco, Jim Bester, Don Anderberg and Tom Rose were elected to the Executive Committee by acclamation.

Therefore, the following members will serve as the Executive Committee from December 4, 2014 to December 3, 2015:

Gordon Wolstenholme – Chair
Henry Van Hierden – Vice-Chair
Bill Chapman
David Hawco
Jim Bester
Don Anderberg
Tom Rose

(d) **Destruction of Ballots** – None (all elected by acclamation)

6. **STAFF PRESENTATION** – ***Diane Horvath, Planner & Steve Harty, Senior Planner***
Town of Coalhurst / Lethbridge County Intermunicipal Development Plan

Background

- In 2012, Lethbridge County and the Town of Coalhurst engaged ORRSC to prepare an Intermunicipal Development Plan (IMDP) for the two municipalities. A provincial Regional Collaboration Grant through Municipal Affairs was applied for to fund the project which received official approval in October of 2012. Drafting the IMDP was guided by a Steering Committee composed of three council members from each municipality which met approximately 9 times since the project commenced.

Plan Purpose/Goals

- The Plan's goal is to balance the interests of each municipality and establish a coordinated planning approach to development. Each municipality is ultimately responsible for making decisions within their own jurisdiction using the policies and procedures as provided for in the Plan. The Plan has been prepared in accordance with the *Municipal Government Act* and the provincial *South Saskatchewan Regional Plan (SSRP)*.

Plan Policies – General

- The IMDP provides a comprehensive view of opportunities and constraints of the lands within the plan area and looks at, amongst other things:
 - existing and future land uses, based on compatibility and suitability,
 - confined feeding operations,
 - the road network and transportation linkages,
 - drainage and the need for additional planning/engineering work,
 - future growth areas (both the County and Town) to provide long-term certainty for the County, Town, and affected landowners.

Land Use Concept

- The Land Use Concept establishes the general locations for future land uses, potential road network considerations, County growth, and the Town's desired growth directions in the fringe. Future land uses identified serve as a guide in locating future residential, commercial and industrial development in order to ensure the compatibility of uses and minimize potential negative impacts. The Plan outlines different and specific policies for four defined "Planning Areas" to help manage growth and land use. A fifth area is referred to as the "City Interface Area" and contains 'Agreements in Principle' rather than plan policies.

IMDP Administration

- The Plan remains in effect until either council rescinds the Plan by bylaw after giving six months' notice, or by mutual agreement of both municipalities. The IMDP Committee is to ensure continued communication occurs and is to provide a forum to discuss matters that may have an impact on either municipality. The Committee will also review the Plan annually and within ten years of adoption it shall be determined if a full comprehensive review is necessary to ensure the relevancy of the Plan.

Dispute Resolution

- Dispute resolution is a Municipal Government Act required IMDP element. The intent of the outlined process is to maximize opportunities for discussion in order to resolve areas of disagreement early in the process, and ideally through consensus.

Process – Final Draft

- After nearly a year and a half of meetings and discussions, a draft plan was prepared in April 2014 for review. After some minor revisions to the initial draft, the Committee agreed to present it to the public for feedback. A public open house was held at the Coalhurst Community Hall on June 25, 2014 to present the concepts proposed by the Committee, and to obtain feedback from the affected landowners and public at large. The Committee met and considered all the input from the open house and referrals, incorporating some of the comments and suggestions provided into the final draft plan.

Moving Forward . . .

- The IMDP attempts to create a clear framework for working together proactively and cooperatively into the future. The final draft plan was presented to each respective council to adopt. Once first reading of the bylaw was granted, the IMDP was advertised and public notifications mailed out. Public hearings were scheduled to be held in the first week of December by both municipalities — final adoption today (December 4, 2014)!

7. REPORTS

(a) Executive Committee Report

Moved by: Greg Robinson

THAT the Board of Directors receive the Executive Committee Report for the meetings of October 9 and November 13, 2014, as information. **CARRIED**

(b) GIS Newsletter

- Public GIS sites continue to be rolled out – 10 to date.
- Property assessment data can now be analyzed and themed for Benchmark clients (vs. a static report).
- ORRSC hosted GIS day in November featuring 9 presentations with approximately 75 participants from 25 organizations.

8. BUSINESS

(a) Proposed 2015 Budget

- The Proposed 2015 Budget was reviewed with the following highlights:

Revenue:

- Membership Fees increased overall by 1.9% raising \$876,000 (mill increased by 1, floor and ceiling remain)
- GIS Fees increased by 5% raising \$484,500 (\$5.34/capita and \$4.86/capita)
- \$50,000 allocated evenly between Operating & Capital Reserves
- Fee for Service category raised to \$300,000 to reflect back-end of Rural IMDP project and start of SSRP compliance
- Subdivision revenue expected to remain relatively static at \$300,000

Expenses:

- Staff Salaries increased by 2.5% (corresponding increases to Staff Benefits)
 - Temporary Employees (\$40,000) reflects some succession planning and transition in GIS
 - All other expenses held
- Rod Ruark (Vulcan County) asked if staff have considered teleconferencing rather than going out to meetings. The Director advised that GIS staff often use Go To Meeting, but there is a lot of value to planners being in the municipality for most meetings.

Moved by: Tom Rose

THAT the Board of Directors approve the 2015 Budget as presented, as recommended by the Executive Committee. **CARRIED**

(b) South Saskatchewan Regional Plan Update

- The Director met with Bev Yee of the Land Use Secretariat on December 4 regarding SSRP implementation. Although the province expects municipalities to help them achieve the desired outcomes of the SSRP, no provincial funding is available. Updating municipal plans is a priority and compliance is required/mandatory. However, ambiguous objectives and a lack of measurable standards, coupled with no or little baseline data to determine if we are meeting these outcomes is a challenge. Therefore it is largely up to us at this point to determine what in our own plans, bylaws, policies, goals, objectives, procedures, etc. are in fact compliant.
- ORRSC is currently formulating a strategy to ensure all of our members will be compliant with the SSRP in the allotted time frame. This is a fee-for-service exercise and will include:
 - a full review of the SSRP,
 - a thorough inventory and review of all your statutory plans and Land Use Bylaw,
 - a template to compare SSRP policy with municipal policy,
 - development of new policy or amendment of current policy to comply with the SSRP,
 - handling reporting requirements and submitting Compliance Declarations.
- Jim Bester (Cardston County) asked if funding could be accessed from Municipal Affairs through collaborative grants. This is a possibility, but doing so would offset other important municipal projects.

- In the new year, ORRSC is prepared to bring representatives of the Land Use Secretariat to Lethbridge for a workshop focusing on implementation and compliance which will be open to CAOs and interested members of council.

(c) Subdivision and Development Appeal Boards

- A member has asked us to explore some options for delivery of Appeal Services.

Options:

- Single Municipality SDAB
 - Local appointees and control - little administration
 - Local knowledge
 - One Land Use Bylaw and Statutory Plans to understand and consider
- Joint Municipal SDAB
 - Semi-local appointees - minor administration
 - Semi-local knowledge
 - Two to a few Land Use Bylaws and Statutory Plans to understand and consider
- Regional SDAB
 - Regional appointees - little control - larger administration
 - Broad knowledge base
 - Many Land Use Bylaws and Statutory Plans to understand and consider

Recommendations:

- Maintain Local and Joint SDABs
- Review your appointment process
- Prepare rules for Appeal Boards focusing on their separate and independent nature yet reminding them of their roles and responsibilities
- Ramp up training directly to each SDAB focusing on legislation, regulation and more importantly – local Land Use Bylaws and Statutory Plans (schedule with your friendly ORRSC Planner)

9. ACCOUNTS

**(a) Summary of Balance Sheet and Statement of Income for the 10-month period:
January 1 - October 31, 2014**

Moved by: Ed Weistra

THAT the Board of Directors accept the Summary of Balance Sheet and Statement of Income for the 10-month period: January 1 - October 31, 2014, as information. **CARRIED**

10. ADJOURNMENT

Moved by: Rod Ruark

THAT we adjourn the Annual Organizational Board of Directors' Meeting of the Oldman River Regional Services Commission at 8:35 p.m. until Thursday, March 5, 2015 at 7:00 p.m. **CARRIED**

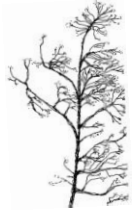
/bj

CHAIR: _____

OLDMAN RIVER REGIONAL SERVICES COMMISSION				
Balance Sheet (12months) Unaudited				
as of December 31, 2014				
Assets				
Total Operating Fund		\$	569,129.00	
Total Capital Fund		\$	677,619.00	
Total Assets				\$ 1,246,748.00
Liabilities & Equity				
Total Operating Fund		\$	(446,429.00)	
Total Capital Fund		\$	1,939,685.00	
Excess Rev/Exp		\$	(246,508.00)	
Total Liabilities & Equity				\$ 1,246,748.00
OLDMAN RIVER REGIONAL SERVICES COMMISSION				
Income Statement (12 months) Unaudited				
as of December 31, 2014				
		<u>ACTUAL</u>	<u>BUDGET</u>	<u>Variance</u>
TOTAL REVENUE		\$ 1,933,429.00	\$ 1,903,356.00	\$ (1.58)
Expenditures				
Total Staff Salaries		\$ 1,305,712.00	\$ 1,320,000.00	1.08%
Total Staff Benefits		\$ 273,362.00	\$ 236,500.00	-15.59%
Total Staff Travel & Mtgs		\$ 15,269.00	\$ 27,000.00	43.45%
Total Members Travel & Mtgs		\$ 17,375.00	\$ 13,000.00	-33.65%
Total Office & Renovations		\$ 34,945.00	\$ 31,000.00	-12.73%
Total Telephone & Supplies		\$ 28,055.00	\$ 24,700.00	-13.58%
Total Printing & Duplication		\$ 4,356.00	\$ 9,000.00	51.60%
Total Other Operating Exps		\$ 217,858.00	\$ 53,800.00	-304.94%
Total Fixed Assets		\$ 26,501.00	\$ 73,000.00	63.70%
TOTAL EXPENDITURES		\$ 1,923,433.00	\$ 1,788,000.00	-7.57%
TOTAL BUDGET EXCESS REV/EXP		\$ 9,996.00	\$ 115,356.00	

Alberta SouthWest Bulletin March 2015

Regional Economic Development Alliance (REDA) Update



Broadband for Economic Development

This initiative is attracting attention from other agencies and economic development groups and we are sharing information to help them also define their way forward. Craig Dobson, Taylor Warwick Consulting Limited continues a series of one-on-one meetings with AlbertaSW communities.

Regional Innovation Network Southern Alberta (RINSA)

Bill Halley, Technology Development Advisor, Alberta Innovates-Technology Futures provided an overview of the comprehensive RINSA mandate and programs.

Connectica is a new online portal that will enable Alberta small and medium enterprises (SMEs) the opportunity to connect with services and with each other.

AlbertaSW communities are invited to visit www.connectica.ca and set up information about their businesses or agencies and maintain an updated profile. Contact AlbertaSW if we can assist!

Bringing Investment Home

Natalie Gibson and Carolyn Guichon, InnoVisions and Associates, have completed the second phase of this partnered project between AlbertaSW, and our 2 Community Futures offices. The final reporting will be compiled next month. As a result of the project activities ... business visitation support and referrals, custom-designed workshops and a high level of involvement from our regional businesses ... it is estimated that pending projects may have an economic impact of about \$7Million as a result of new business starts, and ventures that are proposed or already in the development process.

13 WAYS Community Audits Pilot Project

The research is in its final phase. Chris Fields at Twist Marketing is preparing the final reports to be presented to communities at upcoming events in April/May. AlbertaSW has collaborated with Twist to pioneer the "13 WAYS" process, which will have ongoing value to the region and can be replicated and expanded for other communities and regions.

UPCOMING EVENTS

❖ 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

Travel Alberta "Roadshow", Heritage Inn, Pincher Creek AB

Friday, April 24, 2015- Continental breakfast: 08:30am; presentations start: 09:30am

Lunch and networking: noon to 12:30pm; one-on-one engagement: 12:30 - 02:00pm.

Free of charge; pre-registration is required at www.industry.travelalberta.com

Alberta SouthWest Box 1041 Pincher Creek AB T0K 1W0

www.albertasouthwest.com

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

bev@albertasouthwest.com bob@albertasouthwest.com





Mayors & Reeves of Southwest Alberta

MINUTES

FRIDAY, February 6, 2015 - 1:00 PM
Oldman River Regional Services Commission Board Room

PRESENT:

Mayor George Bohne, Chair	Town of Raymond	Mayor Eric Jensen	Village of Barnwell
Mayor Maggie Kronen	Town of Cardston	Mayor Ed Weistra	Village of Barons
Mayor Kim Craig	Town of Coaldale	Mayor Tom Butler, Vice Chair	Village of Coutts
Mayor Dennis Cassie	Town of Coalhurst	Mayor Jordon Koch	Village of Glenwood
Mayor Blair Painter	Crowsnest Pass Mun.	Mayor Don McDowell	Village of Nobleford
Mayor Rene Gendre	Town of Fort Macleod	Mayor Tyler Lindsay	Village of Warner
Dep. Mayor Brent Feyter	Town of Fort Macleod	Reeve Brian Hammond	MD of Pincher Creek
Dep. Mayor Brenda Beck	Town of Magrath	Dep. Reeve Harry Streeter	MD of Ranchland
Mayor David Hawco	Town of Milk River	Reeve Brian Brewin	MD of Taber
Mayor Wendy Jones	Town of Picture Butte	Reeve Neil Wilson	MD of Willow Creek
Mayor Don Anderberg	Town of Pincher Creek	Reeve Fred Lacey	Cardston County
Mayor Gentry Hall	Town of Stavely	Reeve Lorne Hickey	Lethbridge County
Mayor Henk De Vlieger	Town of Taber	Dep. Reeve Henry Doeve	Lethbridge County
Mayor Margaret Plumtree	Town of Vauxhall	Reeve Molly Douglas	County of Newell/ M & R of SE Alberta
Mayor Thomas Grant	Town of Vulcan	Reeve Ross Ford	County of Warner
Chair Brian (Barney) Steeves	ID 04 Waterton Lakes N.P.	Mayor Chris Spearman	City of Lethbridge
		Bev Bellamy	Recording Secretary

Guests:

Pat Stier, MLA	Livingstone-Macleod	Honourable Diana McQueen, Minister of Municipal Affairs
Greg Weadick, MLA	Lethbridge West	Amy Prins, Chief of Staff
Bridget Pastoor, MLA	Lethbridge East	Matthew Grant, Press Secretary
Gary Bikman, MLA	Cardston-Taber-Warner	
Bob Jones, Zone Rep	AAMD&C Rep	

1.0 WELCOME AND INTRODUCTIONS

Chairman Bohne called the meeting to order at 1:00 pm and welcomed newcomers.

2.0 ADOPTION OF THE AGENDA

Moved by Mayor David Hawco to adopt the agenda with the addition of 7.1a – Building Canada Fund.
Carried.

3.0 Adoption of the January 9, 2015 minutes

Moved by Mayor David Hawco to adopt the January 9, 2015 minutes. **Carried.**

4.0 BUSINESS ITEMS ARISING FROM MINUTES

- Letter of support for MP Jim Hillyer re Bill C644 was completed and sent.
- Letter re Building Canada Fund was written and sent to Premier Prentice, Ministers Robin Campbell, Diana McQueen, Manmeet Bhullar, Wayne Drysdale, Jim Hillyer, John Barlow and all of the MLA's who attend this meeting.

5.0 PRESENTATION

The Honourable Diana McQueen, Minister of Municipal Affairs

- accompanied by Chief of Staff Amy Prins and Press Secretary Matthew Grant

- Minister McQueen gave a brief overview of what is happening in Municipal Affairs. The budget is challenging with a \$7 billion shortfall because of the drop in oil revenues. The government is taking the approach to tighten budgets internally and will look to make up the short fall by finding it in 1/3 internal, 1/3 contingency and 1/3 in other potential revenue options. She is interested in receiving feedback to bring back to the government on potential revenue options.
- Every line item will be examined; there is nothing that will not be on the table. Taking care of the most vulnerable is most important.
- Minister McQueen was a municipal councillor/Mayor when the MSI funding was developed. This is important to her and she will advocate for this funding. Understand what you do in your community and how well you do it.
- Bev Yee is now working with Janice in Alberta Community Partnership to streamline grants to make them easier to complete and to prepare the reports.
- Building Canada Fund is close to being signed by the province. This fund will be used only for infrastructure projects that have already been applied for; there will not be a new call for projects for this funding.
- AAMD&C and AUMA are partners in the MGA review as well as the Mayors in Edmonton and Calgary. There are 54 items that will be brought forward this spring in legislation. Will continue to work with municipal partners and stakeholders on this. Will table it in the fall after the 1st reading, leave it over the winter and give feedback in the spring of 2016 with any changes. Hope to have this legislation completed and in place by the end of 2016.
- An MOU was signed in October with the Cities of Edmonton and Calgary regarding the charters and doing the work of the MGA.
- Announcement regarding the 2013 High River floods was made that stated that 15-18 more people will be added as case managers to complete the flood claims so that people can get back in their homes more quickly.
- Appreciation was expressed to the Mayors and Reeves for all the work they do in their communities.

Questions directed to Minister McQueen during the meeting:

School Projects Previously Announced

Does the funding include the school projects that were previously submitted and not included in this budget?

- The projects that are already submitted such as schools and seniors facilities are not in the same pot in this budget.

New Home Warranty Program

Are they doing anything about the New Home Warranty Program?

- Intent of this program is to ensure that the consumers are protected. MLA's have brought the issues forward to this department and they had a meeting with them to discuss it. There are warranty issues and some builders have been the reason that this legislation was put in place. Need to find a balance.
- Send a request with M & R scheduled dates and a staff member can attend to answer questions.

Bridge Funding

Bridge funding repair is causing deficits in rural municipalities and is under Transportation; would like to see the program recognized under Municipal Affairs or as part of Infrastructure.

- Minister McQueen stated that bridge funding is important but doesn't know what Minister Drysdale will do with it this year. There will be no money added to it, as this year budgets are being cut.

MSI Funding

Ready to tender projects under the MSI funding, but are reluctant to put them out at this point. What will the MSI funding look like?

- There are no guarantees as to what this will look like until the budget is delivered. They are committed to 11.3 billion in funding, and there will be more information about it after the budget.

With the MSI grant being phased out, funding doesn't cover maintenance on infrastructure and this affects small communities.

- The government would like to maintain 30 million for operating for next year; they are discussing this in the budget meeting to try and make it work; will find out more after the budget. There's only so much money and realize that municipalities may need more, but there's not more.

The Alberta Community Resilience Program that provided grants to communities for flood and drought mitigation was closed because it was oversubscribed, what will replace it?

- The Public Safety Committee has just been started since the new premier and is under the ESRD. They are getting closer to making an announcement on this, but don't have the dates yet.

BCF Funding

Looking for information on how rural communities will benefit from this program; was encouraged to go to Infrastructure and told they are only responsible for vertical and not horizontal structures; sent to transportation, wondering who will manage the applications.

- Minister McQueen suggested that when the AAMD&C conference is held in March, book a meeting with these two Ministers together to get a clear answer on your partnership project. Put the request in now, and if the Ministers are not available, then request a meeting with both of the Ministers' staff.

Library Funding

Municipalities are faced with the increased need to fund the library programs because of increased operating costs. There needs to be regular long-term funding to address this.

- Minister McQueen stated that there will be no increase in budgets for libraries. She was advocating for this before the oil prices dropped and had requested 2.5 million for libraries. The library program as well as the FCSS is important and for right now it is important to keep the funding for what you do have and not see reductions. Continue to work with her to advocate for libraries.

Oil Prices

What oil price is being used to determine the budgets? Is there a sustainability account that can be used to offset the drop in oil price?

- Looking at \$70 - \$75/barrel to base the budget on. There is \$5 billion left in the Sustainability Account and they are drawing on it to use for building capital and as a cushion. Do not want to deplete the contingency fund in one year.

Feedback to take back to Caucus on Possible Revenue Sources for the Government

- 2 cent tax on fuel with portion of tax going towards environmental concerns and a portion going to building/maintaining horizontal infrastructure.
- Revenue from road use for moving goods internationally – a user type of pay.
- Change income tax to a flat rate tax.
- Soft drink tax in addition to the environmental tax for recycling.
- Toll road systems – pay to use roads.
- Need to ensure that any increased revenue sources does not create a paperwork bureaucracy that is onerous to administer.
- Health care system and costs are burgeoning and are 40-50% of the provincial budget. Need to have insight into discussions on what government might consider to get these costs under control without directly affecting patient care. Minister McQueen responded that Minister Mandel has been working

hard to meet targets with reducing budgets. So much has been added to health care over the past 10 years and now we need to look where we can tighten/remove things that least affects the Alberta people.

- Reinstate health care premiums – Albertans need to have a token participation in this. Set it up differently so it is less bureaucratic; collect dollars on a scale for low income and seniors, and the system needs to be easy and efficient with all of the revenue not being spent just to manage it.
- Look at government's smartphone plan and users; Service Alberta needs a package for everyone that does not waste money.
- Look at cost savings in cities and urban sprawl; they need to be built up instead of out. Look at money spent for infrastructure and water systems, when a hamlet joins a regional system it is a huge cost to provide the water to them. Minister McQueen responded that the urban sprawl is also in counties and rural areas and need to look overall at the whole idea of growth that includes water use, how to save the great farmland, compensate the landowner to keep farmland for agriculture. Need to look at cities and rural areas together, the best way to develop it overall, what to put where and to do what makes the most sense. That's the purpose of the regional plans, to protect the watersheds.

Minister McQueen invited further discussion on this through email. The contact information for her office is: Amy Prins, Chief of Staff – amy.prins@gov.ab.ca

6.0 Reports

6.1 MP Reports – no reports

6.2 MLA Reports

Gary Bikman, MLA Cardston-Taber-Warner

- Budget is forefront; meeting with caucus on it as well as with the 10 school divisions with Minister Campbell. Discussing what is and isn't working, sharing successes and what was achieved. Minister Campbell responded quickly regarding parental responsibility and parental rights.
- Doing Town Hall meetings in this riding on how to work with oil prices and the budget shortfall it has created. Discussion on how far to cut before a recession, promise no cuts to front-line service with hiring freezes everywhere except front-line services. MLA's took a cut in pay.
- Was approached to help doctors with a pilot project that was proposed and developed to reduce pain killer abuse on First Nations Reserve. Will meet with Minister Mandel to discuss this.
- Talked to Minister Drysdale re transportation issues. Road ban issues keep coming up; Highway 36 needs to be more permanently repaired but will not reroute the bridge.
- Met with constituents to offer assistance to help them in their riding.

Pat Stier, MLA, Livingstone-Macleod

- Since Christmas he has met with councils and been informed of what's going on.
- Dealing with rural ambulance issues, Reeve Wilson has been actively involved and there is more media exposure.
- Involved with dealing with squatters in Castle area that are still a problem.
- Discussions on the flood diversions and the proposed ideas and what the budget will be.
- Nanton waste water treatment plant is an ongoing issue.
- Discussion on regional planning and the Calgary regional partnerships and metropolitan plan and the controversy with the rural areas.
- Working on opposition side, watching Municipal Affairs, Infrastructure and AESRD.

- Getting ready for the budget; had a caucus meeting and reorganized. Have the team in place and are in full election mode; looking at an April election.

6.3 Alberta Southwest Regional Alliance Report – Mayor Blair Painter

- Economic Summit Meeting on March 5 with guest speakers and round table discussions on renewable energy, broadband internet, food processing and production and new business opportunities for our region; held in collaboration with Community Futures Lethbridge.

6.4 SouthGrow – Mayor Maggie Kronen

- Held a meeting between SouthGrow and Alberta Southwest to discuss the supernet and where the government is in process to provide better access. Interested in partnering with the two REDA's for the future of the supernet. This is a positive step forward in working together on this important issue.
- In the process of hiring a consulting firm to update the investment attraction readiness profiles. If your town has not updated yours, contact Pete Lovering to get it done.
- All are welcome to attend the Summit on March 5 in partnership with CF Lethbridge.

6.5 AUMA – Mayor Kim Craig

- Update sent out with February agenda.
- The Mayors' Caucuses and MLA breakfast will be held in Edmonton on March 11, 12 and 13.

6.6 AAMD&C – Bob Jones - no report Minister McQueen covered it.

6.7 Associate Dean's Advisory Council - Mayor Tom Butler – no report

6.8 Oldman Watershed Council – Mayor Blair Painter

- Update sent out with February agenda.
- Strategic plan focus for the next five years will focus on 5 key areas with accompanying goals.
- Connie Simmons will share updates on OWC projects tonight at Twin Butte Hall.

6.9 Highway #3 Association – Mayor Rene Gendre

- Engaged all jurisdictions except the Piikani Nation; moving from a strategic plan to an action plan; working to set up the budget for Highway #3.

7.0 BUSINESS

7.1 Landuse Secretariat for the SSRP would like to engage M&R – Reeve Neil Wilson

MD's of Ranchland and Willow Creek met with Kim Lalonde and Heather Sinton from the Landuse Secretariat, and they expressed an interest in coming to the Mayors & Reeves group for a presentation. Reeve Wilson will forward the contact information to Mayor Bohne, who will arrange a date for this.

7.1.a. Building Canada Fund – discussed earlier in meeting

7.2 Question re request from Gene Syvenky, Alberta Roadbuilders and Heavy Construction Association to present white paper to Reeves – George Bohne

- Mayors & Reeves received a request from Gene Syvenky, Alberta Roadbuilders and Heavy Construction Association to present the white paper to this association. There was

no objection to him coming to present at a meeting, possibly the joint meeting in Taber would be good. Mayor Bohne will give it some more thought.

7.3 Mayors & Reeves Mandate – Mayor George Bohne

A question was raised by Reeve Ross Ford regarding the mandate of the Mayors and Reeves and the structure of the meetings. Mayor Bohne sent out an email requesting feedback on this from the M & R and received many responses.

Discussion followed on the present structure of the M & R meetings, guest presentations, MLA's and MP's updates and general reports.

Following a discussion and review of each of these points, it was decided that the present structure of the M & R is effective and beneficial to this group because it allows for:

- dialogue between the M & R and elected officials,
- interaction with organizations through presentations that directly benefit our communities,
- sharing common issues in an informal setting where anyone can submit agenda items for discussion, and
- providing reports that contain useful information for our communities.

The #1 purpose of the M & R is to advocate for and promote southwestern Alberta.

One area that would be beneficial to spend time on a the M & R meetings is to hear more feedback from communities on what's working well for them.

Moved by Mayor Henk de Vlieger, seconded by Mayor David Hawco, that the Mayors and Reeves of Southwest Alberta continue their monthly meetings using the same structure as they have in the past. **Carried.**

8.0 Next Meeting Dates

Culver City Room, Lethbridge City Hall

Friday, March 6, 1 pm – Tentative presentation: The Honourable Stephen Mandel, Minister of Health

Friday, April 10, 1 pm – Presentation: Dr. Mike Mahon, President, University of Lethbridge

Friday, May 1, 1 pm

Taber Joint Meeting with Mayors and Reeves of Southeast Alberta

FRIDAY, JUNE 12, 1 pm – Mayor De Vlieger will book a facility in Taber

9.0 ADJOURNMENT: Motion by Mayor David Hawco to adjourn meeting.

ACTION ITEMS FROM FEBRUARY 6, 2015 MEETING	PERSON RESPONSIBLE
Arrange for guest presentation by SSRP with Reeve Wilson to forward contact information	Mayor Bohne
Tentative guest presentation from Gene Syvenky	Mayor Bohne
ACTION ITEMS FROM JANUARY 9, 2015 MEETING:	PERSON RESPONSIBLE
Letter to Minister Stephen Mandel suggesting solutions to rural physician issue	Mayor Hawco, Mayor Butler, Mayor Spearman
Book meeting room for Joint M & R Meeting in Taber, June 12	Mayor Henk deVlieger

Please send any community information for distribution to M & R to Bev at mayorsandreeves@shaw.ca

Update to Mayors and Reeves of Southwest Alberta – March 2015

Thank you to all the municipalities and irrigation districts who have donated to OWC so far this fiscal year! Your support allows us to engage residents in actions that improve water quality, fish and wildlife habitat and overall watershed health. We could not do it without you!



Town of Cardston	MD of Pincher Creek No. 9
Town of Coalhurst	MD or Ranchland No. 66
Town of Fort Macleod	Village of Barnwell
Town of Nanton	Village of Cowley
Town of Pincher Creek	Village of Nobleford
Town of Stavely	Alberta Irrigation Projects Association
Municipality of Crowsnest Pass	Raymond Irrigation District
Lethbridge County	St. Mary River Irrigation District
	Taber Irrigation District

Thanks to everyone who renewed their memberships! If you haven't yet, click on the link below and register today.



Renew Your 2015 Membership online today!

[Individual form](#)

[Municipality form](#)

Or visit <http://oldmanbasin.org/getinvolved/membership-information/>

The information marked with an asterisk is a requirement by Alberta Corporate Registry that we need to have on file.



**OWC AGM will be held on Tuesday, June 23
at the Readymade Community Association Hall.
Mark it on your calendars!**

Stewards In Motion

Transforming collaboration to
advance local stewardship efforts

Oldman Watershed

March 12, 2015



The Oldman Watershed Council is partnering to bring Stewards in Motion to the Oldman basin! Brought to you by the Alberta Stewardship Network (ASN), with the support of Miistakis Institute and Environmental Law Centre, these interactive, regional events offer participants the opportunity to actively learn, share, and engage in collaborative dialogue across sectors.

Building on the success of last year's events, this year's theme is transforming collaboration to advance local stewardship efforts. Participants have the opportunity to not only actively learn, share, and engage in conversations across sectors, they were also introduced to a new tool that will help move stewardship efforts forward.

More info: <http://www.landstewardship.org/stewards-motion/>

Register today!!

Space is limited - [register online today](#).

Check out the [Agenda](#)

March 12, 9:30 am – 3:30 pm
Claresholm Community Centre, Main Hall
5920 - 8 Street W, Claresholm

Who should attend?

Plan to be there if you represent local:

- Volunteer community stewardship groups
- Municipal and provincial government (staff, elected officials)
- Watershed Planning and Advisory Council (WPAC)
- ENGOS
- Industry

Travel and registration subsidies are available for volunteer community stewards.

For more information call 1-877-727-5276 ext. 222 or email asn@landstewardship.org

#oldmangoestohollywood Update



The OWC has been busy filming in the watershed and filming our partners for the OWC Film Project.

With the recent snow, we headed for Setaspell, a beautiful property nestled at the foot of Big Chief Mountain, near Waterton. We looked forward to getting some great winter shots of the snowpack and the "mini-watershed" that is such an important feature of this property.

We are now filming our partners and volunteers in our studio. An important component of our Film Project is interviewing our OWC All-Stars – people who have been champions of watershed management and health, who are willing to share their expertise and stories on camera for use in our educational videos.

Thanks to our supporters and donors who have made this amazing project possible!



MUNICIPAL PLANNING COMMISSION MINUTES

February 6th, 2015
Town of Claresholm – Council Chambers

Attendees: Rob Steel - Council Member (Chairperson)
Shelley Ford – Council Member
Sharon Duncan - Member-at-Large

Regrets: Lyal O’Neill - Council Member (Vice-Chairperson)
Grant Jordan - Member-at-Large

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

8:53 am **Call to Order /Adoption of Agenda** **Motion to adopt the Agenda by Councillor Ford**

CARRIED

Adoption of Minutes

- January 23, 2015

Motion to adopt the Meeting Minutes By Sharon Duncan

Seconded by Councillor Ford

CARRIED

Item 1: Action **DEVELOPMENT PERMIT** **Motion to approve with conditions by Councillor Ford**

File: D2015.006
Applicant: Nanesco Sales Ltd.
Owners: Duane Southgate
Address: 5377 7 St West
Legal: Lot 34, Block 3, Plan 7810995
Regarding: Home Occupation – Home Office for Mobile Handyman Service

Seconded by Sharon Duncan

CARRIED

Item 2: Information **DEVELOPMENT PERMIT** **Received for Information**

File: D2015.010
Applicant: The Bridges at Claresholm Golf Course
Owners: Town of Claresholm
Address: 349 39 Ave West
Legal: SW-23-12-27-4
Regarding: Owner Signature for Development Permit for 14 x 16ft Accessory Building

9:05 am **Adjourn** **Motion to Adjourn by Councillor Ford**

CARRIED
