



**TOWN OF CLARESHOLM
PROVINCE OF ALBERTA
REGULAR COUNCIL MEETING
NOVEMBER 23, 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 NOVEMBER 9, 2015

ACTION ITEMS:

1. **BYLAW #1609 – Economic Development Committee**
RE: 2nd & 3rd Readings
2. **DELEGATION RESPONSE: Tetra Tech EBA Engineering**
RE: North Landfill Study
3. **DELEGATION RESPONSE: Claresholm Women's Conference 2016**
RE: Greetings & Funding
4. **CORRES: The Bridges at Claresholm Golf Club**
RE: Letter of Support
5. **CORRES: Claresholm Society for the Arts**
RE: Request for Assistance
6. **REQUEST FOR DECISION: Policy #PROT 11-15 – Snow Removal Route**
7. **INFORMATION BRIEF: Capital Paper Recycling**
8. **INFORMATION BRIEF: CAO Report**
9. **INFORMATION BRIEF: Council Resolution Status**
10. **ADOPTION OF INFORMATION ITEMS**
11. **IN CAMERA: RCMP; Personnel; Annexation; Board Appointments**

INFORMATION ITEMS:

1. **Municipal Planning Commission Minutes – October 16, 2015**
2. **Porcupine Hills Lodge Regular Meeting Minutes – October 6, 2015**
3. **Claresholm & District Transportation Society Meeting Minutes – September 18, 2015**
4. **Claresholm & District Chamber of Commerce Meeting Minutes – October 20, 2015**
5. **Oldman River Regional Services Commission Meeting Minutes – October 8, 2015**
6. **Mayors & Reeves of Southwest Alberta Meeting Minutes – October 2, 2015**
7. **Horizons: Chinook Arch Regional Library System Newsletter – November 2015**
8. **Oldman Watershed Council – November 2015**
9. **Old Fashioned Christmas – November 27, 2015**
10. **Mayors & Reeves of Southwest Alberta Meeting Minutes – November 6, 2015**

ADJOURNMENT



TOWN OF CLARESHOLM
PROVINCE OF ALBERTA
REGULAR COUNCIL MEETING MINUTES
NOVEMBER 9, 2015

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

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

REGRETS: None

STAFF PRESENT: Chief Administrative Officer: Marian Carlson; Finance Assistant: Karine Wilhauk

MEDIA PRESENT: None

CALL TO ORDER: The meeting was called to order at 7:01 p.m. by Mayor Rob Steel.

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

CARRIED

MINUTES:

1. ORGANIZATIONAL MEETING – OCTOBER 26, 2015

Moved by Councillor Ford that the Organizational Meeting Minutes of October 26, 2015 be accepted as presented.

CARRIED

2. REGULAR MEETING – OCTOBER 26, 2015

Moved by Councillor Fieguth that the Regular Meeting Minutes of October 26, 2015 be accepted as presented.

CARRIED

DELEGATIONS:

1. TETRA-TECH EBA ENGINEERING – Tom Dance
RE: North Landfill Study

Tom Dance from Tetra-Tech EBA Engineering was present to speak to Council about the North Landfill Study they have been working on in 2015.

2. CLARESHOLM WOMEN'S CONFERENCE 2016
Re: Greetings & Funding

Kathy Davies and Lisa Anderson were present to speak to Council about the 3rd Annual Women's Conference coming in 2016.

ACTION ITEMS:

1. BYLAW #1609 – Economic Development Committee
RE: 1st Reading

Moved by Councillor Cutler to give Bylaw #1609 regarding the Economic Development Committee 1st Reading.

CARRIED

2. CORRES: Royal Canadian Legion – Alberta/NWT Command
RE: Commemorative History Book

MOTION #15-100 Moved by Councillor Dixon to support the Military Service Recognition Book produced by the Royal Canadian Legion Campaign Office in the amount of \$423.81 plus GST for 2016.

CARRIED

3. REQUEST FOR DECISION: Claresholm Lions Club

MOTION #15-101 Moved by Councillor Dixon that administration write a letter of support towards the Claresholm Lions Club application to the Alberta Recycling Management Program for the purpose of constructing a new fall protection system under the proposed playground at Lions Park.

CARRIED

MOTION #15-102 Moved by Councillor McAlonan that administration write a letter of support towards the Claresholm Lions Club application to the Community Facility Enhancement Program for the purpose of constructing a new playground at Lions Park.

CARRIED

4. REQUEST FOR DECISION: Economic Development Officer

MOTION #15-103

Moved by Councillor Fieguth that:
WHEREAS the Town of Claresholm has established goals related to Economic Development in the 2015 – 2018 Strategic Plan; and

WHEREAS Council recognizes that in order to accomplish these goals it is necessary for the Town to provide adequate resources to support the plan;

NOW THEREFORE be it resolved that the Town of Claresholm hire a full-time Economic Development Officer who shall report directly to the Chief Administrative Officer; and

FURTHER BE IT RESOLVED that a salary grid be established for the position and the cost be included in the 2016 budget.

CARRIED

5. REQUEST FOR DECISION: Policy #GA 11-15: Corporate Credit Card Policy

MOTION #15-104

Moved by Councillor McAlonan to adopt Policy #GA 11-15, the Corporate Credit Card Policy, as presented effective November 9, 2015.

CARRIED

6. REQUEST FOR DECISION: Tax Exemption Applications Under C.O.P.T.E.R.

MOTION #15-105

Moved by Councillor Ford to accept the application and exempt the taxes for the Claresholm Curling Club for the 2016, 2017 and 2018 tax years.

CARRIED

MOTION #15-106

Moved by Councillor Cutler to accept the application and exempt the taxes for the Claresholm Golf Club for the 2016, 2017 and 2018 tax years.

CARRIED

MOTION #15-107

Moved by Councillor O'Neill to accept the application and exempt the taxes for the Prairie Winds Clubhouse Society for the 2016, 2017 and 2018 tax years.

CARRIED

7. INFORMATION BRIEF: Prairie Canada Future Game

Council directed administration to schedule the Prairie Canada Future Game for the evening of Thursday, December 10, 2015 at the Town Office.

8. FINANCIAL REPORTS: Balance Sheet, Income Statement & Cash Flows

MOTION #15-108

Moved by Councillor Ford to accept the Financial Reports as presented.

CARRIED

9. INFORMATION BRIEF: Council Resolution Status

Received for information.

10. ADOPTION OF INFORMATION ITEMS

Moved by Councillor Dixon to adopt information items as presented.

CARRIED

ADJOURNMENT:

Moved by Councillor McAlonan that this meeting adjourn at 7:49 p.m.

CARRIED

Mayor – Rob Steel

Chief Administrative Officer – Marian Carlson

ACTION ITEMS



**TOWN OF CLARESHOLM
PROVINCE OF ALBERTA
BYLAW #1609**

A Bylaw of the Town of Claresholm to establish an **Economic Development Committee** to promote residential, commercial and industrial development in the Town of Claresholm.

WHEREAS the council of the Town of Claresholm desires to promote, expand and enhance the economic development of the town;

AND WHEREAS the council considers it expedient to establish an Economic Development Committee and to set out the terms of reference for this committee;

NOW THEREFORE, under the authority and subject to the provisions of the *Municipal Government Act* the Council of the Town of Claresholm enacts as follows:

PART 1

Definitions

In this bylaw:

- a) “**CAO**” means the Chief Administrative Officer of the Town of Claresholm;
- b) “**Committee**” means the Claresholm Economic Development Committee;
- c) “**Council**” means the Town of Claresholm Council;
- d) “**Chamber of Commerce**” means the Claresholm & District Chamber of Commerce.

PART 2

Economic Development Committee

There is hereby established a Committee to be known as the Claresholm Economic Development Committee. This bylaw is to be cited as the Town of Claresholm's “**Economic Development Committee Bylaw.**”

PART 3

Purpose

The Committee shall provide advice on both economic and community development matters identified by the Committee or as assigned to the Committee by Council. Specific powers, duties and responsibilities of the Committee include:

- a) serve as a liaison between town government and the community;
- b) in conjunction with Council and Town staff, facilitate economic growth and redevelopment activities for the Town of Claresholm;
- c) work with citizens, staff, business owners, property owners, prospective developers, the Chamber of Commerce, and other economic development stakeholders on a variety of economic and community development and redevelopment activities;
- d) provide review and comment on economic and community development and redevelopment policies to Council;
- e) make recommendations to Council regarding economic and community development issues, strategy development and implementation and other initiatives that can be undertaken by the Town to expand and strengthen its economy, inclusive but not limited to investment attraction, business retention and expansion, workforce retention and expansion, entrepreneur development and small business support; and
- f) to assist Council in finding funding sources for economic and community development and redevelopment initiatives.

PART 4

Appointments/Terms

- a) The Committee shall consist of nine (9) voting members appointed by Council. The said members shall consist of:
 - i. Three (3) members of Town Council;
 - ii. One (1) member nominated by the Chamber of Commerce;
 - iii. One (1) member representing the agricultural community;

- iv. Three (3) members representing the business/industrial community;
 - v. One (1) member representing the community at large.
- b)** A maximum of one (1) member of the Committee may be from outside the municipal boundaries of the Town of Claresholm.
- c)** Appointments shall be for three (3) years, except in the first year of the establishment of the Committee in which the following term of office shall apply:
- i. Members of Council, for a term ending in October, 2017, and thereafter, by appointment annually at the organizational meeting of Council;
 - ii. The member nominated by the Chamber of Commerce, for a term ending in October, 2018, and thereafter, for terms of three (3) years;
 - iii. Two (2) members representing the business/industrial community, for a term ending October, 2018, and thereafter, for terms of three (3) years;
 - iv. All remaining members for a term ending October, 2019.
- d)** All members shall remain in office until their respective successors are appointed by Council.
- e)** By mutual consent, the Council and the Committee may with reason, request the resignation of any of the members, prior to the expiry date of the member's appointment.
- f)** Any member may resign at any time upon sending a written notice to the CAO.
- g)** A person is disqualified from remaining a member of the Committee if he/she fails to attend, without being authorized by a resolution of the Committee to do so, the meetings of the Committee for three (3) consecutive regular meetings.
- h)** If a member of the Committee is disqualified from remaining a member under subsection (g), he/she is deemed to have resigned his/her seat on the Committee.

PART 5

Proceedings

- a)** Annually, during the month of November, the Committee shall hold a meeting at which time a chairperson and vice-chairperson shall be selected for the ensuing year.
- b)** Meetings of the Committee shall be held on a regular basis at a time to be set by resolution of the Committee, at least once every three (3) months, and at such other times as deemed necessary.
- c)** All minutes, resolutions and policies of the Committee shall be entered in books to be kept by it for that purpose and the books shall be signed by the Chair or Acting Chair.
- d)** A copy of all minutes, resolutions and policies shall be given to the CAO to be filed with the Town records.
- e)** Remuneration of the members of the committee shall be established by resolution of Council.

PART 6

Board Functions

- a)** The Committee shall be responsible for preparing for the consideration of Council an Economic Development plan for the Town of Claresholm and for recommending to Council such amendments as should from time to time be required.

PART 7

Budget

- a)** Annually, the Committee may submit to the Council for ratification, a budget of estimated expenditures and revenues for the next year with respect to all matters over which or under the terms of this bylaw, it has jurisdiction.
- b)** Neither the Committee nor any member thereof shall have the power to pledge the credit of the Town in connection with any matter whatsoever; nor shall the said Committee nor any member thereof have the power to authorize any expenditure to be charged against the Town.
- c)** In the event that there is any deviation of the ratified budget desired by the Committee, application for change from the ratified budget must be made to Council before the change is affected.

PART 8

Economic Development Officer

- a)** There shall be an Economic Development Officer who shall assist and advise the Committee.

- b) The Economic Development Officer shall be an employee of the Town of Claresholm.
- c) The Economic Development Officer shall:
 - i. Provide expertise and assistance to the Committee in the development and implementation of economic goals and objectives;
 - ii. Notify all members and advisers of the Committee of the holding of any regular or special meetings;
 - iii. Keep proper and accurate minutes of the process of all meetings which shall be retained in the Town office;
 - iv. Maintain all records and correspondence that are relevant to the Committee;
 - v. Carry out such other administrative duties as the Committee may require.
- d) The Economic Development Officer shall have no voting privileges.

PART 9

Repeal and Passage:

- a) Under passage of this bylaw, Town of Claresholm Bylaw #1541 is hereby repealed.
- b) This Bylaw shall come into effect on the date of the third reading.

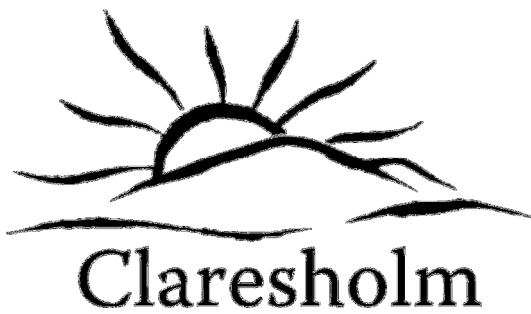
Read a first time in Council this **9th** day of **November** 2015 A.D.

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, CAO



REQUEST FOR DECISION

Meeting: November 23, 2015

Agenda Item: 2

VARIANCE TO SETBACK DISTANCE TO NON-OPERATING LANDFILL

DESCRIPTION:

The Town of Claresholm has a non-operating landfill located at the intersection of Division Avenue and 2 Street East which, because of setback distances in the Alberta Subdivision and Development Regulation, restricts certain types of development within 300 metres of the boundary of the non-operating landfill.

BACKGROUND:

During the summer of 2015 Tetra Tech EBA conducted fieldwork at the site of the non-operating landfill to provide the geologic, hydrogeologic and engineering information required to support a request to Alberta Environment to vary the setback distance for a development to a non-operating landfill.

The Town of Claresholm is in receipt of the engineering report from Tetra Tech EBA that identifies and describes the non-operating landfill in Claresholm and recommends that the 300 metre setback distance mandated by the Alberta Subdivision and Development Regulation be reduced to 150 metres.

COSTS/ SOURCE OF FUNDING:

1. Alberta Environment has confirmed that there is no cost to the municipality to consider a variance to the setback to a non-operating landfill. It is anticipated that operational budget is sufficient to cover any fees that may result from Land Titles Office registrations.

RECOMMENDED ACTION:

1. Council pass a motion to direct the Development Authority (Development Officer and Municipal Planning Commission) to submit to Alberta Environment a request to vary the setback distance for a development to a non-operating landfill.

PROPOSED RESOLUTION:

WHEREAS the Town of Claresholm has established the goal to streamline development processes and procedures in the 2015 – 2018 Strategic Plan [Year 1, Item 1(c)]; and

WHEREAS the Town of Claresholm has established the goal to be proactive in identifying and describing hazard lands with development constraints such as contaminated soils in the Municipal Development Plan [Bylaw 1490, Section 10.3.8]; and

WHEREAS Council recognizes that in order to accomplish these goals it is necessary to bring clarity and certainty to the status of development restrictions relating to the non-operating landfill;

NOW THEREFORE be it resolved that the Town of Claresholm accept the findings and recommendations in the engineering report provided by Tetra Tech EBA ; and

FURTHER BE IT RESOLVED that the Development Authority (Development Officer and Municipal Planning Commission) assemble the required information and submit to Alberta Environment a request to vary the setback distance for a development to a non-operating landfill.

ATTACHMENTS:

- 1.) Alberta Environment Information Requirement – Requesting Consent To Vary The Setback Distance For A Development To A Non-Operating Landfill

APPLICABLE LEGISLATION:

- 1.) Municipal Government Act, Subdivision and Development Regulation

PREPARED BY: Jeff Doherty, Development Officer

APPROVED BY: Marian Carlson, CLGM - CAO

DATE: November 18, 2015

Claresholm Public Library

Box 548, Claresholm, AB. T0L 0T0
Phone (403) 625-4168 Fax (403) 625-2939
email: help@claresholmlibrary.ca



November 5, 2015

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

Re: Greetings & Funding for Claresholm Woman's Conference 2016

Dear Mayor Steel,

Claresholm FCSS and the Public Library are hosting our 3rd annual one day Women's Conference on Sat. March 12, 2016 at the Willow Creek Composite High School. We are hoping to have 100 – 120 women attend. Last year we found that half of the attendees were from out of town. We are wondering if you or a member of Council could give a greeting from the Town of Claresholm at 9:00 am.?

Our theme this year is: "Ruby Slippers: I've Got the Power". If you need further information, please do not hesitate to contact Kathy Davies at the Library.

Last year we found the school sound system very inadequate. Many people complained that they could not hear the speaker! The committee feels very strongly that this is one thing we must improve. We have talked to John Dedominicis and he is available to bring his sound system and monitor it throughout the day. The cost is \$450.00 – we are asking the Town for some financial support for this.

Thank you for your consideration in this matter.

Yours truly,

Kathy Davies
Library Manager
kdavies@claresholmlibrary.ca

TOWN OF CLARESHOLM

POLICY

POLICY # CEDC 01-02

REPLACING POLICY # _____

EFFECTIVE DATE January 14, 2002

SUBJECT Assistance to Community Groups

DEPARTMENT Administration

AUTHORITY Municipal Government Act DATE PASSED January 14, 2002

PURPOSE: To establish a consistent policy in dealing with community groups who request financial or in kind assistance from the Town.

POLICY:

1. Upon written request from a community group for financial or in kind assistance Council shall by motion authorize the drafting of an agreement between the group and the Town.
2. The following items shall be included in the agreement:
 - i) Details outlining the total project and work to be completed.
 - ii) Details as to material ordered and the method of purchases.
 - iii) Details as to financial arrangements for grants or other financing.
 - iv) Provisions for cost overruns and financing of the same.
 - v) A current listing of persons who will ultimately be responsible for the project and those who would report to Council.
 - vi) A time schedule of the project.
 - vii) Details as to provisions for cost overruns.
 - viii) A financial statement for the project once the project is completed.



Attention: Mayor Rob Steel and Town Council,

The Bridges at Claresholm Golf Club is applying for a Community Initiatives Program Grant to purchase a camera surveillance security system for the Clubhouse and outbuildings, and also a carpet upgrade for the pro shop and meeting room area. After the break in at the Pro Shop last Spring, we feel the need for better surveillance protection. Last Spring we replaced the worn out carpet in the Clubhouse dining area and we would like to finish this project with carpet replacement downstairs and in the meeting room area. We need a letter of support for this initiative from the Town of Claresholm as the Golf Course is owned by the Town.

Respectfully submitted,
The Bridges at Claresholm Golf Club

Secretary, *Olwe M. Dersch*



CLARESHOLM SOCIETY FOR THE ARTS
P.O. Box 1377 · Claresholm, AB · T0L 0T0

November 1, 2015

RECEIVED

NOV 17 2015

TOWN OF CLARESHOLM
P. O. Box 1000
Claresholm, AB. T0L 0T0

Dear Sir or Madam:

Re: Request for assistance

We are a recently-formed society (2013), created to support and promote the arts in Claresholm and surrounding area. You may have attended our theatre show last year, "*Fame, the Musical*", which featured the talents of many in our community.

We are currently preparing for our next musical theatre performance, "*Little Shop of Horrors*", which will take place at the Claresholm Community Centre this coming January. We face many additional costs with this production, including higher fees for the script rights, more complex set, stage, and prop requirements, along with the usual challenges of costumes, lights and sound, programs and promotions.

We write to ask you for your financial assistance in meeting the costs we will incur to put on this production. We truly believe in this as a worthwhile endeavor, and see it as a means of providing a venue for our youth and community members to perform and participate in theatre, a great way to engage the community, and hopefully an entertaining night out for everyone. We kindly ask for your support, and trust you will be able to see the value in our efforts.

In return for your sponsorship, you will be recognized in our show program and during the production evenings.

If you have any question, please do not hesitate to contact us. You can reach Karen Linderman at her office 403-625-2880 during the day and at 403-625-0129 on her cell. Or, contact Carmelle Steel at 403-625-4017 or 403-489-0047 (cell).

Yours truly,

A blue ink signature of Karen M. Linderman, consisting of a stylized, cursive 'K' followed by a horizontal line.

Karen M. Linderman
Vice-Chairperson

A blue ink signature of Carmelle Steel, featuring a stylized 'C' and 'S' in a cursive script.

Carmelle Steel
Promotions Manager

TOWN OF CLARESHOLM

POLICY

POLICY # CEDC 01-02

REPLACING POLICY # _____

EFFECTIVE DATE January 14, 2002

SUBJECT Assistance to Community Groups

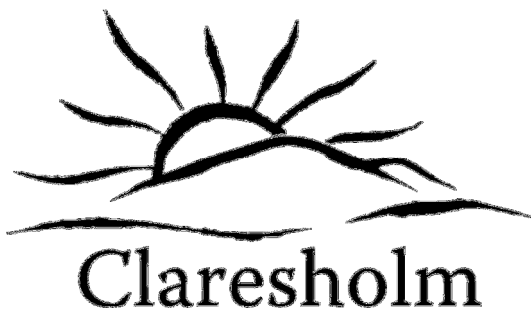
DEPARTMENT Administration

AUTHORITY Municipal Government Act DATE PASSED January 14, 2002

PURPOSE: To establish a consistent policy in dealing with community groups who request financial or in kind assistance from the Town.

POLICY:

1. Upon written request from a community group for financial or in kind assistance Council shall by motion authorize the drafting of an agreement between the group and the Town.
2. The following items shall be included in the agreement:
 - i) Details outlining the total project and work to be completed.
 - ii) Details as to material ordered and the method of purchases.
 - iii) Details as to financial arrangements for grants or other financing.
 - iv) Provisions for cost overruns and financing of the same.
 - v) A current listing of persons who will ultimately be responsible for the project and those who would report to Council.
 - vi) A time schedule of the project.
 - vii) Details as to provisions for cost overruns.
 - viii) A financial statement for the project once the project is completed.



REQUEST FOR DECISION

Meeting: November 23, 2015

Agenda Item: 6

POLICY #PROT 11-15: SNOW REMOVAL ROUTE POLICY

DESCRIPTION:

This draft policy (see attached) is in regards to snow removal routes within the Town of Claresholm.

BACKGROUND:

Infrastructure Services follows an Operational Snow Removal Plan, but is recommending the addition of the Snow Removal Route Policy. For emergency services reasons, it is important to have this policy for snow route removal. This policy reflects Councils efforts to prioritize emergency services, and routes throughout Town to hospitals, businesses, and the highway corridor. This policy also provides for the streets to be cleared as quickly and efficiently as possible, while providing the best service with the available staff, for the citizens and businesses in Claresholm. Emergency facilities and routes are always the priority after a snow fall event.

Working with the highway contractor (Volker Stevin) the snow routes presented (see attached map) were developed to allow emergency personnel at the Fire Department and Hospital to be the first to move throughout Town after a snow fall event. All routes are interconnecting into the highway system.

Once all major arteries have been opened to traffic, crews will return and remove the snow from streets, as wide as possible. Infrastructure Services crews cover all 43km's of Town roadways. Staff try to be flexible, and respond to special requests, as much as possible. Infrastructure Services Operational Snow Removal Plan is reviewed yearly, and changes made as necessary.

RECOMMENDED ACTION:

1. Council pass a motion to adopt Policy #PROT 11-15 effective November 23, 2015 as presented.

ATTACHMENTS:

- 1.) Draft Policy #PROT 11-15: Snow Removal Route Policy
- 2.) Town of Claresholm Snow Removal Route Map

APPLICABLE LEGISLATION:

- 1.) N/A

PREPARED BY: Mike Schuweiler, Director of Infrastructure Services

APPROVED BY: Marian Carlson, CLGM - CAO

DATE: November 18, 2015



Policy #PROT 11-15

Snow Removal Route Policy

PURPOSE: To provide guidelines regarding snow removal routes. This policy provides snow routes to allow emergency personnel at the Fire Department and Hospital to move first after a snow fall.

The Town of Claresholm has adopted this policy to ensure that streets are cleared as quickly and efficiently as possible, while providing the best service possible with the available staff, for the citizens and businesses in Claresholm.

POLICY:

Snow Route Priority

- 1.) 5th Street East to 4th Street West on 50th Avenue.
- 2.) 4th Street West from 59th Avenue to 43rd Avenue.
- 3.) 3rd Street West from 51st Avenue to 43rd Avenue.
- 4.) 2nd Street West from 43rd Avenue to 51st Avenue.
- 5.) Downtown core.
- 6.) 2nd Avenue East 43rd Avenue to 59th Avenue.
- 7.) All perimeter roads, acreages and north industrial area.
- 8.) All remaining interconnecting streets.
- 9.) Town of Claresholm facilities and Town parking lots.

EFFECTIVE DATE:



**Town of Claresholm Snow Removal Route Map
As per Policy #PROT 11-15**

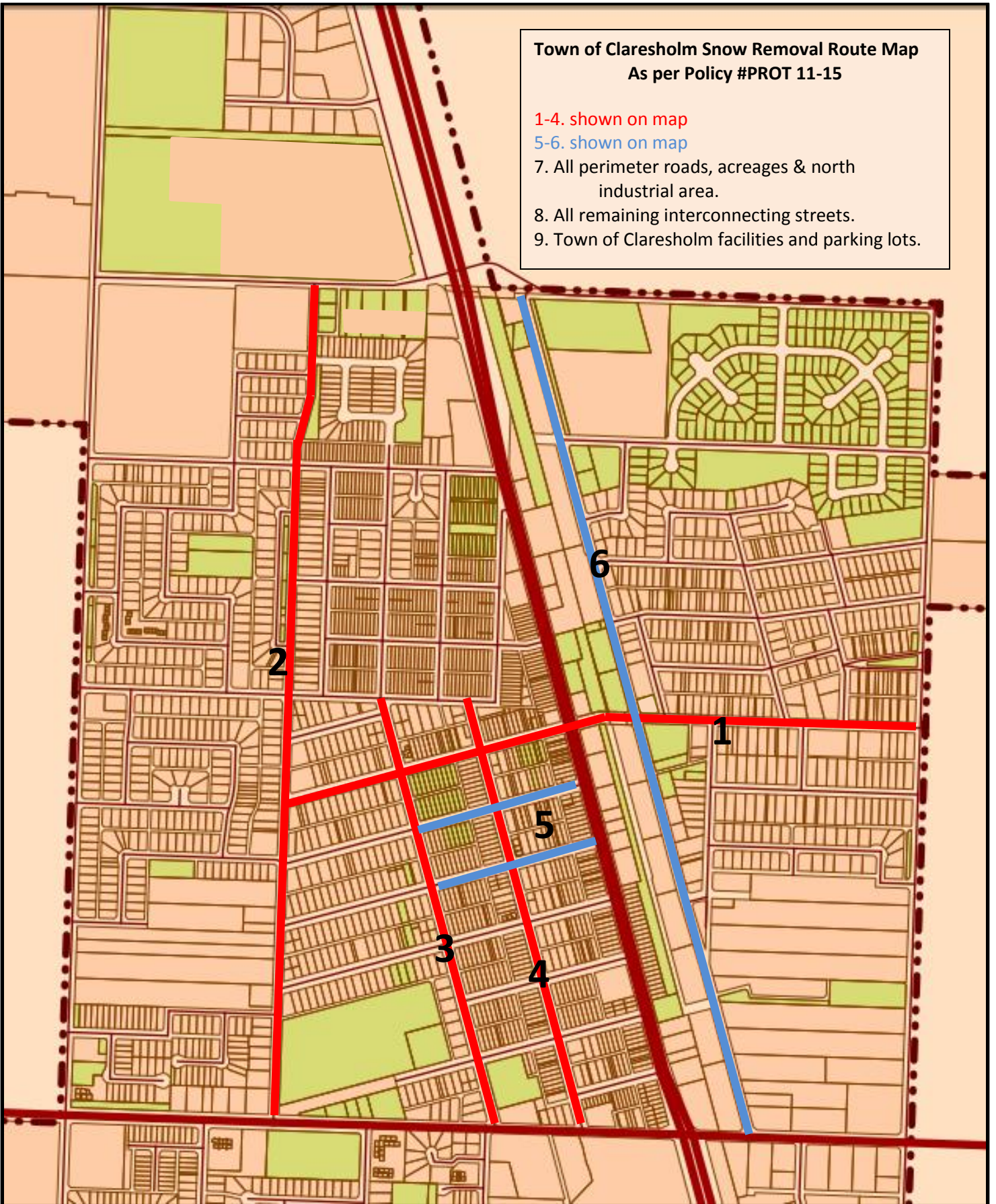
1-4. shown on map

5-6. shown on map

7. All perimeter roads, acreages & north industrial area.

8. All remaining interconnecting streets.

9. Town of Claresholm facilities and parking lots.





INFORMATION BRIEF

Meeting: November 23, 2015
Agenda Item: 7

CAPITAL PAPER RECYCLING

DESCRIPTION / BACKGROUND:

Infrastructure Services has received correspondence from Capital Paper Recycling Ltd. in regards to accepting plastic film (see attached). Capital Paper Recycling Ltd will continue to accept baled rigid plastics.

The costs to send the plastic film to the recycling company have been as follows for 2015;

MONTH	TOTAL (kgs)	COST
March	1,788	\$536.40
June	2,960	\$888.00
August	2,560	\$768.00

DISCUSSION/OPTIONS:

Infrastructure Services recommends discontinuing accepting plastic film from residents since Capital Paper Recycling Ltd is no longer accepting this product. The Town of Claresholm Recycling will continue to sort and remove all plastic film (clear or colored) until notice has been given to residents that the Town no longer accepts plastic film. This product has been the most difficult to sort for the recycling handlers. Removal of this product will also improve the safety and time required in sorting recyclables. The estimated additional cost of adding approximately 1000 kgs per month of plastic film to the land fill is \$50.00.

ATTACHMENTS:

- 1.) Correspondence from Capital Paper Recycling Ltd., dated November 6, 2015.

APPLICABLE LEGISLATION:

- 1.) none

PREPARED BY: Mike Schuweiler, Director of Infrastructure Services

APPROVED BY: Marian Carlson, CLGM – CAO

DATE: November 18, 2015



November 6th, 2015

To Whom It May Concern:

Thank you for choosing Capital Paper Recycling Ltd for the Paper, Cardboard, Tin & Plastics recycling requirements for The Town of Claresholm. We value your business!

Capital Paper Recycling Ltd is committed to providing cost effective, environmental solutions to the Town of Claresholm, which encompasses all of the materials currently being generated within the Claresholm Recycling Depot, to be recycled responsibly.

Unfortunately with the decline and volatility in the global plastic recycling markets, Capital Paper Recycling Ltd has recently had to modify the list of materials that we are currently accepting for recycling, with various plastics being affected the most. Historically, we have been able to adapt to poor plastic markets, and find avenues and markets for these recyclable materials when very little to no one else could or even wanted to. As policies become more stringent in the plastic recycling industry, we are finding that these avenues and markets are dwindling, thus reducing the demand for this material.

Poor plastic markets, coupled with the decline in oil prices have caused recycling companies around the world to re-evaluate plastic commodities that are currently being accepted, and to reassess what can and cannot be accepted at these recycling facilities.

In regards to problematic materials specific to The Town of Claresholm, Capital Paper Recycling Ltd is **NO LONGER ABLE TO ACCEPT ANY PLASTIC FILMS, (coloured or clear) from the Town of Claresholm. Until otherwise stated Capital Paper Recycling Ltd will only accept baled rigid plastics to be recycled - absolutely no films please.**

As always, Capital Paper Recycling Ltd will strive to work with our valued customers through the ups & downs in the ever-changing recycling markets, and are hoping that the plastic recycling markets in particular make a change for the better in the coming months. Until then, we remain optimistic about plastic recycling, and kindly ask that you observe our request until further changes in markets allow us to address mixed rigid/film plastics in the future. We thank you for your loyal & trusted support.

Best Regards,

Sean Dann

Sales Manager

Capital Paper Recycling Ltd

403-543-3322 Main Line

403-333-7339 Mobile

403-543-3328 Direct

seandann@capital-paper.com

www.capital-paper.com

Capital Paper Recycling Ltd.





CAO REPORT

November 23, 2015

The following report is designed to provide Council with an update on the activities and projects of the Town. The report is not intended to provide an all-encompassing review of Town activities, but to provide Council with a brief update on some of the more noteworthy activities and events.

CAO

Disaster Recovery Program (DRP)

We continue to keep in contact with the DRP office requesting information on the status of our application for repairs to the Frog Creek Drainage Corridor.

Water License Renewal

We have been given notice by Alberta Environment that the Waterworks System approval will expire on December 1, 2016. The current approval was granted for the construction, operation and reclamation of the waterworks system and was issued in December, 2006. Brad is working with Alberta Environment and will complete the application for renewal prior to the deadline for submission, which is June 1, 2016.

Economic Development

The job opportunity for the Economic Development Officer (EDO) has been posted with a closing date of December 4, 2015. This will allow for interviews prior to the Christmas break and we anticipate having the EDO in place by mid to late January, 2016.

4 Skyline Property

The offer on 4 Skyline expired November 6, 2015 and the conditions were not met. Administration will review the real estate proposals and bring a recommendation back to Council on December 14th.

CORPORATE SERVICES

See enclosed report

FCSS

See enclosed report

TAXATION/HR

See enclosed report

POOL

See enclosed report

BYLAW ENFORCEMENT

See enclosed report

UTILITY SERVICES

See enclosed report

INFRASTRUCTURE SERVICES

See enclosed report

Respectfully submitted by

Marian Carlson, CLGM
CAO

CAO REPORT

DIRECTOR OF CORPORATE SERVICES

Processes

As a follow up to my previous report I still have processes that I have not reviewed or documented. The key processes that are still outstanding that must be addressed are those surrounding the cash function here at the town. I am going tomorrow Friday the 19th to ATB to sign documents to designate me as an additional authorized signature for the town. In addition, I have discussed with ATB the need for controls that need to be put into place for our EFT function and payments through online banking. Once I have signing authority I will be able to implement controls to manage the risk surrounding cash.

In addition to cash processes Karine and I are implementing a journal entry process so that there is appropriate review and approval of journal entries.

Policies/Bylaws

I have the following policies and bylaws that I will be reviewing in the coming month:

- User fee bylaws for recreation
- Utility fee bylaws and determining whether we are recovering the appropriate amount of costs

Training

I attended the GFOA course and it was immensely beneficial in giving me a great overview of how the budget fits into the annual cycle of a municipality. In addition, the course provided me with many tools that I can use in preparing the operating and capital budgets.

I also attended the Muniware conference. The conference was beneficial as it provided me with a general understanding of the functionality and features within our financial software. I am far more comfortable now and have been able to implement many of the tricks that I learned at the conference.

Software

I have received the financial reporting software Caseware. As I have already provided a set of financial statements the capabilities are quite clear in ensuring the reporting needs of the Town are met. Having received the mapping of our chart of accounts from YPM this will greatly assist in ensuring that the yearend and audit will be completed efficiently and effectively.

Budget

We have had various meetings with administration regarding the operating and capital budget. We are getting close to having a good package together. The FIPC meeting is coming up on Monday we are currently working with that.

The Audit & Finance committee will be presented the preliminary budget late next week.

At this time the budget will be completed as planned which is for the Council meeting in December.

Other

I have had some discussion with individuals within the Corporate Services department and they have expressed an interest in having in office training. So I will be putting on a training session for Barb and the staff at FCSS with the topic of Excel Basics. For the staff in the town office I will also be looking at having internal training sessions with topics that come up throughout the year. Like an Excel basics training session and so on.

Projects in progress

- Budget – Operating and Capital for 2016 and beyond
- Cash management procedures and policies
- Begin preparing for Yearend
 - o Capital asset review and amortization
 - o Keeping staff aware of accruals and deferrals

Prepared by: Simon Janhunen

FCSS REPORT FOR OCTOBER TO NOVEMBER 2015

- Met with Deb Van Rootselaar (Baptist Church) to discuss how to help if the church sponsors Syrian refugees in the future.
- Attended Health and Safety meeting
- Zombie walk was successful event with around 60 participants. There was just over \$500 raised.
- Met with WCCHS chef to discuss menu for Women's conference
- Attended women's conference meeting
- FCSS board meeting
- Attended Early Childhood Coalition meeting to discuss applying for new funding from Province
- Attended meeting with various community members to discuss Elder Abuse and where the gaps are in the community. There is a Provincial Government initiative (with grant money attached) to look into Elder Abuse in rural areas.
- Met with Simon to discuss possible financial reporting and organized billing structure and budgeting
- Was invited to be a presenter at LRSD Divisional Day which was hosted by Claresholm.
- Helped to organize and promote the Intentional Housing Workshop. It was a huge success with more than 40 participants from Claresholm and surrounding communities
- Attended a presentation by Calgary and Area Child and Family Services Authority on the new procedures for applying for funding starting in January.
- Met with Stuart Clark of Alberta Culture and Tourism about his upcoming presentation to FCSS Board of Directors regarding roles and responsibilities of an advisory board.
- Looking into suicide awareness programs.
- Julia and Barb attending FCSSAA Conference in Edmonton next week.
- Cyberbullying presentation happening at WCCHS Wed. Nov. 18 from 7 to 8.

November 2015 Taxation/HR Report

From: Lisa Chilton



Human Resources

- A public works employee that has been off for several months is expected to return part-time shortly (awaiting doctor's clearance for modified work duties.)
- Policy updating and job description updating are ongoing.
- We received the 2016 benefit rates from AMSC for Life Insurance, Long Term Disability and Accidental Death and Dismemberment. The rates are unchanged.
- Yearend balancing of all the payroll related accounts, has begun in preparation for audit as well as preparation for 2016 payroll.



Taxation

- Taxes past due, and in arrears at November 16th, 2015, are:

\$256,991.32

Summary of outstanding taxes:

\$ 43,749.54 Tax recovery property - #4 Skyline

\$ 30,669.66 properties on Tax Arrears List for 2015. (subject to sale in 2016)

\$ 5,931.60 property on Tax Agreement with the Town

\$176,640.52 Other remaining taxes not paid.

The number of properties on the tax arrears list for 2015 (subject to sale in 2016) has been reduced from 21 properties to 6. The final date for payment to avoid tax sale is March 31, 2016.

- The CARB hearing (for residential properties over 3 and non-residential) will be heard November 26th in the Town of Claresholm council chambers. There are 7 appeals. (6 for vacant lots by the same owner and 1 residential over 3 units)
- The LARB hearing (residential) was October 19, 2015. The Assessment Review Board upheld the 2015 assessment for the one property that was appealed.



General

- Karine, Simon and I attended the Muniware User Group put on by our computer software provider. It was a great learning experience as well as a good opportunity to network with other Muniware users. Very worthwhile.
- I attended a workshop entitled "How Then Shall We Live" regarding the growing need for affordable housing. I have attached a report summarizing the workshop and its intentions.

Report for Council “How Then Shall We Live” Workshop

I recently attended a workshop focused on Intentional Housing titled “How Then Shall We Live”. The emphasis of this workshop was to make people aware of the growing need for affordable housing in all categories of demographics and especially for the growing number of seniors in all sizes of communities. Not only was the emphasis on awareness of the need but also the ways a community can take this on themselves for the mutual benefit of many. The speaker, Rita Boehler-Wiebe, was invited by Reverend Linda Ervin of the United Church in Claresholm.

Rita’s experience in this area has led her to create a model to allow people of all walks of life to find ways to create affordable housing in existing communities and to enable people to live within their means without having to sacrifice all of their independence and all that is familiar to them.

Her model suggests that by not relying on government programs, that could be here today and gone tomorrow, but rather using the resources we have in our own town to create some housing for whatever demographics are in need.

One example, of her successes is taking currently unused or underused spaces either in churches or on church properties to create these extra living areas and allowing the Church to keep the property but collect on the leased out residential property. Many churches are struggling to keep membership and by broadening the uses of their spaces either for conversion or to have new builds on them it allows them to keep their “sacred spaces” while being able to maintain the costs of the buildings.

Another upside to this model is to allow demographics to mix. The millennials living with the seniors in the same building. Seniors have many things to offer younger people and vice versa. Rita gave an example of a young couple down the street from her that had two young children. They had a need for someone to look after their children occasionally and Rita had a need for yard care and fresh organic vegetables that this young couple provided for her. She also mentioned that she had instant grandchildren and the children had instant grandparents. Some other examples were tutoring needs that seniors can provide in return for some shopping or “taxiing” that the senior needs. The point being, instead of segregating the two, allow them to live in a community where they can help each other and then all feel they HAVE a community. It is becoming popular to do things like opening certified children’s daycares in senior’s complexes. Seems when you ask seniors and millennials what they want in their ideal community they want many of the same things.

Some other models discussed were:

- co-housing – ie 20 units with common areas with private ownership.
- Collaborative shared houses, owned as a co-op, combining resources to purchase a far larger home.
- 10 bedroom home/facility (small intentional community) that can offer high levels of care. A staffed group home concept which is much cheaper than putting people in a long care facility.

- Small house community. Multiple house using common areas and creating their own little community.
- Student/Senior living – student living in a senior’s home rent free or reduced rent so they can help out with some chores.
- Integrated Elder Village concept – Incorporating elders into the context of an existing town, buy/lease or rent a unit and be near services.

We did an exercise that allowed us to identify all the resources we had in our own community. My group was able to come up with 4 pages of resources. These resources included associations, institutions, individuals, physical space and local economy. If all of the 4 pages worth of groups or individuals in these categories helped a small amount, however they can with whatever their resources (not necessarily monetary), it isn’t a huge burden to anyone. There are many people, professional, non-professional or just talented, that can contribute on many levels.

In conclusion, the workshop is designed to open up the possibilities and show the communities the steps to take in order to get started on a project that is of suitable scale for each individual town or city and to enlighten all as to what is necessary AND what is possible to expand or re-invent spaces for housing for all. It would be particularly beneficial for places like churches who have underused facilities and declining support to find some sustainable funding to solve their problems while helping out with the growing need for housing in all sectors.

You can also learn more about this concept by visiting www.intentionalhousing.com.

Report prepared by:
Lisa Chilton

CLARESHOLM AQUATIC CENTRE
TOWN REPORT October 2015

1. JLC

- a. Dallas Walker came for Demonstration/ Workshop for JLC
- b. Planning to initiate a 4-5 timeslot Mondays and Wednesdays for competitive sport
 - i. Maximum of 15 youth at that time
- c. There is a wait list to attend JLC

2. Lessons

- a. Program guide will be out on December 1, 2015. This is when we start our registrations for January through April.
- b. Phone calls are coming in to register already
- c. We've created a "need" to register early, ensuring space in programs fills

3. Private Lessons, October

- a. 11 Registrants
- b. 52 Time slots filled

4. Schools/Groups

5. Aquafit Registrations

- a. Mon/Wed/Fri 8-9am- 14 registrants, average of 14.5 participants
- b. Mon/Wed/Fri 1-2pm- 11 registrants, average of 10 participants

6. Seniors Program Tues & Thurs 11-11:30 am

- a. 17 total participants for the month of October
- b. Average of 6 per session

7. Boot Camp Tuesday-Thursday 5-6pm

- a. 7 Registrants
- b. 8 Participants on average

September Boot Camp numbers are lower, a considering factor may be how nice it has been outside. We will push to increase these numbers for the New Year, as shutdown is coming up

8. Mini Aquafit

- a. We are dropping this program from the lineup, patrons had requested an evening program, it is not being utilized

9. Free swim Numbers

- a. October 3, 39

- b. October 10, 93
- c. October 17, 40
- d. October 24, 64
- e. October 31, 50

10.10 punch passes

- a. 18 Sold

11. Quarter Passes

- a. 12 Sold

12. Staff In-service, October 17

- a. Preschool Proficiency Course, all staff that attended earned Certification
 - i. Opened to the public as well

The purpose of this comprehensive program was to give Instructors the tools to teach Preschool lessons confidently. It provided a more thorough understanding on how to teach 3-5 year olds, and creative activities that could be used to teach them those skills.

Long range planning is continuing to go well, with programs being lined up and added to for next year. The list has been started for shutdown, with items for the maintenance staff being detailed as well as extra duties for staff. The format will be similar to previous years. We are planning to paint the partitions in the change rooms, as they were stained years ago from a cleaning solution. Maintenance has agreed to move some of the lockers in the men's room, and use them to replace rusted lockers (7-40). In place of these lockers we are looking at purchasing a bench, and adding hangers. In the next year we are looking at replacing the counters in the men's and ladies rooms, as they are in poor shape aesthetically.

Programming for 2016 is almost complete, the January-April Program Guide will be available on December 1st, the same day we begin registrations. Letters to Town restaurants will be dropped off during shutdown, we are curious to see what kind of partnerships we can develop for our rentals.

We are booking for December rentals now. Because Christmas and New Year's Day fall on a Friday, and we are closed on the Saturdays after these holidays, there are not as many rental times available as there were last holiday season.

NL and LSI are being held in December. We are aiming to entice new guards to the pool.

Sincerely,

Denise Spencer

October Attendance	
6-8 or 9 am Fitness	217
8-9 Tues&Thurs HomeSchool	89
8-9 Aquafit	183
9-10 School Use/Lessons	16
10-11 School Use/Lessons	42
11-11:30 T&T Seniors/PT Lessons	90
11-11:30 M/W/F B&M, P/S	45
11:30-1 Fitness & Parent&Tot	181
1-2 CCC	81
1-2 Aquafit	145
1-2 Family Swim	65
2-3 Schools/ Private lesson	74
3-4 Toonie Swim	155
2-4 Free Public/ public	509
4-6 Swim Lessons/Club	200
4-5 Private/JLC/Fitness	191
5-6 Deep Water Aquafit	89
6-8 Public/Toonie	260
8-9 CCC	82
8-9 Fitness	115
8-9 Teen Jan 31	0
Rental Times	85
	2874

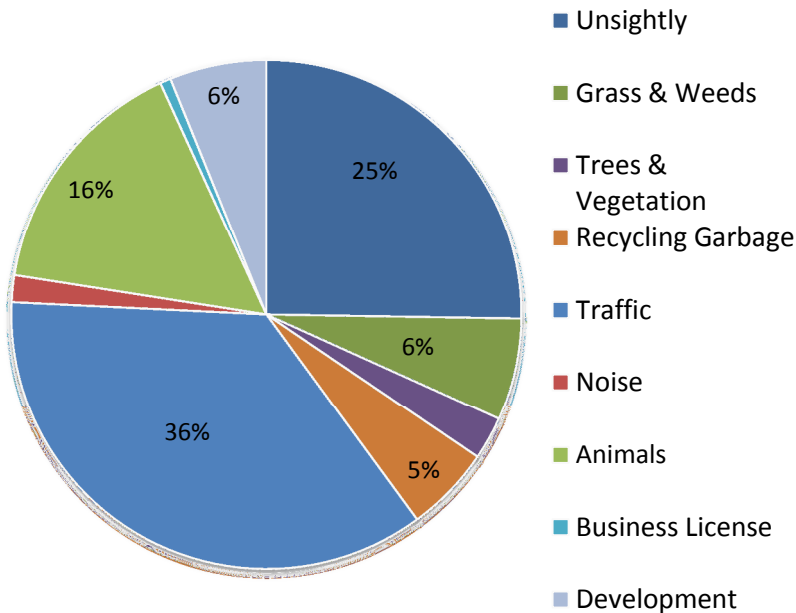


INFORMATION BRIEF

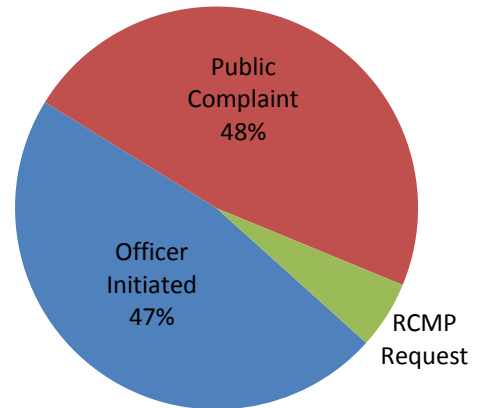
Meeting: November 23, 2015
 Agenda Item: CAO REPORT

OCTOBER 2015 BYLAW ENFORCEMENT REPORT

Bylaw Enforcement Breakdown



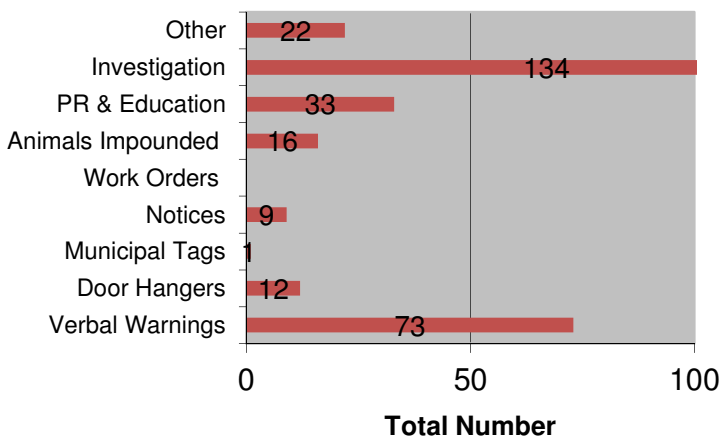
Bylaw Enforcement Breakdown



Additional Information

1. Radar placed on highway #2 at the North and South ends of Clareholm.
2. Fire Prevention education with the Grade 1 class.
3. Backyard/alley cleanup blitz concluded.
4. Red Arrow bus concerns at the Drop-In.
5. Unightly yard actions initiated at 3 primary locations, Notices served and Fines initiated.
6. Risk Reduction work shop planned.
7. Playground zone signage review requested by Alberta Transportation Safety Coordinator.
8. Youth Justice Committee organizational mtg.
9. SARSS meeting in Lethbridge.
10. Safety program review initiated.
11. Parking investigation and RFD prepared for Meadow Creek Meats.
12. Action on main street construction project with tarps being unsightly and creating a hazard.
13. Animal impound actions on the east side of Clareholm.
14. Glow sticks handed out to all the WMES students.
15. Traffic control during Zombie Walk.
16. Safety patrol for town on Halloween night.

Enforcement Action



Submitted by: Jason Hemmaway, Peace Officer



RISK REDUCTION WORKSHOP

On November 16th myself along with the RCMP, Livingstone Range School Division, Municipal District of Willow Creek Emergency Services, Alberta Health Services, Claresholm Fire Department, Alberta Health Care Providers, Emergency Medical Services, Occupational Therapists, the BiRS (Brain Injury Re-learning Services) organization, Claresholm Kinsmen and community volunteers such as Dale Ohler worked collaboratively to provide a Risk Reduction Workshop held at the Community Centre.

The workshop targeted half of the WCCHS grade 9 students, and will be presented to the remainder of the grade 9 student body on January 18th 2016.

The goals were as follows:

- Educate our youth about the ramifications of dangerous driving, drinking and driving and distracted driving.
- Empowering the students to understand how to make the right “choice” and realize the consequences for their actions.
- Drive home the reality of the “consequences” of their actions, and how those actions impact their friends, family, student body and the community.
- Realize how many people are involved during an Emergency event, and all the processes required “to save” if possible, a patient’s life.
- Realize that accidents happen and recovery is possible, but that recovery is also full of challenges.
- Gain a respect for the recovery process, and the reality of living with a disability or permanent brain injury.

The day started with a full emergency scenario. Where a vehicle accident has occurred, the Fire Department extricates the patients, the RCMP arrests the driver, and EMS transports one patient to the Emergency Room. The scenario then proceeds through the process of trying to save the patient and the reality of losing that patient from injuries incurred. Next the students learn how to adapt to an injury either minor or significant. Those injuries ranged from loss of a finger or an arm, to the reality of being paralyzed and in a wheel chair. Stations were set up in the community center that challenged the students to adapt to an injury, and then proceed through obstacle courses, or use the disability to perform everyday tasks. This section concluded with the students having to eat their lunch with a certain injury/disability. Finally two guest speakers who have survived significant vehicle accidents from the Brain Injury Relearning Services relate their life experiences to the students, about their choices and what their challenges and victories have been.

I believe the Risk Reduction Workshop achieved our initiative to educate our youth and their peers. Creating awareness in our youth of the roles Emergency Services play in our community, the fact they live and work among us, and the steps required during an emergency. Focusing on how quick an accident occurs, and how simple choices have lifelong impacts “drives home” the message of safe driving habits.

PREPARED BY: Jason Hemmaway, Peace Officer, Town of Claresholm

DATE: November 18, 2015



UTILITY SERVICES REPORT



Oct/Nov 2015

3700 8th Street West

Box 1000 T0L-0T0

Claresholm, Alberta

Work# 1-403-625-3100

Cell # 1-403-625-1687

Fax # 1-403-625-3869

brad.burns@townofclaresholm.com

www.townofclaresholm.com

Utility Services Manager Brad Burns

Summary

The following monthly report is a review of operation in the Utility Services Department and all related areas.

- Regional Water Treatment Plant.....pg. 3
- Pumping Stations and Reservoirs.....pg. 4
- Water Distribution.....pg. 5
- Lagoon and Waste Water Collection....pg. 6
- Raw Water Supply.....pg. 6
- Photos.....pg. 7, 8, 9

REGIONAL WATER TREATMENT PLANT

MAINTENANCE

Along with regularly scheduled maintenance the following work has been completed:

- Oct 23rd CHAMCO onsite finishing annual work on SULAIR compressors.
- Oct 26th Praxair onsite to check tank gauges.
- HACH in the process of replacing discontinued sc100 with sc200 on rack #1.
- Replace connecter on header airline to raw water reservoir.
- Cleaned blower to lake air line with muriatic acid.
- Prepping caustic room/tank for sodium hydroxide delivery.
- Check BMS solar supply and return valves and pumps.
- All online meters have been cleaned and calibrated.
- Maintain hydronic heating system and add glycol.
- Particle counter issues are ongoing (HACH to investigate).
- Nov 5th clean all online instruments.
- Nov 9th prep caustic room for bulk load delivery.
- Add fuel and conditioner to onsite diesel tank.
- Backup generator tested and working.
- Nov 13th HACH onsite to replace discontinued sc100 with sc200 on rack #1 and work on Rack #1 particle counter.
- Co2 Alarm has been tested.
- Nov 16th Rapid flash mixer on pretreatment header inspected.

TESTING/MONITORING REQUIRMENTS

- Daily lab testing of raw and treated water as per the approval in accordance with schedule 2&3.
- Distribution sample free chlorine residual throughout town.
- Bacteriological samples have been absent of total coliforms and E coli.

GOVERNMENT COMPLIANCE

- Oct 22nd Larry West from Alberta Environment and Parks annual water plant inspection. Some concerns from AEP about SCADA system recordings and calculation. MPE engineering has been contacted and will be working with staff on this concern from AEP. Inspection report will remain open until the information AEP is satisfied (CT calculations and Cus04).
- There has been no noncompliance issues in regards to the daily monitoring, measuring and reporting frequency requirements as per schedule 2, and 3 of the approval.

CHEMICAL

- Oct 20th Praxair onsite with Co2.
- Nov 10th delivery of sodium hydroxide bulk load.
- Delivery of gas chlorine cylinders.

PUMPING STATIONS AND RESERVOIRS

HIGHWAY PUMP STATION

- Add fuel and conditioner to onsite diesel tank.
- Backup motor has been tested.
- Install wire mesh cover on outside reservoir vent line.
- Back up portable air compressor to operate reservoir fill valve onsite.
- Nov 12th Contacted Advance Diving Projects for quote on reservoir cleaning.

AIRPORT PUMP STATION

- Both furnaces checked and working well (replaced chimney top).
- Backup motor for the domestic water supply including fire hydrants has been run.
- Jockey pump on fire suppression line pressured to 90 psi and is working good.
- Reservoir fill line inside the building is operating well, but needs upgraded to avoid future problems.
- Nov 16th Fire pump onsite.

UFA RESERVOIR

- Electrical box and free wave transmitter are sealed and secure.
- Sump pump working to control leak around reservoir.
- Outfall overflow ditch is clean of debris and open to the storm sewer system in case of overflow.
- All manholes and valves are dry and accessible.

WEST WATER PLANT (decommissioned)

- Nov 6th Contacted Fortis about request to salvage point of service (site ID 0040248805000).
- Nov 16th Fortis on site to complete salvage (Ref# 630006194).
- No signs of trespassing
- All fences are secure.

WATER DISTRIBUTION

UNIVERSAL METERING

- Meter inspection at 5127 3A St West
- Contacted RP Water Works about Booster Station meter to West CO-OP and Airport (low flows not registering due to meter type) loss is minimal.
- Daily and monthly meter readings for the office as requested.

GOVERNMENT COMPLIANCE

- In October 8 Bacteriological samples were taken within the town's distribution system showing no Total Coliforms or E coli. November samples are ongoing and to date have had no issues.
- Free chlorine checked at numerous locations around outer town limits all acceptable.

TOWN OF GRANUM SUPPLY LINE

- Supply line valve working well with no issues.
- No concerns from Granum.

METER VAULTS

- South Booster Station dry well floor prepped and painted.
- Checked Granum meter vault (in Claresholm) UPS and totalizer are working fine.
- West Water Co-op meter vault checked.

DISTRIBUTION LINES

- Working on new SOP's when dealing with water breaks, repairs, valves and hydrant flushing.

LAGOON AND WASTE WATER COLLECTION

NORTH LIFT STATION

- North lift station is running good during construction of the new Harvest Square lift station.
- Checks on the contractor during construction of the Harvest Square lift station. The project has had some small issues that should be rectified.
- Work continues on the Harvest Square Lift Station project (see pages 7, 8, 9).

LAGOON

- Oct 13th started releasing storage cells discharge to Willow Creek.
- Oct 27th ATCO gas replaced regulator to the building (psi issue resolved).
- Backup generator has been run.
- Oct 29th Superior Safety checking lagoon building.
- Nov 3rd stopped discharging wastewater to Willow Creek.
- Check heater blower to wet well filter and fan motor.
- Nov 10th Contact KRISTIAN Electric (lagoon crane inspection).

RAW WATER SUPPLY

PINE COULEE

- Oct 23rd check of Pine Coulee Reservoir (not at full supply level) and supply line. Contacted MPE to check information.

STORAGE RESERVOIR

- Reservoir full Nov 16th.
- Reservoir is clean of debris and air supply is working well.

NORTH/HARVEST SQUARE LIFT STATION

- Outfall line in the upper wet well showing totalizer and air relief valve.



- Outfall line from wet well connected to HDPE force main to Division Avenue.



- Open excavation looking south showing new force main.



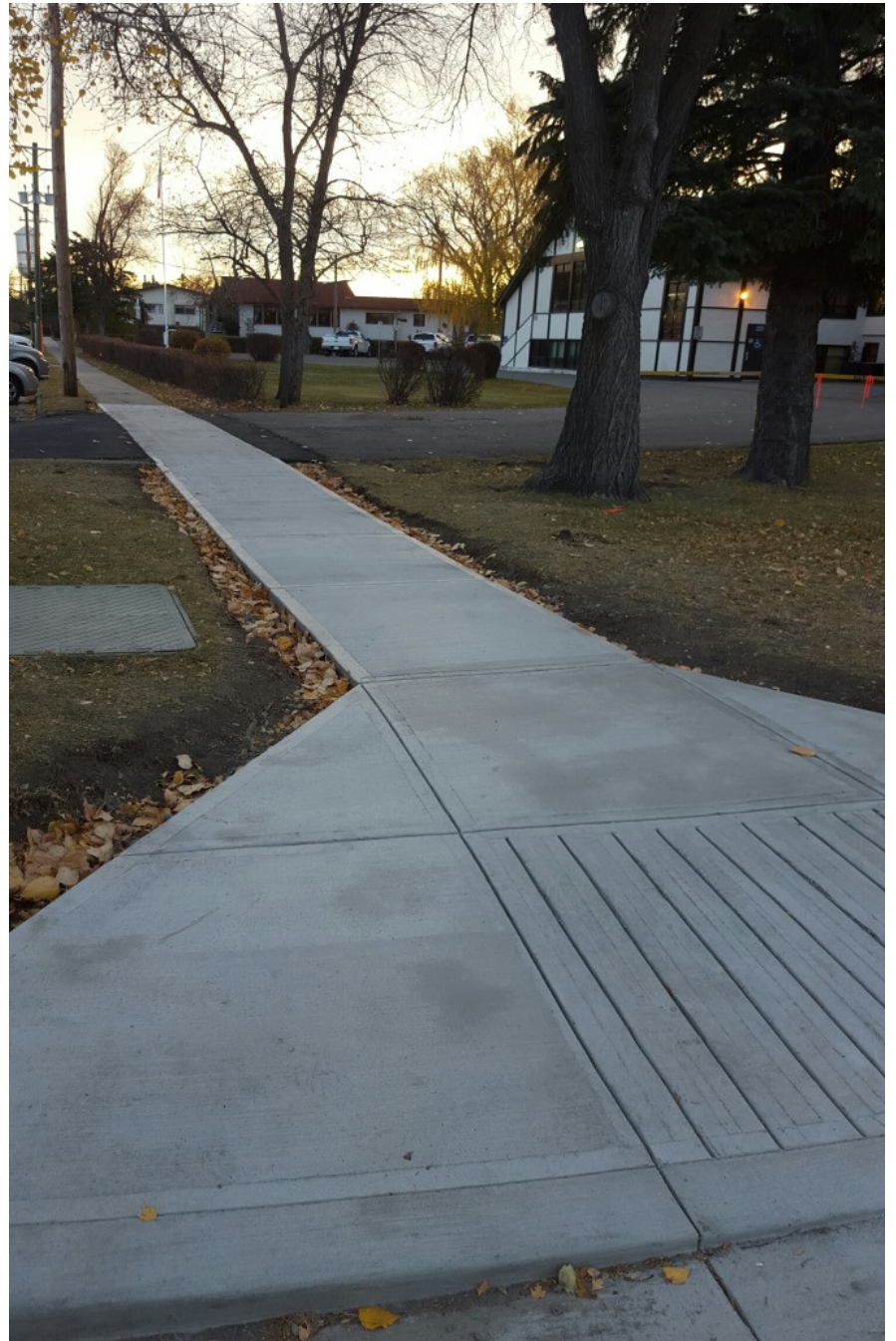
- Looking north at the force main install manhole connection.



- Force main install completed as seen from the new wet well.



TOWN OF CLARESHOLM INFRASTRUCTURE SERVICES



11/18/2015

Report for October / November
2015

Buildings Regular weekly inspections and minor maintenance completed as required. Furnace repairs completed and two new furnaces have been ordered for the Town shop.

Sidewalks Sidewalk repair work has been completed for this year within the allotted 2015 budget. Approximately 340 lineal meters of sidewalk was replaced and 20 lineal meters of curb. Some wheel chair ramps have been widened in the downtown core, as requested. With the current yearly budget amount, the Town is on a 100 year replacement cycle of the 35.8 km sidewalk system.

Streets Patching has been completed for the year. Any spare time is spent on pothole repairs throughout Town. Road repairs have been completed by the developer on Alberta road. There is a list of deficiencies that will require repair in the spring by the contractor.

Water Distribution One main line break in the street on the 100 block of 46th Ave. West has been repaired. A service line leak was found on 300 block of 49th Ave. East. This has been repaired by the property owner at the request of Infrastructure Services. Another service line leak, on 5200 block of 1A St. West required the sidewalk, curb and a portion of the street to be removed for repair. This has been completed by Infrastructure Services. A new fire hydrant has been installed by the developer on Alberta road, and is now operational in our system. Hydrant pumping has been completed in high ground water areas, and we will re-check/pump the approximately 24 hydrants monthly, during the winter months to prevent freezing.

Garbage The Local Press Town News ads focused on reminders of what can be dropped off at the compost area. The new garbage truck has arrived and is getting set up for use. One truck is currently broken down, and out of service until parts arrive.



Sanitary Sewers We are working daily on the complete Town sewer system maintenance flushing program.

Storm Sewer Drainage Inspections for debris in the underground piping continues. Shallow piping and catch basins have been cleaned out.

Recycling Again we are dealing with syringes in the recycling, creating hazards with handling. The Recycling material handler (Capitol Paper) has also advised the Town that they will no longer be accepting plastic film. We will either ask for our residents to throw it in the garbage or we will have to sort it out and throw it in the garbage. The Local Press Town News ads focused on keeping recyclables secure from wind and ensuring that recyclables are safe for handling.

Parks / Recreation All Town of Claresholm facilities without heat have been winterized.

The arena is operating well, and available ice times for rentals have been advertised in the Local Press Town News. Infrastructure Services has also been in contact with hockey and skating clubs, groups, and municipalities from surrounding areas advertising the arena website and contact information. Public skating times are also advertised in the Town News.

Submitted by:
Mike Schuweiler
Director of Infrastructure Services



INFORMATION BRIEF

Meeting: November 23, 2015

Agenda Item:9

COUNCIL RESOLUTION STATUS

Regular Scheduled Meeting - May 25, 2015				
13	INFO BRIEF: Golf Course Bridge - Direction to proceed with temporary repairs and to identify the project in the infrastructure master list for future discussion.	Mike	Repairs to be completed upon Golf Course season closure. (waiting for DRP approval)	In progress
15	Contact Emercor	Marian	Letter sent and Insurance claim proceeding. Met with Emercor Sept 30/15 and have sent a further email stating that if they wish to proceed with acquiring the HPFSS we suggest they engage the services of an engineer to assist in the details.	Complete
Regular Scheduled Meeting - August 19, 2015				
9	RFD: West Water Plant Power Line / Land - Moved by Councillor Cutler to have the power line and transformer removed from the old west water plant location. CARRIED MOTION #15-071	Brad	Request sent to Fortis Alberta for salvage on Aug 20/15. Salvage confirmation received from Fortis on Nov 16/15.	Complete
Regular Scheduled Meeting - October 26, 2015				
	School/Playground signs referred to budget	Simon	Will include in budget.	Complete
	Set up delegation with AHS & RCMP	Marian	Delegation scheduled for both parties for Jan 11/16	Complete

Regular Scheduled Meeting - November 9, 2015				
1	Bylaw #1609 - Economic Development Committee: Moved by Councillor Cutler to give Bylaw #1609 regarding the Economic Development Committee 1st Reading. CARRIED	Karine	On the Agenda for 2nd & 3rd Reading on Nov 23rd.	Complete
2	CORRES: Royal Canadian Legion – Alberta/NWT Command - Moved by Councillor Dixon to support the Military Service Recognition Book produced by the Royal Canadian Legion Campaign Office in the amount of \$423.81 plus GST for 2016. CARRIED MOTION #15-100	Karine	Cheque sent.	Complete
3	RFD: Claresholm Lions Club - Moved by Councillor Dixon that administration write a letter of support towards the Claresholm Lions Club application to the Alberta Recycling Management Program for the purpose of constructing a new fall protection system under the proposed playground at Lions Park. CARRIED MOTION #15-101 Moved by Councillor McAlonan that administration write a letter of support towards the Claresholm Lions Club application to the Community Facility Enhancement Program for the purpose of constructing a new playground at Lions Park. CARRIED MOTION #15-102	Tara	Letters sent November 16, 2015	Complete
4	RFD: Economic Development Officer - Moved by Councillor Fieguth to hire a full-time Economic Development Officer who shall report directly to the Chief Administrative Officer; and that a salary grid be established for the position and the cost be included in the 2016 budget.CARRIED MOTION #15-103	Marian/Lisa	Job posting prepared - Deadline for applications Dec 4/15	In progress
5	RFD: Policy #GA 11-15 Corporate Credit Cards - Moved by Councillor McAlonan to adopt Policy #GA 11-15, the Corporate Credit Card Policy, as presented effective November 9, 2015. CARRIED MOTION #15-104	Karine	Policy distributed to all departments.	Complete
6	RFD: COPTER - Moved by Councillor Ford to accept the application and exempt the taxes for the Claresholm Curling Club for the 2016, 2017 and 2018 tax years. CARRIED MOTION #15-105 Moved by Councillor Cutler to accept the application and exempt the taxes for the Claresholm Golf Club for the 2016, 2017 and 2018 tax years. CARRIED MOTION #15-106 Moved by Councillor O'Neill to accept the application and exempt the taxes for the Prairie Winds Clubhouse Society for the 2016, 2017 and 2018 tax years. CARRIED MOTION #15-107	Lisa	Will notify interested parties of decision via letter	Complete
7	INFO BRIEF: Prairie Canada Future Game - Council directed administration to schedule the Prairie Canada Future Game for the evening of Thursday, December 10, 2015 at the Town Office.	Marian	Confirmed date with Linda Erickson	Complete

PREPARED BY: Karine Wilhauk, Secretary-Treasurer

APPROVED BY: Marian Carlson, CLGM – CAO

DATE: November 20, 2015

INFORMATION ITEMS



MUNICIPAL PLANNING COMMISSION MINUTES

October 16th, 2015

Town of Claresholm – Council Chambers

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

Staff: Jeff Doherty - Development Officer (Secretary to the Municipal Planning Commission)
Tara VanDellen – Infrastructure Administrative Assistant
Simon Janhunen – Director of Corporate Services

Public Present: Gavin Scott ORRSC, Travis & Sierra Booth

8:30 am	Call to Order /Adoption of Agenda	Motion to adopt the Agenda by Sharon Duncan CARRIED
----------------	--	--

Adoption of Minutes

- August 21, 2015

**Motion to adopt the Meeting Minutes
By Sharon Duncan**

**Seconded by
Councillor Ford**

CARRIED

Item 1: Information	DEVELOPMENT INQUIRY	Taken for Information
----------------------------	----------------------------	------------------------------

File: RPS00520
Applicant: Frontier Western Shop Ltd.
Address: 5110 & 5120 1A Street West
Legal: Lot 18-31, Block 126, Plan 147N
Regarding: Change-in-Use

Item 2: Action	DEVELOPMENT PERMIT	Motion to approved with conditions by Councillor O'Neill
-----------------------	---------------------------	---

File: D2015.089
Applicant: Danielle Slettede
Address: 662 49 Ave West
Legal: Lot 16, Block 4, Plan 731014
Regarding: Home Occupation – Massage Therapy

**Seconded by
Councillor Ford**

CARRIED



MUNICIPAL PLANNING COMMISSION MINUTES

October 16th, 2015
Town of Claresholm – Council Chambers

Condition(s) & Note(s):

Condition(s):

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

Note(s):

1. As per, Schedule 10, Section 10 of the Town of Claresholm Land Use Bylaw No. 1525, Municipal Planning Commission would like to emphasize that all permits issued for home occupations must be renewed annually and may be subject to periodic reviews and may be revoked if the Municipal Planning Commission determines that the use has become detrimental to the residential character and amenities of the neighborhood.
2. Please note that the home occupation development permit will lapse/expire if a business license is not obtained within 1 year from the date of approval, or subsequently, if the business license is not purchased annually.

Item 3: Action

DEVELOPMENT PERMIT

File: D2015.095
Applicant: Don & Karen Needham (Needham Trucking)
Address: 4117 5 St East
Legal: Lot Ptn 2, Block 3, Plan 6752JK
Regarding: Shipping Container

**Motion to approved with
conditions by
Jeff Kerr**

**Seconded by
Sharon Duncan**

CARRIED

Condition(s):

1. The shipping container must be sandblasted and painted to match the color(s) of the principle building or to the satisfaction of the Development Authority.
2. The shipping container must be located in the rear or side yards only, with a side yard setback of 3.0 metres (10 feet) and a rear yard setback of 6.1 metres (20 feet). Please see the diagram below which illustrates the envelope within which the shipping container must be located.



MUNICIPAL PLANNING COMMISSION MINUTES

October 16th, 2015
Town of Claresholm – Council Chambers

Item 4: Information Implementation of Strategic Plan: 2015-2018 Taken for information

File: RPS00502
Town of Claresholm Strategic Plan Year One Item 1(c)
Discussion of Land Use Bylaw Amendments with Town of
Claresholm Planner from Oldman River Regional Services
Commission

**10:20 am Adjourn Motion to Adjourn
By Councillor Ford**



PORCUPINE HILLS LODGE REGULAR MEETING

Tuesday October 6, 2015.

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

1. **Meeting called to order** by Earl Hemmaway at 3:00 p.m.
2. **Additions to Agenda** Lisa Added Housing Management Bodies 'Business Plan 2016-2020.'
3. **Acceptance of Agenda** Janice moved acceptance. Carried
4. **Acceptance of Last Month's Minutes** Lyal moved acceptance of minutes as presented. Carried
5. **Financial Report** Audrey moved acceptance. Carried.
6. **Manager's Report**
 - A suggestion of WIFI in the Suggestion Box free for Residents. Discussed that Lisa would contact SHAW Business for particulars on how to handle 'guests' on the WIFI. Will collect information on cost, implications, and security.
 - Lyal moved to accept the PHL Business Plan as presented. Lisa will submit ASAP as deadline is October 15, 2015.
 - Earl also initiated discussion of having sign by property line. May reserve for budget meeting. In the meantime, Lisa will get a quote for a 'V' double-sided sign and will confirm where property line ends.

Audrey moved to accept Manager's Report. Carried.

7. **Recreation report** Janice moved acceptance. Carried
8. **Maintenance Report** Lyal moved acceptance. Carried.
9. **Supportive Units** Currently 1 vacancies (#10). Couple decided not to move in.
10. **Correspondence** None.
11. **In Camera.** Janice moved to go in camera at 3:40 PM. Lyal moved to go out of camera at 4:20 PM.
12. Janice moved for a new sick leave policy to be presented at next meeting. Carried. Audrey moved to contract Canadian Linen for lodge's linens and towels, and to re-organize Laundry position as a part-time equivalent for Resident Laundry ONLY. Carried
13. **Adjournment** Lyal moved to adjourn at 4:25 PM. Carried.

Next Regular Board Meeting November 10, 2015 @ 3:00 p.m.

Chairman of the Board Signature

Chief Administrative Officer Signature

CLARESHOLM AND DISTRICT TRANSPORTATION SOCIETY
Board of Directors, September 18, 2015

ATTENDEES: Howard Paulsen - Lay Representative
Mike McAlonan – Town of Claresholm
Brydon Saunders – Lay Representative
Bob Thompson – Claresholm Seniors Center
Brian Comstock – Lay Representative
Jason Schneider – Vulcan County
Holly Gillespie – Lay Representative

REGRETS: Darren Allen - Wandering Willows
Leonard Lampman - Granum

Howard Paulsen, Chair called the meeting to order at 10:05am.

1.0 APPROVAL OF ADDITIONS TO AGENDA

Moved by Mike McAlonan to accept the agenda. Carried.

2.0 APPROVAL OF MINUTES

Moved by Bob Thompson to accept the minutes of the meeting held August 21, 2015. Carried

3.0 BUSINESS ARISING

1. Requests for a Webpage and to redo our promotional material – Lyal will work on this.

4.0 CORRESPONDENCE

1. AGLC – Casino has been moved to the 3rd Quarter of 2016
2. MARD – October 15th in Lethbridge – Howard Paulsen and Lyal will attend this half day workshop.

5.0 REPORTS

1. Financial Report – Moved by Lyal O’Neill to accept the financial report. Carried.
2. CAO/Resolution Status Report- Resolution/Progress report was presented by Lyal. Moved by Lyal O’Neill to accept the report. Carried.
3. Fundraising – Funds raised \$12,306.
4. Chairman’s report. Was presented by Howard.

CLARESHOLM AND DISTRICT TRANSPORTATION SOCIETY

6.0 NEW BUSINESS

- 6.1 Expanded Medical Services – Vulcan Grand Opening October 7, 2015.
- 6.2 Appointment of Casino chairperson – Neil Ohler has resigned as Casino Chairperson. Brydon Saunders will assume the responsibility of Casino chairperson.
- 6.3 CFL – Friends of the Foundation Dinner –September 22nd at 6:15 at the Lethbridge Lodge. Attending – Brydon/Guest, Bob/Elaine, Howard, Bert/wife.
- 6.4 Lyal will be on vacation September 23 – 25th, 2015.
- 6.5 Grey Matters Conference – Lyal attending on September 28-29th, 2015. Lyal will be off until October 5th, 2015.
- 6.6 Vacation – October 26 – 30th, 2015.

7.0 NEXT MEETING is on Monday, October 16th, 10:00 a.m. at WCCCC.

8.0 The meeting was adjourned at 11:10 a.m. by Brian Comstock.

cc. Town of Claresholm
MD
WCCC Laurie Watt
CGH Tracy Mitchell

SIGNED:

SIGNED:

Claresholm & District Chamber of Commerce
REGULAR MEMBER MINUTES

Tuesday, October 20, 2015
The Bridges at the Claresholm Golf Course

Present:

Russell Sawatsky	Marilyn Curry	Lorraine Norgard	Ken Favrholt
Linda Favrholt	Val Omscheid	Bernie Kennedy	Anita Wahl
Mike McAlonan	Todd Buhmiller	Shawn Ryer	Sally Lloyd
Tony Walker	Betty Fieguth	Linda Brooks	Rod Dyrholm
Marian Carlson	Barb Bell	Simon Janhunen	

1. Call Meeting to Order & Introductions

Russell called the meeting to order at 12:10 pm and welcomed everyone. He introduced this month's guest speaker, Marian Carlson from the Town of Claresholm.

2. Acceptance/Additions to Agenda

The agenda was accepted as presented.

3. Minutes of Previous Meeting

Minutes from May 19th, 2015's meeting were accepted.

4. Guest Speaker

Marian Carlson, CAO from the Town of Claresholm spoke on the upcoming plans of the Economic Development Committee that is being formed by the Town. She provided a handout package "The Town of Claresholm Strategic Plan 2015-2018". Simon Janhunen from the Town also spoke of upcoming plans. Our common goal is to entice and retain local businesses.

5. Treasurer's Report

Linda Brooks presented the financial statement.

6. Membership Committee Report

Two new members to the Chamber received. Russell addressed the question of "What do I get by joining the Chamber?"

7. Town of Claresholm Update

Betty gave update on Town of Claresholm activities/projects:

- Paving improvements up by Tim Horton's
- Annexation
- Free swim request
- Municipal AMA Councilor's report from Edmonton & Municipal Affairs Conference
- Present efforts of arranging a meeting with Minister of Environment

8. MD of Willow Creek Update

No report provided.

9. Web Page Update

Members expressed concern of further improvements needed. Russell will pass concerns onto Maria.

10. Old Business

- 10.1 2017 Chautauqua Day with Museum
Russell and Ken both spoke on upcoming plans for 150th Anniversary of Canada.

11. New Business

- 11.1 Request from Canadian Senior Pro Rodeo Association (October 15-18)
Lorraine read request from the Canadian Senior Pro Rodeo Association as Finals will be in Claresholm again in October for four days. Moved by Marilyn Curry and seconded by Rod Dyrholm that we commit \$500.00 in sponsorship. Carried.
- 11.2 Request from Claresholm Local Press re: Horse & Buggy Rides on Old Fashioned Christmas Night (November 27)
Linda read the letter requesting sponsorship. Todd Buhmiller moved and Lorraine Norgard seconded that we sponsor between \$735 and \$800 to cover buggy ride costs. Carried.
- 11.3 Family Day Event in February instead of Trade Fair
Discussion held on coming up with a Family Day event in February rather than the usual Trade Fair as it has not been that profitable in the recent years. Linda and Marilyn reported of reasons local businesses haven't/don't participate. Bernie and Todd discussed the benefit of a "virtual trade fair" that might work better. To be discussed further at November meeting.
- 11.4 Surprise Santa at The Station
Agreed that we support the \$1.00 for purchasing and helping with wrapping gifts so kids can buy a present for their parent(s).
- 11.5 Junior Achievement of Southern Alberta Project
Tony has initiated our involvement in this very beneficial program.

12. Correspondence

- 12.1 Heritage Event
Coming up December 12th. Please contact Marilyn Curry for more information.

13. Next Meeting

The next regular meeting to be held Tuesday, November 17th.

14. Adjournment

Meeting was adjourned at 1:15 p.m.

Please check out our updated website: <http://www.claresholmchamber.ca>



OLDMAN RIVER REGIONAL SERVICES COMMISSION

MINUTES - 6 (2015)

EXECUTIVE COMMITTEE MEETING

Thursday, October 8, 2015 at 7:00 p.m.

ORRSC Boardroom (3105 - 16 Avenue North, Lethbridge)

EXECUTIVE COMMITTEE:

Gordon Wolstenholme - Chair
Henry Van Hierden - Vice-Chair
Don Anderberg (absent)
Jim Bester

Bill Chapman
David Hawco
Tom Rose

STAFF:

Lenze Kuiper - Director

Barb Johnson - Executive Secretary

AGENDA:

- 1. Approval of Agenda - October 8, 2015
2. Approval of Minutes - September 10, 2015
3. Business Arising from the Minutes
(a) Adjustment for Budget Shortfall on Financial Statements
4. New Business
(a) Proposed 2016 Budget
(b) Organizational Retreat
(c) Provincial Funding Request
(d) South Saskatchewan Regional Plan Update
(e) Fee For Service Update
5. Accounts
(a) Office Accounts - August 2015
(b) Financial Statements - January 1 - August 31, 2015
6. Director's Report
7. Executive Report
8. Adjournment

CHAIR GORDON WOLSTENHOLME CALLED THE MEETING TO ORDER AT 7:00 P.M.

1. APPROVAL OF AGENDA

Moved by: Tom Rose

THAT the Executive Committee approve the agenda, as presented.

CARRIED

2. APPROVAL OF MINUTES

Moved by: David Hawco

THAT the Executive Committee approve the minutes of September 10, 2015, as presented.

CARRIED

3. BUSINESS ARISING FROM THE MINUTES

(a) Adjustment for Budget Shortfall on Financial Statements

- At the September 10, 2015 meeting, the Executive requested that the line item "Adjustment for Budget Shortfall" be added to the financial statements. The bookkeeper asked if this the same as "Allocation to Operating Reserve" which was used in previous years. If so, we haven't needed this line item since we now have the ability to adjust the fees annually.

4. NEW BUSINESS

(a) Proposed 2016 Budget

- The Director presented a preliminary budget which was used as a basis for discussion. Proposed Membership Fees are \$846,000 which is a 1.53% increase overall (also applied this increase to the cap). Calculations were based on 2015 equalized assessment, so if 2016 figures become available they will be incorporated. GIS fees reflect a 5% increase over last year and the Committee agreed this increase should apply to the cap as well. A revised draft of the proposed budget will be brought to the November meeting for approval before presenting it to the Board of Directors in December.
- The Town of Redcliff has approached ORRSC regarding potential membership, but were advised our doors are basically closed for now until after our organizational retreat. The Village of Duchess has also inquired about membership again. Both Duchess and Rosemary have received membership proposals in the past; the addition of these two villages would complete membership of all urban centres in the County of Newell.

Moved by: Bill Chapman

THAT the Executive Committee approve pursuing the Village of Duchess as a member of ORRSC if they desire.

CARRIED

Moved by: Tom Rose

THAT the Executive Committee accept the Proposed 2016 Budget, as information.

CARRIED

(b) Organizational Retreat

- Due to short timelines, the proposed organizational retreat will be held in January 2016 and the expense can be included in next year's budget. A retreat proposal submitted by a facilitator from the University of Lethbridge was reviewed, but Committee members requested that the Director continue to investigate other facilitators with more strategic planning and municipal experience (possibly Municipal Affairs or Administrative Justice).

(c) Provincial Funding Request

- Following the AUMA Conference, delegates from five regional planning agencies in the province (representing 142 municipalities):
 - Parkland Community Planning Services (PCPS)
 - Mackenzie Municipal Services Agency (MMSA)
 - Oldman River Regional Services Commission (ORRSC)
 - Palliser Regional Municipal Services (PRMS)
 - West Central Planning Agency (WCPA)

met with the Deputy Minister of Municipal Affairs to lobby for annual operating funds under the Alberta Community Partnership program, in a manner similar to the Capital Region Board and the Calgary Regional Partnership. Chair Gordon Wolstenholme and Director Lenze Kuiper represented ORRSC at the meeting.

- Regional planning organizations within the province (except for the Capital Region Board and the Calgary Regional Partnership) currently do not receive any annual financial assistance, other than occasional grants (under the ACP Program) for specific projects, including the Land Use Planning Intern component. All of the regional groups struggle financially. Budgets have been cut to the bare bones and providing the basic essentials required of a planning agency has proven very difficult and in some cases impossible.
- Currently both the Capital Region Board and the Calgary Regional Partnership receive \$3,000,000 on an annual basis as an operating grant. These two organizations provide similar services to an extent and not unlike PCPS, MMSA, ORRSC, PRMS and WCPA, would struggle financially without the yearly assistance of the province under the ACP program. This is critical to the future sustainability of the regional planning organizations and this is the most cost effective manner to deliver regional planning services for communities outside of the larger urban centres.
- The five regional planning organizations are asking for annual operating funds in the amount of \$1,000,000 each, reallocating funds under the existing ACP program. This change would result in the treatment of all regional groups equally.
- Executive Committee members suggested the issue also be brought to the attention of the Mayors and Reeves.

Moved by: Henry Van Hierden

THAT the Executive Committee accept the Provincial Funding Request, as information.

CARRIED

(d) South Saskatchewan Regional Plan Update

- Director Lenze Kuiper participated in a Regional Plan Update webinar from AUMA presented by the Land Use Secretariat. When a regional plan is adopted, municipalities must review their regulatory instruments, determine what changes are required (if any), make the necessary changes, and file a statutory compliance declaration with the Land Use Secretariat. The statutory compliance declaration declares that the regulatory instrument

review is complete, the regulatory instruments are aligned with the regional plan, and that the municipality is in compliance with the regional plan.

- The South Saskatchewan Regional Plan came into effect September 1, 2014 and our municipalities have until September 1, 2019 to declare their compliance with the Regional Plan. The Land Use Secretariat will not be auditing municipal decisions for compliance with the regional plans. The only way these decisions will come to the attention of the Secretariat is through the complaint process.
- The Regional Plans don't seem to be a priority of this new provincial government, so we will monitor how the Lower Athabasca Regional Plan is complied with before putting too much work into it.

Moved by: David Hawco

THAT the Executive Committee accept the South Saskatchewan Regional Plan Update, as information. **CARRIED**

(e) Fee For Service Update

Moved by: Jim Bester

THAT the Executive Committee accept the Fee For Service Update, as information. **CARRIED**

5. ACCOUNTS

(a) Office Accounts – August 2015

5151	Vehicle Gas & Maintenance	Imperial Oil	\$ 343.58
5280	Janitorial Services	Madison Ave Business Services	425.00
5285	Building Maintenance	Neudorf Plumbing	125.00
5285	Building Maintenance	Cam Air Refrigeration	432.75
5310	Telephone	Telus	149.77
5310	Telephone	Shaw Business	309.65
5310	Telephone	Bell Mobility	669.90
5310	Telephone	Yellow Pages	29.04
5320	General Office Supplies	Desjardin Card Services	123.06
5320	General Office Supplies	Desjardin Card Services	258.41
5320	General Office Supplies	Desjardin Card Services	167.80
5330	Dues & Subscriptions	Taber Times	46.00
5350	Postage & Petty Cash	Postage by Phone	1,500.00
5380	Printing & Printing Supplies	Peak Vocational Services	90.00
5380	Printing & Printing Supplies	Lethbridge Mobile Shredding	22.00
5440	Land Titles Office	Government of Alberta	272.00
5500	Subdivision Notification	Lethbridge Herald	514.80
5500	Subdivision Notification	Lethbridge Herald	695.76
5536	Rural IMDP Grant	Dave's Drive In	112.93
5570	Equipment Repairs & Maintenance	Xerox Canada	338.80
5580	Equipment & Furniture Rental	Xerox Canada	2,389.58
1160	GST Receivable	GST Receivable	426.61
		TOTAL	<u>\$9,442.44</u>

Moved by: David Hawco

THAT the Executive Committee approve the Office Accounts of August 2015 (\$9,442.44), as presented. **CARRIED**

(b) Financial Statements – January 1 - August 31, 2015

•

Moved by: David Hawco

THAT the Executive Committee approve the unaudited Financial Statements for January 1 - August 31, 2015, as presented. **CARRIED**

6. DIRECTOR'S Report

- The Director reported on his activities since the last Executive Committee meeting.

7. EXECUTIVE REPORT

- Committee members reported on various projects and activities in their respective municipalities.

8. ADJOURNMENT

Moved by: David Hawco

THAT we adjourn the regular meeting of the Executive Committee of the Oldman River Regional Services Commission at 9:10 p.m. until **Thursday, November 12, 2015 at 7:00 p.m.** **CARRIED**

/bj

CHAIR: 



PRESENT:

Mayor George Bohne	Town of Raymond	Mayor Eric Jensen	Village of Barnwell
Mayor Gordon Reynolds	Town of Bow Island	Mayor Ed Weistra	Village of Barons
Mayor Maggie Kronen	Town of Cardston	Mayor Tom Butler	Village of Coutts
Mayor Dennis Cassie	Town of Coalhurst	Mayor Cliff Ayrey	Village of Longview
Mayor Blair Painter	Crowsnest Pass Mun.	Dep. Mayor Ben Goetz	Village of Glenwood
Mayor Rene Gendre	Town of Fort Macleod	Mayor Rafael Zea	Village of Milo
Dep. Mayor Brenda Beck	Town of Magrath	Mayor Don McDowell	Village of Nobleford
Mayor David Hawco	Town of Milk River	Reeve Brian Hammond	MD of Pincher Creek
Mayor Wendy Jones	Town of Picture Butte	Dep. Reeve Dwight Tolton	MD of Taber
Mayor Don Anderberg	Town of Pincher Creek	Reeve Neil Wilson	MD of Willow Creek
Mayor Henk De Vlieger	Town of Taber	Dep. Reeve Phil Jensen	Warner County
Mayor Margaret Plumtree	Town of Vauxhall	Reeve Molly Douglass	M & R of SE AB
Mayor Thomas Grant	Town of Vulcan	Mayor Chris Spearman	City of Lethbridge
Bev Bellamy	Administrative Assistant	Councillor Jim Turner	City of Medicine Hat

Guests:

Minister Shannon Phillips, MLA	Lethbridge West	Maria Fitzpatrick, MLA	Lethbridge East
Pat Stier, MLA	Livingstone-Macleod	Bob Jones, Zone Rep	AAMD&C
Dave Schneider, MLA	Little Bow	Dennis Hatt, Chairman;	Community Foundation of
		George Hall, Exec. Dir.	Lethbridge & SW Alberta

1.0 WELCOME AND INTRODUCTIONS

Mayor George Bohne called the meeting to order at 1:00 pm.

2.0 ADOPTION OF THE AGENDA

Moved by Mayor Tom Butler to adopt the agenda with two additions:
New provincial park discussion – Reeve Brian Hammond
Update on fibre optics – Mayor Rene Gendre. **Carried.**

3.0 ADOPTION OF THE SEPTEMBER 4 MEETING MINUTES

Moved by Mayor David Hawco to adopt the September 4, 2015 minutes. **Carried.**

4.0 BUSINESS ITEMS ARISING FROM MINUTES - none

5.0 REPORTS

5.1 MP Reports - none

5.2 MLA Reports

Maria Fitzpatrick, MLA – Lethbridge East

- Brought greetings from Premier Notley and is happy to attend the meeting today.
- She is working with different groups moving forward to represent the people of her riding and the province of Alberta, and is doing that based on feedback received from constituents.
- Informed the M & R of misinformation publicly stated in the media with regard to the corporate tax rate and minimum wage being presented as if the two are together. The tax rate for small business continues to be 3%, it has not changed and is not expected to change.

- Wants to work with the M & R; open to hearing about your issues, proposals and concerns. To arrange a meeting with her, call Sherry Hunt at the Constituency Office (403-320-1011).

Shannon Phillips, MLA – Lethbridge West; Minister of Environment and Parks, Minister Responsible for the Status of Women, Deputy Government House Leader

- Attended roundtable for renewables regarding the climate change process This is the voice of individual groups in southern Alberta to ensure we diversify the economy.
- Involved in ongoing public consultation on Castle Crown and off highway vehicle users.
- Announced funding for the City of Lethbridge Green Trip Initiative; other funding will be announced later.
- The message from Premier Notley and Minister Deron Bilous, Municipal Affairs, is a message of stability with government leadership to deliver services and safeguard jobs in the economic downturn. This will be reflected in the budget.
- David Dodge, former Bank of Canada Governor, is doing an assessment of capital investment and will take the politics out of the capital planning process. He is well respected and gave good advice on how to proceed.
- Reallocation in departments by moving dollars from lower priority to higher priority with a focus on investment in communities, health care and municipalities.
- Wants to hear from the M & R regarding infrastructure and other needs that have been identified as high need.

Castle Provincial Park Discussion - Reeve Brian Hammond

Reeve Hammond questioned Minister Phillips on the consultation period of one month - closing date of October 5 - for the Castle Park and if it is possible to have an extension of this time frame to give communities more time to provide input.

- Minister Phillips stated that the consultation period of one month is for the amendment to the SSRP. The parks management piece is moving forward and will have lots of opportunity for discussion on this. This is an opportunity to run parallel tracks to put all the pieces of economic development and multiple uses together to get the right outcomes for all the space.
- Door is more open than closed; the SSRP is one small piece and it will not have less input, but rather more. Cabinet is committed to having the right diversification tools in place.
- Minister Phillips plans to be in Lethbridge more often now that the transition period is over and it will be easier to meet with her to have these conversations.

Dave Schneider, MLA – Little Bow

- Construction of the roundabout is wrapping up and will solve many problems.
- Coalhurst intersection into the town will be completed after the CP puts up their new lights.
- Attended the Committee for Resource Stewardship meeting in Edmonton.
- Awaiting the budget – Legislative Assembly session resumes on October 26.

Pat Stier, MLA – Livingstone Macleod

- Has taken on the role of official opposition to Municipal Affairs.
- Attended the AUMA convention
- Government will go back to regional planning and pursuing regional planning boards; will cause an extra body for review in planning and process.

- Minister Bilous is sensitive to the discussions on the linear tax; MLA Stier will continue to monitor this.
- Funding returned for municipalities for FCSS and STEP program - good to see.
- Will continue to pursue rural ambulance issues.
- If you have any concerns, please contact MLA Stier, he wants to be effective as the opposition.

6.0 Presentation: Dennis Hatt, President and George Hall, Executive Director Community Foundation of Lethbridge and Southwestern Alberta

- George Hall gave an overview of the history of the Foundation. It was established in Lethbridge in 1966 and today the foundation giving comprises 130 funds, the estimated value is \$24 million in assets.
- There are three ways to give: community priorities, issues, and interest and direct charity support.
- Organizations can form endowments for their own use; people can give directly to those and smaller amounts can be contributed to grow the endowment.
- Municipalities under the CRA are qualified donees and can receive grants, accept donations and issue tax receipts.
- The Community Foundations of Canada and the Governor General will hold a Random Act of Kindness Day on Friday, November 6. Contact the Lethbridge office to receive a poster and kindness cards to pay it forward. The Foundation asks people to send in what kindness they have performed and there will be 10 random draws for \$500 in grants to be given to the charity of their choice. Contact the office to receive these kits.
- Inspiring Philanthropy Luncheon will be held on November 13.
- Copy of the PowerPoint presentation distributed with October minutes.

Contact information for the Foundation:

404 – 8 Street South, Lethbridge, AB T1J 2J7

Phone: 403-328-5297; Email: office@cflsa.ca Website: www.cflsa.ca

5.0 Reports Continued

5.3 Alberta Southwest Regional Alliance Report – Mayor Blair Painter – no report

5.4 SouthGrow – Mayor Margaret Plumtree

- Sent out newsletter to all members.
- Completed profile for business attraction and will soon start the site selection training.
- Looking for someone to help update the website.
- Welcomed new community members Arrowwood, Magrath and Vulcan County.
- Broadband is ongoing; SouthGrow will attend the Olds conference for more information and to report.

5.5 AUMA – Mayor Kim Craig

- AUMA Convention had a glitch in the computers in election process so will need to vote again. Was happy to see the MLA's in attendance with full participation.

5.6 AAMD&C – Councillor Bob Jones, Zone Rep

- Waiting for the budget to come down.
- Would like to have meetings with the new government and to spend time with them so they learn about rural Alberta. Will meet with each opposition leader this Friday and meet with them once a year.

- AAMD&C Convention is November 16-19.
- AAMD&C meets with the individual council of each municipality every three years.

5.7 Associate Dean's Advisory Council - Mayor David Hawco

- No meetings yet; will give report.

5.8 Oldman Watershed Council – Mayor Blair Painter

- Report distributed with agenda.
- Need volunteers to help with restoration in Hidden Creek and Dutch Creek.
- A Water Well Workshop will be held on November 19, sponsored by the MD of Willow Creek and OWC.

5.9 Highway #3 Association – Mayor Blair Painter

- Will continue to make headway with Ministers to keep project moving forward.
- Will ask for a letter of support from the M & R to request funding from the government to support an Executive Director position. This will help to organize information and to provide government access to it and to have a better understanding of the gross domestic contribution of this highway.

5.10 Fibre Optics Update – Mayor Rene Gendre

- Minister Brian Mason is interested; now the implementation needs to be pursued in the urban areas and ensure that MD's are included in the implementation.
- Digital Futures Symposium will be held on October 15 & 16 in Olds; presenter is Dr. Mark Wolfe. All are welcome to attend the symposium.

6.0 BUSINESS

6.1 Community Issues Discussion – Mayor George Bohne

- Received feedback from several people on the issues faced by municipalities.
- At the AUMA conference MLA's and Ministers showed interest in attending our meetings.
- Will extend an invitation via letter to Minister Deron Bilous, Municipal Affairs; Minister Sarah Hoffman, Health and Seniors; and Premier Rachel Notley.
- Additional ministers to extend an invitation to include Minister Brian Mason, Transportation; Minister David Eggen, Education and Culture/Tourism.
- Whenever you meet with Ministers, talk about the M & R and follow up with an email to Mayor Bohne to let him know of your discussion so that when he contacts them he can reference this discussion in his letter. When we invite Ministers, we give them several dates, do our best to accommodate their schedules and communicate the advantage for them to talk to a large number of municipalities at one time in one meeting.
- If Minister Hoffman agrees to attend a meeting, we need to be prepared to develop and discuss our positions re ambulance issues and regional health services and then prepare one document to address the issues as it applies to all of our municipalities.

Action Item for Mayors and Reeves:

- Identify the issues your community faces and provide a summary of them to Mayor Bohne (bohne@raymond.ca). You only need to identify your issues and possibly offer solutions, not prioritize them; the issues could come out of your strategic plan.
- Mayor Bohne will compile the issues, they will be discussed at a M & R meeting to decide the best ones to pursue as a group, and then brought forward to the Ministers/government.

- Some possible topics/issues: health, internet high speed access, education, transportation, water management, roads and bridges and infrastructure.

6.2 Appointment of Two Directors for a two-year term to the Oldman Watershed Council (OWC) board – Mayor George Bohne

Two Directors are appointed from the Mayors & Reeves to serve a two-year term on the OWC Board of Directors; 1 representing rural municipalities and 1 representing towns/villages.

Moved by Mayor Eric Jensen to appoint Mayor Blair Painter to represent towns/villages on the OWC board for a two-year term. **Carried.**

Moved by Tom Butler to appoint Reeve Brian Brewin to represent rural municipalities on the OWC board for a two-year term. **Carried.**

6.3 Castle Park Consultation – Reeve Brian Hammond

Further discussion on the Castle Park Consultation and if it is useful to send a follow-up letter to Minister Phillips regarding this.

Moved by Mayor Ed Weistra that the Mayors & Reeves write a letter to Minister Shannon Phillips expressing the concerns discussed regarding the consultation process recently announced for the new provincial park in the Castle area. **Carried.**

Reeve Hammond and Mayor Bohne will draft the letter to send out to M & R for their response before sending it to Minister Phillips.

7.0 Next Meeting Date

Friday, November 6, 1 pm - Culver City Room, Lethbridge City Hall

8.0 ADJOURNMENT: Moved by Mayor David Hawco to adjourn meeting. **Carried.**

ACTION ITEMS FROM OCTOBER 2, 2015 MEETING	PERSON RESPONSIBLE
<p>Identify the issues your community faces and provide a summary of them to Mayor Bohne (bohne@raymond.ca). You only need to identify your issues and possibly offer solutions, not prioritize them; the issues could come out of your strategic plan.</p> <p>Mayor Bohne will compile the issues, they will be discussed at a M & R meeting to decide the best ones to pursue as a group, and then brought forward to the Ministers/government.</p>	<p>Mayors & Reeves</p>

HORIZONS

CHINOOK ARCH REGIONAL LIBRARY SYSTEM NEWSLETTER

MISSION STATEMENT: *Chinook Arch Regional Library System creates and supports the structure for a network of cooperating libraries in Southwest Alberta to share resources in a cost-effective manner.*

OUR VISION: *Residents of southwest Alberta, through their local library, have access to shared print and digital resources which support literacy, lifelong learning and an excellent quality of life.*

Coaldale Public Library

From Hannah Lee

From September 1st to September 10th I had the pleasure of touring around Scandinavia by bike with 100 other librarians in the Cycle for Libraries conference. Cycle for Libraries is a non-profit organization that advocates for the importance of libraries and promotes networking all on an international scale, and is economical while improving physical wellbeing for library professionals.

We kicked the tour off in Oslo, Norway with the destination to be Aarhus, Denmark where a brand new Urban Media Space had recently opened. The agenda had scheduled us to make over 20 library visits; both public and academic, see a few museums, and take in all the beautiful landscapes that Northern Europe had to offer. The average day on the CYC4Lib tour would start at 6:00am with a wakeup call that was delivered via bike horn, breakfast would be served and by 7:00am we were on our bikes cycling to the next town or library. Every library we visited was a gracious host, they greeted us with snacks of fresh fruit and candy native to their country, a cold or hot beverage, and some libraries even had a welcoming party for us which included marching bands! The evening would conclude around 9/10pm with a sponsored dinner, and the opening of our travelling Library Bar – which some cyclists took full advantage of. Over the course of the ten days we cycled a total distance of 730 kilometers with an elevation gain of over 5000 meters.



Continued on Page 2

Our accommodations weren't always as luxurious as one would hope after cycling 12 hours, some nights we were put up in school gymnasiums or community centers (to be fair, we were warned to bring a sleeping bag and mat), one night we had a sleep over in a library, while other nights we stayed in hostels – those were the nights that we celebrated the most. The food however made up for the less than ideal sleeping arrangements. Travelling alongside us was our very own chef from Helsinki, Finland, Nippe. During the Cycle for Libraries tour Nippe would close down his restaurant in Finland and graciously cook for us; his food was always the light at the end of a long day!

The 10 days we cycled from Oslo to Gothenburg to Aarhus were some of the longest and wettest days I have ever endured, but they were also some of the most rewarding ones. Each time we visited a library, I would aim straight for one of those comfy couches or chairs we all know libraries are famous for, but at each library I also learned something new and inventive that differed from our libraries here in the Chinook Arch System. In Norway we heard about their new legislation that mandated libraries to house routine debates and forums, in Sweden we were introduced to literature houses (litteraturhaus), and in Denmark we learned that many of their libraries are self-serve and only staff their buildings a few hours of the day. These however, are just a few highlights of the very innovative libraries we visited in Scandinavia.

I will be holding a travelogue on November 10th at 7:00pm at the McCain Gallery in the Coaldale Library for the public, our patrons and anyone interested in hearing more about my trip, the conference, and the libraries. If you're able to attend I'd love to see any or all of your faces!

Lethbridge Public Library

Tourism Champion: Lethbridge Public Library!

Award for Lethbridge Presents Program

Numerous people working together on the Lethbridge Presents Program have resulted in recognition of the program by the Chinook Country Tourist Association at the Southwest Service & Tourism Awards event this fall. The purpose of the awards is to honour those whose efforts help make Southwest Alberta a great place not only to visit, but to live.

Terra Plato, Acting CEO at the Library, says “it's so exciting that the Library is being recognized for this innovative program and the benefits it brings to the community. The feedback we have received on the program from our customers has been overwhelmingly positive.”



Emily Lumley, Library technician, (right) receiving the Tourism Champion award on behalf of the Lethbridge Public Library, from the award's sponsor, Gillian Nish (left) of Execuserv Plus.

The success of this program is attributed to the steering committee of community members, the partners who have joined the program, the Library staff who have implemented it and the many, many members of our community who have embraced it. Lethbridge Presents allows you to access events and venues in the City via your library card encouraging you to *Discover Your City*. ***“It also helps increase awareness, investment and attendance at local events and venues, which is the reason the Library was recognized as a 'Tourism Champion',” said Terra Plato, Acting CEO.*** LPL is looking forward to welcoming additional partners and community organizations to participate in the Lethbridge Presents Program.

Continued on Page 3

Membership Plus

The Friends of the Lethbridge Public Library ran a special promotion for October – any Lethbridge resident who bought an annual membership at the Galt Museum and Archives, SAAG or Casa had the opportunity to receive a Library card at no additional expense. This initiative sought to promote the Library as a cultural organization whose role is complementary to the experiences offered by the other participating organizations. After reviewing the outcome of this pilot, the Friends might expand the offer to include other groups with membership fees in the future.

Incorporating Physical Literacy into Programs

From Barbara Longhair

Allison Pilsner from Lethbridge College's Be Fit for Life program delivered a workshop for 12 LPL staff and 3 regional staff. The program was designed to teach us what physical literacy is and why it is important and how to use fun activities to include these principles into our programming.

We learned that you don't have to be an athlete to get out and have fun. This fall Children's Services will be incorporating physical literacy into some of our established programs and also trying out some new programs like Move and Play. After all, play is the business of childhood and maybe far beyond childhood as the popularity of the loaned Frisbee golf catcher at The Crossings Branch made clear.



HELLO NEW PIANO!

Join us for our *Grand Affair Gathering* November 17th at 7 p.m. as we celebrate the joy a new piano in the Theatre Gallery at the Main Branch will offer to community musicians in the years to come. Details at www.lethlib.ca

Thank you to our piano donors:

- Community Foundation of Lethbridge and Southwestern Alberta
- City of Lethbridge Community Capital Project Grant
- Friends of the Lethbridge Public Library

Lethbridge Public Library

ATB Home Customer
ATB First Customer

Claresholm Public Library

Museum Speaker Series: Claresholm Before 1914 Wednesday, October 7 - 7:30 pm

This was a partnership speaker session with the Claresholm & District Museum, presented by Ken Favrholt, the museum director. Ken gave some fascinating details and provided historical images on Claresholm during its earliest settlement period.



Pink Tea Party Friday, October 16 - 2 - 4 pm



An annual event in which we honor the Famous 5 and their success in winning The Person's Case, (Oct. 18, 1929). Planned and supported by the Friends of the Library, with guest speaker Linda Ervin, tea and snacks, live musical entertainment, and a "Mad Hatter's" hat contest!

We had a surprise visit from Nancy Millar, Calgary author who has written several local history books.



Backyard Birding - With Ken Orich Tues. Oct. 20 - 7 pm

Partnership Presentation by the Garden Club and Claresholm Library



Accredited bird watcher Ken Orich presented suggestions and demonstrative images to the audience of 32 on what types of plants and ecological structures are the most effective for inviting birds to live in their gardens.

MovieTime @ the Library - Showing: "Jurassic World" Wed. Oct. 21 - 7:30 - 9:30 pm

12 attended our Monthly free teen/adult event showing a recently released PG-13 blockbuster movie, offering popcorn for \$0.50 with the film.

Continued on Page 2

Tales & Rhymes - Halloween Special
Wednesday, October 28, 10:30 - 11:30 am
Partnership Program with Project READ



Our weekly interactive story time and crazy rhyming puppets ... with a Halloween twist!

36 children up to 5 years joined us in costume for our pre-school happy hour, which ended with a costume parade and some snacks.



We wind up October with the Kids Movie Club Showing “Minions”
Friday, October 30, 2:00 - 3:30 pm

Monthly feature for kids 5 and up, showing this free blockbuster hit movie on the story of the infamous Minions before they met their current “boss” Gru! Licorice treat and volunteer adult supervision provided for the film.

Chinook Arch Regional Library System

Spotlight on Hoopla

From Megan Clark
Public Services Librarian

From October 30 – November 20 the spotlight is on Hoopla! As part of our 2015-2016 promotion plan to more effectively market our services and resources we devote three week periods to specific resources. For Hoopla, we will be highlighting all of the amazing content available at your fingertips and on-demand. Hoopla offers thousands of movies, television shows, music albums, audiobooks and ebooks for mobile and online access. Instant streaming and temporary downloading allow patrons to discover titles and immediately enjoy them. Brand new additions to the Hoopla collection include Marvel comics and Disney ebooks.



We will be highlighting the collection via social media and libraries will receive promotional materials to share with their patrons.

Important Dates

November 15 | Acquisitions 2015 Ordering
Deadline

December 3 @ 5:30 pm
Chinook Arch Board Meeting

November 27 @ 5:00 pm
Chinook Arch Board and Staff Christmas Party

January 11 @ 9:30 am
Librarians Committee | @ 1:00 pm Annual Reports
Workshop



Library Tour Day!

From Megan Clark
Public Services Librarian

On Monday October 19th we held our inaugural library tour day! Library and Chinook Arch staff spent the day visiting the Lethbridge Public Library Main and Crossings branches, Coaldale Public Library, and the Taber Public Library. We had a blast! Check out the Chinook Arch Facebook page for photos from the tours. Thanks to everybody who took part and made the day so much fun!

Getting to Know ... Connie Clement

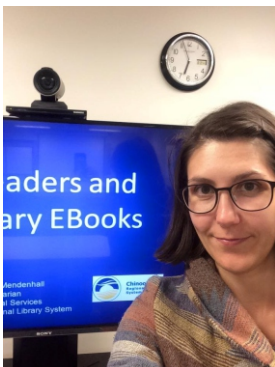
Connie Clement is the new Library Manager at the library in the Town of Vulcan. She has been working there for 4 months. For the last 10 years, she was an educational assistant at Vulcan Prairieview Elementary School. In her current position, she likes that this is a community oriented job and getting to know all the patrons! She likes to read Mystery with some humour. Robert Parker, Janet Evanovich are two of her favourites. As well, Connie knows a lot about cooking. She has had many years on the front end of restaurant industry and in the kitchens cooking. She still takes on the odd catering job.



Tech Time at Your Library

From Megan Clark, Public Services Librarian

We've been busy hosting tech sessions in libraries across the system. If you would like to host a tech time for your patrons or book one for yourself and your staff to learn to use eReaders and access our digital resources (like Hoopla, Zinio and OverDrive) get in touch with your library consultant to make a date.





Oldman Watershed Council

What's Happening at the OWC!

Dutch Creek Restoration Event



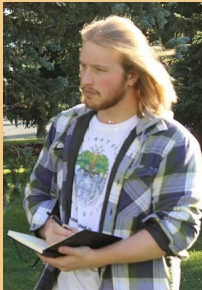
Thank you - Volunteers!

A big thank you to the 50 volunteers who planted willows, gathered leaves, installed signs and built a barricade in Dutch Creek on October 17 and to all the partners and funders for making it possible!



Volunteers enjoying a lunch break

Our effort to restore a large ford crossing will reduce sediment runoff into the creek which is home to endangered Westslope Cutthroat Trout.



Riley Sawyer

[Read more](#) about the Dutch Creek Restoration Event from one of the volunteers and OWC's Communication Intern Riley Sawyer.

OWC Lunch and Learn

We had our first Lunch and Learn on September 30 to share updates on our Engaging Recreationists and Film Projects and we had many great discussions and networking ice breakers. About 40 people joined us to hear the results from our research over the summer interviewing and surveying off



Discussion on the Engaging Recreationists Project

highway vehicle (OHV) recreationists and backcountry campers, as well as reviewing existing information. Our key

learning is that there are 2 distinct types of OHV users who are looking for different experiences and therefore have different needs. We now have a much better understanding of the user perspective and will use this research to guide the design of our programs for next summer.



William Singer III giving update on the filming on the Blood Reserve

The film trailer was also shown and we shared how the summer has been very challenging for capturing footage between all the rain, smoke and even ticks. The film project has allowed many watershed experts and community leaders to tell their stories and voice their concerns and hopes for the future. We are very excited to have captured these voices and to be able to share them with you over time through the film and shorter videos. To view the Film Project Trailer, [click here](#).

Recreational Vehicle User Education Program

Over the summer and fall we had two Outreach Assistants, Adam Janzen and Rowan Garleff busy in the headwaters as part of our Recreational Vehicle User Education Program.

We focused our efforts on building relationships within the OHV community and on developing a better understanding of the concerns, barriers, and opportunities facing OHV riders and random campers. Our primary goal was to clarify what, if anything, we could do to support recreationists to steer clear of water. Read more [here](#).



Interns Adam Janzen and Rowan Garleff

OWC welcomes Larin Guenther, Planning Manager



Larin Guenther

Larin Guenther was born and raised alongside the Oldman River in Lethbridge, AB. Most recently, she has worked at Tervita with a role in Waste Processing where she coordinated proper and environmentally regulated waste disposal for her clients. Previous to Tervita, Larin worked for Bullfrog Power, and as an Environmental Planner in southern Alberta with CA Planning. She has also held numerous roles in non-profits and other organizations, including Calgary EATS!, the Alberta Indigenous Games, the Digital Youth Council and the Vancouver Aquarium.

Larin holds a BSc in Neuroscience from the University of Lethbridge and an MSc in Environment and Management from Royal Roads University.

Taking on the role of Planning Manager at the OWC, Larin is committed to . . . [read more](#)

Welcome Cody to the Watershed Legacy Program (WLP)

Cody Spencer comes to the OWC's Watershed Legacy Program with a connection to the land. A lifelong southern Albertan, he has a fascination with how this place came to be and what the future holds. He was drawn to bison ranching because of its potential for sustainability and grassland conservation, and bison's natural adaptations to the harsh climate of the northern plains. He launched his grass-fed bison meat venture Sweetgrass Bison in the spring of 2014.

Information to apply as a funding recipient, or to become a WLP sponsor is [here](#).



Cody Spencer

What Does the Liberal Federal Government Mean for Environmental Issues?

Mairin Gettman, OWC Intern and Political Science Student at the University of Lethbridge, shares insight into what we can expect and her hope for an active citizenry. It is inspiring to see young watershed residents getting involved in politics and we encourage Mairin's continued initiative!

A change in government is always exciting but can also make us anxious: what kinds of changes will this new regime make? Will they be positive changes? How well will they collaborate with the provinces? A looming issue, largely disregarded by the previous federal government has been . . . [read more](#)



Mairin Gettman

Film Project



Interview with Shirley Pickering

We have been filming throughout the summer and have just finished in High River along the Little Bow. We are moving into post-production to construct key messaging for our three audiences: scientists, public and children. Behind-the-scenes photos of all of our locations can be found [here](#).



Holding the Reins - it's back!

HTR is a landowners summit for agricultural producers to share their stories of stewardship with the public, learn from each other and about some of the "hot topics" in the watershed.

It is typically held in February - we'll keep you posted on the date!

AVIVA Community Contest

The judges of the Aviva Community fund are now reviewing the finalists and the Grand Prize winners will be announced December 2nd. Sadly, the Oldman's project bid didn't make it into the finals, but we would like to thank everyone who participated and voted! Find out more about the finalists [here](#).

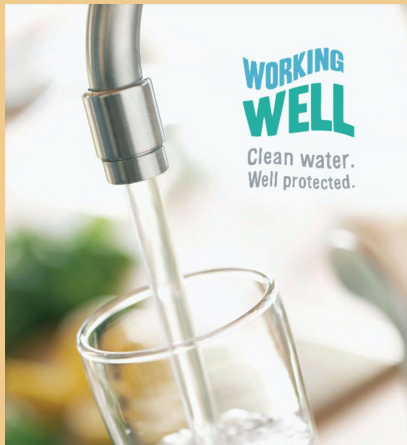
Green Drinks Invitation - #GreenDrinksYQL

Green Drinks meets in Lethbridge on the first Tuesday of every month at 4 pm at the Owl Acoustic Lounge - **next meeting is Tuesday, December 1.**

- Meetings are on an open-house, informal basis - all are welcome, bring a friend, to enjoy conversing and sharing in an easygoing manner.
- Drinking is not a requirement, but paid for individually by the drinker.
- On December 1 we will talk about shared hashtags and better collaboration on social media.
- Group focus is: communication, outreach, collaboration, environment, community, networking, learning, social media, marketing, mentoring, cutting down on duplication of effort, enjoying each other's company.
- Overall focus is on developing communication professionals and practice in Lethbridge.

What is Greendrinks? What began in 1989 in a pub in Northern London has now spread to over 488 cities in 49 countries - and it's still growing! Greendrinks brings together a lively mix of people from all walks of life: academics, NGOs, local businesses and government agencies. The goal is to create an organic, self-organizing network where everyone is welcome. It's a great way to catch up with people you already know, as well as an opportunity to meet new people and make new connections. These events are very simple and unstructured, but many people have found employment, made friends, developed new ideas, done deals and had their own share of "aha" moments.
For more information on Greendrinks International, visit www.greendrinks.org

Events & Activities in and around the Watershed



Working Well Workshop

MD of Willow Creek & OWC presents
FREE Water Well Management Workshop

November 19, 5:30 pm - supper provided

Ardenville Hall (South of Ft. Macleod on Hwy 810)

If you are one of 450,000 Albertans who use their water well for household purposes, the key to ensuring your water supply is safe and secure is knowing how groundwater works, learning about your well and understanding how to properly maintain it.



For more information, [click here](#).

Register by November 13.

To attend the workshop, please pre-register by calling Carla Preachuk or Ron MacKay at MD of Willow Creek office 403-625-3351 (ext. 229) or email carla@mdwillowcreek.com

Southern Alberta Council on Public Affairs (SACPA)

Alberta's Environment: What are the Priorities?

Presenter: Minister Shannon Phillips, Minister of Environment and Parks

Thursday, November 12, 12 noon at Country Kitchen Catering
(lower level of The Keg, 1715 Mayor Magrath Drive South)

OHV's and Grassland in Lethbridge

Presenter: Becky Cousins

Thursday, November 19, 12 noon at Country Kitchen Catering
(lower level of The Keg, 1715 Mayor Magrath Drive South)

For more information and to register, visit SACPA.ca

Sustaining Alberta's Headwaters: Science Symposium

November 25, Calgary Zoo

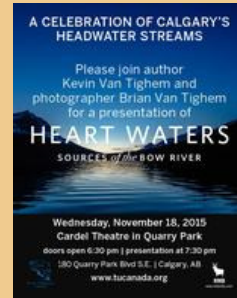
Presented by Forest Management Branch, Alberta Agriculture and Forestry

See the [workshop agenda](#) and [registration form](#) attached.

Send completed registration forms by **November 20th** to Wendy.Machan@gov.ab.ca or by fax to 780-427-0085.

**Celebration of Calgary's Headwater Streams (Trout Unlimited Canada)
November 18, 6:30 pm (presentation at 7:30), Cardel Theatre -
Calgary**

Author Kevin Van Tighem will be joined by photographer Brian Van Tighem for a presentation of "Heart Waters: Sources of the Bow River." All proceeds from the event will help support Trout Unlimited Canada's conservation efforts. Please [click here](#) for event details and tickets.



2016 Shelter Belt Tree Program is launched. For more information, [click here](#).

Conferences



Alberta Irrigation Projects Association 2015 Conference
November 23-25, Lethbridge Lodge Hotel
Two weeks left to register for AIPA's Water Conference

[Click here](#) for registration and information and [here](#) for the Speaker and Talk List for the conference



**Alberta Irrigation
PROJECTS ASSOCIATION**

Farming Smarter Conference
December 8 & 9, 2015

Coast Lethbridge Hotel
Cost: \$225 full, \$150 one day, \$30 banquet
Register and find full agenda: www.farmingsmarter.com
Keynote presenters: David Montgomery, John Knapp and Peter Johnson



11th Prairie Conservation and Endangered Species Conference - Feb 16-18, 2016
First Call for Posters & Presentations

Saskatoon Inn, Saskatoon, Saskatchewan
Theme: "Prairie - It's a Happening Place!"
[Registration](#) is now open; early bird rate until January 15.

Two awards will be given out at the Prairie Conservation and Endangered Species Conference: the [Young Professional Stewardship Grant](#) and the [Prairie Conservation Award](#). Nominations are due on November 30 and should be submitted to awards.pcsc@gmail.com.

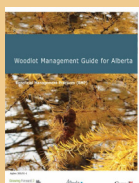
Reports

2015
WATER AND
HYDRAULIC FRACTURING REPORT
Where knowledge can best support decisions in Canada



The rapid rise in the development of unconventional oil and shale gas reserves over the last decade has been accompanied by a similar explosion in levels of discussion and debate on the topic. Central to the vast majority of conversations about hydraulic fracturing is the issue of water - its use, management and protection, and ecological and socio-economic importance.

Canadian Water Network's 2015 Water and Hydraulic Fracturing report summarizes what we know now, what we most need to know, and what is reasonable for advancement through targeted research. 2015 report now available for download [here](#)



Alberta Agriculture and Forestry has published a guide for landowners who are looking to increase their knowledge or experience with forestland management.

[Click here](#) for the Woodlot Management Guide for Alberta.

Requests for Proposals and Funding Applications

Lesser Slave Watershed Council is seeking the services of a qualified person to help develop a governance and policy manuals. [Click here](#) for the RFP.

Alberta Environment and Parks is pleased to announce that the third round of **Watershed Resiliency and Restoration Program funding applications** will be accepted until January 15th in a joint program approach with the Agricultural Watershed Enhancement Program.

More details of eligibility for these grant programs are at www.wrrp.alberta.ca. For timely responses please direct any correspondence to our joint program email at GOA.Watershed@gov.ab.ca. You are also welcome to contact Monique Dietrich at monique.dietrich@gov.ab.ca if you have any questions.

See what's happening on our social sites:





November 12, 2015

Marion Carlson, CAO
Town of Claresholm

RE: Old Fashion Christmas

We are nearing completion of plans for the Old Fashion Christmas evening kick-off to Christmas shopping for Friday, November 27, 2015.

Plans are pretty much the same as what has taken place in the past as follows:

5:30 - start serving Beef on a Bun from Claresholm Pharmacy.
6:15 - Christmas Carollers around the Christmas tree in the parking lot.
6:30 - Official lighting of the Christmas tree by 2014 Citizens of the Year
6:30 to 8:30 - horse drawn wagon rides starting from the downtown parking lot
6:30 to 9:00 - music in downtown parking lot provided by Desperado Sound
Santa has gone Loonie - at FCSS (children can purchase donated gifts for \$1 to give to their parents for Christmas)
Bonfire in downtown parking lot - attended by Claresholm Fire Dept.
Museum board and staff planning activities as well.

Note - I was just contacted this morning that perhaps through the Ministerial - we could have a live nativity scene. We discussed the possibility of doing this in Ringrose Park or in front of the museum. I will contact the town as soon as I know whether this will happen and where it will happen.

I have already been in contact with Mike at public works for what needs to be done with them.

If you have any questions or concerns - please contact me.

Sincerely

Roxanne Thompson



PRESENT:

Mayor George Bohne	Town of Raymond	Mayor Ed Weistra	Village of Barons
Mayor Gordon Reynolds	Town of Bow Island	Mayor Tom Butler	Village of Coutts
Mayor Maggie Kronen	Town of Cardston	Mayor Jordon Koch	Village of Glenwood
Mayor Rene Gendre	Town of Fort Macleod	Mayor Don McDowell	Village of Nobleford
Dep. Mayor Brent Feyter	Town of Fort Macleod	Mayor Ben Nilsson	Village of Stirling
Mayor Leonard Lampman	Town of Granum	Mayor Tyler Lindsay	Village of Warner
Dep. Mayor Brenda Beck	Town of Magrath	Reeve Fred Lacey	Cardston County
Mayor David Hawco	Town of Milk River	Reeve Lorne Hickey	Lethbridge County
Mayor Wendy Jones	Town of Picture Butte	Dep. Reeve Roy Lucas	Vulcan County
Mayor Don Anderberg	Town of Pincher Creek	Reeve Ross Ford	Warner County
Mayor Gentry Hall	Town of Stavely	Reeve Molly Douglass	Newell County/ M&R of SE AB
Mayor Henk De Vlieger	Town of Taber	Reeve Larry Spilak	MD of Foothills
Mayor Margaret Plumtree	Town of Vauxhall	Reeve Brian Hammond	MD of Pincher Creek
Mayor Thomas Grant	Town of Vulcan	Reeve Harry Street	MD of Ranchland
Chair Barney Reeves	ID 04 Waterton Lakes NP	Reeve Brian Brewin	MD of Taber
Mayor Chris Spearman	City of Lethbridge	Reeve Neil Wilson	MD of Willow Creek
Councillor Jim Turner	City of Medicine Hat		
Reeve Molly Douglass	M & R of SE AB	Bev Bellamy	Administrative Assistant

Guests:

Maria Fitzpatrick, MLA	Lethbridge East	Bob Jones, Zone Rep	AAMD&C
Grant Hunter, MLA	Cardston-Taber-Warner	Bill Chapman, Chair	Highway #3 Association
Pat Stier, MLA	Livingstone-Macleod	Shannon Frank, Executive Director	
		Anna Garleff, Communications Specialist	
		- Oldman Watershed Council	
Dave Schneider, MLA	Little Bow		

1.0 WELCOME AND INTRODUCTIONS

Mayor George Bohne called the meeting to order at 1:00 pm and welcomed new attendees Deputy Reeve Roy Lucas, Vulcan County and Mayor Leonard Lampin, Town of Granum.

2.0 ADOPTION OF THE AGENDA

Moved by Mayor David Hawco to adopt the agenda with one addition: Highway #3 Concerns – Reeve Brian Hammond. **Carried.**

3.0 ADOPTION OF THE OCTOBER 2 MEETING MINUTES

Moved by Mayor Ed Weistra to adopt the October 2, 2015 minutes. **Carried.**

4.0 BUSINESS ITEMS ARISING FROM MINUTES

MLA Maria Fitzpatrick stated that although Deron Bilous is no longer Minister of Municipal Affairs, he would still like to attend a M & R meeting, and Minister Danielle Larivee also indicated she is interested in attending.

5.0 REPORTS

5.1 MP Reports - none

5.2 MLA Reports

Maria Fitzpatrick, MLA – Lethbridge East

- Brought greetings from Premier Notley and caucus.
- First budget is designed to support jobs and families and protect core public services like education and AHS. It will support jobs and economy through increased infrastructure; new emphasis on economic development and is a responsible plan to eliminate deficit without reckless cuts.
- Municipalities are well supported in this budget – providing nearly 10 billion dollars over the next 5 years for roads, wastewaters and transit investments.
- The modernization of MGA will give municipalities the tools needed to grow, thrive and effectively govern. Minister Larivee will get feedback on the MGA when she tours southern Alberta; it will be tabled in legislature until the spring.
- Government recognizes the importance of linear assessment and Minister Larivee will speak more about it at the AAMD&C convention.
- MLA Fitzpatrick looks forward to continue to build the relationship with southern Alberta.
- Question raised by Mayor Kronen on the priority list for health projects that have received funding - where can she find the list of projects funded and the rationale for keeping/dropping projects. MLA Fitzpatrick said that this can be found on Minister Sarah Hoffman's portfolio.

Grant Hunter, MLA – Cardston-Taber-Warner

- Government is going into debt for 47 billion dollars in the budget that just came out to support capital projects that are needed in the province. As the official opposition, they support these measures.
- Asking for a sunshine list of who will get what and when; a list of proposed projects is on some of the ministry websites.
- A line item for \$4.4 billion listed as other/infrastructure is unclear as to what it's going towards. As they find out more details, they will let us know.
- Discussing with government the shortage in funding for infrastructure projects. When a large amount of infrastructure funds is used on major project, such as a hospital, it is hard to find money for other projects.
- New jobs creation incentive program was rolled out in March. It was \$22.25 million for that program for this fiscal year, but can't access it until 2017.
- Over 70,000 jobs were lost from Alberta since the beginning of the year and this program will not allow those people to access it to return to the jobs they lost, they have to be net new jobs, which doesn't help people who have lost jobs. If a company has laid them off, then they cannot hire them back under this program, although another company can hire them and access the grant, but not the one that laid them off. This money is not available until 2017 to ensure that it is a net new job and to allow for EI access. Government intentions are good – and they applaud them for it – but also need to understand what the program can do. Non-profits, charities and associations can apply for it, not government organizations, but if you have applied for other grants, you are not eligible to apply for this one.

Pat Stier, MLA – Livingstone-Macleod

- Minister Mason is aware of the issues of Highway #3 and MLA Stier thinks we will be able to move forward on it.
- Opposition is working on the budget estimates and asking questions about MSI, linear assessment and items that are part of the MGA review.
- Brought up rural ambulance again on behalf of the M & R, stated the difficulties we have been having with it and what they are doing about it.

Dave Schneider, MLA – Little Bow

- Has the infrastructure portfolio – includes hospitals, government buildings and schools; upgrade for Nobleford School modernization will move forward.
- Transportation funds in budget for ongoing provincial highway maintenance and preservation and a total of \$270 million to municipalities for several programs; no news to date on the rural bridge program.
- Mayor Spearman stated that there is a shortage of skilled labour and the need for the government to do a labour market analysis so they will know what it will take as an industry to complete projects and if there is adequate people with the skills to finish them.
- Mayor Grant raised concerns about the linear tax and that it is a concern to both urban and rural municipalities. Urban and rural communities have a good working relationship and it needs to continue.
- The funding was doubled for orphaned/abandoned wells.
- Question was raised by Reeve Hammond regarding the disaster program fallout and how this program is operating, as the MD of Pincher Creek has been waiting for a response on their claims submitted from two years before. Minister Fitzpatrick will look into this and will bring back a response.

6.0 Presentation: Shannon Frank, Executive Director and Anna Garleff, Communications Specialist - Oldman Watershed Council Film Project

- The film project trailer was shown and distributed on flash drives; theme of the film project is we are all downstream and working with your neighbour. Approximately 100 people in and around the watershed have been interviewed for it.
- Will build a catalogue library that footage can be pulled from for the next 10 years.
- Once project is completed, the OWC will need your help to get it out there in your community libraries, schools, etc. There will be 1 central film with several spin-off shorter clips on specific topics.
- If anyone would like to donate to the film, contact Anna at the OWC – anna@oldmanwatershed.ca. There is still opportunity to contribute through the Friends category.
- Mayor Spearman requested that a clip of the last two minutes of the film (the visuals without voices) be sent to him so that it can be posted on the City of Lethbridge website.

7.0 Reports

7.1 Alberta Southwest Regional Alliance Report

– Chair Barney Reeves, ID 04 Waterton Lakes

- The REDA's are now part of the Entrepreneurship & Regional Development Branch of the Government of Alberta, which has a new Executive Director, Tom Mansfield. This will improve the funding, activities and support of REDA's.

- A tourism workshop was held in Nanton with 46 people from southern Alberta in attendance. Travel Alberta also attended and is taking more interest in the rural landscape.
- Working with fibre optics and also attended the Digital Futures conference in Olds.

7.2 SouthGrow – Mayor Maggie Kronen

- The Investment Attraction project will use Rainmaker Global Business Development in Calgary to assist with the next step. Communities in SouthGrow will be contacted to get it going. This company will also develop the investment strategy and bring the MNP report closer to life.
- Resolution to AUMA by the Town of Raymond to work with AUMA and province to develop a strategy on the future of broadband was presented and passed with 87% support.
- SouthGrow October monthly report will be emailed with these minutes.

7.3 AUMA – Mayor Kim Craig – no report

7.4 AAMD&C – Councillor Bob Jones, Zone Rep

- AAMD&C Convention is November 16-19 at the Shaw Centre in Edmonton. A meet and greet time will be held for MLA's; be sure to take time to talk to them.
- Met with Minister Brian Mason, Minister of Infrastructure, found he is willing to listen to ideas.
- Had discussions about linear assessment.

7.5 Associate Dean's Advisory Council - Mayor David Hawco

- Attended the first meeting last month since his appointment. A grant is available for financially disabled students to assist them with their pursuit of a medical degree. This is beneficial for students who have the ability/drive but not the funds.
- Next meeting will be held in the spring.

7.6 Oldman Watershed Council – covered by presentation

7.7 Highway #3 Association – Deputy Mayor Bill Chapman

- At the October meeting, a request was made by Mayor Blair Painter to the M & R to ask them to provide a letter of support for the funding of an Executive Director position. A sub-committee has been formed to develop a job description for this position.
- Also asking associations and councils to consider contributing to membership in the Highway #3 Association as up to this point, membership has been free.
- Association is also exploring projects to work on together with communities; for example – charging stations for electric vehicles.

8.0 BUSINESS

8.1 Election for Chair and Vice Chair – Mayor Tom Butler

The positions of Chair and Vice Chair for the Mayors & Reeves of Southwest Alberta are a one-year term position and are determined each November.

Mayor Tom Butler opened the floor for nominations for the position of Chair.

Moved by Mayor David Hawco to nominate Mayor George Bohne for the position of Chair.

Moved by Reeve Ross Ford to nominate Reeve Lorne Hickey for the position of Chair.

Call for nomination for Chair – three times. Moved by Mayor David Hawco that nominations cease.

Mayor Bohne withdrew his name for nomination; Reeve Lorne Hickey accepted the position of Chair.

Mayor Tom Butler opened the floor for nominations for the position of Vice-Chair.

Moved by Reeve Brian Brewin to nominate Mayor Tom Butler for the position of Vice-Chair. Mayor Wendy Jones was nominated and declined the nomination.

Call for nomination for Vice-Chair – three times. Moved by Mayor David Hawco that nominations cease.

Mayor Tom Butler accepted the position of Vice-Chair.

8.2 Letters of Invitation to attend M & R meetings – Mayor George Bohne

- Letters were sent on behalf of the M & R to several Ministers, the Premier and Dr. Linda Vennard, CRTC with an invitation to attend a future meeting.
- Minister Sarah Hoffman, Minister of Health, responded that she is unable to attend but requested that the M & R send their three topics of major concern and she would write up an answer.
- Discussed issues that pertain to health concerns and Mayor Grant stated that several communities in M & R are in the Calgary Health Region and topics also need to include this perspective.

8.3 Proposed Medical First Response Service Agreement – Reeve Neil Wilson

- A copy of the letter (sent with agenda) received by the MD of Willow Creek from Alberta Health Services stated that their proposed Medical First Response Service Agreement was not needed. The MD of Willow Creek proposed this initiative to enhance EMS services and to work with AHS to help each other and mediate challenges in medical service responses.
- MD of Willow Creek is willing to continue to work with the AHS and will bring back a report on this issue.

8.4 Highway #3 Concerns – Reeve Brian Hammond

- A draft letter was sent by the Highway #3 Association to several councils, boards and agencies and Reeve Hammond felt that clarification is needed from this committee on exactly what it is they want.
- A reference was made to the Alberta Transportation Master Plan in the letter and clarification is needed as to what the Highway #3 Association understands with regard to what is happening with the master plan. Is it still in effect; if changed what are the changes and is there some way to confirm the existing changes.
- Is the Highway #3 Association a separate association, an ad hoc committee of the M & R or independent?
- If the Association is independent from the Mayors & Reeves, then it is not the role of the M & R to give input on the formation of it and the hiring of the Executive Director.
- The Highway #3 Association will clarify what they want from the M & R and bring it back in the form of a letter for discussion.
- Dep. Mayor Bill Chapman stated that he would send a copy of the Highway #3 Association minutes to Bev to be circulated to the M & R.

8.5 Fibre Optics Resolution – Mayor Rene Gendre/Reeve Brian Brewin

- A copy of a proposed resolution regarding fibre optics was circulated with the agenda, asking M & R and several other organizations for their support to approach the government to provide low cost internet for this region.
- AUMA has a similar resolution towards this same goal and it was suggested that we should work together with them on it.
- Resolution needs to be reworded for clarity so that communities can take it to their councils for further discussion. Several communities have already decided the direction they will go for fibre optics.
- If you have suggestions for changes in the wording, contact Reeve Brian Brewin bbrewin@mdtaber.ab.ca

8.6 Regional Issues – Mayor George Bohne

- Mayor Bohne compiled a list of community issues based on the input received to date from M & R communities.
- One major regional issue is AHS. This is a good opportunity to establish a committee of 4-5 people to propose a common solution and to ensure we are on the same wavelength, so we can offer a solution for the entire area.
- If you are willing to be on this committee to determine a common approach to various concerns re the AHS, send an email to Bev mayorsandreeves@shaw.ca to let her know.

9.0 Next Meeting Date

Friday, December 4, 1 pm - Culver City Room, Lethbridge City Hall

10.0 ADJOURNMENT: Moved by Mayor Tom Butler to adjourn meeting at 3:10 pm. **Carried.**

ACTION ITEMS FROM NOVEMBER 6, 2015 MEETING	PERSON RESPONSIBLE
Prepare a draft letter to clarify what Highway #3 Association is asking from the M & R	Dep. Mayor Bill Chapman
Send copy of Highway #3 Association minutes to Bev to be circulated	Dep. Mayor Bill Chapman
Fibre Optics Resolution – provide comments on wording to Reeve Brewin	Mayors and Reeves
Regional Issues Committee – Health Services. 4-5 people needed to form committee; contact Bev to submit your name for this committee	Mayors and Reeves

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