



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

**Time: 7:00 P.M.  
Place: Council Chambers  
Town of Claresholm Administration Office  
221 – 45 Avenue West**

**CALL TO ORDER**

**AGENDA:                    ADOPTION OF AGENDA**

**MINUTES:**

1. **ORGANIZATIONAL MEETING MINUTES OCTOBER 26, 2015**
2. **REGULAR MEETING MINUTES OCTOBER 26, 2015**

**DELEGATIONS:**

1. **TETRA TECH EBA ENGINEERING – Tom Dance**  
**RE: North Landfill Study**
2. **CLARESHOLM WOMEN’S CONFERENCE 2016**  
**RE: Greetings & Funding**

**ACTION ITEMS:**

1. **BYLAW #1609 – Economic Development Committee Bylaw**  
**RE: 1<sup>st</sup> Reading**
2. **CORRES: Royal Canadian Legion – Alberta/NWT Command**  
**RE: Commemorative History Book**
3. **REQUEST FOR DECISION: Claresholm Lions Club**
4. **REQUEST FOR DECISION: Economic Development Officer**
5. **REQUEST FOR DECISION: Policy #GA 11-15: Corporate Credit Card Policy**
6. **REQUEST FOR DECISION: Tax Exemption Applications Under C.O.P.T.E.R**
7. **INFORMATION BRIEF: Prairie Canada Future Game**
8. **FINANCIAL REPORTS: Balance Sheet, Income Statement & Cash Flows**
9. **INFORMATION BRIEF: Council Resolution Status**
10. **ADOPTION OF INFORMATION ITEMS**

**INFORMATION ITEMS:**

1. **WCCHS Navigator – November 2015**
2. **Correspondence re: Claresholm Family Services Facebook Page – October 29, 2015**
3. **Brownlee LLP – Emerging Trends 2016**
4. **AUMA Provincial Budget Analysis Fall 2015**
5. **AAMDC Member Bulletin – October 28, 2015**
6. **Alberta – Southwest 2014 Collision Facts**
7. **Alberta SouthWest Regional Alliance Meeting Minutes – October 7, 2015**
8. **Alberta SouthWest Bulletin – November 2015**

**ADJOURNMENT**



**TOWN OF CLARESHOLM**  
**PROVINCE OF ALBERTA**  
**ORGANIZATIONAL COUNCIL MEETING MINUTES**  
**OCTOBER 26, 2015**

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

**COUNCIL PRESENT:** Mayor Rob Steel; Councillors: Jamie Cutler, Chris Dixon, Betty Fieguth, Shelley Ford, Mike McAlonan.

**REGRETS:** Councillor Lyal O’Neill

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

**MEDIA PRESENT:** None.

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

**1. ADOPTION OF AGENDA**

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

**CARRIED**

**2. STANDING BOARD & COMMITTEE APPOINTMENTS 2015-16**

Moved by Councillor Ford that the proposed Standing Board & Committee Appointments 2015-16 be accepted as presented.

**CARRIED**

**3. MEETING DATES - REGULAR**

Moved by Councillor Cutler that the Regular Council Meeting dates for 2016 be accepted as presented.

**CARRIED**

**4. APPOINTMENT OF DEPUTY MAYOR**

Moved by Councillor McAlonan that the Deputy Mayor appointments be accepted as presented.

**CARRIED**

**5. ADJOURNMENT**

Moved by Councillor Dixon that this meeting adjourn at 7:14 pm.

**CARRIED**

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**Mayor – Rob Steel**

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**Chief Administrative Officer – Marian Carlson**



**TOWN OF CLARESHOLM**  
PROVINCE OF ALBERTA  
REGULAR COUNCIL MEETING MINUTES  
OCTOBER 26, 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 and Mike McAlonan.

**REGRETS:** Councillor Lyal O'Neill

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

**MEDIA PRESENT:** Rob Vogt, Claresholm Local Press

**CALL TO ORDER:** The meeting was called to order at 7:16 p.m. by Mayor Rob Steel.

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

**CARRIED**

**MINUTES:** **REGULAR MEETING – OCTOBER 13, 2015**

Moved by Councillor Ford that the Regular Meeting Minutes of October 13, 2015 be accepted as presented.

**CARRIED**

**DELEGATION:** **THE STATION – Ruth Mueller & Marianne Dickson**  
**RE: Updates**

Ruth Mueller, Community Development Coordinator for Alberta Health Services, and Marianne Dickson from Wildrose Community Connections were present to speak to Council regarding The Station, which opened its doors on April 1, 2015. Both ladies are part of the leadership team of The Station. The Station is providing a place for many different agencies to come together to provide the best service to the community in one distinct place.

**ACTION ITEMS:**

**1. BYLAW #1608 – Designated Officers**  
**RE: 2<sup>nd</sup> & 3<sup>rd</sup> Reading**

Moved by Councillor Cutler to give Bylaw #1608 regarding Designated Officers 2<sup>nd</sup> Reading.

**CARRIED**

Moved by Councillor Ford to give Bylaw #1608 regarding Designated Officers 3<sup>rd</sup> and Final Reading.

**CARRIED**

**2. DELEGATION RESPONSE: Claresholm Kinsmen Club**  
**RE: Free Public Swim**

MOTION #15-096

Moved by Councillor Fieguth to donate twenty-six hours of pool rental time for the Claresholm Healthy Community Coalition's free public swim initiative for the term January 1 to March 31, 2016.

**CARRIED**

**3. CORRES: Rowan House Emergency Shelter**  
**RE: November Family Violence Prevention Month Proclamation**

Received for information.

**4. CORRES: Claresholm Kinsmen and Claresholm Kinettes**  
**RE: Proposal Support and Formation of Committee**

MOTION #15-097

Moved by Councillor Fieguth to support the proposal for upgrading of park areas and outdoor fitness equipment as presented by the Claresholm Kinsmen and Kinettes in principle, and to put forward Councillor Dixon as a representative of Council to any committee that may be formed.

**CARRIED**

**5. CORRES: Meadow Creek Sausage & Meat Ltd.  
RE: No Parking**

MOTION #15-098 Moved by Councillor Cutler to prohibit parking on the west side of Alberta Road in front of Meadow Creek Sausage's property located at Lot 6, Block 8, Plan 1213513, and to refer to administration to investigate the development of a traffic management plan for the area.

**CARRIED**

**6. REQUEST FOR DECISION: December 2015 Meeting Date**

MOTION #15-099 Moved by Councillor Ford to set Monday, December 14, 2015 as the only regular Council meeting date in December 2015.

**CARRIED**

**7. INFORMATION BRIEF: School Zone to Playground Zone Changeover**

Referred to budget.

**8. INFORMATION BRIEF: CAO Report**

Received for information.

**9. INFORMATION BRIEF: Council Resolution Status**

Received for information.

**10. ADOPTION OF INFORMATION ITEMS**

Moved by Councillor McAlonan to adopt information items as presented.

**CARRIED**

**11. IN CAMERA: Personnel**

Moved by Councillor Dixon that this meeting go In Camera at 8:27 p.m.

**CARRIED**

Moved by Councillor Dixon that this meeting come out of In Camera at 9:15 p.m.

**CARRIED**

**ADJOURNMENT:** Moved by Councillor Fieguth that this meeting adjourn at 9:16 p.m.

**CARRIED**

\_\_\_\_\_  
Mayor – Rob Steel

\_\_\_\_\_  
Chief Administrative Officer – Marian Carlson

# **DELEGATIONS**

# Claresholm Public Library

Box 548, Claresholm, AB. T0L 0T0  
Phone (403) 625-4168 Fax (403) 625-2939  
email: [help@claresholmlibrary.ca](mailto: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 3<sup>rd</sup> 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](mailto:kdavies@claresholmlibrary.ca)

# **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.





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**TOWN OF CLARESHOLM  
PROVINCE OF ALBERTA  
BYLAW #1541**

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

**WHEREAS** it is deemed proper that a bylaw be drawn to establish an Economic Development Commission and to set up terms of reference for this commission;

**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:

1. **Definitions:**

In this bylaw:

- a) "CAO" means the Chief Administrative Officer of the Town of Claresholm;
- b) "Commission" means the Claresholm Economic Development Commission;
- c) "Council" means the Town of Claresholm Council.

2. **Economic Development Commission**

There is hereby established a commission to be known as the Claresholm Economic Development Commission. This bylaw is to be cited as the Town of Claresholm's "**Economic Development Commission Bylaw.**"

3. **Purpose:**

The Commission shall provide advice on both economic and community development matters identified by the Commission or as assigned to the Commission by Council. Specific powers, duties and responsibilities of the Commission 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 business retention and expansion, targeted business attraction / recruitment, new business / entrepreneurial development and redevelopment; and
- f) to assist Council in finding funding sources for economic and community development and redevelopment initiatives.

4. **General Provisions:**

- a) The Commission shall consist of nine (9) voting members appointed by Council whose term shall run with the term of Council.
- b) Not more than four (4) members of Council may be members of the Commission. The Commission shall consist of the Mayor, three (3) members of Council, CAO, two (2) members at large and two (2) members of the Chamber of Commerce, one of which shall be the acting President.
- c) A maximum of two (2) members of the Commission may be from outside the municipal boundary of Claresholm.
- d) The appointment of Council representative(s) shall be reviewed annually at the Organizational Meeting of Council.
- e) The appointments of members at large of the Commission shall be made on the date fixed by Council following the general Municipal Election.

Bylaw #1541 – Economic Development Commission

- f) By mutual consent, the Council and the Commission may with reason, request the resignation of any of the members, prior to the expiry date of the member's appointment.
- g) Any member may resign at any time upon sending a written notice to the CAO.
- h) A person is disqualified from remaining a member of the Commission if her/she fails to attend, without being authorized by a resolution of the Commission to do so, the meetings of the Commission for three (3) consecutive regular meetings.
- i) If a member of the Commission is disqualified from remaining a member under subsection (h), he/she is deemed to have resigned his/her seat on the Commission.

5. **Chair:**

- a) The Mayor shall act in the capacity of Chair of the Commission.

6. **Meetings:**

- a) The Commission shall meet bimonthly (January, March, May, September, November) on the second (2<sup>nd</sup>) Thursday of the month and at any other times it considers necessary.

7. **Record of Meetings:**

- a) All minutes, resolutions and policies of the Commission 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.
- b) A copy of all minutes, resolutions and policies shall be given to the CAO to be filed with the Town records.

8. **Board Functions:**

- a) The Commission, subject to any enactment that limits its authority, has full management and control over residential, commercial and industrial promotion in the Town. This authority shall be limited by the budget provided by Council.

9. **Budget:**

- a) Annually, the Commission may submit to the Council 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) Without budget approval of Council, neither the Commission 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 Commission 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 Commission, application for change from the ratified budget must be made to Council before the change is affected.

10. **Repeal and Passage:**

- a) Under passage of this bylaw, Town of Claresholm Bylaw #1352 is hereby repealed.
- b) This Bylaw shall come into effect on the date of the third reading.


Read a first time in Council this 26<sup>th</sup> day of April 2010 A.D.

Read a second time in Council this 26<sup>th</sup> day of April 2010 A.D.

Read a third time in Council and finally passed in Council this 26<sup>th</sup> day of April 2010 A.D.



**Rob Steel, Mayor**



**Kris Holbeck, CAO**

Bylaw #1541 – Economic Development Commission

## Karine Wilhauk

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**From:** Tom Campbell <tcampbell@campaign-office.com>  
**Sent:** October-27-15 5:23 PM  
**To:** Karine Wilhauk  
**Subject:** Royal Canadian Legion Veterans & Troops Support/Remembrance Ad  
**Attachments:** image001.jpg; Ratesheet.pdf; Town of Claresholm Veterans Ad.pdf

**Importance:** High

Hello Mayor Steel & Council,

First of all, we would like to Thank You very much for your generous support last year in our historic Remembrance project. Your support is a big help and greatly appreciated.

The Veterans would be honored to have the Town of Claresholm included in this years Remembrance Project by our Veterans. The "Military Service Recognition Book" is going to be a first class, full sized publication, approximately 300 pages. The content of the book will be individual photographs and biographies of our "Hometown Veterans" who bravely served in WW1, WWII the Korean Conflict and our current Troops serving overseas on the mission in Afghanistan. The Recognition Book will be available to view for all citizens at the Local Legion Branches. The book will be available free of charge to the schools and public facilities to educate our younger generation on the sacrifices of our Local Veterans.

The proceeds raised from this project will be used to support Alberta's Veterans and their families as well as Local Youth Programs such as scholarships, cadets and sports.

The Town of Claresholm has been a great sponsor with your 1/4 Page Support/Remembrance ad every year. Your renewed support would be a big help and greatly appreciated.

\*\*Attached is the ratesheet, letter and your 1/4 page ad copy from last year.\*\*

If you have any questions, please let me know. Thank You Very Much Karine.

Best Regards,

Tom Campbell  
Royal Canadian Legion  
18884041877  
Alberta/NWT Command  
Campaign Office





## Alberta-Northwest Territories Command The Royal Canadian Legion

### *“Military Service Recognition Book”*

Dear Sir/Madam:

Thank you for your interest in the **Alberta-Northwest Territories Command of The Royal Canadian Legion**, representing **Veterans** in Alberta and the NWT. Please accept this written request for your support, as per our recent telephone conversation.

The **Alberta-NWT Command** is very proud to be printing **10,000 copies** of a “**Military Service Recognition Book**”, scheduled for release by March 31, 2016, to help identify and recognize many of our brave **Veterans** who served our Country so well during times of great conflict. This annual publication goes a long way to help the Legion in our job as the “**Keepers of Remembrance**”, so that none of us forget the selfless contributions made by our **Veterans**.

We would like to have your organization’s support for this Remembrance project by sponsoring an advertisement space in our “**Military Service Recognition Book.**” All proceeds raised from this important project will allow us to fund the printing of this unique publication and also help our Command to improve our services to **Veterans** and the more than 170 communities that we serve throughout Alberta and the NWT. The Legion is recognized as one of Canada’s largest “Community Service” organizations and we are an integral part of all the communities we serve. This project ensures the Legion’s continued success in providing very worthwhile services.

Enclosed, please find a rate sheet for your review. Whatever you are able to contribute to this worthwhile endeavor would be greatly appreciated. For further information please contact the **Alberta-NWT Command Campaign Office** toll free at **1-888-404-1877**.

Thank you for your consideration and or support.

Sincerely,

Chris Strong  
President

<p><b><i>The Town of Claresholm has supported this publication since 2008 with a 1/4 page ad. Cost 2008 - 2011: \$404.76 + GST Cost 2012 - 2014: \$423.81 + GST same as this year's cost. KW</i></b></p>
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**Alberta-Northwest Territory Command  
The Royal Canadian Legion**

*“Military Service Recognition Book”*

**Advertising Prices**

<u>Ad Size</u>	<u>Cost</u>	<u>GST</u>	<u>Total</u>
Full Colour Outside Back Cover	\$2,185.71	+ \$109.29	= \$2,295.00
Inside Front/Back Cover (Full Colour)	\$1,900.00	+ \$95.00	= \$1,995.00
Full Colour 2 Page Spread	\$3,038.10	+ \$152.90	= \$3,190.00
Full Page (Full Colour)	\$1,519.05	+ \$75.95	= \$1,595.00
Full Page	\$1,138.10	+ \$56.90	= \$1,195.00
½ Page (Full Colour)	\$852.38	+ \$42.62	= \$895.00
½ Page	\$661.90	+ \$33.10	= \$695.00
¼ Page (Full Colour)	\$519.05	+ \$25.95	= \$545.00
¼ Page	\$423.81	+ \$21.19	= \$445.00
1/10 Page (Full Colour)	\$309.52	+ \$15.48	= \$325.00
1/10 Page (Business Card)	\$261.90	+ \$13.10	= \$275.00

**G.S.T. Registration # R12 397 0410**

All typesetting and layout charges are included in the above prices.

A complimentary copy of this year’s publication will be received by all advertisers purchasing space of 1/10 page and up, along with a Certificate of Appreciation from the Alberta-NWT Command.



PLEASE MAKE CHEQUE PAYABLE TO:  
**Alberta-NWT Command**  
**The Royal Canadian Legion**  
 (AB-NWT RCL)  
 (Campaign Office)  
 P O Box 2275  
 Calgary, AB T2D 2M6





Claresholm

# Claresholm answered the call

1914 - 1918

1939 - 1945







# REQUEST FOR DECISION

Meeting: November 9, 2015  
Agenda Item:3

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## CLARESHOLM LIONS CLUB GRANT APPLICATIONS LIONS PARK UPGRADES

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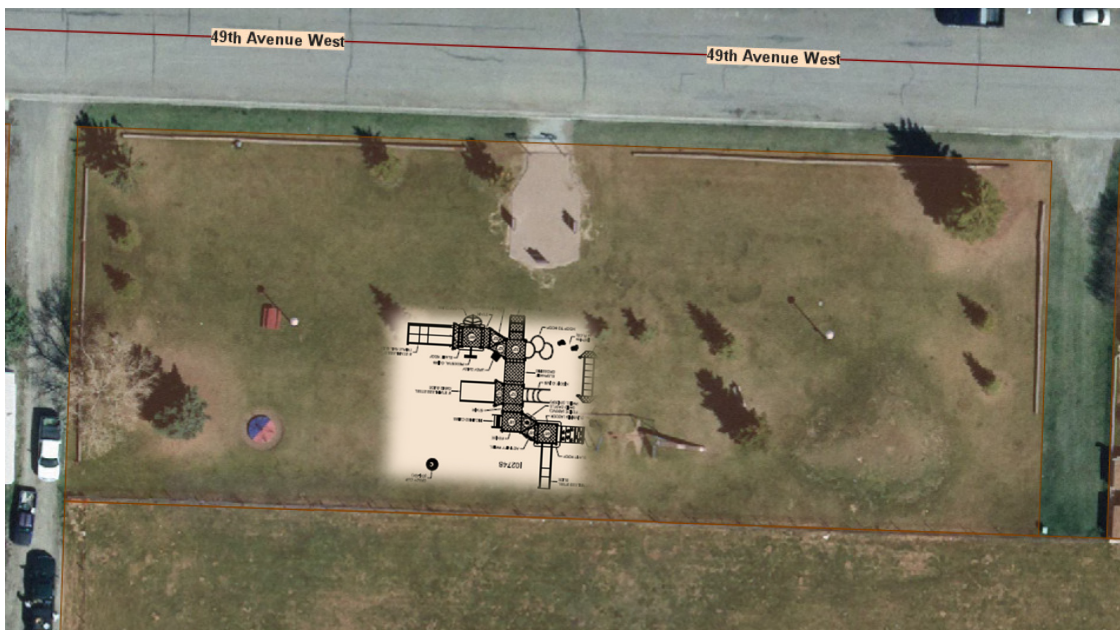
### DESCRIPTION:

Infrastructure Services has included Lions Park upgrades as part of the capital budget for 2016 (all parks are on rotation for upgrades, and Lions Park is slated for much needed upgrades). After investigating this project, two possible grants could be utilized in partnership with the Claresholm Lions Club, which this park bears their name. By utilizing these grants the Town of Claresholm and Claresholm Lions Club can create an innovative, safe, up-to-date park.

The Claresholm Lions Club is applying for the Municipal Demonstration Grant program by the Alberta Recycling Management Authority for upgrades to Lions Park and requires a letter of support from Council for the recycled tire product to be used for the fall protection system under the proposed new play structure. The Claresholm Lions are also applying for the Community Facilities Enhancement Program and require a letter of support from Council for the playground structure upgrades.

### BACKGROUND:

The Claresholm Lions Club would like to actively participate in the upgrades to Lions Park, which is a Town of Claresholm public park. With the partnership between the Town of Claresholm and the Lions Club, all park upgrades can be made potentially in 2016. As this is Town-owned public property, the Society requires a letter of support from the Town of Claresholm. Lions Park is a very active community park and provides a recreational location for people in the community. Infrastructure Services has met with representatives from the Claresholm Lions Club and will continue to coordinate the proposed park upgrades and grant applications. (map below represents conceptual design only)



**RECOMMENDED ACTION:**

1. Council pass a motion to write a letter of support for the Claresholm Lions Club application to the Municipal Demonstration grant program put on by Alberta Recycling Management for the purpose of the recycled fall protection product under a new playground at Lions Park.
2. Council pass a motion to write a letter of support for the Claresholm Lions Club application to the Community Facility Enhancement Program for the purpose of constructing a new playground at Lions Park.

**PROPOSED RESOLUTION:**

1. Moved by Councillor \_\_\_\_\_ 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.
1. Moved by Councillor \_\_\_\_\_ 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.

**ATTACHMENTS:**

- 1.) Correspondence - Claresholm Lions Club.

**APPLICABLE LEGISLATION:**

- 1.) N/A

PREPARED BY: Mike Schuweiler, Director of Infrastructure Services &  
Tara VanDellen, Infrastructure Services Administrative Assistant

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APPROVED BY: Marian Carlson, CLGM - CAO

DATE: November 5, 2015

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**CLARESHOLM, AB**

November 4, 2015

Town of Claresholm  
Box 1000,  
Claresholm AB  
T0L 0T0

To: Mayor Rob Steel & Town of Claresholm Council,

The Claresholm Lions Club has been a community minded service club working within the community for over 40 years. As part of the community a public park which bears the name of the Lions Club is in need of improvements.

The Claresholm Lions Club has taken on various projects over the years with upgrades to Lions Park and look to apply for two grants to construct a wheelchair accessible playground specifically designed for ages 2-5 years of age. The park was originally designed for that age group and will be, with the successful grant to Alberta Recycling management, the first park that is wheelchair accessible. The use of the rubber tire project as fall protection is innovative and can decrease fall related accidents.

The Claresholm Lions Club seek the support of Town Council via a letter in regards to the Community Facility Enhancement Program Grant and the Municipal Demonstration Grant Program by Alberta Recycling Management.

Regards,

*J. Boudin (Butch)*

Claresholm Lions Club



# REQUEST FOR DECISION

Meeting: November 9, 2015  
Agenda Item: 4

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## ECONOMIC DEVELOPMENT OFFICER

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### **DESCRIPTION:**

The proposed Economic Development Committee Bylaw includes the appointment of an Economic Development Officer to assist and advise the committee.

### **BACKGROUND:**

In May 2015, Council approved the Town of Claresholm 3 year Strategic Plan which includes a strong emphasis on Economic Development. In order to accomplish the goals established by Council, it is recommended the Town hire a professional and competent full-time Economic Development Officer (EDO).

*“Economic Development is the process of developing, diversifying and maintaining economic, social and political environments, in which balanced growth may be realized, increasing the wealth of the community”*  
(source: Economic Development Association of Alberta).

The EDO would report directly to the CAO and would play a key role in the strategic planning and administration of the Town’s affairs. The EDO would be responsible for facilitating and promoting economic development in order to secure opportunities for business development to support a healthy community, economic diversification, and population growth. The individual would be responsible for facilitating economic development strategic planning initiatives including Investment Attraction; Business Retention & Expansion; Entrepreneur Development & Small Business Support; and Workforce Retention & Expansion. Marketing the Town on a local, provincial and global platform would also be a function of the position.

### **COSTS/ SOURCE OF FUNDING:**

1. Salary grid to be established and included in the 2016 budget.

### **RECOMMENDED ACTION:**

1. Council pass a motion to approve the hiring of a full-time Economic Development Officer.

### **PROPOSED RESOLUTION:**

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.

ATTACHMENTS:

APPLICABLE LEGISLATION:

1.) N/A

PREPARED BY: Marian Carlson, CLGM - CAO

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APPROVED BY: Marian Carlson, CLGM - CAO

DATE: November 5, 2015



# REQUEST FOR DECISION

Meeting: November 9, 2015  
Agenda Item: 5

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## **POLICY #GA 11-15: CORPORATE CREDIT CARD POLICY**

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### **DESCRIPTION:**

The current policy regarding the use of Town credit cards needs to be updated to reflect the changing needs and organizational structure of the Town of Claresholm.

### **BACKGROUND:**

As Administration continues to perform an audit of internal processes and procedures, it has come to our attention that a policy adopted in 2014 does not meet the current needs of the municipality. There are some circumstances where the use of payment by cheque is not realistic, such as companies who do not invoice or accept purchase orders and for confirming reservations for conferences and meetings. This is happening on a more frequent basis as the Town is forced to do business with companies that are not local but rather more global in nature. The difficulty arises when different staff members are searching for ways to make payments for certain items and do not have the means to make payment in a timely fashion. The issuance of credit cards as needed will help to alleviate this issue.

### **COSTS/ SOURCE OF FUNDING:**

1. There will be a yearly fee associated with each credit card that is issued of \$35.
2. No increase in interest charges as the credit card statement is paid off in full each month.

### **RECOMMENDED ACTION:**

1. Council pass a motion to adopt Policy #GA 11-15 effective November 9, 2015 as presented.

### **ATTACHMENTS:**

- 1.) Policy #GA 11-15: Corporate Credit Card Policy
- 2.) Policy #GA 05-14: Credit Card & Expense Review Policy

### **APPLICABLE LEGISLATION:**

- 1.) N/A

PREPARED BY: Karine Wilhauk

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APPROVED BY: Marian Carlson, CLGM - CAO

DATE: November 3, 2015

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# Policy #GA 11-15

## Corporate Credit Card Policy

Effective Date:

**PURPOSE:** The Town of Claresholm recognizes that control procedures must be exercised over the use of corporate credit cards. The Town of Claresholm Corporate Credit Card policy is intended to establish authorities and accountabilities for issuing and use of corporate credit cards by designated staff. In addition, the policy will outline the responsibilities of those individuals who have authority to use Town of Claresholm corporate credit cards and specify rules and limitations for use while conducting affairs of the organization.

### **RESPONSIBILITIES & PROCEDURES:**

The Council authorizes the Chief Administrative Officer (CAO) to obtain corporate credit cards on behalf of the Town of Claresholm. The CAO is authorized to approve the allocation of a credit card to individual staff as deemed necessary. Prior to being issued a credit card, all cardholders shall sign the attached Cardholder Agreement.

A maximum limit of funds on the credit card will be \$10,000 for the card held in the CAO's name and \$5,000.00 per card for all other authorized cards.

Use of corporate credit cards is to be limited to expenditures when other payment methods are found to be untimely or inconvenient and include payments to companies who do not invoice or accept purchase orders and for confirming reservations for conferences and meetings.

The following purchases are **not** allowed on the Town of Claresholm credit cards:

- Personal purchases
- Cash advances or loans
- Payroll advances
- Purchases for outside organizations
- Alcohol
- Personal entertainment
- Fuel for personal vehicles
- Purchases from a business which the purchaser is the owner or operator, unless pre-approved by Council
- Any item inconsistent with the mission and values of the organization.

Receipts for all credit card payments are to be submitted to the Finance department. Purchases not accompanied by receipts will be the responsibility of the card holder. The monthly billing statement will be reviewed by the Director of Corporate Services, then forwarded to the Finance department for reconciliation with the authorized receipts prior

to payment. All credit card charges will be reviewed and authorized by two Designated Officers, one of which shall not be the cardholder.

All expenditures shall correspond to an approved budget item shall be charged to the appropriate general ledger account.

Corporate credit cards shall not be intended for personal use. Usage shall be restricted for Town of Claresholm business purposes only. The cardholder shall be responsible for any personal expenses and shall report immediately to the CAO of any personal use. Continuous personal use of the card shall lead to forfeiture of the card and disciplinary action.

Lost or stolen corporate credit cards shall be reported immediately to the Credit Card Company and to both the CAO and the Director of Corporate Services.

Policy #GA 05-14: Credit Card & Expense Review Policy, is hereby rescinded.

**Date approved by Council:**  
**Resolution #**



**Town of Claresholm Cardholder Agreement**

I, \_\_\_\_\_, hereby acknowledge receipt of a Town of Claresholm Corporate credit card.

I understand that improper use of this card may result in disciplinary action, as outlined in the policy, as well as personal liability for any improper purchase. As a cardholder, I agree to comply with the terms and conditions of this agreement, including the attached Town of Claresholm Corporate Credit Card Policy.

I acknowledge receipt of said policy and confirm that I have read and understand the terms and conditions. I understand that by using this card, I will be making financial commitments on behalf of the Town.

I will strive to obtain the best value for the Town when purchasing merchandise and/or services with this card.

As a holder of this Town card, I agree to accept the responsibility and accountability for the protection and proper use of the card. I will return the card to the CAO or Director of Corporate Services, upon demand, during the period of my employment. I further agree to return the card upon termination of employment.

I understand that the card is not to be used for personal purchases. If the card is used for personal purchases or for purchases for any other entity, the Town will be entitled to reimbursement from me of such purchases. The Town shall be entitled to pursue legal action, if required, to recover the cost of such purchases, together with costs of collection and reasonable attorney fees.

**SIGNATURE:** \_\_\_\_\_ **DATE:** \_\_\_\_\_



## **Policy #GA 05-14**

### **Credit Card & Expense Review Policy**

**PURPOSE:** To provide a consistent policy for administration to follow regarding the review of Town credit cards and expenses paid to Council and the Chief Administrative Officer (CAO).

**POLICY:**

1. Town credit cards are held by the Mayor, the CAO and the Secretary-Treasurer.
2. Credit card statement charges are entered into the accounting system by the Secretary-Treasurer on a monthly basis during the bank reconciliation.
3. Credit card charges will be reviewed monthly after the bank is reconciled.
4. The Mayor's credit card charges will be reviewed and authorized by two other members of Council.
5. The CAO's credit card charges will be reviewed and authorized by two members of Council.
6. The Secretary-Treasurer's credit card charges will be reviewed and authorized by the CAO and one member of Council.
7. The CAO's expense claims will be reviewed and authorized by two members of Council.

**EFFECTIVE DATE: MAY 26, 2014**



# REQUEST FOR DECISION

Meeting: November 9th, 2015

Agenda Item: 6

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## Tax Exemption Applications under C.O.P.T.E.R.

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### **BACKGROUND / DESCRIPTION:**

The Town has, in previous years, accepted applications from community organizations for tax exemption under the Municipal Government Act – Community Organization Property Tax Exemption Regulation (C.O.P.T.E.R) and in accordance with the Town of Claresholm Bylaw # 1526. This allows qualified non-profit or community organizations to be granted tax relief. There are 3 applications for review. All 3 are simply re-applying after their previous 3 year exemptions and have provided all the necessary information that allows them to qualify again for the next 3 years.

1. The Claresholm Curling Club – Requesting exemption for the area that does not have a liquor permit (see attached assessment).
2. The Claresholm Golf Club – Requesting exemption for the area that does not have a liquor permit (see attached assessment).
3. The Prairie Winds Clubhouse Society- Requesting exemption for the entire assessable area (see attached assessment).

### **COSTS/ SOURCE OF FUNDING (if applicable):**

N/A

### **PROPOSED RESOLUTIONS:**

Accept all three applications for exemption as their status as non-profit or community organizations has not changed.

### **ACTION:**

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

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

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

ATTACHMENTS:

- 1) Applications from the Claresholm Curling Club, the Claresholm Golf Club and the Prairie Winds Clubhouse Society.
- 2) Bylaw #1526 – C.O.P.T.E.R
- 3) Assessment Report for Taxroll # 11917000 – Curling Rink
- 4) Assessment Report for Taxroll # 11630000 – Claresholm Golf Club
- 5) Assessment Report for Taxroll # 10157000 – The Prairie Winds Clubhouse Society

APPLICABLE LEGISLATION:

- 1.) MGA – Community Organization Property Tax Exemption Regulation

PREPARED BY: Lisa Chilton

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APPROVED BY: Marian Carlson, CLGM - CAO

DATE: November 5, 2015

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# Application for Property Tax Exemption General

Application deadline November 30<sup>th</sup> of  
the year preceding the taxation year

RECEIVED  
SEP 30 2015

FOR OFFICE USE ONLY									
Property Roll Identifier						Taxation Year		Date	
Legal Description	Lot	Block	Plan	Part	Sec.	Township	Range	Mer.	
Municipal Property Address									
Total Assessment			Land Assessment			Building Assessment			

PART 1 – PROPERTY INFORMATION (Required no later than February 15 <sup>th</sup> of the taxation year)		
Name of property owner <b>TOWN OF CLARESHOLM</b>	Telephone Number (Bus) <b>403 625 3381</b>	Telephone Number (Res) <b>N/A</b>
Address of property owner <b>BOX 1000 CLARESHOLM AB TOLOTO</b>	Postal Code	Fax Number <b>403625-3869</b>
Address of property for which exemption is requested <b>430 - 53 AVENUE EAST CLARESHOLM</b>		
Portion/Area of the property held by the organization <input checked="" type="checkbox"/> All <input type="checkbox"/> Part Area Occupied is:		
Is there an agreement in place that confirms the portion of the property held by the organization? <input checked="" type="checkbox"/> Yes If yes, provide expiry date _____ (mm / dd / yyyy) <input type="checkbox"/> No		Date organization took occupancy (mm / dd / yyyy) <b>1970's</b>

PART 2 – ORGANIZATION INFORMATION		
Name of organization operating the facility <b>CLARESHOLM CURLING CLUB</b>	Telephone Number (Bus) <b>403625 3933</b>	Fax Number <b>403625 4791</b>
Act under which organization is registered as a non-profit organization <b>N/A NOT FOR PROFIT</b>	Registration Number <b>500077870</b>	
Organization's objectives/purposes		
<ol style="list-style-type: none"> <li>1. <b>To provide the town of Clareholm and surrounding area access to the sport of curling.</b></li> <li>2.</li> <li>3.</li> <li>4.</li> <li>5.</li> </ol>		
a) Are the resources of this organization devoted to the above objectives/purposes?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No If No, attach explanation	
b) Are there any monetary gains or benefits received by the organization as a result of its provision of services?	<input type="checkbox"/> Yes If Yes, attach explanation <input checked="" type="checkbox"/> No	
c) Does your organization expect to move from this property during the following year(s)?	<input type="checkbox"/> Yes If Yes, attach explanation <input checked="" type="checkbox"/> No	
d) Is any income or profits from the organization paid to a member or shareholder of the organization other than as wages?	<input type="checkbox"/> Yes If Yes, attach explanation <input checked="" type="checkbox"/> No	
e) Are the organization's services similar to any other organization and /or business?	<input type="checkbox"/> Yes If Yes, attach a sheet providing the organization/business name(s) <input checked="" type="checkbox"/> No	

This information is being collected for property tax exemption purposes in accordance with the Municipal Government Act and Community Organization Property Tax Exemption Regulation (AR281/98) and s.33(c) of the Freedom of Information and Protection of Privacy Act. All personal information will be managed in compliance with the provisions of the FOIP Act. Questions about the collection of this information can be directed to TOWN OF CLARESHOLM (Municipality Contact Information)

**PART 3 – RETAIL COMMERCIAL OR LICENSED AREA**

Does the organization have a retail commercial area at this location?  Yes  No

If yes, do you operate this area?  Yes  No *On a volunteer basis*

What goods or services are sold at the retail commercial area?  
*Snack-food + lunch / breakfast in concession / lounge sells alcohol / snacks*

For what purpose is the net income from the retail commercial area used?  
*operating expenses for curling club = utilities are our biggest*

Has an area within the facility been issued a gaming/liquor license?  Yes If yes, enclose copy  No Class *C* Area (Sq.Ft)

**PART 4 – PROPERTY USE INFORMATION**

What facilities are on the property?

1. *4 sheets of ice*
2. *2 Kitchens (only 1 has a stove)*
3. *Lounge / meeting room*
4. *Washroom (x4) & change rooms*
5. *Maintenance Room + Compressor Room*

What times are they accessible to the general public?  
*24-7*

What are the membership requirements including fees?  
*\$ 250 membership fee*

Are there any restrictions in place preventing anyone from using the facility?  Yes  No

If there are restrictions, explain *For functions not pertaining to Curling rental agreements are in place*

Are the services provided by the organization advertised and promoted to the general public, or primarily to members?  General Public  Members

**PART 5 – CONTACT INFORMATION**

Contact Name <i>Bobbie Jo Penner</i>	Position with Organization <i>President</i>	Telephone Number (Bus) <i>403 625-3534</i>	Telephone Number (Res) <i>403 512-1820</i>
-----------------------------------------	------------------------------------------------	-----------------------------------------------	-----------------------------------------------

Mailing Address for non profit organization <i>Box 1976 Clavesholm AB TOLOTO</i>	Postal Code	Fax Number
-------------------------------------------------------------------------------------	-------------	------------

President of Organization <i>Bobbie Jo Penner</i>	Telephone Number (Bus) <i>403 625 3534</i>	Telephone Number (Res) <i>403 512 1820</i>	Fax Number <i>403 625 2862</i>
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Treasurer of Organization <i>Dale Seeman</i>	Telephone Number (Bus)	Telephone Number (Res)	Fax Number
-------------------------------------------------	------------------------	------------------------	------------

**PART 6 – REQUIRED INFORMATION – please ensure the following are submitted as attachments**

- 2) Certificate of Incorporation, current confirmation that the organization is registered in good standing and the Memorandum of Association and the Articles of Association, if any.
- 3) Copies of:
  - The organizations most current financial statements,
  - Certificate of Title (if applicable),
  - The current lease agreement with the property owner (if applicable),
  - A plan showing the area leased.
- 4) If applicable, a letter from the property owner confirming that he/she is aware of this exemption application and understands that the municipality will estimate taxes on the area occupied by the organization based on methodology that may be different from that used by the landlord.
- 5) Any available brochures, newsletters or other pertinent information relative to the organization.
- 6) Any other information that the Assessment Department may deem necessary.

I certify that I am authorized to submit this application on behalf of the organization, and that the information provided on this application form, and as attachments to this form, is true and accurate in every respect, and that all information required under Part 6 of this application is included.

*BOBBIE-JO PENNER*      *SEPT 24 / 15*      *PRESIDENT*        
 Name (Please Print)      Date      Position      Signature

# Application for Property Tax Exemption

**General**  
RECEIVED  
SEP 30 2015

Application deadline November 30<sup>th</sup> of  
the year preceding the taxation year

**FOR OFFICE USE ONLY**

Property Roll Identifier <u>11630000</u> * <u>12816000</u>		Taxation Year <u>2015</u>	Date <u>28-09-2015</u>
Legal Description <u>LOT B BK 2 PLAN 7810016 &amp; LOT - BK R1 PLAN 7810016 &amp; LOT 25 BK B PLAN</u>	Lot	Block	Plan
Municipal Property Address <u>349 - 39 AVENUE WEST CLARESHOLM AB TOLEDO</u>			
Total Assessment <u>\$2,514,480</u>	Land Assessment <u>\$559,380</u>	Building Assessment <u>\$1,957,100</u>	

**PART 1 – PROPERTY INFORMATION (Required no later than February 15<sup>th</sup> of the taxation year)**

Name of property owner <u>TOWN OF CLARESHOLM</u>	Telephone Number (Bus) <u>403-625-3381</u>	Telephone Number (Res) <u>N/A</u>
Address of property owner <u>BOX 1000, CLARESHOLM AB TOLEDO</u>	Postal Code <u>TOLEDO</u>	Fax Number <u>403-625-3869</u>
Address of property for which exemption is requested		
Portion/Area of the property held by the organization <input checked="" type="checkbox"/> All <input type="checkbox"/> Part Area Occupied is:		
Is there an agreement in place that confirms the portion of the property held by the organization? <input type="checkbox"/> Yes If yes, provide expiry date _____ (mm / dd / yyyy) <input type="checkbox"/> No <u>N/A</u>	Date organization took occupancy (mm / dd / yyyy) <u>N/A</u>	

**PART 2 – ORGANIZATION INFORMATION**

Name of organization operating the facility <u>CLARESHOLM GOLF CLUB</u>	Telephone Number (Bus) <u>403-625-3500</u>	Fax Number <u>403-625-3560</u>
Act under which organization is registered as a non-profit organization <u>SOCIETY ACT</u>	Registration Number <u>50007764</u>	
Organization's objectives/purposes		
<ol style="list-style-type: none"> <li>1. <u>TO PROVIDE GOLF AT A REASONABLE RATE FOR THE GENERAL PUBLIC</u></li> <li>2. <u>&amp; MEMBERS</u></li> <li>3. <u>TO OPERATE &amp; RUN GOLF COURSE FOR THE TOWN OF CLARESHOLM</u></li> <li>4.</li> <li>5.</li> </ol>		
a) Are the resources of this organization devoted to the above objectives/purposes?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No If No, attach explanation	
b) Are there any monetary gains or benefits received by the organization as a result of its provision of services?	<input type="checkbox"/> Yes If Yes, attach explanation <input checked="" type="checkbox"/> No	
c) Does your organization expect to move from this property during the following year(s)?	<input type="checkbox"/> Yes If Yes, attach explanation <input checked="" type="checkbox"/> No	
d) Is any income or profits from the organization paid to a member or shareholder of the organization other than as wages?	<input type="checkbox"/> Yes If Yes, attach explanation <input checked="" type="checkbox"/> No	
e) Are the organization's services similar to any other organization and /or business?	<input type="checkbox"/> Yes If Yes, attach a sheet providing the organization/business name(s) <input checked="" type="checkbox"/> No	

This information is being collected for property tax exemption purposes in accordance with the Municipal Government Act and Community Organization Property Tax Exemption Regulation (AR281/98) and s.33(c) of the Freedom of Information and Protection of Privacy Act. All personal information will be managed in compliance with the provisions of the FOIP Act. Questions about the collection of this information can be directed to \_\_\_\_\_ (Municipality Contact Information)

**PART 3 – RETAIL COMMERCIAL OR LICENSED AREA**

Does the organization have a retail commercial area at this location?  Yes  No

If yes, do you operate this area?  Yes  No

What goods or services are sold at the retail commercial area?

*GOLF PRODUCTS*

For what purpose is the net income from the retail commercial area used?

*TO HELP PAY EXPENSES WITHIN ORGANIZATION*

Has an area within the facility been issued a gaming/liquor license?  Yes If yes, enclose copy  No

Class

Area (Sq.Ft)

**PART 4 – PROPERTY USE INFORMATION**

What facilities are on the property?

1. *GOLF COURSE*
2. *DRIVING RANGE*
3. *PRO SHOP*
4. *RESTAURANT*
- 5.

What times are they accessible to the general public?

*ALL TIMES*

What are the membership requirements including fees?

*ANNUAL DUES - SEE ATTACHED SHEET*

Are there any restrictions in place preventing anyone from using the facility?  Yes  No

If there are restrictions, explain

Are the services provided by the organization advertised and promoted to the general public, or primarily to members?  General Public  Members

**PART 5 – CONTACT INFORMATION**

Contact Name <i>LYLE BRODERSON</i>	Position with Organization <i>CLUB MANAGER</i>	Telephone Number (Bus) <i>403-625-3500</i>	Telephone Number (Res) <i>403-625-4877</i>
Mailing Address for non profit organization <i>BOX 2080 CLARESHOLM, A B</i>		Postal Code <i>TOLEDO</i>	Fax Number <i>403-625-3560</i>
President of Organization <i>TODD HEGGIE</i>	Telephone Number (Bus) <i>403-625-4436</i>	Telephone Number (Res) <i>403-625-4541</i>	Fax Number <i>N/A</i>
Treasurer of Organization <i>DOUG FLETCHER</i>	Telephone Number (Bus) <i>403-625-0078</i>	Telephone Number (Res) <i>403-625-2854</i>	Fax Number <i>N/A</i>

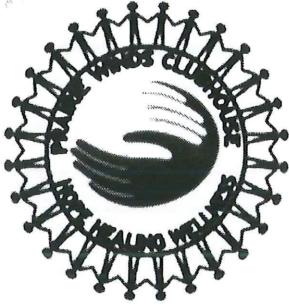
**PART 6 – REQUIRED INFORMATION – please ensure the following are submitted as attachments**

- 2) Certificate of Incorporation, current confirmation that the organization is registered in good standing and the Memorandum of Association and the Articles of Association, if any.
- 3) Copies of:
  - The organizations most current financial statements,
  - Certificate of Title (if applicable),
  - The current lease agreement with the property owner (if applicable),
  - A plan showing the area leased.
- 4) If applicable, a letter from the property owner confirming that he/she is aware of this exemption application and understands that the municipality will estimate taxes on the area occupied by the organization based on methodology that may be different from that used by the landlord.
- 5) Any available brochures, newsletters or other pertinent information relative to the organization.
- 6) Any other information that the Assessment Department may deem necessary.

I certify that I am authorized to submit this application on behalf of the organization, and that the information provided on this application form, and as attachments to this form, is true and accurate in every respect, and that all information required under Part 6 of this application is included.

*LYLE BRODERSON*      *28-09-2015*      *CLUB MANAGER*      *Sylv Bula*  
 Name (Please Print)      Date      Position      Signature





**PRAIRIE WINDS CLUBHOUSE SOCIETY**

Box 1354  
Claresholm, Alberta T0L 0T0  
Phone 403-625-4975  
Fax 403-625-3004

August 5, 2015,

Re: Application for Property Tax Exemption

Prairie Winds Clubhouse Society is a registered non-profit charity which offers adult community support to persons living with a mental illness. We offer a safe place for persons to go, a place for building relationships, a place for expanding skills needed for life, a place to return to. We offer all this through a social/ recreation model of service delivery. Our ultimate goal is to help individuals achieve success in living independently and fully integrated into community with an overall reported quality of life.

Thanks

*Glenda Wall*

Glenda Wall

Executive director

403-625-4975

BY-LAW 1026  
Schedule "B"

# Application for Property Tax Exemption General

Application deadline November 30<sup>th</sup> of  
the year preceding the taxation year

## FOR OFFICE USE ONLY

Property Roll Identifier					Taxation Year	Date		
Legal Description	Lot	Block	Plan	Part	Sec.	Township	Range	Mer.
Municipal Property Address								
Total Assessment			Land Assessment			Building Assessment		

<b>PART 1 – PROPERTY INFORMATION (Required no later than February 15<sup>th</sup> of the taxation year)</b>		
Name of property owner Prairie Wind Clubhouse Society	Telephone Number (Bus) 403-625-4975	Telephone Number (Res) #
Address of property owner 4621 2nd Street West Claresholm	Postal Code T0L 0T0	Fax Number 403-625-3004
Address of property for which exemption is requested 4621 2nd Street West Claresholm		
Portion/Area of the property held by the organization <input checked="" type="checkbox"/> All <input type="checkbox"/> Part Area Occupied is:		
Is there an agreement in place that confirms the portion of the property held by the organization? <input type="checkbox"/> Yes If yes, provide expiry date _____ (mm / dd / yyyy) <input type="checkbox"/> No		Date organization took occupancy (mm / dd / yyyy)

<b>PART 2 – ORGANIZATION INFORMATION</b>		
Name of organization operating the facility	Telephone Number (Bus)	Fax Number
Act under which organization is registered as a non-profit organization	Registration Number	
Organization's objectives/purposes 1. We provide support for individuals living with mental illness and/or addictions through a social/recreational model of service 2. We offer a safe place for individuals to expand and/or learn new skills 3. We offer social/recreational activities to all members 4. We offer a safe environment for individuals to build friendships.		
a) Are the resources of this organization devoted to the above objectives/purposes?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No If No, attach explanation	
b) Are there any monetary gains or benefits received by the organization as a result of its provision of services?	<input type="checkbox"/> Yes If Yes, attach explanation <input checked="" type="checkbox"/> No	
c) Does your organization expect to move from this property during the following year(s)?	<input type="checkbox"/> Yes If Yes, attach explanation <input checked="" type="checkbox"/> No	
d) Is any income or profits from the organization paid to a member or shareholder of the organization other than as wages?	<input type="checkbox"/> Yes If Yes, attach explanation <input checked="" type="checkbox"/> No	
e) Are the organization's services similar to any other organization and /or business?	<input type="checkbox"/> Yes If Yes, attach a sheet providing the organization/business name(s) <input checked="" type="checkbox"/> No	

This information is being collected for property tax exemption purposes in accordance with the Municipal Government Act and Community Organization Property Tax Exemption Regulation (AR26 1/96) and s.33(c) of the Freedom of Information and Protection of Privacy Act. All personal information will be managed in compliance with the provisions of the FOIP Act. Questions about the collection of this information can be directed to \_\_\_\_\_

(Municipality Contact Information)

**ART 3 – RETAIL COMMERCIAL OR LICENSED AREA**

Does the organization have a retail commercial area at this location?  Yes  No

If yes, do you operate this area?  Yes  No

What goods or services are sold at the retail commercial area?

For what purpose is the net income from the retail commercial area used?

Has an area within the facility been issued a gaming/liquor license?  Yes If yes, enclose copy  No Class   Area (Sq.Ft)  

**ART 4 – PROPERTY USE INFORMATION**

What facilities are on the property?  
 1. our building - recreation room, kitchen, dining area, washrooms, offices

- 2.
- 3.
- 4.
- 5.

What times are they accessible to the general public? What are the membership requirements including fees?  
 Mon-Fri - 830-430 No membership fees

Are there any restrictions in place preventing anyone from using the facility?  Yes  No

If there are restrictions, explain

Are the services provided by the organization advertised and promoted to the general public, or primarily to members?  General Public  Members We offer some programs for both

**PART 5 – CONTACT INFORMATION**

Contact Name <i>Glenda Wall</i>	Position with Organization <i>executive director</i>	Telephone Number (Bus) <i>403-625-4975</i>	Telephone Number (Res) <span style="float: right;">(cell)</span> <i>403-331-5383</i>
Mailing Address for non profit organization <i>Box 1354 Clareholm, AB.</i>		Postal Code <i>T5L 0T0</i>	Fax Number <i>403-625-3004</i>
President of Organization <i>Bonnie Atkinson</i>	Telephone Number (Bus) <i>403-625-5323</i>	Telephone Number (Res) <i>403-625-5323</i>	Fax Number
Treasurer of Organization <i>Paul Zemlak</i>	Telephone Number (Bus) <i>403-625-3050</i>	Telephone Number (Res) <i>403-585-5534</i>	Fax Number

**PART 6 – REQUIRED INFORMATION – please ensure the following are submitted as attachments**

- 2) Certificate of Incorporation, current confirmation that the organization is registered in good standing and the Memorandum of Association and the Articles of Association, if any.
- 3) Copies of:
  - The organizations most current financial statements,
  - Certificate of Title (if applicable),
  - The current lease agreement with the property owner (if applicable),
  - A plan showing the area leased.
- 4) If applicable, a letter from the property owner confirming that he/she is aware of this exemption application and understands that the municipality will estimate taxes on the area occupied by the organization based on methodology that may be different from that used by the landlord.
- 5) Any available brochures, newsletters or other pertinent information relative to the organization.
- 6) Any other information that the Assessment Department may deem necessary.

I certify that I am authorized to submit this application on behalf of the organization, and that the information provided on this application form, and as attachments to this form, is true and accurate in every respect, and that all information required under Part 6 of this application is included.

*Glenda Wall* *Aug. 5/2015* *executive director* *Glenda Wall*  
 Name (Please Print) Date Position Signature



**TOWN OF CLARESHOLM  
PROVINCE OF ALBERTA  
BYLAW #1526**

A Bylaw of the Town of Claresholm in the Province of Alberta to provide for taxation exemption for properties owned by community organizations.

**WHEREAS** the Community Organization Property Tax Exemption Alberta Regulation 281/1998 (COPTER) Schedule A provides the Council of the Town of Claresholm authority to exempt from taxation all or a portion of properties owned by a specified group qualifying for the exemption;

**AND WHEREAS** the Council of the Town of Claresholm, in the Province of Alberta desires to provide exemption from property taxation to qualifying community organizations;

**NOW THEREFORE**, the Council of the Town of Claresholm in the Province of Alberta enacts as follows:

1. This Bylaw will be known as the Property Taxation Exemption for Community Organizations Bylaw #1526.
2. Community organizations must apply using the required form (Schedule B and Schedule C) annually for the property taxation exemption according to the Alberta Statutes and Regulations.
3. The Administration of the Town of Claresholm will review the applications in conjunction with the Town's Assessors and recommend to Council if the application meets the criteria for taxation exemption.
4. Council will make the final decision regarding the taxation exemption of the property.
5. This Bylaw shall take effect at the beginning of the calendar year of the final passing thereof.

Read a first time in Council this **14<sup>th</sup>** day of **April** 2009 A.D.

Read a second time in Council this **27<sup>th</sup>** day of **April** 2009 A.D.

Read a third time in Council and finally passed in Council this **27<sup>th</sup>** day of **April** 2009 A.D.

**Rob Steel, Mayor**

**Kris Holbeck, CAO**

Bylaw 1526  
Schedule "A"



Province of Alberta

MUNICIPAL GOVERNMENT ACT

**COMMUNITY ORGANIZATION  
PROPERTY TAX EXEMPTION  
REGULATION**

**Alberta Regulation 281/1998**

With amendments up to and including Alberta Regulation 77/2010

Office Consolidation

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(Consolidated up to 77/2010)

**ALBERTA REGULATION 281/98**

**Municipal Government Act**

**COMMUNITY ORGANIZATION PROPERTY  
TAX EXEMPTION REGULATION**

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### **Copyright and Permission Statement**

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\*The year of first publication of the legal materials is to be completed.

### **Note**

All persons making use of this consolidation are reminded that it has no legislative sanction, that amendments have been embodied for convenience of reference only. The official Statutes and Regulations should be consulted for all purposes of interpreting and applying the law.

**Interpretation****1(1)** In this Regulation,

- (a) "Act" means the *Municipal Government Act*;
  - (b) "charitable or benevolent purpose" means the relief of poverty, the advancement of education, the advancement of religion or any other purpose beneficial to the community;
  - (c) "general public" means pertaining to the general community, rather than a group with limited membership or a group of business associates;
  - (d) "professional sports franchise" means a professional sports franchise operating in the National Hockey League, the Canadian Football League, the National Professional Soccer League or the Pacific Coast League;
  - (d.1) "subsidized accommodation" means
    - (i) rental accommodation where the Government of Alberta sets the rent at a maximum amount, sets the rent at a percentage of household income or provides the facility with ongoing operating funds,
    - (ii) rent to own units where the Government of Alberta sets the rent at a percentage of income or sets the rent at a maximum amount, and
    - (iii) accommodation where the Government of Alberta sets the mortgage payments as a percentage of income;
  - (e) "taxation" means taxation under Division 2 of Part 10 of the Act.
- (2)** For the purposes of the Act and this Regulation, "community association" means an organization where membership is voluntary, but restricted to residents of a specific area, and that is formed for the purpose of
- (a) enhancing the quality of life for residents of the area or enhancing the programs, public facilities or services provided to the residents of the area, or
  - (b) providing non-profit sporting, educational, social, recreational or other activities to the residents of the area.
- (3)** The definitions in sections 1 and 284 of the Act apply to this Regulation.

AR 281/98 s1;182/2008

**Part 1  
General Rules****Application**

- 2** This Regulation applies to taxation in 1999 and later years.

**Part of a property**

- 3** An exemption under section 362(1)(n)(i) to (v) of the Act or Part 3 of this Regulation applies only to the part of a property that qualifies for the exemption.



**Primary use of property**

**4(1)** Property is not exempt from taxation under section 362(1)(n)(iii), (iv) or (v) of the Act or Part 3 of this Regulation unless the property is primarily used for the purpose or use described in those provisions.

**(2)** For the purposes of this Regulation, a property is primarily used for a purpose or use if the property is used for the specified purpose or use at least 60% of the time that the property is in use.

**Holding property**

**5** When section 362(1)(n)(i) to (v) of the Act or Part 3 of this Regulation requires property to be held by a non-profit organization, a society as defined in the *Agricultural Societies Act* or a community association for the property to be exempt from taxation, the property is not exempt unless

- (a) the organization, society or association is the owner of the property and the property is not subject to a lease, licence or permit, or
- (b) the organization, society or association holds the property under a lease, licence or permit.

**Non-profit organization**

**6** When section 362(1)(n)(i) to (v) of the Act or Part 3 of this Regulation requires property to be held by a non-profit organization or community association for the property to be exempt from taxation, the property is not exempt unless

- (a) the organization or association is a society incorporated under the *Societies Act*, or
- (b) the organization or association is
  - (i) a corporation incorporated in any jurisdiction, or
  - (ii) any other entity established under a federal law or law of Alberta

that is prohibited, by the laws of the jurisdiction governing its formation or establishment, from distributing income or property to its shareholders or members during its existence.

**Meaning of restricted**

**7(1)** In this Regulation, a reference to the use of property being restricted means, subject to subsections (2) and (3), that individuals are restricted from using the property on any basis, including a restriction based on

- (a) race, culture, ethnic origin or religious belief,
- (b) the ownership of property,
- (c) the requirement to pay fees of any kind, other than minor entrance or service fees, or
- (d) the requirement to become a member of an organization.

**(2)** The requirement to become a member of an organization does not make the use of the property restricted so long as

- (a) membership in the organization is not restricted on any basis, other than the requirement to fill out an application and pay a minor membership fee, and

- (b) membership occurs within a short period of time after any application or minor fee requirement is satisfied.
- (3) Not permitting an individual to use a property for safety or liability reasons or because the individual's use of the property would contravene a law does not make the use of the property restricted.

**Gaming and liquor licences**

**8(1)** For the purposes of section 365(2) of the Act, property described in section 362(1)(n) of the Act and Part 3 of this Regulation in respect of which a bingo licence, casino licence, pull ticket licence, Class C liquor licence or a special event licence is issued under the *Gaming and Liquor Regulation* (AR 143/96) is exempt from taxation if the requirements of section 362(1)(n) and this Regulation in respect of the property are met.

**(2)** Despite subsection (1), property in respect of which a bingo facility licence or casino facility licence is issued is not exempt from taxation.

**Part 2**  
**Qualifications for Exemptions Under Section 362(1)(n)(ii) to**  
**(v)**

**Exemption under section 362(1)(n)(ii) of the Act**

**9(1)** The following property is not exempt from taxation under section 362(1)(n)(ii) of the Act:

- (a) property to the extent that it is used in the operation of a professional sports franchise;
- (b) property that is used solely for community games, sports, athletics or recreation if, for more than 40% of the time that the property is in use, the majority of those participating in the activities held on the property are 18 years of age or older.

**(2)** Property is not exempt from taxation under section 362(1)(n)(ii) of the Act if, for more than 30% of the time that the property is in use, the use of the property is restricted within the meaning of section 7 as modified by subsection (3).

**(3)** For the purposes of subsection (2), limiting the participation in activities held on a property to persons of a certain age does not make the use of the property restricted.

**Exemption under section 362(1)(n)(iii) of the Act**

**10(1)** Property referred to in section 362(1)(n)(iii) of the Act is not exempt from taxation unless

- (a) the charitable or benevolent purpose for which the property is primarily used is a purpose that benefits the general public in the municipality in which the property is located, and
- (b) the resources of the non-profit organization that holds the property are devoted chiefly to the charitable or benevolent purpose for which the property is used.

**(2)** Property is not exempt from taxation under section 362(1)(n)(iii) of the Act if, for more than 30% of the time that the property is in use, the use of the property is restricted within the meaning of section 7.

**Exemption under section 362(1)(n)(iv) of the Act**

**11** Property referred to in section 362(1)(n)(iv) of the Act is not exempt from taxation unless the accommodation provided to senior citizens is subsidized accommodation.

AR 281/98 s11;182/2008

**Exemption under section 362(1)(n)(v) of the Act**

**12(1)** The following property is not exempt from taxation under section 362(1)(n)(v) of the Act:

- (a) property to the extent that it is used in the operation of a professional sports franchise;
- (b) property if, for more than 40% of the time that the property is in use, the majority of those participating in the activities held on the property are 18 years of age or older;
- (c) property in Calgary or Edmonton that is held by and used in connection with a community association if the association is not a member of the Federation of Calgary Communities or the Edmonton Federation of Community Leagues.

**(1.1)** Notwithstanding subsection (1)(c), property held by a community association referred to in that provision is exempt from taxation under section 362(1)(n)(v) of the Act where that community association was a member of the Federation of Calgary Communities or the Edmonton Federation of Community Leagues on January 1, 1999 but cancelled its membership after that date.

**(1.2)** Subsection (1.1) applies with respect to 2004 and subsequent years.

**(2)** Property is not exempt from taxation under section 362(1)(n)(v) of the Act if, for more than 30% of the time that the property is in use, the use of the property is restricted within the meaning of section 7 as modified by subsection (3).

**(3)** For the purposes of subsection (2), limiting the participation in activities held on a property to persons of a certain age does not make the use of the property restricted.

AR 281/98 s12;283/2003

### **Part 3 Other Property Exempt Under Section 362(1)(n)**

**Definitions**

**13** In this Part,

- (a) "arts" means theatre, literature, music, painting, sculpture or graphic arts and includes any other similar creative or interpretive activity;
- (b) "chamber of commerce" means a chamber of commerce that is a non-profit organization and is a member of the Alberta Chamber of Commerce;
- (c) "ethno-cultural association" means an organization formed for the purpose of serving the interests of a community defined in terms of the racial, cultural, ethnic, national or linguistic origins or interests of its members;
- (d) "linguistic organization" means an organization formed for the purpose of promoting the use of English or French in Alberta;
- (e) "museum" means a facility that is established for the purpose of conserving, studying, interpreting, assembling and exhibiting, for the instruction and enjoyment of the general

public, art, objects or specimens of educational and cultural value or historical, technological, anthropological, scientific or philosophical inventions, instruments, models or designs;

- (f) "retail commercial area" means property used to sell food, beverages, merchandise or services;
- (g) "sheltered workshop" means a facility designed to provide an occupation for and to promote the adjustment and rehabilitation of persons who would otherwise have difficulty obtaining employment because of physical, mental or developmental disabilities;
- (h) "thrift shop" means a retail outlet operated for a charitable or benevolent purpose that sells donated clothing, appliances, furniture, household items and other items of value at a nominal cost to people in need.

AR 281/98 s13;283/2003

**Exemption for other property**

**14** This Part describes property that is exempt from taxation under section 362(1)(n) of the Act that is not exempt under section 362(1)(n)(i) to (v) of the Act.

**Day cares, museums and other facilities**

**15** A non-profit organization that holds property on which any of the following facilities are operated may apply to the municipality within whose area the property is located for an exemption from taxation:

- (a) a facility used for sports or recreation to the extent that the facility is not used in the operation of a professional sports franchise;
- (b) a facility used for fairs or exhibitions, including agricultural exhibitions;
- (c) a facility used for the arts or a museum;
- (d) a program premises as defined in the *Child Care Licensing Regulation* (AR 143/2008);
- (e) a facility used by a linguistic organization if
  - (i) the use of the property by the general public is actively encouraged, and
  - (ii) a sign is prominently posted in the facility indicating the hours that the whole or part of the facility is accessible to the public;
- (f) a facility used by an ethno-cultural association for sports, recreation or education or for charitable or other benevolent purposes if
  - (i) the use of the property by the general public is actively encouraged, and
  - (ii) a sign is prominently posted in the facility indicating the hours that the whole or part of the facility is accessible to the public;
- (g) a facility in a municipality operated and used by an organization for a charitable or benevolent purpose where the majority of the organization's beneficiaries do not reside in the municipality;
- (h) a facility used as a thrift shop;

- (i) a facility used as a sheltered workshop;
- (j) a facility operated and used by a chamber of commerce;
- (k) a facility used for a charitable or benevolent purpose that is for the benefit of the general public if
  - (i) the charitable or benevolent purpose for which the facility is primarily used is a purpose that benefits the general public in the municipality in which the facility is located, and
  - (ii) the resources of the non-profit organization that holds the facility are devoted chiefly to the charitable or benevolent purpose for which the facility is used.

AR 281/98 s15;283/2003;182/2008;77/2010

**Conditions for exemption**

**16(1)** A municipality must grant a non-profit organization an exemption from taxation in a taxation year in respect of property referred to in section 15 that is held by the organization if

- (a) the non-profit organization makes an application for an exemption to the municipality by September 30 of the year preceding the taxation year and supplies the municipality with the following by November 30 of the year preceding the taxation year:
  - (i) any information the municipality requires to determine if the organization meets the conditions for the exemption, and
  - (ii) a description of any retail commercial areas in the facility,
- (b) the facility on the property is one of the facilities described in section 15 and the non-profit organization operates the facility on a non-profit basis,
- (c) the funds of the non-profit organization are chiefly used for the purposes of the organization and not for the benefit of the organization's directors and employees,
- (d) the property is not disqualified by virtue of subsection (2) or (3), and
- (e) the requirements of subsections (4) and (5), if applicable, are met.

**(2)** Property referred to in section 15(a), (b), (c), (e), (f), (j) or (k) is not exempt from taxation if, for more than 30% of the time that the property is in use, the use of the property is restricted within the meaning of section 7.

**(3)** Property referred to in section 15(d) or (g) to (i) is not exempt from taxation if an individual is not permitted to use the property because of the individual's race, culture, ethnic origin or religious belief.

**(4)** Before granting an exemption under this section in respect of a property that is held by a non-profit organization, the municipality may require that an agreement between the organization and the municipality be in force that sets out that

- (a) the organization will provide the municipality with a report by a time and in a manner specified in the agreement that sets out the information the municipality requires to determine if the organization met the conditions for the exemption during the taxation year, and

- (b) if the organization does not comply with the provisions referred to in clause (a), the organization will pay the municipality an amount equivalent to the property taxes that would be payable in respect of the property for the taxation year if the property was not exempt.
- (5) Before granting an exemption under this section in respect of a property that is owned by a non-profit organization, the municipality may require that an agreement between the organization and the municipality be in force that sets out that
  - (a) no disposition of the property may be made without the approval of the municipality, and
  - (b) if the organization is being wound-up and dissolved, the organization must, if required by the municipality, transfer the property to the municipality.
- (6) If a municipality grants an exemption to a non-profit organization and later determines that the organization did not meet the conditions that applied to the organization for the exemption for all or part of the taxation year, the municipality may in the taxation year cancel the exemption for all or part of the taxation year, as the case may be, and require the organization to pay property tax in respect of the property for the period that the exemption is cancelled.

AR 281/98 s16;4/2010;7/2010

**Waiver of application requirement**

- 17(1)** If a municipality has granted a non-profit organization an exemption from taxation under section 16 in respect of a property, the municipality may grant the non-profit organization an exemption from taxation in the following taxation year under section 16 in respect of the property without requiring the organization to apply for the exemption.
- (2) A municipality that has waived an application requirement under subsection (1) in respect of a property for a taxation year may
    - (a) require the non-profit organization that holds the property to provide any information that the organization may be required to provide if it was applying for an exemption, and
    - (b) if the non-profit organization does not provide the information, cancel in that taxation year the exemption for all or part of that taxation year and require the organization to pay property tax in respect of the property for the period that the exemption is cancelled.
  - (3) A municipality may not waive the application requirement under subsection (1) in respect of a property for more than 3 consecutive taxation years.

**Retail commercial areas**

- 18(1)** In this section, "exempt facility" means a facility or part of a facility held by a non-profit organization, a society as defined in the *Agricultural Societies Act* or a community association that is exempt from taxation under section 362(1)(n)(i) to (v) of the Act or section 16 of this Regulation.
- (2) A retail commercial area that is located within an exempt facility is exempt from taxation if
    - (a) the non-profit organization, society as defined in the *Agricultural Societies Act* or community association that holds the exempt facility also holds and operates the retail commercial area, and
    - (b) the net income from the retail commercial area is used
      - (i) to pay all or part of the operational or capital costs of the exempt facility, or

- (ii) to pay all or part of the operational or capital costs of any other facility that is held by the non-profit organization, society or community association and that is exempt from taxation under section 362 of the Act or section 16 of this Regulation.

**Part 4** Repealed AR 283/2003 s5.

## **Part 5 Repeal and Review**

### **Repeal**

**22(1)** The *Community Organization 1998 Property Tax Exemption Regulation* (AR 289/97) is repealed.

**(2)** Repealed AR 182/2008 s6.

AR 281/98 s22;182/2008

### **Expiry**

**23** For the purpose of ensuring that this Regulation is reviewed for ongoing relevancy and necessity, with the option that it may be re-passed in its present or an amended form following a review, this Regulation expires on January 31, 2015.

AR 281/98 s23;283/2003;182/2008;4/2010

KYLAW 1526  
Schedule "B"

# Application for Property Tax Exemption General

Application deadline November 30<sup>th</sup> of  
the year preceding the taxation year

FOR OFFICE USE ONLY									
Property Roll Identifier						Taxation Year	Date		
Legal Description	Lot	Block	Plan	Part	Sec.	Township	Range	Mer.	
Municipal Property Address									
Total Assessment				Land Assessment			Building Assessment		

PART 1 -- PROPERTY INFORMATION (Required no later than February 15 <sup>th</sup> of the taxation year)		
Name of property owner	Telephone Number (Bus)	Telephone Number (Res)
Address of property owner	Postal Code	Fax Number
Address of property for which exemption is requested		
Portion/Area of the property held by the organization <input type="checkbox"/> All <input type="checkbox"/> Part Area Occupied is:		
Is there an agreement in place that confirms the portion of the property held by the organization?	<input type="checkbox"/> Yes If yes, provide expiry date (mm / dd / yyyy)	Date organization took occupancy (mm / dd / yyyy)
	<input type="checkbox"/> No	

PART 2 -- ORGANIZATION INFORMATION		
Name of organization operating the facility	Telephone Number (Bus)	Fax Number
Act under which organization is registered as a non-profit organization	Registration Number	
Organization's objectives/purposes		
1.		
2.		
3.		
4.		
a) Are the resources of this organization devoted to the above objectives/purposes?	<input type="checkbox"/> Yes <input type="checkbox"/> No	If No, attach explanation
b) Are there any monetary gains or benefits received by the organization as a result of its provision of services?	<input type="checkbox"/> Yes	If Yes, attach explanation <input type="checkbox"/> No
c) Does your organization expect to move from this property during the following year(s)?	<input type="checkbox"/> Yes	If Yes, attach explanation <input type="checkbox"/> No
d) Is any income or profits from the organization paid to a member or shareholder of the organization other than as wages?	<input type="checkbox"/> Yes	If Yes, attach explanation <input type="checkbox"/> No
e) Are the organization's services similar to any other organization and/or business?	<input type="checkbox"/> Yes	If Yes, attach a sheet providing the organization/business name(s) <input type="checkbox"/> No

This information is being collected for property tax exemption purposes in accordance with the Municipal Government Act and Community Organization Property Tax Exemption Regulation (AR281/98) and s. 33(c) of the Freedom of Information and Protection of Privacy Act. All personal information will be managed in compliance with the provisions of the FOIP Act. Questions about the collection of this information can be directed to \_\_\_\_\_ (Municipality Contact Information)



<b>PART 3 – RETAIL COMMERCIAL OR LICENSED AREA</b>			
Does the organization have a retail commercial area at this location? <input type="checkbox"/> Yes <input type="checkbox"/> No			
If yes, do you operate this area? <input type="checkbox"/> Yes <input type="checkbox"/> No			
What goods or services are sold at the retail commercial area?			
For what purpose is the net income from the retail commercial area used?			
Has an area within the facility been issued a gaming/liquor license? <input type="checkbox"/> Yes If yes, enclose copy <input type="checkbox"/> No		Class	Area (Sq.Ft)

<b>PART 4 – PROPERTY USE INFORMATION</b>	
What facilities are on the property?	
1.	
2.	
3.	
4.	
5.	
What times are they accessible to the general public?	What are the membership requirements including fees?
Are there any restrictions in place preventing anyone from using the facility? <input type="checkbox"/> Yes <input type="checkbox"/> No	
If there are restrictions, explain	
Are the services provided by the organization advertised and promoted to the general public, or primarily to members? <input type="checkbox"/> General Public <input type="checkbox"/> Members	

<b>PART 5 – CONTACT INFORMATION</b>			
Contact Name	Position with Organization	Telephone Number (Bus)	Telephone Number (Res)
Mailing Address for non profit organization		Postal Code	Fax Number
President of Organization	Telephone Number (Bus)	Telephone Number (Res)	Fax Number
Treasurer of Organization	Telephone Number (Bus)	Telephone Number (Res)	Fax Number

<b>PART 6 – REQUIRED INFORMATION – <i>please ensure the following are submitted as attachments</i></b>
2) Certificate of Incorporation, current confirmation that the organization is registered in good standing and the Memorandum of Association and the Articles of Association, if any.
3) Copies of: <ul style="list-style-type: none"> <li>• The organizations most current financial statements,</li> <li>• Certificate of Title (if applicable),</li> <li>• The current lease agreement with the property owner (if applicable),</li> <li>• A plan showing the area leased.</li> </ul>
4) If applicable, a letter from the property owner confirming that he/she is aware of this exemption application and understands that the municipality will estimate taxes on the area occupied by the organization based on methodology that may be different from that used by the landlord.
5) Any available brochures, newsletters or other pertinent information relative to the organization.
6) <u>Any other information that the Assessment Department may deem necessary.</u>

*I certify that I am authorized to submit this application on behalf of the organization, and that the information provided on this application form, and as attachments to this form, is true and accurate in every respect, and that all information required under Part 6 of this application is included.*

Name (Please Print)	Date	Position	Signature
---------------------	------	----------	-----------

Bylaw 1526  
Schedule "C"

**Application for Property Tax Exemption  
Short Form**

Application deadline November 30<sup>th</sup> of  
the year preceding the taxation year

FOR OFFICE USE ONLY									
Property Roll Identifier						Taxation Year		Date	
Legal Description	Lot	Block	Plan	Part	Sec.	Township	Range	Mer.	
Municipal Property Address									
Total Assessment				Land Assessment			Building Assessment		

PART 1 – PROPERTY INFORMATION (Required no later than February 15 <sup>th</sup> of the taxation year)			
Name of property owner		Telephone Number (Bus)	Telephone Number (Res)
Address of property owner		Postal Code	Fax Number
Address of property for which exemption is requested			
Portion/Area of the property held by the organization <input type="checkbox"/> All <input type="checkbox"/> Part Area Occupied is:			
Is there an agreement in place that confirms the portion of the property held by the organization?		<input type="checkbox"/> Yes If yes, provide expiry date _____ (mm / dd / yyyy)	Date organization took occupancy (mm / dd / yyyy)
		<input type="checkbox"/> No	

PART 2 – ORGANIZATION INFORMATION			
Name of organization operating the facility		Telephone Number (Bus)	Fax Number
Contact Name	Position with Organization	Telephone Number (Bus)	Telephone Number (Res)
Mailing Address for non profit organization			Postal Code
Organization's objectives/purposes			
1.			
2.			
3.			
4.			
5.			
List the facilities and services provided and how they benefit the general public			
1.			
2.			
3.			
4.			
5.			

**PART 3 – REQUIRED INFORMATION – please ensure the following are submitted as attachments**

- 1) Certificate of Incorporation, current confirmation that the organization is registered in good standing and the Memorandum of Association and the Articles of Association, if any.
- 2) Copies of:
  - The organizations most current financial statements,
  - Certificate of Title (if applicable),
  - The current lease agreement with the property owner (if applicable),
  - A plan showing the area leased.
- 3) If applicable, a letter from the property owner confirming that he/she is aware of this exemption application and understands that the municipality will estimate taxes on the area occupied by the organization based on methodology that may be different from that used by the landlord.
- 4) Any available brochures, newsletters or other pertinent information relative to the organization.
- 5) Any other information that the Assessment Department may deem necessary.

*I certify that I am authorized to submit this application on behalf of the organization, and that the information provided on this application and as attachments to this form, is true and accurate in every respect, and that all information required under Part 3 of this application is included.*

Name (Please Print)	Date	Position	Signature
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This information is being collected for property tax exemption purposes in accordance with the Municipal Government Act and Community Organization Property Tax Exemption Regulation (AR281/98) and s.33(c) of the Freedom of Information and Protection of Privacy Act. All personal information will be managed in compliance with the provisions of the FOIP Act. Questions about the collection of this information can be directed to (Municipality Contact Information)

MAFP1312 (2004/03)



# Summary Report

Year of General Assessment: 2014

<p><b>Roll: 11917000      Alt. Key: 2330000</b>  <b>Legal: 8010781 118 33</b></p> <p>Description: Driving Order: 2330000          Address: 430 53 AVE E          Zoning: Public          Actual Use: Primary: P10104 Secondary: C10101          Market Loc: 200 East of Highway 2      Assbl. Land Area: 2.20 Acres          Econ.Zone: East of Highway 2          Assbl.Party: M Municipal          Owner: TOWN OF CLARESHOLM (CURLING RINK)</p>	
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### Market Value Land

LandID	Base Code	Site Area	Services	Location Adj.	Asmt Code	Reg	Assessment
55701596	230 C3 Service Commercial	2.20 Acres	0%	100%	64 100%	100.0	170,000

### Marshall & Swift

ImprID	MT- Qu- St Description	Area (Ft2)	Eff. Year	Asmt Code	Reg	Assessment
300081162	500-04-61 Warehouse	12,928 Ft	1971	64 92%	100.0	847,990
				24 8%	100.0	73,740

### Assessment Totals

Tax Status	Code	Description	Land	Improvement	Other	Assessment
T	24	Non Res Comm Imp/Permits	0	73,740	0	73,740
E	64	Comm Assoc Improved	170,000	847,990	0	1,017,990
<b>Grand Totals:</b>			<b>170,000</b>	<b>921,730</b>	<b>0</b>	<b>1,091,730</b>

#### Narratives

COPTExemption - COPTER Regulation

#### Inspections

Property	07/29/2011	DALRYMPLE, Stewart	Information received from the Town of Claresholm re: COPTER exemption.
Visual Exterior	03/25/2009	LAMB, Wayne	ADD LICENSED AREA.

#### Revisions

PR	04/23/2009	YEAR END PROCESS,	Assessment Change
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# Summary Report

Year of General Assessment: 2014

<b>Roll: 11630000      Alt. Key: 5780000</b> <b>Legal: 7810016 R1</b>  Description: Driving Order: 5780000 Address: Zoning: Public Actual Use: Primary: P10102 Secondary: C10000 Market Loc: 100 West of Highway 2      Assbl. Land Area: 69.99 Acres Econ.Zone: West of Highway 2 Assbl.Party: M Municipal Owner: TOWN OF CLARESHOLM (GOLF CLUB)	
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### Market Value Land

LandID	Base Code	Site Area	Services	Location Adj.	Asmt	Code	Reg	Assessment
55701376	400 Public	69.99 Acres	0%	100%	64	100%	100.0	398,630

### Improvements

ImprID	MT- Qu- St	Description	Area (Ft2)	Eff. Year	Asmt	Code	Reg	Assessment
300081891	030-04-27	Garage(MAINTENENCE SHOP)	1,200	1991	64	100%	100.0	37,970
300081892	030-04-27	Garage(MAINTENENCE SHOP)	1,008	1985	64	100%	100.0	24,140
300081893	030-04-28	Garage	1,472	1979	64	100%	100.0	31,020
300081894	035-04-28	OPEN VERANDA - ABOVE ATTACHED GARAGE	1,472	1979	24	100%	100.0	15,040
300081895	035-04-28	VERANDA OVER FRONT ENTRY	420	1979	64	100%	100.0	5,220
300081896	030-03-27	Garage(PUMP HOUSE)	270	2003	64	100%	100.0	13,600

### Marshall & Swift

ImprID	MT- Qu- St	Description	Area (Ft2)	Eff. Year	Asmt	Code	Reg	Assessment
300081878	300-03-63	CLUBHOUSE	4,684 Ft	1979	24	50%	100.0	206,260
					64	50%	100.0	206,250
300081883	505-02-61	Warehouse (Metal Clad)(CART STORAGE&GOLF COURSE)	2,600 Ft	1992	64	100%	100.0	1,360,930
300081886	505-02-61	Warehouse (Metal Clad)(CART STORAGE)	2,600 Ft	1992	64	100%	100.0	32,530

### Assessment Totals

Tax Status	Code	Description	Land	Improvement	Other	Assessment
T	24	Non Res Comm Imp/Permits	0	221,300	0	221,300
E	64	Comm Assoc Improved	398,630	1,711,660	0	2,110,290
<b>Grand Totals:</b>			<b>398,630</b>	<b>1,932,960</b>	<b>0</b>	<b>2,331,590</b>

### Narratives

COPTER Exemption - COPTER Regulation

### Inspections

Property                                      07/29/2011    DALRYMPLE, stewart    Information received from the Town of Claresholm re: COPTER exemption.  
 Inside                                            04/15/2009    LAMB, Wayne



# Summary Report

Year of General Assessment: 2014

**Roll: 10157000**      **Alt. Key: 15680000**  
**Legal: 147N 10 9-10**



Description: Prairie Winds Clubhouse  
 Address: 4621 - 2ND STREET W  
 Zoning: Residential  
 Actual Use: Primary: C10100  
 Market Loc: 100 West of Highway 2      Assbl. Land Area: 7,800 Sq. Feet  
 Econ.Zone: West of Highway 2  
 Assbl.Party: C Corporation  
 Owner: PRAIRIE WINDS CLUBHOUSE SOCIETY

## Income Valuation

IncomeID	Location	Property Type	Quality	Valuation	Reg.	Year Built	Asmt Code	Assessment
300005525	Claresholm	General office	Average	178,370	100	1925	64 100%	178,370
	Office Main		Average	2,869 Ft2				

## Assessment Totals

Tax Status	Code	Description	Land	Improvement	Other	Assessment
E		64 Comm Assoc Improved	0	0	178,370	178,370
<b>Grand Totals:</b>			<b>0</b>	<b>0</b>	<b>178,370</b>	<b>178,370</b>

## Narratives

COPTER Exemption - COPTER Regulation

## Inspections

Info From Owner      06/21/2010      DALRYMPLE, stewart      Prairie Winds Clubhouse, having applied and received exemption under COPTER, is exempt.

Visual Exterior      04/02/2009      LAMB, Wayne

## Revisions

MGA305(3)      01/01/2010      DALRYMPLE, stewart      Exempt as per COPTER (used revision date of January 1, as exempt from that date forward) - Assmt Code 24 to 64

## Sales

Date	Price	Adj. Price	Sale Code	Type	Ratio	CofT
09/09/2004	\$147,000	\$166,300	24 not verified	Improved	107%	041339802
09/08/2004	\$58,000	\$58,000	24 not verified	Improved	308%	041339001



# INFORMATION BRIEF

Meeting: November 9, 2015  
Agenda Item: 7

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## Prairie Canada Future Game

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### **DESCRIPTION:**

Linda Erickson, Manager, Regional Economic Development Services, Alberta Economic Development and Trade, has offered to facilitate the Prairie Canada Future Game (see attached) for Mayor and Council. The evening will open with a short Economic Development Literacy session and then proceed into the game. There is no cost associated with the training.

The proposed dates are the evening of December 10<sup>th</sup>, 15<sup>th</sup>, 16<sup>th</sup> or 17<sup>th</sup>.

### ATTACHMENTS:

- 1.) Prairie Canada The Future Game

### APPLICABLE LEGISLATION:

- 1.) none

PREPARED BY: Marian Carlson, CLGM – CAO

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APPROVED BY: Marian Carlson, CLGM – CAO

DATE: November 3, 2015

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# PRAIRIE CANADA TheFutureGame®

## About the Game

*Practice community decision-making in a whole new way...*

### How it Works

The Prairie Canada Future Game is highly interactive and allows participants to tackle the challenges of economic and community development in a fun and engaging manner. It is played in a small team format and the teams make a series of critical decisions that shape the future of a typical prairie region over a 25-year period.

### Play the game at...

- Strategic planning sessions
- Board and staff retreats
- Community conferences and events
- Staff team-building exercises

### Groups that will benefit...

- Municipal politicians and officials
- Community leaders
- Local economic development practitioners and organizations
- Regional Economic Development Alliance members
- Community development organizations

### Involving Key Leaders

The game allows leaders to work with their groups in a new way. Observing how today's decisions can impact tomorrow's future helps key leaders and groups focus on the importance of a long term vision and what it takes to get there.

### The game will...

- Engage you and your fellow leaders and stimulate discussion and debate about the future of your community
- Add extra depth and strength to your regional planning efforts
- Help hone leadership and decision-making skills
- Work as a team-building and change-management tool

**For more information on how to access the game for your community, contact Regional Development, Alberta Enterprise and Advanced Education by email at [futuregame@gov.ab.ca](mailto:futuregame@gov.ab.ca) or by phone at 780-427-6291.**



future*→*iQ  
PARTNERS  
engineering synergy



Alberta





**Statement of Financial Position**  
As at November 3rd, 2015

	<b>2015</b>	<b>2014</b>
<b>Financial Assets</b>		
Cash	2,983,844	176,784
Temporary investments	1,674,177	2,687,522
Cash and temporary investments (See cash flow for changes)	4,658,021	2,864,306
Taxes and grants in place of taxes receivable	463,065	332,132
Accounts receivable	552,549	751,725
Land held for resale	150,688	150,688
	5,824,324	4,098,851
<b>Liabilities</b>		
Accounts payable and accrued liabilities	109,607	-184,428
Vacation	-134,669	-134,669
Sick time	-81,401	-81,401
Deposits	-33,217	-37,402
Deferred revenue	-851,694	-879,202
Long term debt #1	-4,741,682	-4,741,682
	-5,733,056	-6,058,784
<b>Net financial debt</b>	91,268	-1,959,934
<b>Non-financial Assets</b>		
Prepaid expenses (deposits)	17,770	17,770
Inventory for consumption	228,337	228,337
Capital assets	26,303,566	25,854,946
	26,549,673	26,101,052
<b>Accumulated surplus</b>	26,640,941	24,141,118



**Statement of Operations**  
**As at November 3rd, 2015**

	Budget	2015	\$ Variance
<b>Revenue</b>			
Net municipal taxes	-3,073,988	-3,596,720	522,732 <span style="color: red;">Note 1</span>
User fees and sales of goods	-1,972,810	-1,677,445	-295,365 <span style="color: red;">Note 2</span>
Government transfers for operating	-423,163	-166,463	-256,700 <span style="color: red;">Note 3</span>
Investment income	-32,000	-29,986	-2,014
Penalties and costs of taxes	-82,500	-79,693	-2,807
Licenses and permits	-44,500	-38,821	-5,679
Franchise and concession contracts	-142,705	-120,971	-21,734
Rental	-121,700	-98,755	-22,945
Other	-78,944	-156,681	77,737 <span style="color: red;">Note 4</span>
Family and community support services	-220,699	-202,546	-18,153
	<b>-6,193,009</b>	<b>-6,168,082</b>	
<b>Expenses</b>			
Legislative	111,500	83,270	-28,230
Administration	1,143,928	791,054	-352,875 <span style="color: red;">Note 5</span>
Fire	197,479	126,451	-71,027
Bylaw enforcement	148,232	109,740	-38,491
Common and equipment pool	550,295	381,719	-168,576 <span style="color: red;">Note 6</span>
Roads, streets, walks and lighting	907,665	304,705	-602,959 <span style="color: red;">Note 7</span>
Airport	23,019	15,673	-7,347
Storm sewers and drainage	311,620	69,534	-242,086 <span style="color: red;">Note 8</span>
Water supply and distribution	2,242,310	533,772	-1,708,537 <span style="color: red;">Note 9</span>
Wastewater treatment and disposal	624,369	65,814	-558,555 <span style="color: red;">Note 10</span>
Solid waste management	528,703	383,179	-145,523 <span style="color: red;">Note 11</span>
Family and community support services	217,214	185,527	-31,687
Day care	69,777	31,835	-37,942
Cemeteries and crematoriums	38,099	19,608	-18,491
Other public health and welfare	30,000	8,836	-21,164
Economic and agricultural development	39,878	10,257	-29,621
Subdivision land and development	164,646	149,542	-15,104
Parks and recreation	867,612	582,973	-284,639 <span style="color: red;">Note 12</span>
Culture - libraries, museums and halls	341,233	268,487	-72,746
	<b>8,557,577</b>	<b>4,121,977</b>	
<b>Deficiency (Surplus) of revenue over expenses before other</b>	<b>2,364,568</b>	<b>-2,046,105</b>	
<b>Other</b>			
Government transfers for capital	-1,696,125	-554,265	-1,141,860 <span style="color: red;">Note 13</span>
<b>Deficiency (Surplus) of revenue over expenses</b>	<b>668,443</b>	<b>-2,600,370</b>	
<b>Accumulated Surplus, beginning of year</b>			
As previously stated	-24,141,118	-24,141,118	
Prior period adjustment	0	100,547	
As restated	-24,141,118	-24,040,571	
<b>Accumulated Surplus, end of year</b>	<b>-23,472,675</b>	<b>-26,640,941</b>	

**Note 1**

We have not made the school requisition payments (December) yet have received our property taxes resulting in the increase.

**Note 2**

Have not received the fees for water, sewer, garbage and recycling for November and December. As a result we are currently under budget.

**Note 3**

We have all of our MSI funding for this year and, however, we have to adjust for porcupine hills early childhood care funding , local improvement charges and an AMA museum grant.

**Note 4**

Received a contribution for the airport fire suppression system which has resulted in greater than expected revenues.

**Note 5**

Wages for November and December have yet to occur. We have yet to spend a large portion of budgeted amounts for economic development and we have not provided all grants that have been budgeted for. These are the large discrepancies to budget and the remaining accounts are slightly underbudget as we still have 2 months remaining.

**Note 6**

Overall under budget as a result of the remaining 2 months to come this year. In addition, as a result of cheaper oil and gas there have been cost savings realized.

**Note 7**

Amortization has not been included in the 2015 figures. In addition, as we have 2 months remaining there is room in the budget to cover the rest of the year.

**Note 8**

We budgeted for improvements to the frog creek corridor of \$155,000 which have not been incurred as we have not received funding from DRP at this time.

**Note 9**

Amortization has not been included in the 2015 figures. In addition we have interest payments that are associated with the debenture due December 15th, 2015. Finally, we have two months of costs to incur yet in 2015.

**Note 10**

Amortization has not been included in the 2015 figures. In addition debenture interest has not been included. The interest was paid in September and will be adjusted for at yearend.

**Note 11**

We have two months of costs to incur yet in 2015. No major items to note.

**Note 12**

Amortization has not been included in the 2015 figures.

**Note 13**

We have not received any funding for the storm water improvements or for the new multi use community facility and town at this time which has resulted in a large amount under budget.



**Statement of Cash Flow**  
**As at November 3rd, 2015**

	<b>2015</b>	<b>2014</b>
<b>Operating Transactions</b>		
Surplus (Deficiency) of revenue over expenses	2,600,370	-1,090,250
Adjustment for items which do not affect cash		
Loss on disposal of tangible capital assets	0	17,456
Amortization	0	2,584,670
	2,600,370	1,511,876
Net change in non-cash working capital items		
Taxes and grants in place of taxes receivable	-130,934	82,538
Trade and other receivables	199,175	180,623
Inventory for consumption	0	-24,689
Prepaid expenses	0	1,091
Accounts payable and accrued liabilities	-294,035	-251,349
Employee benefit obligations	0	3,996
Deposits	-4,185	-16,285
Deferred revenue	-27,508	-48,810
Cash provided by operating transactions	2,342,884	1,438,991
<b>Capital Transactions</b>		
Proceeds on disposal of tangible capital assets		36,325
Acquisition of tangible capital assets	-448,620	-1,217,384
Cash applied to capital transactions	-448,620	-1,181,059
<b>Financing transactions</b>		
Repayment of long-term debt	-100,549	-244,170
<b>Increase (decrease) in cash and temporary investments</b>	<b>1,793,714</b>	<b>13,762</b>
<b>Cash and temporary investments, beginning of year</b>	<b>2,864,306</b>	<b>2,850,544</b>
<b>Cash and temporary investments, end of year</b>	<b>4,658,021</b>	<b>2,864,306</b>



# INFORMATION BRIEF

Meeting: November 9, 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.	In progress
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.	In progress
Regular Scheduled Meeting - October 26, 2015				
1	Bylaw #1608 - Designated Officers: Moved by Councillor Cutler to give Bylaw #1608 regarding Designated Officers 2nd Reading. CARRIED Moved by Councillor Ford to give Bylaw #1608 regarding Designated Officers 3rd & Final Reading. CARRIED	Karine	Bylaw prepared & signed.	Complete

2	Delegation Response: Claresholm Kinsmen Club - Moved by Councillor Fieguth to donate twenty-six hours of pool rental time for the Claresholm Healthy Community Coalition's free public swim initiative for the term January 1 to March 31, 2016. CARRIED MOTION #15-096	Tara	Letter sent October 28, 2015	Complete
4	CORRES: Claresholm Kinsmen & Kinettes - Moved by Councillor Fieguth to support the proposal for upgrading of park areas and outdoor fitness equipment as presented by the Claresholm Kinsmen and Kinettes in principle, and to put forward Councillor Dixon as a representative of Council to any committee that may be formed. CARRIED MOTION #15-097	Tara	Letter sent October 28, 2015	Complete
5	CORRES: Meadow Creek Sausage - Moved by Councillor Cutler to prohibit parking on the west side of Alberta Road in front of Meadow Creek Sausage's property located at Lot 6, Block 8, Plan 1213513, and to refer to administration to investigate the development of a traffic management plan for the area. CARRIED MOTION #15-098	Tara/Jason	Response letter sent October 28, 2015. Traffic Safety Plan in progress.	Complete
6	RFD: December 2015 Meeting Date - Moved by Councillor Ford to set Monday, December 14, 2015 as the only regular Council meeting date in December 2015. CARRIED MOTION #15-099	Karine	Updated on the website.	Complete
	School/Playground signs referred to budget	Simon		
	Set up delegation with AHS & RCMP	Marian		In progress

PREPARED BY: Karine Wilhauk, Secretary-Treasurer

APPROVED BY: Marian Carlson, CLGM – CAO

DATE: November 6, 2015

# **INFORMATION ITEMS**

**MORE NEWS**

Rylan Kettles (Grad 2015) received APEGA Education Foundation Entrance Merit Scholarship and the John D. Petrie Memorial Entrance Bursery from the University of Calgary.

**GREAT KIDS NOMINATION DEADLINE NOV. 27**

Alberta is home to thousands of kids who help, inspire and change the lives of others. These great kids are between the ages of five and 18 and show remarkable determination, generosity and compassion. It's simple – follow the step-by-step instructions at [www.greatkids.alberta.ca](http://www.greatkids.alberta.ca) by November 27, 2015!



**CURLING**

Claresholm Junior and High School Curling will be Mondays and Wednesdays from 5-6:30 pm. Sign up in the office or contact Bobby-Jo Penner or Darcy Blair to register. The first day will be November 16 and will run until Feb 24, 2016.

**HOW TO REACH US**

Main Phone 403-625-3387  
 website: [www.willowcreekhighschool.ca](http://www.willowcreekhighschool.ca)  
 email: [dietzek@lrsd.ab.ca](mailto:dietzek@lrsd.ab.ca)  
 News? [carmellesteel@gmail.com](mailto:carmellesteel@gmail.com)



**Reminder**

to all students that there is to be **NO SMOKING** within sight of the school. Students who are caught smoking will be issued a ticket by the RCMP. WCCHS does not support underage smoking in any location.



**The Navigator**

Issue 45 • Printed November 3, 2015

Claresholm, AB

*“November comes and November goes, With the last red berries and the first white snows.”*  
 — Elizabeth Coatsworth

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

**GRAD 2016**

**Graduation Date** - Saturday, June 25.  
**Grad Pictures** - Grad pictures are November 20 & 21. Please sign up for your appointment online (<http://bit.ly/1SkuXc5>). This link is also available on the school website. If you need assistance signing up, please contact the school office. Reminders: Boys, please wear a collared shirt with a tie. Girls, please wear an open necked (scoop or vee) shirt, like a tank top. You can bring props and have a quick personal picture taken as well. There is no cost for having your picture taken.

**Grad Theme** - A suggestion box is in the office for our Grad Theme! Your suggestions will be taken until November 17 so make sure you get your ideas in!

**Fundraising** - Poinsettia sales are currently underway. Plants are \$15 with white and red both available. The last day to purchase is November 6. Please support this fundraiser and contact a grad or the office to order.

**Grad Checkmark Opportunities** -  
 • Volunteers needed Wednesday night for the Jackpots at the Agriplex (6pm).  
 • Volunteers needed to help set up for Ducks Unlimited banquet November 7 at 9 am - 1 pm. Lunch will be included. Volunteers need for the evening portion to sell tickets, show merchandise, and

general help from 5:30 pm until the end of the evening. Dinner will be provided. Sign up in the office.

• Volunteers needed on Sunday, November 8 at the Legion from 5-8p.m. helping serve and clean-up. One checkmark per grad. There is a sign-up sheet in the office.

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

**INSIDE THIS ISSUE:**

- Grad 2016 Updates
- Parent Council
- Sports Update
- We Day!
- Love of Reading!
- November Calendar

**SCHOOL (PARENT) COUNCIL**

Join us to learn a ton of tips at this month's parent council meeting! Would you like to know more about getting information off of PowerSchool? Did you know you can access your child's homework, latest marks, attendance and more from your cell phone? How about Alberta Education's myPass? View and print diploma exam results, order high school transcripts, view progress towards a credential (diploma or certificate), see student personal information, and more! Attend the meeting this month and learn more. Join us on November 19 at 7:00 pm!



**November 2015**

IS YOUR CHILD ABSENT FROM SCHOOL?  
 Call the school 403-625-3387 to let us know!

1	2	3	4	5	6 Senior High Volleyball League Postseason Tournament Cobra Football: Home Game 7 pm	7
8	9	10 Remembrance Day Assembly 11:00 AM Everyone Welcome!	11 Remembrance Day National Holiday	12 NO SCHOOL	13 NO SCHOOL	14
15	16 Picture ReTake Day	17	18	19 School Council Mtg @ 7 pm	20	21
22	23 REPORT CARDS GO HOME	24	25 FUNDSRIPT ORDERS DUE Scholarship Information Night 7 pm	26 Sports Society Mtg @ 7 pm	27	28
29	30					

Willow Creek Composite High School • Grades 7-12

P.O. Box 219 • 628 - 55 Ave W., Claresholm, AB T0L 0T0 • Phone: 403-625-3387 • Fax: 403-625-3289 • [www.willowcreekhighschool.ca](http://www.willowcreekhighschool.ca)





**FROM THE PRINCIPAL: Kirby Dietze**

Kudos goes out to Student Council for the way they planned and carried out their Halloween Week activities this month. I have been impressed at their planning skills and I am thankful to have their student leadership in the school. #goWCcobras

Thank you to all participants in our Academic Awards evening on October 28. Although I was not able to be there personally, I count it a privilege to be able to associate with students at WCCHS, and I am ever impressed by their tenacity and studiousness. I'm so proud to know such a great group of kids: our Academic Cobras.

In October, staff and parents have been looking at school data to celebrate school successes and identify areas of need. We will be continuing this planning into November where staff will craft our three year plan to address the school's most important areas of need. All of these steps are just to make WCCHS --a great school-- an even better school, in the months and years to come.

Progress reports will be coming out later in November. Please be sure to be in contact with teachers regarding progress. And don't forget you can use the Powerschool Parent Portal to check in on all of your children, anytime, anywhere. Chad Kuzyk, LRSD Directory of Innovation and Learning, will be at School Council to help parents with this tool on November 19.

I hope the information flow to parents regarding school events and deadlines is successful. If you wish to receive the weekly Friday email, please ensure your email address that we have is correct. Also on that note, I invite you to be actively engaged with us on our journey by checking out our website, or following us on Twitter or Facebook.

- Kirby Dietze



**SPORTS UPDATES**

**Volleyball:** WCCHS will host the Senior High volleyball league postseason tournament on November 6 & 7. The draw will be posted...come out and support our Cobras!

WCCHS hosted the Junior High "A" Boys and Girls post-season tournament October 30 & 31. The Girls won Bronze, Boys won Silver and will represent our region/WCCHS at Zones in Vulcan on November 6 & 7. Also the "B" Girls finished third at their post season tournament. Congratulations to all our Jr. High volleyball athletes!

**Football:** The Cobras will host rival Pincher Creek Mustangs Friday night in the Zone final. If they are victorious they will host the Provincial quarter and hopefully semi-final games Saturday, Nov. 14 and 21.

**Cross Country:** Justin Fisher won Zones Cross-Country and represented the Zone/WCCHS at Provincials in Grande Prairie on October 17. He finished 17th out of 113 athletes in his category! Congrats!

**Basketball:** High School basketball will start workouts this week. The schedule is posted on the website. Junior High will start November 16.

**Sports Society:** Sports Society will hold their meeting Thursday, November 26 at 7 PM in the

WCCHS SPORTS FEES 2015-2016		
	Jr. High (7-9)	Sr. High(10-12)
<b>Football</b>	-	<b>\$275</b>
<b>Volleyball</b>	<b>\$150</b>	<b>\$300</b>
<b>Basketball</b>	<b>\$200</b>	<b>\$350</b>
<b>Badminton</b>	<b>\$50</b>	<b>\$75</b>
<b>Track</b>	<b>\$50</b>	<b>\$75</b>
<b>Slowpitch</b>	-	<b>\$150</b>
<b>Baseball</b>	-	<b>\$250</b>
<b>X-Country</b>	<b>\$50</b>	<b>\$75</b>
<b>Golf (Zone Host)</b>	<b>\$75</b>	<b>\$75</b>
<b>Curling</b>	-	<b>\$75</b>

Learning Commons. All are welcome to attend! The agenda and last month's minutes will be posted on the school website. *All Sports Society fundraising proceeds go to help facilitate our school sports and keep player fees to a minimum.*

**WE DAY 2015!**

This October, the WE Team and Student Council worked together with Foothills Ford for the annual WE Scare Hunger food drive. Our goal was to fill the back of a F-150 truck. Foothills Ford got our campaign rolling by bringing in a miniature F-150 filled with food donations. Donations were accepted from October 19-30. Foothills Ford picked up 270 lbs. of food and delivered all items to the Claresholm Food Bank.

On October 27, 29 members of the WCCHS WE Team had the opportunity to attend WE Day at the Saddledome. WE Day is an annual event celebrating youth making a difference in their local and global communities. This year our students were inspired by Marlee Matlin, Henry Winkler, Spencer West, Kardinal Offishall, Francesco Yates, Silken Laumann, the Kenyan Boys Choir, and The Band Perry.

On November 20, the WE Team will be participating in the WE Are Silent campaign. WE Are Silent is a vow-of-silence fundraiser. Students will collect pledges for every hour they go silent. Funds raised will go towards Free The Children's education programs.

**WCCHS REMEMBRANCE DAY CEREMONY**

Parents and community members are invited to the WCCHS Remembrance Day Assembly on Tuesday, November 10, 2015 at 11:00 in the Gymnasium.



**PLOOX!**

Set your watches and mark your calendars ladies and gentlemen! It's time to begin the countdown to the final installment from Claresholm's very own Dave Armstrong! **Adventures with Ploox, Book III, When Ploox was King** is set for release on December 17, 2015. Celebrate with us at the big book launch at West Meadow School in Claresholm on that very date. All are welcome! More details to follow very soon... Woop-a-coo!

**FOR THE LOVE OF READING**

**Reading Thought of the Month**

Even those of us who love to read, hit that "reading slump". That time when you just don't feel like reading or you can't find a book that you seem to want to finish. Worry not, it is okay, it happens and it will pass!

**Writing of tip of the Month/Warm-up Exercise**

Our writing club members often start our weekly sessions off with a writing exercise. It's a great way to get warmed up and writing. One of our favorite exercises is called Character Meet Character. Each member writes down four (or more) characters and puts them into a hat. We then each pick two slips from the hat and take 10 minutes to write a scene in which the two characters meet and get to know about each other. For example, Ron Weasley, meet Dorothy of Oz!

**Fave Book of the Month**

"The Distance Between Lost and Found" by Kathryn Holmes. Advanced Reading Copy provided by Harper Teen & Raincoast Books. From Good Reads: "Ever since the night of the incident with Luke Willis, the preacher's son, sophomore Hallelujah Calhoun has been silent. When the rumors swirled around school, she was

**UPCOMING DATES TO NOTE**

- November 6 .....Cobra Football Home Game
- November 10 .....Remembrance Day Assembly (11 a.m.)
- November 11 .....Remembrance Day
- November 12 .....Divisional P.D Day (No school for students)
- November 13 .....Staff Planning Day (No school for students)
- November 16 .....Picture Retake Day
- November 19 .....School Council Meeting (7 pm)
- November 23 .....Report Cards handed out
- November 25 .....Scholarship Info Night (7 p.m.)
- November 26 .....Sports Society Meeting (7 p.m.)
- December 17 .. .PLOOX III Book Launch Party (West Meadow School)
- December 18 .....Last day of classes before Christmas holidays

**In Flanders Fields**

*In Flanders fields the poppies blow  
Between the crosses, row on row,  
That mark our place; and in the sky  
The larks, still bravely singing, fly  
Scarce heard amid the guns below.*

*We are the Dead. Short days ago  
We lived, felt dawn, saw sunset glow,  
Loved and were loved, and now we lie  
In Flanders fields.*

*Take up our quarrel with the foe:  
To you from failing hands we throw  
The torch; be yours to hold it high.  
If ye break faith with us who die  
We shall not sleep, though poppies grow  
In Flanders fields.*

Canadian physician Major John McCrae was a poet and physician from Guelph, Ontario. He developed an interest in poetry at a young age and wrote throughout his life. "In Flanders Fields" was written during the First World War. He was inspired to write it on May 3, 1915, after presiding over the funeral of friend and fellow soldier Alexis Helmer, who died in the Second Battle of Ypres.

silent. When her parents grounded her, she was silent. When her friends abandoned her ... silent." And now Hallelujah is lost in the woods with two other students from her bible camp. As they struggle to survive they open up to each other and heal. Think, Hatchet meets Speak.

Almost every member of WCCHS Book Club has read and loved this book. It has the WOW factor and is now on order!

**Recommended Blog of the Month**

Boys Read (<http://boysread.org>) - A site specifically dedicated to promoting books which encourage boys to read.

**Poem/Flash Fiction**

Watch for poems and really (really) short, can you say less than 100 words, poems and flash fiction compliments of WCCHS Writing Club. Future plans include taking submissions from all Cobras!

**CAREER CORNER**

Take note and attend!

- November 16 during lunch hour: **University Applications, what you need to know**
- November 23 during lunch (room 100): **UBC Virtual presentation**
- November 30 during lunch hour: **Scholarships, free money!**

RECEIVED

NOV 02 2015

October 29, 2015

Town of Claresholm

Attention: Town Council

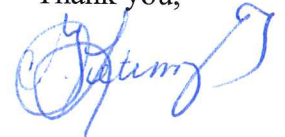
RE: Claresholm Family Services

I am writing to relay my serious concern regarding recent advertising and programming provided by Claresholm Family Services.

Recently, I was browsing the Claresholm Family Services Facebook page to become abreast of any new family programming. To my disgust, I observed advertising for an alcohol consumption related event on the facebook page. (Please see below. I have included copies for you to look at.) I am deeply concerned by this content of advertising material being promoted by Claresholm Family Services. It is my understanding that Claresholm Family Services is a municipal services paid for by tax payers. As a tax payer, I am very disappointed in this type of programming being supported by Family Services. As the child of an alcoholic, I find this type of programming to be in very bad taste, and not appropriate for a municipality to be promoting. This type of event has no place being located in a community based office, where children go to play at during parent link time. To promote alcohol consumption in a public venue; isn't that against the law? Has Family Services thought of how this type of program will impact people trying to access the programs offered? Has the feelings of others who choice not to consume been considered? Due to this type of program being promoted by Family Services, I will NEVER allow my children or family to be involved with any more programs or services offered by Family Services.

I am profoundly disturbed by this. I would expect much better from a tax payer funded department. I hope Town Council takes this seriously and ensures that this type of program is never offered again.

Thank you,

A handwritten signature in blue ink, appearing to read "C. J. King", with a large flourish extending to the right.

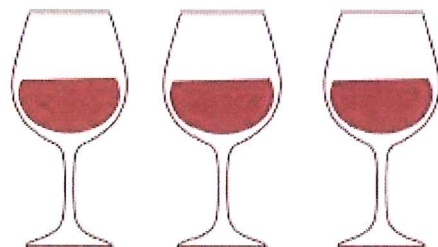
<https://t.co/MGaAMozgxa>



## Claresholm FCSS (@FcSSClaresholm) posted a photo on Twitter

Get the whole picture - and other photos from Claresholm FCSS

[PIC.TWITTER.COM/MGAAMOZGXA](https://pic.twitter.com/MGaAMozgxa) | BY CLARESHO...



# Wine Meets it Match!

*Saturday, November 7*  
*6:30–8:30 pm*  
*The Station, Claresholm*  
*\$ 50*

Andrew Hilton Wine & Spirits are proud to offer a truly unique, eccentric and broad selection of wines from around the globe and they will bring a selection of their favourite to Claresholm. Come join us and sample them with a variety of delicious cheese and tasty treats!

Please register  
by calling 403-553-4106  
Or go on-line at  
[www.willowcreeklearning.ca](http://www.willowcreeklearning.ca)

Register On-line at <http://www.brownleelaw.com/emerging-trends-registration-2016>



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

Calgary – February 11<sup>th</sup>, 2016  
Coast Plaza Hotel and Conference Centre  
1316-33 St. NE, Calgary, AB T2A 6B6  
403-248-8888

Edmonton – February 18<sup>th</sup>, 2016  
Edmonton Expo Centre  
7515-118 Avenue, Edmonton, AB T5B 4X5

**Registration & Continental Breakfast - 8:00AM – 8:40AM**

**Opening Remarks – 8:40AM – 8:45AM**

**Morning Plenary Sessions -**

**A. The New Normal – Communicating and Cooperating Regionally and Provincially**  
**8:45AM – 10:15AM**

Identifying what the new normal is and will be for Alberta. Hear from a panel of legal, communications, and municipal speakers on how new mandates are already impacting communications with the Province, amongst regional municipalities, and between sub-regional municipalities, what the future may hold, and what municipalities are already doing to address it all.

**15 MINUTE BREAK**

**B. "Going Regional" – What Does Regional Service Collaboration Really Mean in The New Normal**  
**10:30AM – 12:00PM**

With mandated cooperation and collaboration, regional service initiatives have never been more important and are the key to meeting the expectations that come with the new public service landscape in Alberta. Our panel of legal, engineering and accounting experts will provide practical advice ranging from:

- understanding the "big picture", the tools available, and governing it all
- knowing the numbers from the onset, with the necessary business case development, cost allocations, and analyses
- how does it all tie together from concept, to shovel ready, and beyond

In each case, highlighting lessons learned, traps and successes.

Register On-line at <http://www.brownleelaw.com/emerging-trends-registration-2016>

Register On-line at <http://www.brownleelaw.com/emerging-trends-registration-2016>

**LUNCH- 12:00PM – 1:00PM**

***Breakout Session #1***

**Emerging Technologies for Municipal Services – Drones, GPS, Surveillance and Privacy**

**1:00PM – 2:00PM**

With advances in technology, new tools exist for delivering municipal services and enhancing public safety, including: use of drones for enforcement or monitoring purposes, video surveillance of municipal operations and public places, and GPS monitoring of fleet vehicles. This session will examine the legal and privacy implications of incorporating such new technologies into your municipal operations.

***Breakout Session #2***

**Demystifying “Constructive Dismissal”**

**1:00PM – 2:00PM**

In our current economy and political landscape change is a constant presence. Restructuring, reorganization and downsizing are human resources realities of regional change. What is constructive dismissal? What are the consequences and how can you avoid hidden traps and risk in this area when implementing changes within your municipality? This session will answer your questions.

**15 MINUTE BREAK**

**Bear Pit Session**

**2:15PM- 3:30PM**

**Reception to Follow**

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If you have questions about the registration process you can contact Vicki Bains at [vbains@brownleelaw.com](mailto:vbains@brownleelaw.com).

If you have questions about the payment process you can contact Karen Monk at [kmonk@brownleelaw.com](mailto:kmonk@brownleelaw.com)

Brownlee LLP, 2200, 10155-102 Street, Edmonton Alberta T5J 4G8, 780-497-4800

Register On-line at <http://www.brownleelaw.com/emerging-trends-registration-2016>



# AUMA Provincial Budget Analysis Fall 2015

October 27, 2015



## Budget 2015 - Municipal Impacts

The NDP's 2015-16 budget was introduced on October 27, 2015 and replaces the budget tabled earlier this spring by the prior government.

In addition to taking action on a number of election commitments, the budget reflects the NDP's priorities to:

- **protect and stabilize front-line public services** including health care, education and social services;
- **stimulate economic growth, jobs and diversification;** and
- **plan to return to balanced budgets in 2019-20** through steadily phasing out the deficit as the economy recovers.

In light of the low oil prices, the NDP is increasing personal and corporate taxes, insurance premium tax,

alcohol and tobacco tax, as well as some fees and fines to reduce dependency on resource revenue.

The province is projecting to hold overall spending growth to an average of two per cent per year. However, infrastructure spending will be accelerated by 15 per cent to create jobs and take advantage of lower costs during this period of economic slowdown.

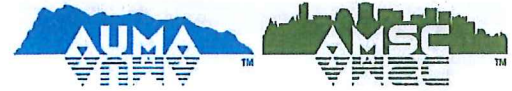
The province expects to fully exhaust the savings in its Contingency Fund by 2017 and is taking on significant debt. Debt will be allowed through new legislation that will permit provincial borrowing to a maximum of 15 per cent of GDP.

The result will be a **\$6.1 billion deficit budget for 2015-16.**

Consolidated Revenue: \$43.8 B
Consolidated Expense \$49.9 B
Consolidated Deficit: \$6.1 B

<b>Plan to Return to Balance</b> (billions of dollars)		
	2014-15 Actual	2015-16 Estimate
Consolidated Revenue	49.5	43.8
Consolidated Expense	48.4	49.9
<b>Consolidated Surplus / (Deficit)</b>	<b>1.1</b>	<b>(6.1)</b>
Other Key Metrics:		
Capital / Other Non-financial Assets	44.8	48.4
Heritage Fund Year-end Balances	15.0	15.1
Contingency Account Year-end Balances	6.5	3.3
Liabilities for Capital Projects / Fiscal Plan Borrowing	12.9	18.9





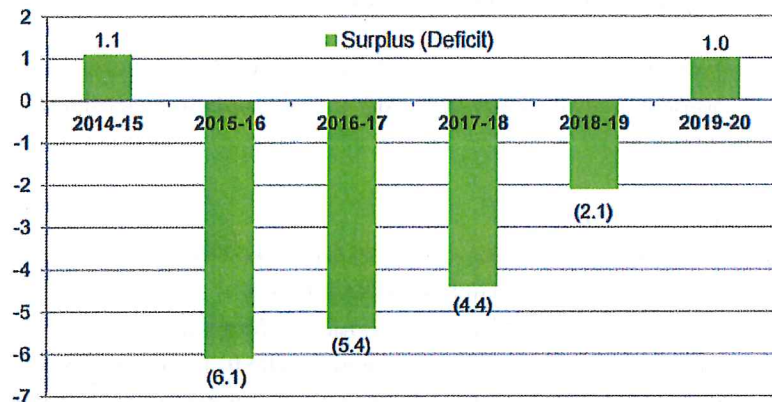
Alberta is the only province that owns more financial assets than it owes in debt.

There will be four consecutive years of deficits. The deficit is expected to fall to \$5.4 billion in 2016-17, \$4.4 billion in 2017-18, and \$2.1 billion in 2018-19.

The province expects to return to a balanced budget by 2019, with a projected surplus of \$1.0 billion.

These projections are based on the following economic assumptions:

**Plan to Return to Balance**  
(billions of dollars)



Source: Alberta Treasury Board and Finance

	2014-15 Actual	2015-16 Estimate	2016-17 Target	2017-18 Target
WTI Oil (US\$/bbl)	\$80.48	\$50.00	\$61.00	\$68.00
Differential (US\$/bbl)	\$17.30	\$13.60	\$16.30	\$18.50
Natural gas (US¢/GJ)	\$3.51	\$2.60	\$2.80	\$3.20
Exchange rate (US¢/Cdn\$)	88.0	78.0	80.0	82.0
Real GDP (% change)	4.4	(1.0)	0.9	2.4
Unemployment rate (%)	4.7	5.8	6.2	5.8
Alberta CPI (% change)	2.6	0.9	1.7	1.9

## Budget 2015 - Municipal Impacts

AUMA has been diligent in advocating for increased funding to support municipal infrastructure and community services. It is clear that the NDP government understands these needs and intends to take action on many fronts. Some of these actions are funded in the 2015-16 provincial budget, while others are a pledge for future budgets.

### 2015-16 Impacts

As the shortfalls in provincial revenue created a challenging fiscal environment, Budget 2015 largely protected municipal funding levels and only included some modest increases:

- MSI Capital – A modest \$25 million increase was provided.
- FCSS Funding – The NDP honoured its commitment to increase FCSS by \$25 million.



- Transportation – The province created a new \$30 million Municipal Transit Fund, provided a small increase to the Basic Municipal Transportation Grant, and reversed a decision of the prior government to cancel the Strategic Transportation Infrastructure Program.

The NDP’s decision to continue with the cancellation of the grant in lieu of tax on government owned and supported social housing is a key concern for AUMA as it amounts to a downloading of about \$15 million in costs onto Alberta municipalities.

**Pledges for 2016-17**

The province pledged to increase funding for the following programs in Budget 2016:

- An increase of \$50 million for MSI Capital
- An increase of \$25 million for the Alberta Municipal Water and Wastewater Partnership
- An increase of \$50 million for Water for Life funding for new and expanding regional systems
- A new \$8 million fund for enhancing bus services for smaller communities
- A reinstatement of the \$10 million STEP program

While these pledges are promising, they will be dependent on the province’s fiscal situation and will not be finalized until Budget 2016-17 is presented. In the interim, municipalities can plan and prioritize their infrastructure projects.

**Summary of Core Municipal Grants**

Grants to municipalities (\$ millions)			
	Budget 2014-15	Budget 2015-16	Comments
Municipal Sustainability Initiative - Capital	871  (\$398.9 was advanced from 2015/16 bringing the revised budget to \$1,271 million)	497.1	The province confirmed its intention to provide the full \$11.3 billion but indicated it will take more time than expected.  Although it appears that funding for 2015-16 dropped, this is simply a reflection that \$398.9 million of it had been accelerated and provided in 2014-15. 2015-16 funding actually reflects an increase of \$25 million that had been in the original spring budget tabled by the prior government.  Funding for future years will increase as part of additional investments in infrastructure (see capital plan section).
Municipal Sustainability Initiative - Operating	30.0	30.0	



	Budget 2014-15	Budget 2015-16	Comments
Municipal Sustainability Initiative - Operating	30.0	30.0	
Federal Gas Tax Fund	208.7	209.3	
Building Canada – Small Communities Fund (under 100,000 population)	0	56.2	Funding was fully allocated earlier this year to 56 municipal projects spanning 53 municipalities.
Alberta Community Partnerships	48.8	40.0	The 2015-16 program will be launched later this fall once the \$40 million has been allocated to the various components of this program.
Alberta Social Housing Corporation Grants in Place of Municipal Property Taxes	15	0	The NDP upheld the prior government's decision to terminate this grant in lieu of taxes for seniors' apartments and family housing units that are operated by public Housing Management Bodies. The net impact, after the education portion is removed, is about \$15 million.
Basic Municipal Transportation Grant	343.1	349.8	
Strategic Transportation Infrastructure Program	17.1	18.7	Funding has been renewed with another \$100 million targeted for 2017-18 and 2018-19.
<b>NEW</b> Municipal Transit Initiative	-	30.0	AUMA is seeking information on the scope of this program and the funding process.
GreenTrip	246.9	166.2	Reflects timing in the completion of projects. A third call will be made for applications for this fund which still has \$415 million in uncommitted funding. Of this, \$130 million will be available to the Calgary Regional Partnership and \$285 for other municipalities. The Capital Region has already accessed their full allocation.
Municipal Water and Wastewater Program	25.0	25.0	
Water for Life	50.0	30.0	This is the same reduction that had been announced by the prior government.
FCSS	76.1	101.1	This \$25 million increase was an election promise of the NDP.
Municipal Police Assistance Grant	53.4	54.6	Reflects adjustment for population growth.
New Police Officer Program	30.0	30.0	



Other changes (\$ millions)
Traffic fine revenue - The budget maintained a 35 per cent increase to the average traffic ticket announced in spring 2015. After factoring in the 10 per cent increase for administration fees (i.e., from 16.67 per cent to 26.67 per cent), there could be an overall net increase of \$26 million in traffic fine revenue for municipalities.
Sand and Gravel Rates - The royalty rate doubled for sand, silt, soil, peat moss, clay, and gravel. This rate had been static for 30 years.
Library Funding - The Library Services Grant was increased by a very modest \$0.10 per capita.

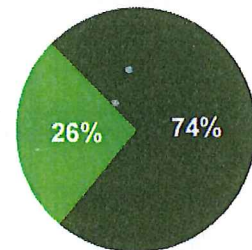
## Budget 2015 - Fiscal Plan

### Education Property Tax

The 2015-16 education tax revenue is about \$2.3 billion. This is the same requisition proposed by the prior government and reflects a seven per cent or \$151 million increase, which impacts municipalities' changing tax needs.

This is the last year that the education property tax revenue will be set to a fixed 32 per cent of education costs. Beginning in 2016-17, the education property tax will be determined annually.

### DISTRIBUTION OF PROPERTY TAX



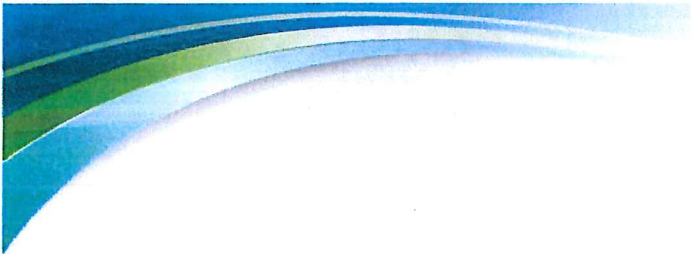
2013

■ Provincial    ■ Municipal

Sources: Alberta Treasury Board and Finance, Alberta Municipal Affairs.

Education Property Tax Requisition* (\$ millions)			
Fiscal year	2014-15	2015-16	Percent Change
Residential	1,277	1,353	6.0
Non-Residential	825	900	9.1
<b>Total</b>	<b>2,102</b>	<b>2,253</b>	<b>7.2</b>
Calendar year	2014	2015	Percent Change
Residential	1,273	1,332	4.6
Non-Residential	821	886	7.9
<b>Total</b>	<b>2,094</b>	<b>2,218</b>	<b>5.9</b>

\* The 2015 residential/farmland rate will decrease from \$2.53 to \$2.50 per \$1,000 of equalized assessment and the non-residential rate will decrease from \$3.72 to \$3.67 per \$1,000 of equalized assessment.



## Revenue

Even with the personal and corporate tax rates and changes to fees and charges, provincial revenue will only be about \$400 million higher than originally planned.

Albertans will continue to pay the

lowest overall taxes compared to other provinces, with no provincial sales tax, no payroll tax, no health care premiums and the lowest gasoline taxes. When all changes announced in the budget are fully implemented, Alberta will still maintain an overall tax advantage of at least \$8.5 billion.

While the government has embarked on a review of the energy royalty system, no changes will be made until 2017.

### Budget 2015 Consolidated Revenue

(millions of dollars)	2014-15 Actual	2015-16 Estimate	2016-17 Target	2017-18 Target
Income and Other Taxes	21,436	22,099	23,121	23,803
Non-Renewable Resource Revenue	8,948	2,768	3,412	4,365
Transfers from Government of Canada	5,982	6,984	7,288	7,559
Investment Income	3,113	2,820	2,564	2,512
Net Income from Government Business Enterprises	2,665	2,736	2,822	3,003
Premiums, Fees and Licences	3,564	3,687	3,734	3,854
Other	3,773	2,694	2,769	2,823
<b>Total Consolidated Revenue</b>	<b>49,481</b>	<b>43,788</b>	<b>45,710</b>	<b>47,919</b>

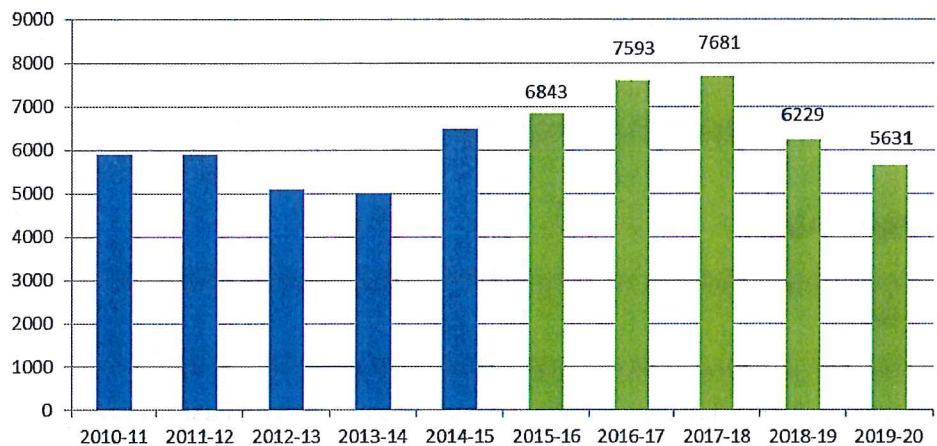
## Capital Plan

The \$34 billion five-year capital plan is intended to create jobs, get Alberta's economy moving and upgrade or expand existing infrastructure. Of this, almost \$10 billion is for municipal infrastructure and community facilities, spanning public transit (\$330 million) and transportation, water and wastewater facilities and flood recovery and mitigation projects.

The budget is projecting \$6.9 billion in core government infrastructure spending in 2015-16, rising to \$7.6 billion in 2016-17 and \$7.7 billion in 2017-18.

### Capital Plan 2015-2020 (Core Government)

(millions of dollars)



Data Source: Alberta Treasury Board and Finance



Highlights of the 2015-2020 Capital Plan include:

- \$8.6 billion for municipal infrastructure including the Municipal Sustainability Initiative which is targeted to increase in future years;
- \$2.2 billion to build and expand health infrastructure;
- \$4.7 billion for roads and bridges including the Edmonton and Calgary ring roads and Highways 63, 28 and 19;
- \$3.8 billion for schools;
- \$1.6 billion for government facilities including courthouse renewal, wildfire towers and camps, and the Alberta First Responders Radio Communications System;
- \$926 million for flood recovery and mitigation projects;
- \$706 million for water and wastewater management;
- \$581 million for post-secondary facilities including NAIT Centre for Applied Technology, Red Deer College Multiplex, University of Calgary Schulich School of Engineering, and Lethbridge College Trades and Technology;
- \$454 million for community facilities; and,
- \$387 million for rural and urban sustainable housing renewal.

**Capital Plan Details**  
(millions of dollars)

	2015-16 Estimate	2016-17 Target	2017-18 Target	2018-19 Target	2019-20 Target	5-Year Total
<b>Municipal Infrastructure Support</b>						
Municipal Sustainability Initiative:						
Municipal Sustainability Initiative – Capital	498	896	896	846	776	3,912
Basic Municipal Transportation Grant	350	360	370	380	391	1,851
Federal Gas Tax Fund	209	219	219	229	229	1,105
GreenTRIP	166	175	205	200	200	946
Transit Initiatives	-	100	100	130	-	330
New Building Canada – Small Communities Fund	56	74	31	17	10	188
New Building Canada Fund	30	30	30	30	30	150
Strategic Transportation Infrastructure Program	19	-	35	65	-	119
<b>Total Municipal Infrastructure Support</b>	<b>1,328</b>	<b>1,854</b>	<b>1,886</b>	<b>1,897</b>	<b>1,636</b>	<b>8,601</b>

Much of the capital plan will be funded through direct borrowing (\$29.9 billion over 5 years).

**Operating**

Operating expenditures in 2015-16 are forecasted to be \$49.9 billion, an increase of \$1.5 billion over the 2014-15 budget.

Similar to prior years, health and education and social services account for about 75 per cent of spending.

Health spending includes the implementation of a new mental health and addictions strategy (\$10 million), the creation of 2,000 new public long term care spaces over four years and a phase in of a new model for expanded public homecare.



Education spending reflects the reversal of the three per cent reduction to school boards that had been proposed by the prior government, a decrease to school fees and funding for a school nutrition program. There is a two year tuition freeze for post secondary institutions and a two per cent increase to base operating funding.

The spending for human services reflects additional investments in child care, child intervention, FCSS and adding beds to women's shelters.

With a budget of \$299 million, the newly created ministry of Economic Development and Trade will strive to build a more diversified and stronger economy. \$50 million in new funding over two years has been allocated for the Alberta Enterprise Corporation and \$10 million per year for enhanced community development initiatives. As well, \$178 million is budgeted over two years for job creation incentive grants.

The budget included \$1 million for 2015-16 and another \$3 million in the following year to implement the UN Declaration on the Rights of Indigenous Peoples.

Total public sector compensation is budgeted at about \$25 billion in 2015-16, and is forecasted to rise by about 2.5 per cent per year over the following two years. While continued hiring restraint by government departments will limit the growth in public sector employment, there will be increases in front-line staffing for school boards and Alberta Health Services. In addition, Budget 2015 will honour all existing collective bargaining agreements.

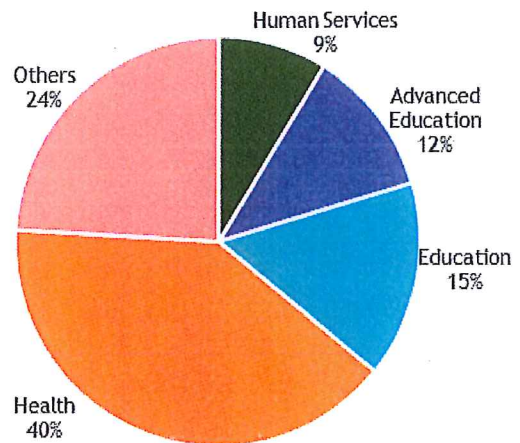
The province is undertaking a comprehensive review of agencies, boards and commissions. It is expected that this could have an impact on some municipal processes.

### Conclusion and Next Steps

Budget 2015 signals some significant progress in AUMA's call for municipal funding. Despite unprecedented low resource revenue and a challenging fiscal environment, the province has acknowledged the imperative to invest in municipal infrastructure. It is reassuring that the new government is working with municipalities to begin to address the \$26 billion municipal infrastructure deficit, particularly regarding transportation/transit and water and wastewater facilities.

As conditional grants are not a sustainable funding solution, AUMA will continue to use the MGA review to press for substantive reforms to the way in which municipalities are funded.

### Operating Expense by Ministry



## AAMDC Perspectives on Fall Budget 2015-16

Yesterday, the Government of Alberta released their **budget** for the 2015-16 fiscal year (April 1, 2015 to March 31, 2016). This is the first budget following the election of a new provincial government and the first in Alberta's slow economic climate, so a number of changes to both program structures and spending levels have taken place. Please note that although the budget is being released in October due to the provincial election in May, all budget figures apply to the full 2015-16 fiscal year.

The 2015-16 Budget is based on three priorities identified by the Government of Alberta:

- Protecting and stabilizing front-line public services, including health care, education and social services.
- Setting out a plan to return to balance by restoring fairness to government revenue and ensuring the province is in a stronger fiscal position when the economy recovers.
- Stimulating economic growth and diversification, including partnering with job creators, entrepreneurs and visionaries to stimulate economic growth and diversification.

For a full breakdown of the budget and estimates, visit the [Government of Alberta's Budget 2015 webpage](#).

The following are details of the 2015-16 budget that will be important for AAMDC members:

- To further manage revenue volatility and reduce reliance on natural resources, the Government of Alberta has implemented a variety of programs aimed to stimulate economic growth and job creation.
- The Government of Alberta plans to borrow about \$8 billion annually over the next five years for infrastructure projects. Minister of Finance and President of Treasury Board, Joe Ceci introduced legislation on October 27, 2015 that will cap borrowing at 15% of GDP – an estimated \$55 billion.
- Several taxation changes have been introduced in the 2015-16 budget including changes to the locomotive fuel tax, taxes on tobacco, and insurance premiums. This is in addition to the changes to the personal and corporate income tax rates introduced in June 2015.
- The Strategic Transportation Infrastructure Program (STIP), which to date has included the Resource Road Program, the Local Road Bridge Program, and the Community Airport Program, has received \$18.7 million in funding after being unfunded in the 2013-14 and 2014-15 budgets. At this time, it is not clear how this funding will be allocated or if the program parameters of the STIP will be changed. The Government of Alberta has committed \$100 million to STIP over the next several years through the Capital Plan. This will come in the form of a \$35 million investment in 2017-18 and a \$65 million investment in 2018-19.



- The Government of Alberta has allocated \$330 million towards “transit initiatives” over the next five years. The details of this allocation are not yet available.
- The Municipal Sustainability Initiative (MSI) has been funded at approximately \$877 million for 2015-16. This includes \$497 million in MSI capital funding (a decrease of \$374 million from last year), \$30 million in MSI operating funding (unchanged from last year) and approximately \$350 million in Basic Municipal Transportation Grant (BMTG) funding (an increase of \$7 million) which was transferred from Alberta Transportation to Alberta Municipal Affairs in 2014. Like MSI funding, BMTG funding is allocated differently for different types of municipalities. Rural municipalities receive their share based on a formula that takes into account kilometers of road, population, and equalized assessment, among other criteria. In addition to the budgeted MSI funding, the Government of Alberta provided \$400 million in additional funding in the fourth quarter of the 2014-15 fiscal year, which in effect covers the difference in the MSI reduction in the 2015-16 budget. The 2015 Capital Plan also identifies a \$100 million increase for MSI capital funding over the next five years. The AAMDC has learned that this will come in the form of \$50 million increases (over the 2015-16 amount), in 2016-17 and 2017-18.
- Alberta Community Partnership funding has decreased by 18% to \$40 million for 2015.
- Despite the lack of short-term increases to municipal water/wastewater funding, the Capital Plan includes significant increases in funding for water/wastewater systems beginning in 2016-17, with a \$160 million being dedicated. Overall, from 2015-16 to 2019-20, the Government of Alberta has targeted to dedicate \$706 million to water/wastewater systems.
- Family and Community Support Services (FCSS) funding has increased by 33% to approximately \$101 million. The Government of Alberta has also indicated their intent to work with the FCSS community on a renewed vision to support improved social outcomes for all Albertans.
- The newly formed Ministry of Economic Development and Trade will focus on innovation and trade development and on building a resilient, robust and dynamic economy for all Albertans.

The attached backgrounder provides more budget highlights that may affect rural Alberta. The AAMDC will provide additional details through member bulletins as they become available. To view the complete budget and its supporting documents, please click [here](#).

Enquiries may be directed to:

Gerald Rhodes  
Executive Director  
780.955.4077

Kim Heyman  
Director of Advocacy and Communications  
780.955.4079

### **Backgrounder Attached**

## **BACKGROUNDER: AAMDC Budget 2015 Details**

### **PROVINCIAL FINANCES**

- The provincial government is expected to have a \$6.1 billion deficit in the 2015-16 fiscal year. This is a \$1.1 billion increase from the budget presented but not passed in March 2015. This shortfall will be covered from Alberta's contingency account.
- Alberta's total revenue is forecast to be \$43.8 billion in 2015-16, a decline of \$5.7 billion, or 11.5% from 2014-15, primarily due to the impact of substantially lower oil prices on non-renewable resource and corporate income tax revenue.
- Total expenditures will increase by \$1.54 billion from the 2015-16 budget to \$49.9 billion.
- Alberta's natural resource revenues (including bitumen royalties) are expected to drop by nearly \$6 billion to \$2.76 billion.
- Personal income tax is expected to raise \$12 billion while corporate income tax is expected to raise \$4.7 billion.
- Revenue collected through premiums, fees, and licenses will increase by over \$368 million to \$3.7 billion.
- The fuel tax is estimated to bring in \$1.4 billion. This is an increase of \$469 million compared to 2014-15.
- Total education property tax revenue for 2015-16 is forecasted at \$2.3 billion, an increase from \$2.1 billion from the 2014-15 budget.

### **ABORIGINAL RELATIONS**

- The Government of Alberta intends to forge a new relationship with Indigenous peoples in Alberta. This includes a commitment by the Government of Alberta to implement the objectives and principles of the United Nations Declaration on the Rights of Indigenous Peoples and achieving reconciliation through an appropriate balance in resource development and land management, in addition to working collaboratively to improve social and economic conditions among Indigenous peoples and First Nations.
- In response to the recommendations of the Truth and Reconciliation Commission of Canada released in June 2015, Aboriginal Relations is committed to acts of reconciliation to help reverse the effects of the legacy of the residential school system in Alberta. As part of its approach to reconciliation, the government will engage in thoughtful discussions within government and with Indigenous leadership on the recommendations of the Truth and Reconciliation Commission.
- A priority initiative includes developing and implementing a Metis Settlements consultation policy that is based on Alberta's duty to consult and aligns with Alberta's First Nations Consultation Policy.
- Continued funding for the Aboriginal Consultation Office has been set at \$11 million in the 2015-16 budget.

### **AGRICULTURE & FORESTRY**

- Agriculture Income Support has increased by 4% to \$148 million.
- The 2015-16 budget for Agri-Insurance, Livestock and Hail Insurance includes \$808 million in funding.
- The Livestock and Meat Strategy will see a 13% decrease in funding from \$37.1 million in 2014-15 to \$32.3 million in 2015-16.
- Funding for agricultural services boards and agricultural societies remains at the same levels as the previous year.
- Wildfire management has been increased substantially to include an operating budget of \$472.8 million.
- Significant support has been provided for mountain pine beetle initiatives with \$35 million in funding.
- A priority initiative includes implementing all Flat Top Complex Wildfire recommendations, with a budgeted amount of \$12.8 million.

## COMMUNITY SERVICES

- The Ministry of the Status of Women will be commencing work with other ministries, jurisdictions, and the federal government to partner on relevant initiatives and strategies to enhance the status of women in Alberta.
- Alberta First Responders Radio Communication System funding has been reduced by approximately 49% to \$66.7 million. This is an indication that the project is nearing completion.
- Alberta's Final Mile Rural Broadband Initiative has been zero-funded this year.
- Family and Community Support Services (FCSS) funding has increased by \$25 million to a total of \$101.1 million.
- The Government of Alberta will work with the FCSS community on a renewed vision to support improved social outcomes for all Albertans.
- The 2015 Community Initiatives Program budget saw a 4.5% decrease from the previous year.
- Funding for the Provincial Library Network will be increased to \$34.3 million.
- The Policing Assistance to Municipalities Grant (MPAG) saw a small increase in funding from \$83.4 million to \$84.6 million.
- The provincial government will be developing a new provincial housing strategy to assist in affordable housing.
- The funding provided to assist in the hiring of new police officers is maintained at \$30 million.
- The Government of Alberta has allocated \$153 million towards funding for community facilities in 2015-16, with a total allocation of \$454 million over the next five years.

## ECONOMIC DEVELOPMENT AND TRADE

- The new Ministry of Economic Development and Trade will focus on innovation and trade development and on building a resilient, robust and dynamic economy for all Albertans.
- The Ministry of Economic Development and Trade will create economic development strategies and policies to provide an overarching framework that identifies competitiveness challenges and sector opportunities for growth and investment.
- A new two-year Job Creation Incentive Program will begin January 1, 2016. The program will provide grants of up to \$5000 for each new full-time equivalent position created by eligible employers in Alberta. It is estimated that this will support up to 27,000 new jobs each year.
- Rural economic development remains funded at the same level of \$3.9 million.

## **EDUCATION**

- The Small Schools by Necessity Grant will see a reduction of \$4.9 million to \$54 million.
- Student Transportation Services funding will see an increase to approximately \$341 million up from \$335 million in 2014-15.
- Over the next five years, the government plans to spend \$3.8 billion for schools, including 200 new schools and modernization projects. \$1.04 billion of that total is for 2015-16 with an additional \$1.5 billion estimated for in 2016-17.

## **ENERGY**

- The Orphan Well Abandonment Program Funding will be nearly doubled to over \$30 million.
- Biofuels Initiatives will be funded at a level of \$92 million in 2015-16.
- Provincial funding of carbon capture and storage initiatives has nearly doubled to \$291.7 million.
- Funding for the Utilities Consumer Advocate remains at just below \$9.2 million.
- Alberta Energy will develop an energy sustainability strategy that contributes to economic growth while embodying a high standard of environmental and social responsibility.

## **ENVIRONMENT & PARKS**

- As the development of regional plans under the Land-use Framework continue, the budget for the Land Use Secretariat has been increased from \$7.5 million to just over \$10 million in this budget cycle.
- A priority initiative includes leading the development of a new climate change policy which includes advancing energy efficiency and renewable energy which includes a budget amount of \$3.1 million.
- Overall funding for provincial parks has increased by 11% to a total of nearly \$69 million.

## HEALTH & SENIORS

- The overall Alberta Health Services budget increased by 5.58% with the base operating grant being funded at approximately \$11.33 billion.
- Funding for the Affordable Supportive Living Initiative has been completely reduced though the program remain a budget item which may indicate funding at a later date.
- Special needs assistances and project grants have been reduced to approximately \$27 million in 2015-16 down from \$30 million in \$2015-16.
- The Seniors Property Tax Deferral Program is has seen its funding nearly double to \$9.5 million in 2015-16 up from \$5 million in 2014-15.

## MUNICIPAL AFFAIRS

- The Municipal Sustainability Initiative (MSI) has been funded at approximately \$877 million for 2015-16. This includes \$497 million in MSI capital funding (a decrease of \$374 million from last year), \$30 million in MSI operating funding (unchanged from last year) and approximately \$350 million in Basic Municipal Transportation Grant (BMTG) funding (an increase of \$7 million) which was transferred from Alberta Transportation to Alberta Municipal Affairs in 2014. Like MSI funding, BMTG funding is allocated differently for different types of municipalities. Rural municipalities receive their share based on a formula that takes into account kilometers of road, population, and equalized assessment, among other criteria. In addition to the budgeted MSI funding, the Government of Alberta provided \$400 million in additional funding in the fourth quarter of the 2014-15 fiscal year, which in effect covers the difference in the MSI reduction in the 2015-16 budget. The 2015 Capital Plan also identifies a \$100 million increase for MSI capital funding over the next five years. The AAMDC has learned that this will come in the form of \$50 million increases in 2016-17 and 2017-18.
- Alberta Community Partnership funding has decreased by 18% to \$40 million for 2015.
- Support for the ongoing municipal recovery efforts in response to the 2013 floods through Alberta Municipal Affairs has been allotted a total of approximately \$15.6 million. The Ministry has also identified the need to strengthen the Disaster Recovery Program as a strategic initiative and to work with partners, including municipalities, to develop policy options for a provincial all-hazard mitigation program.
- The Ministry's business plan identifies several initiatives relevant to AAMDC members, including a plan to consult with municipalities to review the linear assessment and property tax system, and an initiative to assist municipalities in building capacity through the Municipal Sustainability Strategy, the Municipal Internship Program, training opportunities, financial management support, and other outreach and advisory activities.

## TRANSPORTATION

- The Strategic Transportation Infrastructure Program (STIP), which to date has included the Resource Road Program, the Local Road Bridge Program, and the Community Airport Program, has received \$18.7 million in funding after being unfunded in the 2013-14 and 2014-15 budgets. At this time, it is not clear how this funding will be allocated or if the program parameters of the STIP will be changed. The Government of Alberta has

committed \$100 million to STIP over the next several years through the Capital Plan. This will come in the form of a \$35 million investment in 2017-18 and a \$65 million investment in 2018-19.

- The Federal Gas Tax Fund has remained steady at approximately \$209 million.
- Water for Life capital funding has decreased significantly, and will be funded at a level of \$30 million in 2015. Water for Life operational funding was zero-funded this year.
- The Alberta Municipal Water/Wastewater Partnership has remained unchanged from the previous year, and will be funded at \$25 million in 2015-16.
- Despite the lack of short-term increases to municipal water/wastewater funding, the Capital Plan includes significant increases in funding for water/wastewater systems beginning in 2016-17, with a total of \$160 million being dedicated. Overall, from 2015-16 to 2019-20, the Government of Alberta has targeted to dedicate \$706 million to water/wastewater systems.
- GreenTRIP funding has decreased by 33%, to a level of approximately \$166 million.
- The Government of Alberta has allocated \$330 million towards “transit initiatives” over the next five years. The details of this allocation are not yet available.
- Alberta Transportation’s business plan identifies several priority initiatives that are relevant to AAMDC members, including the continued development of a long-term, multi-modal transportation network to meet urban, rural and regional needs, the enhancement of rural bus service, the implementation of a transparent infrastructure plan, an increased focus on infrastructure asset management planning, a renewed commitment to municipal water/wastewater funding, and enhanced approach to safely transporting dangerous goods in Alberta.

Alberta – Southwest  
2014

# Collision Facts

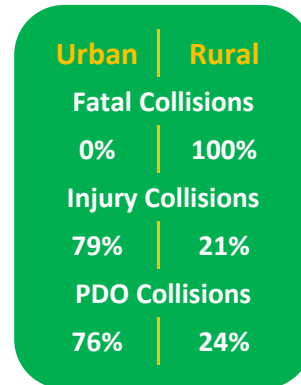
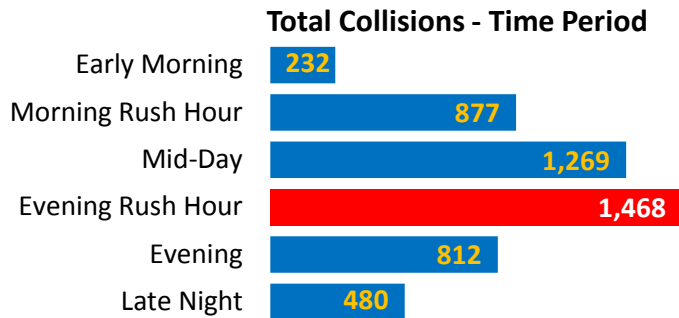
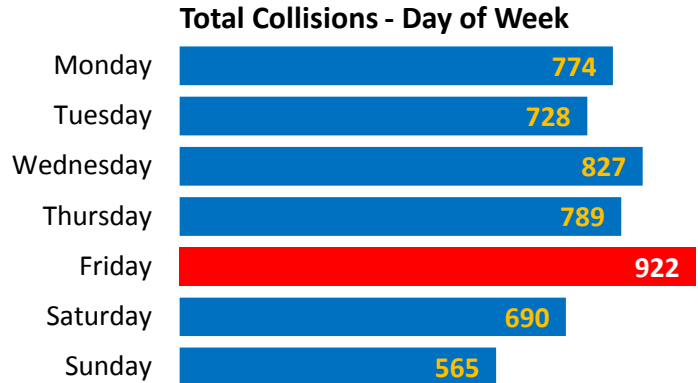
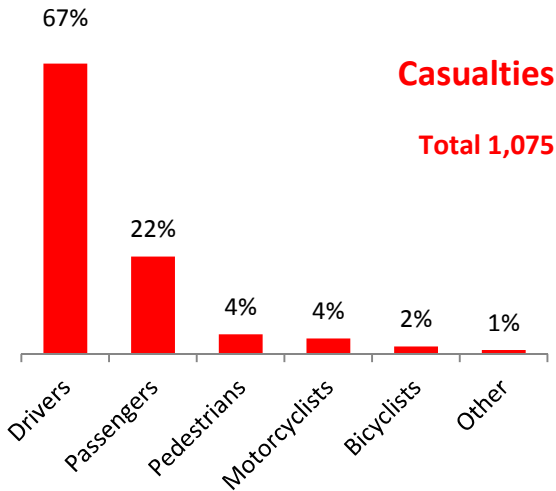


- 17 people killed ■
- 1,058 people injured ■
- 5,295 collisions ■

October 2015

# Collisions

■ 17 people killed ■ 1,058 people injured ■ 5,295 collisions ■

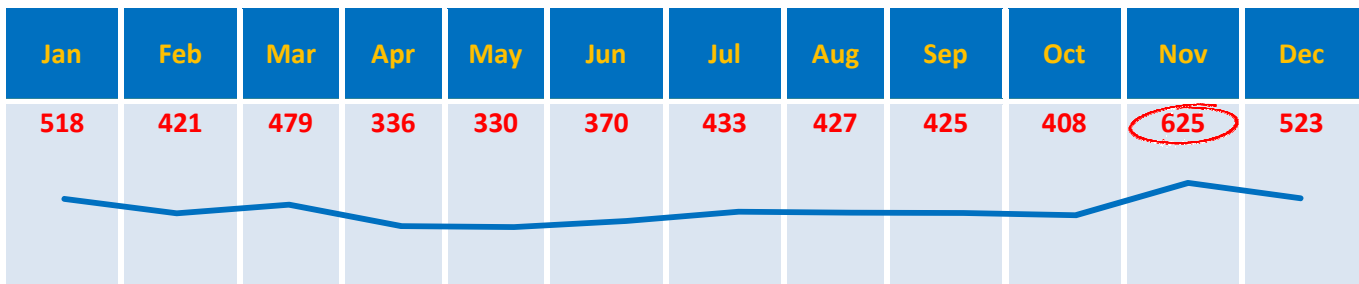


PDO means 'Property Damage Only'; in other words, nobody was hurt.  
Casualty refers to those people who were killed or injured.

### When did most collisions occur?

- Fatal Collisions → September
- Injury Collisions → January
- PDO Collisions → November

### Month of Collision Occurrence



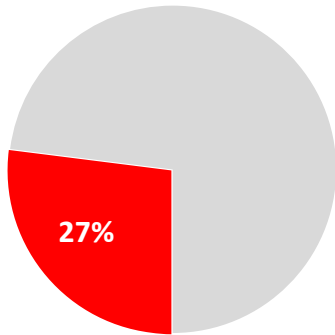


# Alberta – Southwest 2014

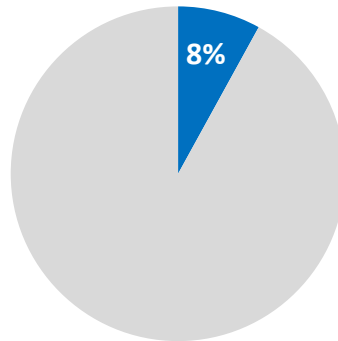
## Drivers

### Unsafe Speed

Fatal Collisions



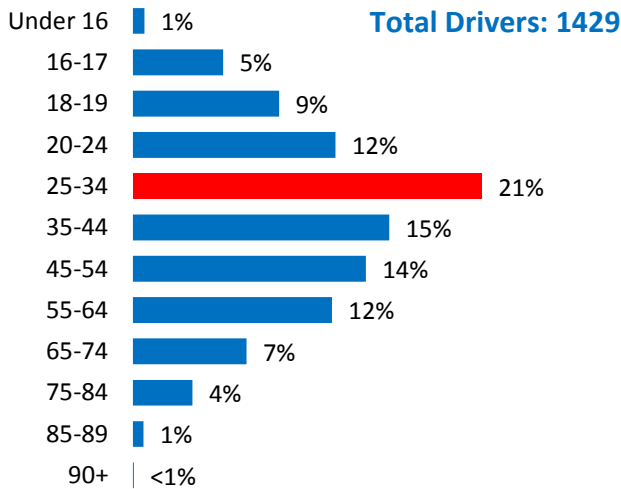
Injury Collisions



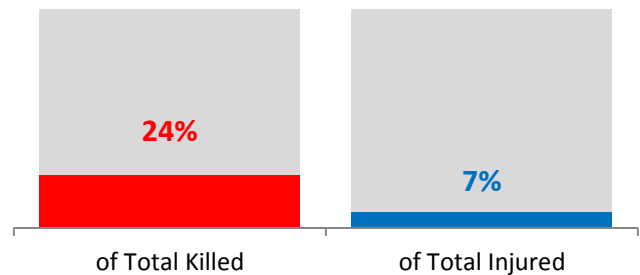
### Intersection Safety

6% of fatal collisions and 43% of injury collisions occurred at intersections.

### Driver Age in Casualty Collisions



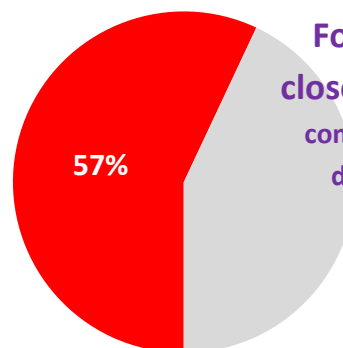
### Alcohol Casualties



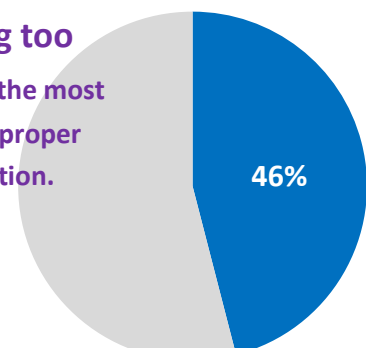
16% of drivers involved in fatal collisions and 3% of drivers in injury collisions consumed alcohol

### Improper Driver Action

Fatal Collisions



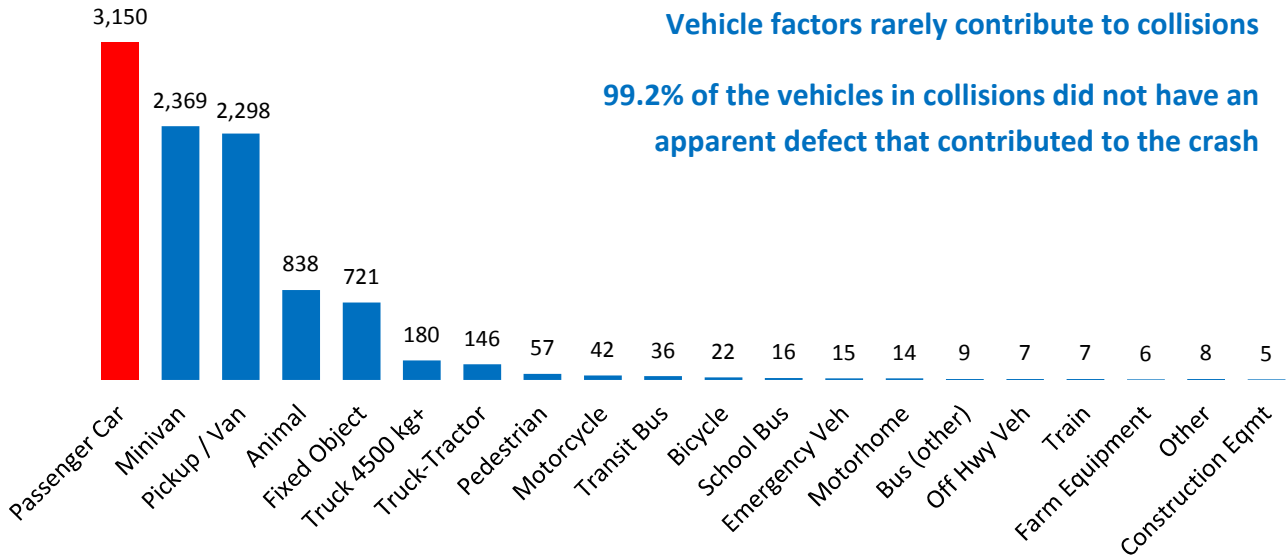
Injury Collisions



### Seatbelts keep us safe!

Occupants wearing seatbelts were injured less often (11%) than occupants who were not using restraints (35%).

Following too closely was the most common improper driving action.



Five year summary	2014	2013	2012	2011	2010
Fatal Collisions	17	15	18	28	20
Injury Collisions	784	715	619	676	670
Property Damage Collisions*	4,494	4,166	3,636	4,468	5,204
<b>Total Collisions</b>	<b>5,295</b>	<b>4,896</b>	<b>4,273</b>	<b>5,172</b>	<b>5,894</b>
Number Killed	17	16	19	31	23
Number Injured	1,058	998	841	961	926
<b>Total Casualties</b>	<b>1,075</b>	<b>1,014</b>	<b>860</b>	<b>992</b>	<b>949</b>

\*On January 1, 2011, the reporting threshold for property damage only collisions increased from \$1000 to \$2000.  
 Note: Five year summary is based on the regional boundaries in place as of October 2015.

This report is being provided to support Alberta Traffic Safety Plan 2015 efforts at the community level. The priority goals of the Plan are to reduce collision fatalities and injuries by addressing:

- Seatbelt and child safety seat use,
- Speeding,
- Intersection safety, and
- Impaired driving.

The Alberta Traffic Safety Plan 2015 is available online at: <http://www.transportation.alberta.ca/TSP>.

The annual provincial *Collisions at a Glance* and *Alberta Traffic Collision Statistics* reports are posted online at: <http://www.transportation.alberta.ca/statistics>.

Note: The information presented in this fact sheet is based on those cases where the respective information was specified on the Alberta Collision Report Form. For more information on the categories presented in this report and motor vehicle collisions in Alberta, please refer to the annual Alberta Traffic Collision Statistics report, available at the above website.

# Alberta SouthWest Regional Alliance

## Minutes of the Board of Directors Meeting

Wednesday October 7, 2015 – Community Centre - Waterton



### Board Representatives

Lloyd Kearn, Cardston County  
Barney Reeves, Waterton Lakes  
Jordan Koch, Glenwood  
Trish Hoskin, Fort Macleod  
Dennis Gillespie, Stavely  
Maryanne Sandberg, MD Willow Creek  
Warren Mickels, Cowley  
Blair Painter, Crowsnest Pass  
John Connor, Granum

### Organizational Partners

James Tessier, CF Alberta Southwest  
Martha Ratcliffe, LRSD  
Clara Yagos, LRSD

### Resource Staff

Linda Erickson, AIAE  
Kris Jensen, CDO, Waterton  
Leah Wack, Lethbridge College  
Kathy Wiebe, EA, MD Ranchland  
Bev Thornton, Executive Director, AlbertaSW  
Bob Dyrda, Project Lead, AlbertaSW

1. Welcome and introductions
2. Approval of Agenda  
Moved by Maryanne Sandberg THAT the agenda be approved.  
**Carried.** [2015-10-455]
3. Approval of Minutes  
Moved by Warren Mickels THAT the minutes of September 2, 2015 be approved as presented.  
**Carried.** [2015-10-456]
4. Approval of Cheque register  
Moved by Dennis Gillespie THAT cheques #1890 - #1902 be approved as presented.  
**Carried.** [2015-10-457]
5. Waterton Broadband Project  
Kris Jensen, Barney Reeves and Bob Dyrda provided an overview of the summer 2015 FTTP deployment.
6. International Geotourism Update  
Accepted as information
7. Tourism Entrepreneurial Workshops  
In partnership with Calgary Regional Partnership, Alberta Culture and Tourism Travel Alberta, Business Development Bank of Canada and Community Futures, AlbertaSW will assist with offering this event in Nanton.
8. AUMA Convention update  
REDA and EDA participation in trade show was positive.  
Broadband resolution passed at AUMA  
REDAs met with the Hon Lori Sigurdson, Minister AIAE  
Axia hosted and invitational presentation.
9. Project Lead Report  
Moved by Barney Reeves THAT AlbertaSW support sending Bob Dyrda to FTTH Conference ins Austin TX in April 2016  
**Carried.** [2015-10-458].
10. Executive Director report  
Accepted as information.

11. Board and Guests Round Table

12. Board Meetings  
November 4 – Nanton

13. Adjourn

Moved by Maryanne Sandberg “to do the Garry thing” THAT the meeting be adjourned.

**Carried.** [2015-10-458]

**Approved November 4, 2015**

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Chair

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Secretary/Treasurer

# Alberta SouthWest Bulletin November 2015

## Regional Economic Development Alliance (REDA) Update

### REDAs become part of new Department of Economic Development and Trade

The Honourable Deron Bilous will head the new department of Economic Development and Trade (AEDT) which will focus on supports for small business, sector development and strategy to increase trade, investment attraction, and market access. The new ministry will bring under one umbrella work that is currently spread between several departments.

The Premier's Advisory Committee on the Economy (PACE) will replace the Alberta Economic Development Authority (AEDA).

### New Executive Director attends AlbertaSW Board Meeting

Tom Mansfield, Executive Director, Entrepreneurship and Regional Development Branch attended the AlbertaSW Board meeting in Nanton on November 4<sup>th</sup> which was much appreciated.

### Tourism Entrepreneurial Workshop

Held in Nanton on November 4<sup>th</sup>, this event attracted 46 participants from around the region to learn about resources available to support tourism business development. Presentations were made by Alberta Culture and Tourism, Travel Alberta, and Business Development Bank of Canada.

### Fibre to the Premises (FTTP) continues to be a priority

Axia representatives Robert Price, David Skabar and Jason O'Connor addressed the AlbertaSW Board meeting. Our communities continue to learn and explore options for digital connectivity, which is an important service to our communities.

### REDAs collaborate to place ad in "Invest in Alberta" magazine

A collaboration between the 11 REDAs, the message to investors is that there is a network of regional economic development resources to help them make contacts in the regions. The two page layout highlights the REDAs, inviting readers to visit the websites. The target audience for this publication is local, national and international investors.

### Economic Developers Alberta Inaugural Ministry Dinner in Edmonton

On October 29, 2015 Economic Developers Alberta (EDA) hosted four cabinet ministers, along with representatives from 15 federal and provincial government departments and 60 communities.

Bev Thornton, EDA Board member, assisted with the event, which was a sold out success.

The Honourable Deron Bilous, Minister for Economic Development and Trade addressed the gathering.

The other cabinet ministers in attendance were The Honourable Oneil Carlier Minister of Agriculture and Forestry, The Honourable David Eggen Minister of Culture and Tourism and The Honourable Brian Mason Minister of Infrastructure.

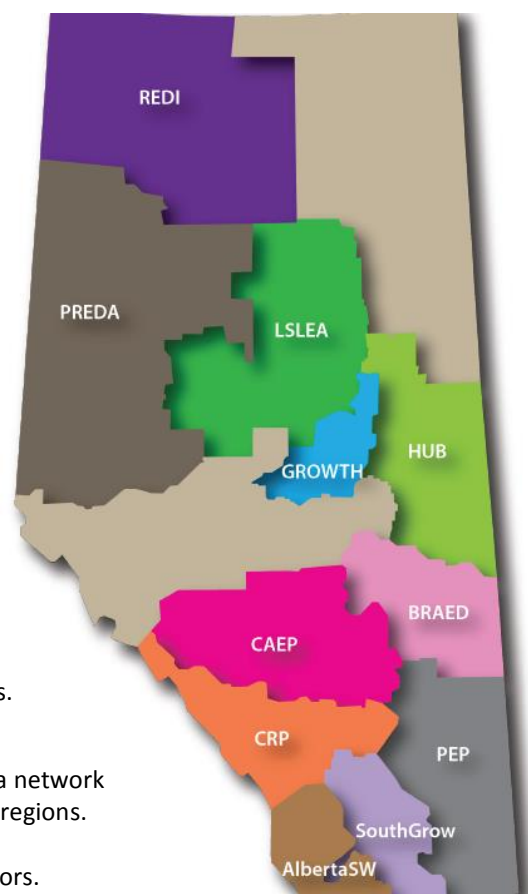
### Southern Alberta Alternative Energy Partnership (SAAEP)

Representatives of AlbertaSW, SouthGrow, Economic Development Lethbridge and Lethbridge County have held meetings to assess the future role of SAAEP. Initially formed in 2006, SAAEP conducted extensive community consultation and industry research with federal support. As the provincial government is expressing the need to seriously address alternative and renewable energy, there may be renewed opportunities for the wind, solar and bio industries in southern Alberta. Information and studies are posted at [www.saaep.ca](http://www.saaep.ca)

### ❖ Accelerate South 50 Conference, Lethbridge AB

Wednesday, November 18, 2015 and Thursday, November 19, 2015

[www.acceleratesouth50.ca](http://www.acceleratesouth50.ca) for event information and registration.



Alberta SouthWest Box 1041 Pincher Creek AB T0K 1W0  
[www.albertasouthwest.com](http://www.albertasouthwest.com)  
403-627-3373 or 1-888-627-3373  
[bev@albertasouthwest.com](mailto:bev@albertasouthwest.com)    [bob@albertasouthwest.com](mailto:bob@albertasouthwest.com)

