



TOWN OF CLARESHOLM
PROVINCE OF ALBERTA
REGULAR COUNCIL MEETING
SEPTEMBER 14, 2015
AGENDA

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

CALL TO ORDER

AGENDA: ADOPTION OF AGENDA

MINUTES: REGULAR MEETING MINUTES AUGUST 19, 2015

DELEGATIONS:

1. CLARESHOLM FARMERS MARKET SOCIETY
RE: Wednesday Farmers Markets
2. CLARESHOLM & DISTRICT MUSEUM
RE: Public Event to Celebrate Canada's 150th Birthday in 2017

ACTION ITEMS:

1. BYLAW #1607 – Repeal of Bylaw #1524
RE: 3rd Reading
2. POLICY #09-15: Employee Benefits
3. CORRES: Hon. Deron Bilous, Minister of Municipal Affairs
RE: Gas Tax Fund
4. CORRES: Hon. David Eggen, Minister of Culture and Tourism
RE: 2017 Alberta 55 Plus Games
5. CORRES: Alberta Environment and Parks
RE: 2015 AUMA Convention and Trade Show
6. CORRES: Alberta Smart City Alliance
RE: Invitation, Survey and Events
7. CORRES: Claresholm United Church
RE: Workshop November 13, 2015
8. CORRES: Community Foundation of Lethbridge & Southwestern Alberta
RE: 17th Annual Friends of the Foundation Dinner September 22, 2015
9. CORRES: Community Futures Alberta Southwest
RE: Prairie Canada Futures Game Workshop for Municipal Administration and Council
10. CORRES: Debbie Lozeman, Terry Fox Run Organizer
RE: Terry Fox Run September 20, 2015
11. CORRES: Hazel Perrier
RE: Indoor Walking Group 2015-2016
12. CORRES: Claresholm & District Health Foundation
RE: Stage & 9th Annual Gala on October 24, 2015
13. CORRES: Alberta Human Services
RE: Increased Funding for FCSS
14. REQUEST FOR DECISION: ATCO Gas & Pipelines Ltd. Franchise Agreement Clause 4(a)
15. REQUEST FOR DECISION: Meeting with Hon. Deron Bilous, Minister of Municipal Affairs
16. REQUEST FOR DECISION: Request from Viper Oilfield Services
17. INFORMATION BRIEF: Council Resolution Status
18. ADOPTION OF INFORMATION ITEMS
19. IN CAMERA: Contract; RCMP

INFORMATION ITEMS:

1. Municipal Planning Commission Minutes – July 24, 2015
2. 2015 Stars of Alberta Volunteer Awards – Deadline for nominations September 15, 2015
3. Mayors & Reeves of Southwest Alberta Meeting Minutes – May 1, 2015
4. Lethbridge Rural Innovation Forum – September 25, 2015
5. Foothills Country Hospice Society – Hawaiian Luau Gala October 24, 2015

ADJOURNMENT



TOWN OF CLARESHOLM
PROVINCE OF ALBERTA
REGULAR COUNCIL MEETING MINUTES
AUGUST 19, 2015

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

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

REGRETS: None

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

MEDIA PRESENT: Rob Vogt, Claresholm Local Press.

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

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

CARRIED

MINUTES: **REGULAR MEETING – JULY 20, 2015**

Moved by Councillor Dixon that the Regular Meeting Minutes of July 20, 2015 be accepted as presented.

CARRIED

ACTION ITEMS:

1. BYLAW #1607 – Repeal of Bylaw #1524
RE: All Readings

Moved by Councillor Fieguth to give Bylaw #1607, a bylaw to repeal Bylaw #1524, 1st Reading.

CARRIED

Moved by Councillor Cutler to give Bylaw #1607, a bylaw to repeal Bylaw #1524, 2nd Reading.

CARRIED

2. DELEGATION RESPONSE: Harvey Dippel
RE: Driveway

Referred to Administration to provide options and costs to assist in the repair of Mr. Dippel's driveway.

3. CORRES: Hon. Deron Bilous, Minister of Municipal Affairs
RE: 2015-16 Municipal Sustainability Initiative (MSI) Funding

Received for information.

4. CORRES: Hon. Sarah Hoffman, Minister of Seniors
RE: Grants in Place of Taxes on Social Housing

Received for information.

5. CORRES: Hon. David Eggen, Minister of Culture and Tourism
RE: 2018 Alberta Summer Games and 2018 Alberta Winter Games

Received for information.

6. CORRES: Town of Fort Macleod
RE: Alberta Summer Games 2018

Referred to Administration to write a letter to the Town of Fort Macleod and cc the Town of Pincher Creek that the Town may be interested in co-hosting the 2018 Alberta Summer Games, and will attend a meeting if they schedule one.

7. CORRES: Victory Church Claresholm
RE: Request to Close 1A Street West on September 12, 2015

MOTION #15-066 Moved by Councillor Dixon to allow the Victory Church of Claresholm to close 1A Street West from 52 Avenue to 53 Avenue from 12:00pm to 8:00pm on September 12, 2015 for their community block party.

CARRIED

**8. CORRES: Claresholm Community Centre Association
RE: Letter of Support**

MOTION #15-067 Moved by Councillor Ford to write a letter of support towards the Claresholm Community Centre Association's application to the Community Facility Enhancement Grant.

CARRIED

**9. CORRES: Claresholm Arts Society
RE: Support for Grant Application to the Lethbridge Community Foundation**

MOTION #15-068 Moved by Councillor Dixon to support in principle the Claresholm Society for the Arts grant application to the Lethbridge Community Foundation in order to enable renovations to the Claresholm Community Centre to proceed.

CARRIED

10. REQUEST FOR DECISION: Pillar Homes Tax Penalty

MOTION #15-069 Moved by Councillor Cutler that;

WHEREAS the Town of Claresholm Bylaw #1595 states that payments for current taxes must be received by June 30th or the owner must provide proof to avoid tax penalties being imposed;

THEREFORE Council hereby moves to **deny** the request from Pillar Homes (1991) Ltd. to waive the July 1, 2015 penalty of \$1,852.61 on the properties described as Lot 2, Blk 7, Pl 7911185; Lots 33 to 36, Blk 2, Pl 9910869; Lots 5 to 14, Blk 7, Plan 9910869; Lots 3 to 8, Blk 10, Pl 9910869; Lots 41 to 42, Blk 2, Pl 0010555; and Lots 9 to 10, Blk 10, Pl 0010555.

CARRIED

11. REQUEST FOR DECISION: Letter of Support – Willow Creek Ag Society

MOTION #15-070 Moved by Councillor Dixon to write a letter of support towards the Willow Creek Agricultural Society's grant application to the Community Facility Enhancement Program for the purpose of constructing a new indoor arena.

CARRIED

12. REQUEST FOR DECISION: West Water Plant Power Line / Land

MOTION #15-071 Moved by Councillor Cutler that;

WHEREAS the power line and transformer located at the old west water plant location is no longer in service; and

WHEREAS future development of the property is not likely to require a 3 phase 480 volt service; and

WHEREAS there are no associated costs with the removal of the line and transformer;

NOW THEREFORE, Council moves to have the power line and transformer removed from the old west water plant location.

CARRIED

13. REQUEST FOR DECISION: Municipal Reserve Land

MOTION #15-072 Moved by Councillor Fieguth to add the six trees as presented to the Municipal Reserve lands described as Lot 1MR, Block 67, Plan 0413772; to be included within the 2015 parks & recreation budget, and to budget for the sidewalk project within the Infrastructure Services 2-5 year sidewalk budget.

CARRIED

14. POLICY #GA 08-15(a) – Employee Benefits

Referred to Administration for more information.

15. POLICY #GA 08-15(b) – Payroll Administration

MOTION #15-073 Moved by Councillor McAlonan to adopt Policy #GA 08-15 regarding Payroll Administration effective August 19, 2015 as amended.

CARRIED

16. INFORMATION BRIEF: CAO Report

Received for information.

17. INFORMATION BRIEF: Council Resolution Status

Received for information.

18. ADOPTION OF INFORMATION ITEMS

Moved by Councillor McAlonan to adopt information items as presented.

CARRIED

19. IN CAMERA: Contract, Personnel, Land Sale, Land Purchase

Moved by Councillor Cutler that this meeting go In Camera at 8:02 p.m.

CARRIED

Moved by Councillor Dixon that this meeting come out of In Camera at 9:55 p.m.

CARRIED

MOTION #15-074

Moved by Councillor Cutler that;

WHEREAS the property at #4 Skyline Crescent (Title # 131 262 907) was registered to the Tax Recovery Arrears list April 19, 2012; and
WHEREAS the property at #4 Skyline Crescent is to be sold "As Is Where Is";

NOW THEREFORE, Council moves to accept the offer to purchase for \$800,000.00 from Hope Homes Inc. for #4 Skyline Crescent, Lot 16, Block 63, Plan 0110064, as presented.

CARRIED

MOTION #15-075

Moved by Councillor Ford to accept the proposal from the Museum Executive Director to extend his contract part-time to a maximum of \$7,500 with an end date of January 29, 2016.

CARRIED

ADJOURNMENT:

Moved by Councillor Cutler that this meeting adjourn at 10:00 p.m.

CARRIED

Mayor – Rob Steel

Chief Administrative Officer – Marian Carlson

DELEGATIONS

Claresholm Farmers Market Society
Box 1197
Claresholm, Alberta
T0L 0T0

Sept 10, 2015

TOWN OF CLARESHOLM
Mayor and Town Council

We are writing today to ask the Town Council to reconsider the amount charged for arena rent for the past summer and fall.

We'd like to express our gratitude to the Town for the use of the Arena for the past three decades. It is an ideal indoor location for the markets. Our rent has increased over the years from \$55.00 to \$120.00 and for the past 10 years it has been \$150.00/ day.

In the summer there is no Town staff on duty so I have the job of cleaning bathrooms, sweeping the bathrooms and arena, moping up any water or spills, taking out the garbage, locking up and checking to make sure no one is in the building.

Our market is facing a loss again this year with our 2 largest expenses being our liability insurance of \$625.00/ yr and the arena rent of \$ 1575.00. We would greatly appreciate any assistance from the town on either of these expenses.

I am curious about the Summer Daily Rate – arena floor (\$150.00/ day) and why the 3 markets in September fall under the same pay rate??. When the rate for spring or fall is \$55.00/ day!!

Some of the Benefits of having a weekly indoor market include: Senior participation- shopping and visiting with friends and neighbors, Locally grown produce and organic are available, local art is for sale, non-profits can display and sell their products at no cost for table rent, smaller private sellers have the opportunity to market their products, and the local 4H beef club manage the coffee and cake table. This is a main fund raiser for the club.

We appreciate your consideration and will meet with you at Monday's Council meeting.

Yours truly,



Barbara Uhl- sec-tres 623 2298
Irene Gladstone Manager 625 3392

Chautauqua in Claresholm

Presentation by
Ken Favrholt, Executive Director
Claresholm & District Museum and Visitor Information Centre

To Claresholm Town Council
September 14, 2015

What is the Chautauqua?

Origin of the Chautauqua

- Chautauqua is the name given to travelling tent shows which originated in the USA in 1874 and flourished in Canada between 1917 and 1935.
- Of Senecan Indian origin, the word 'Chautauqua' was given to Lake Chautauqua, NY, where the first event in 1874 was originally a summer school, "with an eye to combining adult education and morally uplifting recreation, adopted the name from its location, and gradually the name came to represent the type of recreation offered."

Purpose of the original Chautauquas

- "A co-operative method of getting the best orators, artists, musicians, actors to small communities. It brings the country districts distinguished men and women who otherwise would never be heard outside of the large towns and cities."

"At the height of its popularity, tent Chautauqua could offer a week-long sequence of programs for each town on its docket. There would be performances by lecturers, humorists, actors, interpretative readers, musicians, or magicians.

Usually about half of a Chautauqua program consisted of music. One could expect Swiss bell ringers, orchestras, glee clubs, string quartets, oratorio artists, and ethnic bands, opera stars, dramatic presentations, a demonstration of sculptural technique, or some magic and ventriloquy."

The Chautauqua in Canada

In 1917 the Canadian branch of Ellison-White (known from its inception as Dominion Chautauquas) booked tours in all four western provinces, playing in 40 towns during the summer and 108 towns in the autumn.

Chautauquas in Alberta



Where and when

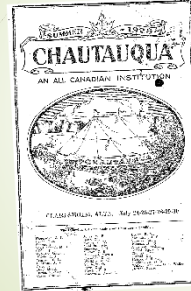
- There were many small communities in Alberta that held Chautauquas – including Granum, Gleichen, Cayley, High River, and Nanton.
- They were not all summertime events, nor were they all held in tents. Large halls were used where available.
- The Chautauqua was usually a three or four day event.



Chautauqua in Vulcan, c. 1916-19



The Chautauqua in Claresholm



Many interesting speakers and performers arrived by train to Claresholm:

- Emily Waterman* – impersonator and comedian
- Tshyi Hseih* – the Chinese Teddy Roosevelt
 - lecturer and philosopher
- The Plantation Singers* and *the Georgian Singers*
 - choral groups

The Chautauqua in Claresholm




Reviving the Chautauqua in Claresholm

- Chautauquas are popular events in many communities today, in the United States and Canada.
- The Chautauquas are popular for many reasons and have helped to develop a brand for many communities.
- Holding a Chautauqua event in Claresholm would stir memories of Chautauquas in Alberta in the past.



Logo for the City of Morden, Manitoba – Cultural Capital of Canada in 2008

A proposal to hold a Chautauqua in 2017



- 2017 is the 150 anniversary of the creation of Canada
- There will be many sesquicentennial celebrations across Canada
- Planning for a major event like a Chautauqua needs to begin early. It is essential that community groups be 'on board,' since they will provide the necessary volunteers, especially as the event date draws closer. As well, other communities in the MD should be invited to join Claresholm.


The Canada 150 Fund

- The Canada 150 Fund is a grant available through the Department of Canadian Heritage for events, celebrations and anniversaries. Applications can be made at any time (and there no deadlines).
- The goal of the Canada 150 Fund is to create opportunities for Canadians to participate in local, regional and national celebrations that contribute to building a sense of pride and attachment to Canada.
- Canadian municipal governments and their institutions are eligible.


What would the Claresholm Chautauqua include?

Based on the historical Chautauquas plus a modern twist, the proposed event could include:

- Magical acts
- Musical performances
- Lectures
- A one-act Play
- Scientific demonstrations
- A lively Debate
- First Nations dancing
- Pantomime, juggling
- sculpture and painting demonstrations
- Cowboy Poetry
- Sculptural demonstrations
- and more!



The Site




The site for the Chautauqua could be in one location or several. It could be in a few large tents in one of the parks (Centennial, Amundsen or the park area in front of the Museum Exhibit Hall), or make use of buildings such as the Arena.

The Impact of the Chautauqua Event

- The event itself will draw a large number of visitors over several days – perhaps as many as 10,000 people – not including local residents.
- There will be an economic boost to local businesses and the Town as a whole.
- The event will be advertised widely and attract people to visit and stay overnite in Claresholm who have not stopped before.
- The event will put Claresholm on the map in terms of publicity.
- The event could become a regular event, every few years

Questions?



Thank you!

ACTION ITEMS



**TOWN OF CLARESHOLM
PROVINCE OF ALBERTA
BYLAW #1607**

A Bylaw of the Town of Claresholm, in the Province of Alberta, to repeal Bylaw #1524 being a Bylaw to establish the Town of Claresholm policies relating to employees' benefits.

The Council of the Town of Claresholm, in the Province of Alberta, enacts as follows:

REPEAL

Bylaw #1524 adopted March 9, 2009 is hereby repealed.

READ a first time in Council this **19th** day of **August** 2015 A.D.

READ a second time in Council this **19th** day of **August** 2015 A.D.

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

Rob Steel
Mayor

Marian Carlson
Chief Administrative Officer



Policy #GA 09-15

Employee Benefits

Effective Date: January 1, 2015

PURPOSE: To establish the parameters under which the Chief Administrative Officer (CAO) will administer matters relating to the Town's Human Resources in relation to Non Union Employees.

DEFINITIONS:

- **Full-time Employee** - is an employee who works a minimum of 35 hours per week.
- **Permanent Part-time Employee** - is an employee who usually works less than 35 hours per week but is employed year-round.
- **Part-time Employee** – is an employee who usually works less than 35 hours per week and does not work year-round.
- **Salaried Employee** – is an employee who regularly receives each pay period a predetermined amount constituting all or part of the employee's compensation without regard to the number of days or hours worked.
- **Seasonal Employee** – is an employee whose employment does not continue year-round but usually recurs. Many positions are only necessary during certain times of year so workers will only be employed during that time.

GUIDELINES:

General Administration

- An annual review of wages and salaries shall be made each year in December. Any warranted increases will be effective January 1st of the following year.
- Part-time and seasonal employees are not eligible for benefits.

Hours of Work

- The regular hours of work for all full-time Administrative employees (inside workers) shall be 35 hours per week.
- The regular hours of work for all full-time Infrastructure & Utility Services employees (outside workers) shall be 40 hours per week.
- Evening and weekend work may be required.
- The employees work schedule is flexible and may be amended at any time by the CAO or designate.

- Employees are entitled to two (2) fifteen (15) minute breaks per full shift, and one (1) hour unpaid lunch break near the midway point of each shift.

Overtime

- **Salaried employees** will not receive compensation for overtime.
- No salaried employee will be allowed to bank time unless previously approved by the CAO or designate.
- Permanent part-time, part-time and seasonal employee's overtime pay will be determined as per the Alberta Employment Standards Code and must be approved by the CAO or designate.

Benefits

- It shall be a basis of employment of all full-time employees to participate in all medical and group insurance plans after successful completion of a 6 month probationary period. All full-time employees shall also participate in the Local Authorities Pension Plan after one year of service.
- The Town shall contribute an amount for each employee towards the premiums for medical, group insurance and long term disability as per the CUPE Local 3023 Collective Agreement.
- A long service bonus shall be given as per the CUPE Local 3023 Collective Agreement.
- A clothing allowance shall be given to the Director of Infrastructure and the Utility Services Manager as per the CUPE Local 3023 Collective Agreement.

Sick Leave

- Sick leave will be administered as per the CUPE Local 3023 Collective Agreement.

Compassionate Leave

- Compassionate leave of five (5) days shall be granted to employees for reasons of illness or death within their immediate family. Immediate family shall be considered to mean the following:
 - Spouse
 - Parent, parent-in-law, grandparents, grandparents-in-law or legal guardian
 - Child, grandchild, sister, brother, sister-in-law, brother-in-law, daughter-in-law or son-in-law.

Statutory Holidays

- All employees shall be entitled to Federal, Provincial or Municipal government holidays with pay as per the CUPE Local 3023 Collective Agreement.

- Where any of the above mentioned holidays fall on Saturday or Sunday, the next regularly scheduled work day shall be deemed the holiday.
- All part-time and seasonal employees shall be entitled to Statutory Holiday pay as per the Alberta Employment Standards Code.

Annual Vacation

- All full-time employees shall receive annual vacation as per the CUPE Local 3023 Collective Agreement.
- Vacation may be taken when mutually agreed upon by the CAO and the employee.
- Permanent part-time, part-time and seasonal employees shall be paid vacation each pay period as per the Alberta Employment Standards Code.

Maternity Leave

- Maternity leave shall be administered as per the Alberta Employment Standards Code.

Paternity Leave

- Paternity leave shall be as per the CUPE Local 3023 Collective Agreement.

Education & Training

- Full-time and permanent part-time employees shall be entitled to training and development as per the current Staff Training and Development Policy.

Mileage

- Mileage shall be paid to employees using their own vehicle for conducting Town business as per the current Staff Training and Development Policy.

Date approved by Council:

Resolution #:



ALBERTA
MUNICIPAL AFFAIRS

Office of the Minister

RECEIVED

AUG 17 2015

AR80107

August 12, 2015

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

Dear Mayor Steel,

Last year, to assist municipalities build and revitalize their local public infrastructure while creating jobs and long-term prosperity, Canada and Alberta entered into a 10-year agreement governing the administration of the Gas Tax Fund (GTF). I am pleased to confirm that in the second year of the program, \$208 million in GTF funding will be provided to Alberta's municipalities.

Your 2015 GTF allocation is \$197,005. GTF funding amounts for all municipalities are also posted on the Municipal Affairs GTF website at municipalaffairs.alberta.ca/federal-gas-tax-fund.

I look forward to partnering with you and the Government of Canada to make life better for Albertans.

Sincerely,

Deron Bilous
Minister

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



ALBERTA
CULTURE AND TOURISM

Office of the Minister

RECEIVED

AUG 14 2015

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

Dear His Worship Steel:

As Minister of Culture and Tourism, responsible for sport in Alberta, I am pleased to invite you to consider submitting a bid for the right to host the 2017 Alberta 55 Plus Games in your community. A brochure with details on how to apply is enclosed.

I encourage you and your community to consider this invitation and the many benefits that can result from hosting this event. The legacy of experienced volunteers and upgraded facilities associated with hosting Alberta 55 Plus Games, along with the economic benefits, has proven to be tremendous. The successful host municipality will be given the opportunity to showcase its talents to approximately 1,100 - 1,800 participants from all regions of the province, as well as to attract numerous spectators and special guests. Communities with populations of less than 10,000 are encouraged to collaborate with neighbouring communities to submit a joint bid.

Any community awarded the 2017 Alberta 55 Plus Games will receive base financial support to cover operational, cultural, and legacy aspects of the Games. The *Guidelines for Communities Bidding to Host the 2017 Alberta 55 Plus Games* document is available from the Alberta Sport Connection upon request to assist you in preparing your bid. In addition, Alberta Sport Connection staff are available to provide consultative assistance if required. For additional information, please contact Suzanne Becker, at 403-297-2709, toll free by first dialing 310-0000, or e-mail suzanne.becker@albertasport.ca.

I look forward to receiving your application.

Best Regards,

David Eggen
Minister

Enclosure

FOR MORE INFORMATION

To request a copy of the "Guidelines for Communities Bidding to Host the 2017 Alberta 55 Plus Games", or assistance in preparing your bid, please contact:

Alberta Sport Connection
620 – 615 Macleod Trail SE
Calgary, AB T2G 4T8

T 403.297.2709 F 403.297.6669
E suzanne.becker@albertasport.ca

www.albertasport.ca
www.albertagames.com



Alberta  Government

Alberta Sport Connection supports the delivery of sport programs and services on behalf of the Government of Alberta

2017



ALBERTA 55 PLUS GAMES

2017 ALBERTA 55 PLUS GAMES

The Honourable

DAVID EGGEN

Minister of Culture & Tourism

*extends an invitation to all
municipalities in Alberta
to bid to host the*

**2017 ALBERTA
55 PLUS GAMES
LATE SUMMER, 2017**

The Alberta 55 Plus Games are coordinated by the Alberta Sport Connection in partnership with the community selected to host the Games and the Alberta 55 plus Association. Interested communities must be capable of feeding and accommodating up to 1,800 participants.

Municipalities with populations less than 10,000 are encouraged to join together with neighbouring communities to submit a joint bid.

Please note: the 2017 Alberta 55 Plus Games will include both Summer and Winter (indoor) Sports.

Consult the "Guidelines for Communities Bidding to Host the 2017 Alberta 55 Plus Games" for further details.

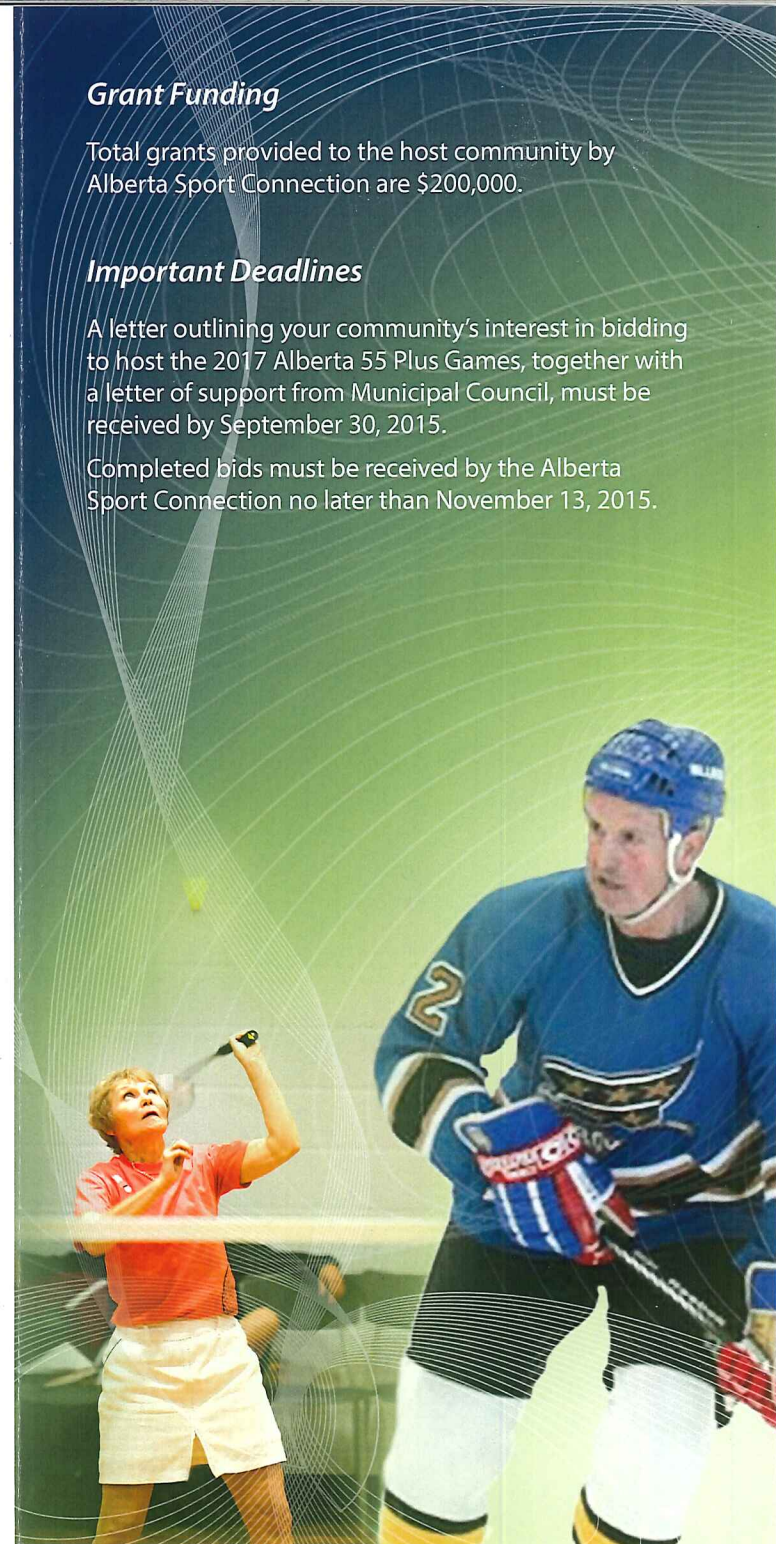
Grant Funding

Total grants provided to the host community by Alberta Sport Connection are \$200,000.

Important Deadlines

A letter outlining your community's interest in bidding to host the 2017 Alberta 55 Plus Games, together with a letter of support from Municipal Council, must be received by September 30, 2015.

Completed bids must be received by the Alberta Sport Connection no later than November 13, 2015.



September 2, 2015

Dear Administrator:

Re: 2015 Alberta Urban Municipalities Association Convention and Trade Show

Alberta Environment and Parks is pleased to be part of the Alberta Urban Municipalities Association (AUMA) Convention and AMSC Trade Show, being held at Calgary's Telus Convention Centre at the Hyatt Regency, 700 Centre Street SE, on September 23-25, 2015.

On behalf of the South Saskatchewan Region, we would be pleased to meet with you at the AUMA convention to discuss any issues or concerns you and your council may have related to environmental legislation, programs, standards, guidelines, or projects. If this date is not convenient for you we encourage a meeting at your home location on an alternate date.

Should you wish to meet at the AUMA convention, we will be constrained to a 30 minute meeting on September 24th between the hours of 9:00 a.m. and 4:30 p.m. This will limit us to discuss no more than three agenda items. A longer meeting could be scheduled on an alternate date.

If you would like to schedule a meeting at the AUMA Convention, please contact Yvette Thompson at 403-297-8255*.

When booking your meeting, please provide us with your agenda items and a summary so that we are better prepared to respond appropriately to your questions or concerns.

Please book your appointment no later than September 14, 2015.

We look forward to working with you.

Sincerely,



Kevin Wilkinson
A/Regional Executive Director

* To reach any Government of Alberta office toll free, dial 310-0000 and then enter the area code and phone number.



Alberta Smart City Alliance

29 Sir Winston Churchill Ave
St. Albert, AB T8N 0G3
E: info@smartcityalliance.ca

August 17, 2015

Attention: Fellow Mayors, Municipal Chief Administrators and Association Members
Re: Alberta Smart City Alliance - Invitation, Survey and Events

The City of St. Albert is one of the proud founders of the Alberta Smart City Alliance (the Alliance), and we invite you and your colleagues to engage on the future of Alberta's municipalities through free membership, a quick survey and by attending upcoming events.

The Alliance was created as a multi-sector partnership focusing on supporting and collaborating with Alberta municipalities to solve the complex challenges they face, in addition to fostering greater adoption of "Smart City" solutions. As you may know, "Smart Cities" are communities (of any size) that apply innovative technological and other solutions to meet rising efficiency and public service expectations.

Following a very successful launch and set of events in 2014, the Alliance is now inviting others to formally join us - there are many ways to get involved, including:

1. Become a Member:

- Members receive a variety of exciting benefits, including:
 - access to valuable information through a dedicated website;
 - access to provincial and national Smart City experts, in addition to community leaders, researchers and companies aligned to identify and advance specific projects;
 - access to a members only collaboration forum (hosted by Cisco Spark);
 - discounted admission at Alliance events, such as the Alberta Smart City Symposium attended by hundreds of Smart City leaders in 2014; and
 - recognition as an organization committed to the future of Alberta's communities, including opportunity to post your own best practices and news.
- There is no charge for membership, and the Alliance is focused on the needs of all municipalities – urban, rural, large, and small.
- Contact the Alliance today at info@smartcityalliance.ca to sign up.

2. Complete a Quick Survey:

- Please complete a quick (less than 5 minute) survey by clicking on the link below before 5:00pm, September 3, 2015.
- **Complete the Survey at:** www.surveymonkey.com/r/ABsmartcity
- Note: All responses are anonymous and results will be available to participants. Responses will also be a topic of discussion at upcoming Alliance events.

3. Attend an Event:

The Alliance has two exciting events coming up:

- **September 22, 2015** - “Building Smart and Innovative Communities” pre-convention session at the 2015 AUMA Convention, in Calgary. For details and to register: visit www.auma.ca/events
- **April 12 & 13, 2016** – “2016 Alberta Smart City Symposium”, in Banff. Many exciting speakers and sessions to be announced. For details: see attached flyer and visit <http://symposium.smartcityalliance.ca/>

4. Learn More and Share:

Visit www.smartcityalliance.ca to learn about the Alliance, review best practises and research on Smart Cities, read provincial news, play the “Smart City Game” (created by NAIT), and more!

St. Albert and the other members of the Alliance believe in the future of Alberta’s communities and in the power of collaboration. We look forward to you joining us in this exciting effort!

Sincerely,

Original Signed by

Nolan Crouse
Mayor, City of St. Albert
The Botanical Arts City

Original Signed by

Patrick Draper
City Manager, City of St. Albert
The Botanical Arts City

Attachment

cc: The Honourable Deron Bilous, Minister of Municipal Affairs
The Honourable Brian Mason, Minister of Infrastructure
The Honourable Lori Sigurdson, Minister of Innovation and Advanced Education
Helen Rice, President, Alberta Urban Municipalities Association
Al Kemmere, President, Alberta Association of Municipal Districts and Counties
Brad Pickering, Deputy Minister, Municipal Affairs
Barry Day, Deputy Minister, Infrastructure
Marcia Nelson, Deputy Minister, Innovation and Advanced Education
John McGowan, CEO, Alberta Urban Municipalities Association
Gerald Rhodes, CEO, Alberta Association of Municipal Districts and Counties
Dr. Mike MacGregor, Vice-Provost & AVP Info Tech, University of Alberta
Dr. Chris Dambrowitz, Associate Vice President Research and Innovation, NAIT
Ron Gordon, Senior Advisor, Smart+Connected Communities, Cisco Canada
Brian Purcell, Smarter Cities Leader, IBM Canada
City Council, City of St. Albert
Guy Boston, Executive Director Economic Development, City of St. Albert
Maya Pungur-Buick, General Manager, Corporate Strategic Services, City of St. Albert
Travis Peter, Manager Strategic Initiatives / Smart City Innovation, City of St. Albert



The United Church of Canada

Marian Carlson
Chief Administration Officer
Town of Claresholm
221-45th Avenue West
Claresholm, Alberta
T0L0T0

RECEIVED

AUG 21 2015

August 20, 2015

Dear Ms. Carlson,

It was a pleasure to meet with you on August 13m 2015. Thank you for your time and thank you for your interest.

I am writing to you and Town Council to invite you to a workshop entitled 'How then Shall I Live' which will be facilitated by Rita Boehler-Wiebe. Rita has been involved in a number of workshops and projects that have addressed housing alternatives for seniors and for families.

In May of this year I attended a workshop facilitated by Rita, at Mount Royal College and St. Andrew's Centre in Calgary. It was a very productive day as we looked at the realities of housing needs and costs and as we explored various possibilities for housing alternatives.

I have been in this community for one year now and part of my work as Minister at Claresholm United Church is to explore long term financial sustainability. I have heard through Interagency Meetings, conversations with Barb Bell of Family Services and with Maxine Middleton that there is a need for housing for underage Seniors and for single parent families as well as couch surfers.

My Claresholm United Leadership Network Committee has approved that I explore using our footprint for housing possibilities in this community. It is only an exploratory conversation at this point.

The workshop 'How Then Shall I Live' with Rita Boehler-Wiebe is scheduled for Friday November 13, 9:00-4:30. Lunch will be provided and the cost will be 20.00 per person for the day. Registration will open in mid-September.

I am working with Maxine Middleton and Barbara Bell on this project. We are hoping that the Town, Health, Churches, and Community Organizations will be part of this discussion. We invite you to send both Town Counsellors and Staff to this opportunity to explore Alternative and Intentional Housing for Claresholm.

For further information please contact me at the office: 403-625-3078 or Cell: 403-6215-9336.

Regards,

Rev. Linda M. Ervin
Diaconal Minister Claresholm United Church

Information Attached

HOW THEN SHALL WE LIVE?

A workshop for people who choose to be the architects of their retirement housing and lifestyles

One of the transitions Boomers will face is changing where and how they live as they age. Many Boomers are witnessing the diminishing care and housing options for their parents, and are determined to avoid facilities and nursing homes, and create their own solutions. The Baby Boom generation is @ 25% of the Canadian population, more than 8 million people all aging together. They are the largest and wealthiest generation in history yet many are unable to afford the rent in a retirement facility, or they find them institutional, and restrictive. Add the impending care gap, and the conundrum is clear.

Rita Boehler-Wiebe has been asking, “*How then shall we live?*” for 25 years. Her research has resulted in workshops through which she shares, “**What exists now and What are the alternatives being created in Canada and abroad**” Then in small groups she facilitates ideas for **what can be done locally, for the community, with user input.** **Rita explains,** “Boomers have reshaped everything from music to politics and are now changing everything we think we know about aging by choosing to participate in the creation of their own, retirement housing. They are becoming the architects of their senior years, rather than having no choice, and unhappy transitions.”



Rita began her career as a health care professional, and then earned a B.Env.Design, and a Masters degree in Architecture. Rita has worked in 5 Canadian provinces and 2 foreign countries. Her unique blend of health care and architecture result in an understanding of lifestyle requirements at every age. Rita has researched retirement housing concepts and projects that are innovative, unique to their environs and affordable. Rita’s style is participatory, passionate, empowering and results oriented.

Join the discussion about alternate options and why they work. Email go2rockwoodhouse@gmail.com

HOW THEN SHALL WE LIVE? The SENIORS HOUSING PROCESS. Getting Started !

For people who choose to be the architects of their retirement housing and lifestyles.

Rita Boehler-Wiebe, B.Env.D.S.,M.Arch. go2rockwoodhouse@gmail.com

Rationale Summary

About 70 percent of individuals over the age of 65 will require some type of assisted living or long-term care services/facility during their lifetime. Isolation can have an adverse effect on mental and physical health. Long-term care can be expensive.

Aging in place (at home) is the current focus of politicians and health care marketers. It is a romantic notion for the first 15 years when you are in your 60's and retiring: But what happens when you are over 75 and can no longer mow the lawn, vacuum or drive, and cannot afford repairs and the plethora of service providers required? Even those who will not need assisted or long term care, will need some support and camaraderie.

Developer driven, for profit, Assisted and Supported Living facilities are springing up everywhere however one need only look at the financial to see the shortfalls. Statistics Canada reports that in 2011, the average income for a person over 65 was \$32,500/year. With a rise of 2% per year, in 2013 it was \$33,800/yr. Compare this to the CMHC 2013 report, which states the average monthly retirement rent in Alberta is \$2,798/month (33,576/yr) and it is easy to see that there are gaps.

Consequently urgency exists for proactive initiatives to make retirement living a safe, available and affordable option for Canadians

Process Summary

How Then Shall We Live? is a process. It begins with a one day workshop. The attendees are introduced to relevant statistics and descriptions of what housing options exist now, followed by a presentation of alternate housing projects. The workshop continues in the afternoon by way of small group vignettes, through which attendees begin understanding the planning processes, and the opportunity for innovating new ideas or developing revisions of what exists.

The process continues with **The SENIORS HOUSING PROCESS. Getting Started !**

For the Symposium in Calgary on November 12, the day will begin with a brief review of the *How Then Shall We Live* workshop and then continue with Investigating Possibilities, locations, stakeholders and Financials with:

Strategic questions such as vision matching need and essentials of delivery.

Technical questions such as capital funding, revenue model, and potential and best sites.

Organizational questions such as stakeholders, funders, board of directors, project manager.

Participants:

Community leaders. Students of business, social work and healthcare. Developers, land owners and bankers. Municipal and provincial employees, ie: planners, social workers, health care workers, and recreation workers. Church leaders and members of the board. Business owners. Fund raising groups such as Lions, Rotary, and local. Groups for housing the homeless, housing seniors, affordable housing. All seniors' centers and clubs.

The Workshop in Claresholme on the 13th, will begin with a brief review of the How Then Shall We live workshop, followed by mapping stakeholders, collaborations and financials; topics having been informed by the Symposium in Calgary. The focus for the Claresholme workshop will be site programming and organization.

Technical questions such as revenue model, business model, and challenges of zoning, site restrictions and related site considerations.

Organizational questions such as, skilled team, board of directors, capacity to manage and sustain project, commitment and marketing.

Strategic questions such as approach to development (re-use/new build/renovation), community support, project vision, and operating assumptions.

Required for the day is a current site plan of the property, and a map of the surrounding area with services highlighted, for an introduction to site programming and introduction to common ground programming.

Participants:

Persons recognizing the need for affordable supportive housing. Persons wanting to create their own retirement housing community. Community leaders. Church leaders and members. Business owners. Organizations such as farmers institute, rotary club, and social club. Persons involved with Meals on wheels, homecare, and recreation. Persons and businesses from neighbouring areas. Public works and maintenance.

Goal/Outcomes

- Understand various political and existing conditions, predictions, and statistics.
- Identify emerging trends that are having a transformative impact on the business of retirement.
- Recognize the role and opportunities for the “aging” Boomer Tsunami.
- Understand the importance of a strategic approach to problem solving.
- Recognize personal and community partnerships that are integral to alternate housing projects.
- Define the need and vision of the regional project.
- Identify the stakeholders, collaborators and support systems.
- Draft a schematic financial framework for a project prototype.
- Establish the framework for a Board of directors and/or working group.
- Identify need for professional capacity.
- Define vision and need specifically for Claresholme.
- Understand the process of site programming and common ground programming.
- A map of how to move forward and continue the momentum.

How Then Shall We Live? © is in a position to become the flagship of research and innovation for the alternate, affordable retirement housing query. The Process, designed by Rita Boehler-Wiebe has 5 phases. 1. How Then Shall We Live? workshop 2. The Seniors Housing Process. Getting started! Asset Mapping, feasibility and Site programming. 3. The Seniors Housing Process. Financial commitment & model and project programming. 4. Individual programming, schematics, and marketing. 5. Into Reality.

As the flagship, How Then Shall We Live? © has the potential to become the prototype. As the archetype, the model can be packaged into a curriculum or into an onsite weekend workshop which contributes to the vibrancy and sustainability of the project and community.

It's those Boomers again!

Inventing Retirement Communities

by: Rita Boehler-Wiebe

There is a group of retired recreational vehicle enthusiasts who are parking their RVs permanently at an adult day care center in Livingston, Texas. They pay monthly fees that cover some care needs and have built in social activities as well as like minded neighbours. Living in an RV may not appeal to you, I mention it as just one example of the increasing innovative retirement living arrangements appearing across the country and around the globe.

It's those boomers again! The same group that changed our music, politics, dress code, and office etiquette. Now they are seeking alternatives to traditional senior living models. Some support aging in place, others promote intentional communities. One thing is clear: Governments around the world are struggling with the aging boomer tsunami and are moving away from publically funded housing initiatives. The call is being taken up by developers who provide a for profit solution, which is quickly becoming unaffordable for many people.

With their history of revolutionizing everything from diet to technology, it's now time for the boomers to change everything we think we know about aging and retirement. The Boomers want to continue living well as they age. Many boomers have watched, and assisted their own parents with aging, care taking, and dying. The most common thing I hear is "I do not want to go to a nursing home, or an assisted living facility overlooking sunny acres."

We've been stuck with a one-size-fits-all solution which is: you get old, need some help, and go into a progression of institutions. These institutions, and services, may be less than desirable, but more importantly, they are becoming less the mandate of civil servants and public employees, and more the milieu of private enterprise. Consequently, people are trying to be more intentional about their next chapter and are making choices and plans now, before circumstances dictate otherwise. Circumstances such as aging at home.

Aging at home is being promoted by governments, societies and service providers. We need to examine the realities, rather than embrace options which work well on paper, but may not work in practice nor be sustainable.

I am heralding, "It is possible to create alternates; but it takes considerable effort, and we need to do it now, while we still can make an effort. People are going to be much happier envisioning their own lifestyle, and planning an alternative before an unhappy solution is the only choice."

The models I present are varied because each group is varied. One size does not fit all: But we do know a few things that do work. It's worth thinking proactively about how you want to live; in what you want to live and with whom: And it's time to move to the planning stage.

Rita Boehler-Wiebe has been asking, "How then shall we live?" for over 25 years. "What exists now? What are the alternatives? Can we do better? How can it work locally?"

Rita began her career as a health care professional, and then earned a Masters degree in Architecture. Rita has worked in 5 Canadian provinces and 2 foreign countries. Her unique blend of health care and architecture result in an understanding of lifestyle requirements at every age. Rita works with non-profits, municipalities and private groups to pursue housing projects that are innovative, unique to their environs and affordable.

SENIORS HOUSING PROCESS.

Getting Started!

Rita Boehler-Wiebe, B.Env.D.S.,M.Arch., Email: go2rockwoodhouse@gmail.com

Step 7. Site Programming and Financial Workshop for each Location

Claresholm. Nov. 2015

What will be discussed at each location workshop?

Brainstorming topics.

Project need

Project vision

Project location: Site considerations

Project financials/feasibility

Project partners/players

Organizational capacity/Project committee

Support and Work load

Look at Positive Successful model

Collate wish list Workshop style

Document the day



COMMUNITY FOUNDATION
LETHBRIDGE + SOUTHWESTERN ALBERTA

404- 8 Street South
Lethbridge, AB T1J 2J7
Phone: 403-328-5297
office@cflsa.ca
www.cflsa.ca

RECEIVED

AUG 28 2015

19th August, 2015

Marian Carlson
Town of Claresholm
Box 1000
Claresholm, AB T0L 0T0

Dear Ms. Carlson,

On behalf of the Board of the Community Foundation, it is my pleasure to invite you to the 17th annual Friends of the Foundation Dinner on Tuesday, September 22nd, at the Lethbridge Lodge Hotel and Conference Centre. We hope you will join us to celebrate the exciting developments at the Community Foundation, our generous donors, and the grants distributed to dedicated charities in southwestern Alberta over the last year.

We are pleased to welcome our keynote speaker Dr. David Naylor, who will take us on a personal journey into space. Dr. Naylor has developed an outstanding career at the University of Lethbridge in space exploration. He will inspire us with his youthful enthusiasm for space exploration and his ability to communicate with all audiences.

Your attendance would be greatly appreciated. Tickets are available for \$50 per person by contacting the Foundation office at 403-328-5297 or by email at office@cflsa.ca. Table reservations are also available.

Thank you for supporting your Community Foundation. We hope to see you Tuesday, September 22nd.

Sincerely,

George Hall
Executive Director

From: James Tessier [<mailto:James@cfabsw.com>]

Sent: August-20-15 1:37 PM

To: Marian Carlson

Subject: Prairie Canada Futures Game Workshop for Municipal Administration and Council

Good Afternoon Marian,

This fall, Community Futures Alberta Southwest is planning to offer the **Prairie Canada Futures Game**, a ½ day simulation workshop designed for Municipal Administration and Councils by Alberta Innovation and Advanced Education. This is a great activity to undertake as you begin your Fall planning and budget process.

Presently, we are looking for an expression of interest from staff and council members from each community for participating in this workshop. There is no cost to attend as the program will be sponsored by Community Futures Alberta Southwest with the support of Alberta Innovation and Advanced Education. We would like to hold this event(s) early in October 2015.

Please read the attached session description for additional details. Circulate this information to your council and staff for discussion and consideration. Contact our office if you require additional information. We shall contact you early in September to discuss your municipality's interest in participating in this program. However, if you are interested in the session, feel free to contact me at any time to discuss your interest and dates that would work for you.

Thank you for your time.

James Tessier, Ec. D., C. Ec. D.

CED Coordinator

Community Futures Alberta Southwest

Box 1568 Pincher Creek, Alberta T0K 1W0

Phone 403 627-3020 Ext. 221

Toll Free 1-800-565-4418 Ext. 221

Fax 403 627-3035

Cell 403 627-9519

Web: www.southwest.albertacf.com

Are you willing to ask "what if?"



ABOUT THE GAME



The Prairie Canada Futures game is a simulation tool for community leaders and groups to think through how they make decisions when planning for the future.

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

Citizens of Alberta, through a process of scenario planning and regional engagement, helped develop this Alberta version. It is focused on Canadian situations and provides a realistic tool to plan for the future. It is used in a range of ways as it:

- Engages communities and groups in discussions about the future
- Adds extra depth and strength to regional planning efforts
- Helps hone leadership and decision-making skills
- Works as a team building and change-management tool
- Is used as a powerful tool to stimulate debate and discussion about the future

WHAT IS UNIQUE ABOUT THIS GAME?

Communities and organizations can use the game's "future simulation" approach to achieve several powerful outcomes. People experience the opportunity to discuss growth and development in a hypothetical region, making it easier to explore alternatives than is often the case in real world settings. They learn how decisions that seem sensible in the short-term may play out in unexpected and unintended ways over time and they learn to make critical shifts in decision making to reflect new priorities and values.

Many communities use the game as a precursor before assessing where they are today relative to where they'd like to be 20 years in the future. It can be a powerful way for community members to consider their own vision and desires for the future of their community and region, and begin to explore the action steps required to get to their preferred future.

On an individual and organizational level, The Prairie Canada Futures Game can be an excellent tool for leaders to explore decision making, and to better understand their own leadership and decision making styles.



FOR CANCER RESEARCH

August 20, 2015

Mayor Rob Steel and Councillors
Town of Claresholm

Dear Rob:

The 35th Annual Terry Fox Run will be celebrated this year. The Town of Claresholm continues to shine in supporting Terry's legacy. This year's Run for cancer research takes place on Sunday, **September 20th**, at 2 p.m at the Claresholm Fire Hall.

We are not only asking for your help and participation but we are also asking you to invite someone special in your life to participate in the Run with you. If each person who supported the Terry Fox Run last year could encourage a family member, friend or co-worker to collect pledges and accompany them to the Run, we could double last year's participation.

We hope to see you, or another member of the Council, on Sunday, September 20th, and thank you for your continued support.

Sincerely,

A handwritten signature in blue ink that reads 'Debbie'.

Debbie Lozeman, Terry Fox Run Organizer

working together to outrun cancer
terryfox.org



RECEIVED

AUG 21 2015

TEAM UP FOR TERRY FOX!

"It's got to keep going without me." ~ Terry Fox, 1980

The Terry Fox Run is gearing up for another great run! As we celebrate the 35th anniversary of the incredible run that moved us all in 1980, we want YOU to help us make this year EXTRA SPECIAL by joining in with your team! The Claresholm Terry Fox Run takes place on Sunday, September 20, 2015 at 2 pm beginning and ending at the Claresholm Fire Hall.

Team up for Terry is a great opportunity for your group, company or organization to make a difference in the fight against cancer while commemorating a great Canadian, Terry Fox.

Terry Fox believed that every person could make a difference. Your organization or group of employees could make an impact by forming, or joining, a team. Imagine the impact you could have... the impact on cancer research; the impact on a cancer patient! You and your group could make a big difference! Terry Fox was all about the effort, about taking himself to the limit for the cause. Please help us do the same this year!

TEAM UP FOR TERRY is a great opportunity for your group, company or organization to make a difference in the fight against cancer while commemorating a great Canadian, Terry Fox.

Team up this year: Invite your work colleagues, club members, family and friends. There is no registration fee or minimum donation. Everyone is welcome.

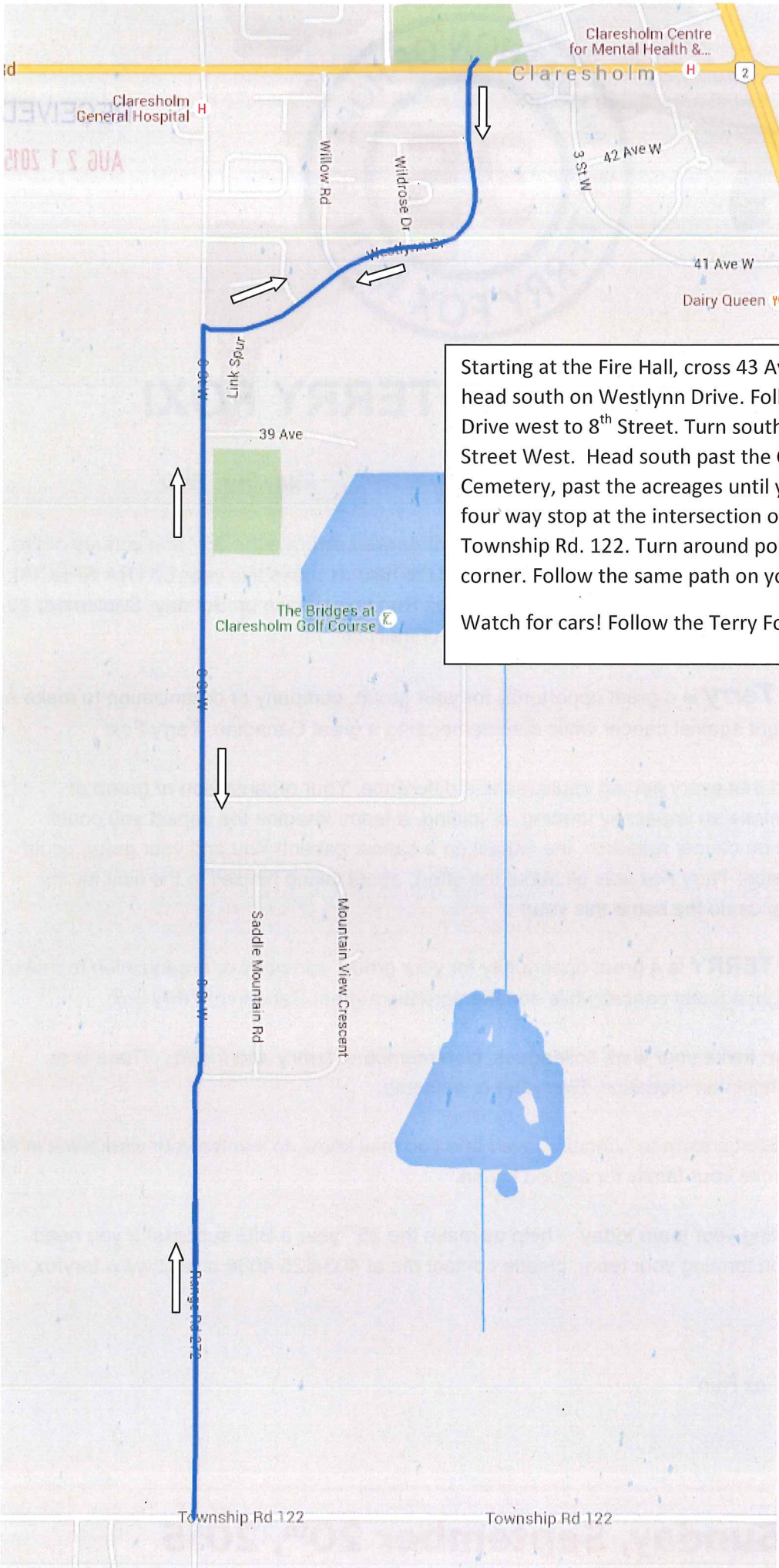
Types of teams: Start a team to honour a loved one you may know, to involve your workplace in the community, or to unite your family for a good cause.

Join us! Start creating your team today... help us make the 35th year a BIG success! If you need more information on forming your team, please contact me at 403-625-4084 or visit www.terryfox.org. Thank you!

Debbie Lozeman
Claresholm Terry Fox Run

Sunday, September 20th, 2015

Charitable Registration #: 10809 9979 RR0001



Starting at the Fire Hall, cross 43 Avenue West and head south on Westlynn Drive. Follow Westlynn Drive west to 8th Street. Turn south (left) on 8th Street West. Head south past the Claresholm Cemetery, past the acreages until you reach the four way stop at the intersection of 8th Street and Township Rd. 122. Turn around point is at this corner. Follow the same path on your return.

Watch for cars! Follow the Terry Fox signs!

RECEIVED

AUG 17 2015

Box 2797,
Claresholm, Alberta
T0L 0T0

August 17, 2015

Town of Claresholm
Box 1000
Claresholm, Alberta
T0L 0T0

Attention: Council Members

Re: Indoor Walking Group Funding – 2015 – 2016

Gentlemen:

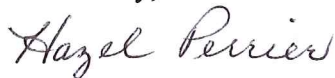
On behalf of the Indoor Walking Group I am writing requesting funding amounting to \$1,000.00 for the rental of the Claresholm Community Centre for the 2015-2016 season.

We would like the use of the hall Tuesday, Wednesday and Thursday each week from 9 AM to 10 AM starting October 13, 2015 to approximately March 15, 2016, weather permitting.

This past season we had an average of 30 attending each day with as high as 40. It is a community need for the seniors and those who are recovering from surgeries, etc. Many find it difficult to walk outdoors during the winter months due to ice and snow and breathing problems. It is also a Social Event that many look forward to.

I would request that the Town of Claresholm consider funding for the Indoor Walking Group for the coming season.

Yours truly,



Hazel Perrier
403-625-2253



INFORMATION BRIEF

Meeting: September 14, 2015
Agenda Item: 11

INDOOR WALKING GROUP

The Indoor Walking Group has approached the Town of Claresholm to assist them in their efforts to keep people mobile during the winter months since 2008. The Town has paid the following amounts directly to the Claresholm Community Centre on the Group's behalf:

2008 - \$500
2009 - \$500
2010 - \$1,000
2011 - \$1,000
2012 - \$1,000
2013 - \$0
2014 - \$1,000

In the earlier years, the money for the Walking Group was paid out of MSI Operating Funds. The last several years, the Town has budgeted for this group in the general operating budget. In 2013, the group must have secured funding from another source.

ATTACHMENTS:

1.)

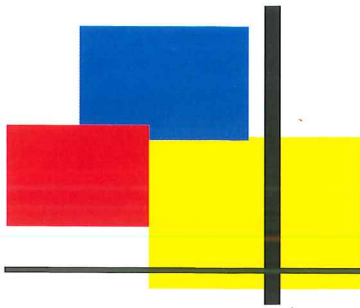
APPLICABLE LEGISLATION:

1.) None

PREPARED BY: Karine Wilhauk, Secretary-Treasurer

APPROVED BY: Marian Carlson, CLGM – CAO

DATE: September 10, 2015



Claresholm & District Health Foundation

August 28, 2015

Town of Claresholm
Box 100
Claresholm, AB T0L 0T0

Dear Mayor & Councillors;

The Claresholm & District Health Foundation owns a stage that we would like to gift to the Town of Claresholm. In the hopes of making our stage more accessible for groups and individuals to use we hope that you will accept our gift and provide more readily accessible storage for everyone. Requests to use the stage this past year include: Chamber of Commerce for their Mexican Fiesta, Drama Society for their Annual Musical, WCCCHS for Graduation and Weddings hosted at the Community Centre. Our current donated private storage arrangements will expire on Oct. 24th, 2015.

The Claresholm & District Health Foundation is excited to host our **9th Annual GALA** on **Saturday, October 24, 2014** at the **Claresholm Community Centre**. We hope that you will consider joining us for this **"Evening Out On the Town, In Town"**.

Following this event we will be in need of storage for the stage. The Foundation only uses the stage once a year at our Gala. We would love to have the public have access to the stage and do need to solve this matter in a timely manner. We anxiously await your reply.

Sincerely,

Tara Bishoff
Foundation Coordinator
(403) 682-3739
tara.bishoff@albertahealthservices.ca

Marian Carlson

From: Ken Dropko <Ken.Dropko@gov.ab.ca>
Sent: September-03-15 1:13 PM
Subject: Clarification on the FCSS Funding Agreement Amendment

Good afternoon FCSS folks,

We are sending some clarification...but we are a little slow as we had to correct numerous email addresses of CAOs and Directors. In future, please send us changes as they are made to your names or email address changes. Thank you for bearing with us as we deliver the exciting news. Also, thank you for calling in and asking for clarification.

Further to my email of yesterday regarding the amendment to your 2015 FCSS Funding Agreement, I would like to clarify that the amount cited for the provincial funding only **reflects ¾ of your total increase**. This is because the funding increase is occurring in our fiscal year (April 1, 2015 to March 31, 2016), therefore the amendment applies to the period April 1, 2015 to December 31, 2015 of your 2015 Agreement. The remaining ¼ of the increase will be included with your 2016 FCSS Funding Agreements.

In the next few weeks, we will be preparing the 2016 Funding Requests and that will give you a good sense of your funding for next year. The Funding Request will be uploaded to the FCSS System for your review and information. No action needs to be taken on the Funding Request **unless** you are requesting a reduction (less funding) to your funding allocation.

Also, please note that the municipal contribution amount cited in the amendment does erroneously reflect a corresponding increase to the municipality's contribution; however, the 20% matching requirement on the municipal portion of the increase will be waived for this year (2015). **Please accept this email as your official notification of the waiver. We will NOT be able to do another change to the amending agreements and please note this waiver is only for this year and ONLY for the increased funding.** We want to ensure that we are able to provide the funding increase to you with your October grant payments so there will not be time to further adjust the amending agreement. My office will reconcile the amendments and make all the necessary adjustments. It is very important that you submit your amending agreements as soon as possible.

I hope this helps to clarify the process. As always, if you have additional questions, please call our office.

Thanks very much.

Ken Dropko

Executive Director
Family and Community
Support Services Branch
Alberta Human Services
(780) 644-2485

10th Floor, Sterling Place
9940 - 106th Street
Edmonton, AB T5K 2N2

Marian Carlson

From: Ken Dropko <Ken.Dropko@gov.ab.ca>
Sent: September-02-15 2:09 PM
Cc: Deborah Teed (director@fcssaa.org); Jeff Carlson (Jeff.Carlson@lethbridge.ca); Joyce Mellott; Arlene Wright; Veronica Facundo; 'coordinator@fcssaa.org'
Subject: FCSS Funding Agreement Amendment
Attachments: FCSS FUNDING AGREEMENT AMENDMENT.DOCX

Good afternoon to all FCSS Program folks:

I hope you had a wonderful summer and found time to rest and relax.

I want to provide an update on a number of things that has occurred in our Ministry that are of significance to FCSS.

1. In June of 2015, a further extension of the FCSS Regulation was approved to June 30, 2017.
2. The work of the Community Partnership Branch was transformed into two new Branches:
 - ***Prevention and Early Intervention Branch*** which includes the Prevention and Early Intervention (PEI) Framework, Children and Youth Mental Health, Great Kids Award and the Alberta Mentoring Partnership
 - This Branch will be led by Silvia Vajushi
 - ***Family and Community Support Services Branch*** which includes FCSS and ECD Community Coalitions, for which I will be the Executive Director.
3. In June, the government approved Bill 3, the Appropriation Act (Interim Supply) which will provide an additional \$10,083,000 in funding for the FCSS program.
4. On August 6, 2015, Minister Sabir,(when he met with the FCSSAA), confirmed the \$10 million in additional funding for FCSS to help address population increases and local preventive social service needs and priorities. The Minister has approved the distribution of the \$10 million.
5. All programs will receive an increase of 10% which will account for \$7.5 million dollars. The current funding model includes a 2% across the board provision to provide for cost of doing business. Therefore, since there has been no funding increase for five years, the Minister has approved a 10% increase (2% per year of no funding increases) across the board.

6. Programs who experienced population increases will receive greater than 10% which will account for \$2.5 million dollars.
7. The allocations will go out with the October payments to municipalities and Metis settlements. **Yesterday**, you should have receive an email letting you know that an amendment to your funding agreement is now available through the FCSS on-line system. The amendment reflects the increase for your program. **Approval/Submission of the amending agreement is required to provide the funding increase.** Although the amendment reflects what would be required in terms of the 20%, this requirement will be waived for this year. (December 31, 2015 for municipalities and March 31, 2016 for Metis Settlements). My office will make the necessary adjustments.
8. Programs will be able to carry forward any surplus from this increased funding into next year. (December 31, 2015 for municipalities and March 31, 2016 for Metis Settlements). Programs ending the year with a surplus **over and above the new funding allocations** will have to request approval by emailing me at Ken.Dropko@gov.ab.ca. We review each request on a case by case basis.
9. The 2016 letters of agreements will reflect the new provincial funding as a total and will require participating programs to provide the 20% of municipal funding.

I have attached a Q & A with additional information. Should you have further questions, please contact our office.

Ken Dropko

Executive Director
Family and Community
Support Services Branch
Alberta Human Services
(780) 644-2485
ken.dropko@gov.ab.ca

10th Floor, Sterling Place
9940 - 106th Street
Edmonton, AB T5K 2N2





COMPLETED

Family and Community Support Services Funding Agreement

JANUARY 1 - DECEMBER 31, 2015

BETWEEN:

HER MAJESTY THE QUEEN in RIGHT OF ALBERTA
as represented by the Minister of Children and Youth Services
("the Minister")

AND

TOWN OF CLARESHOLM, whose address is
Box 1000
Claresholm, Alberta T0L 0T0
("the Municipality")

The Minister and Municipality agree as follows:

1. Subject to appropriation by the Legislature of Alberta, the Minister shall pay the Municipality the committed provincial contribution of \$87,695 to establish, administer, and operate the program referred to in paragraph 2 of the Agreement.
2. The Municipality shall:
 - (a) provide for the establishment, administration, and operation of a Family and Community Support Services Program ("the Program") in accordance with the Family and Community Support Services Act and Regulation;
 - (b) use the total amount of \$109,619 including a required municipal contribution of at least \$21,924 to deliver the Program;
 - (c) if approved by the Minister, carry-over to the next year any provincial funds unused when this agreement ends. Deferred surplus must be expended and included in the financial report submitted by the municipality for the year following the year in which the agreement ends;
 - (d) prepare and submit Program and financial information required under the Act, within 120 days of the end of the Municipality's fiscal year, or if the agreement with the Minister is terminated, within a period of time determined by the Minister. In compliance with the Canadian Auditing Standard, a municipality receiving provincial funding of \$250,00.00 or more is required to submit an audited financial statement prepared by an independent auditor;
 - (e) ensure that required program and financial information is collected, maintained, used, and disclosed in accordance with the provisions of the Freedom of Information and Protection of Privacy Act; and records identified as necessary under the Act must be kept for a period of five years, in accordance with the retention schedule

under which the Ministry operates.

3. The Minister shall pay the Municipality an advance of one-fourth of the total payable under this Agreement in January, April, July, and October, 2015.
 4. If a disagreement arises between the parties regarding the expenditure of funding under the Act, the decision of the Minister to resolve the disagreement shall be final and conclusive.
 5. (a) If in the opinion of the Minister, a Municipality's program fails to meet the requirements of the Family and Community Support Services Regulation
or
(b) if the financial report of the Municipality
 - (i) has not been submitted to the Minister within 120 days of the end of the Municipality's fiscal year,
 - (ii) does not meet the requirements of the Family and Community Support Services Regulation, or
 - (iii) shows that the Municipality has wrongfully used funds provided to it under the Act,the Minister may withhold amounts of funding under any new agreement or require the Municipality to repay the amounts of funding that in the opinion of the Minister are equivalent to the value of the program components not met or the funds wrongfully used.
 6. Where 2 or more municipalities have entered into an agreement to provide joint family and community support services programs, the Municipality represents that pursuant to the agreement with the other municipalities, it has the authority to agree to the terms of this Agreement on their behalf.
 7. This Agreement commences on January 1, 2015 and ends on December 31, 2015.
 8. This Agreement may be terminated:
 - (a) at any time by mutual agreement of the parties;
 - (b) by either party for any reason by providing 6 months written notice to the other party.
 9. If this Agreement is terminated for any reason, the Municipality's obligations under clauses 2(c), (d), and (e) and clauses 5(a) and (b) continue.
- The Municipality has signed this Agreement on the 28th day of November, 2014.
- The Minister has signed this Agreement on the 28th day of November, 2014.

(\$0.25 per Committed Provincial \$1.00,
which represents 20% of the Total Sum)

Signatures (Affix municipal corporate seal if applicable):

<p>_____</p> <p>Jeff Gibeau</p> <p>_____</p> <p>Municipality's On behalf of the Minister (Mayor, Reeve as the case may be)</p>	<p>_____</p> <p>Ken Dropko on behalf of the Minister</p> <p>_____</p> <p>Minister of Human Services</p>
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Participating Municipalities

Title of Program: **TOWN OF CLARESHOLM** For the Period Ending
December 31, 2015

Scope of Program: Single Municipality
 Multiple Municipality

List all participating municipalities. All participating municipalities must contribute their 20% share.

_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

Calculation of Funding:

\$87,695	\$21,924	\$109,619
Committed Provincial Contribution	Required Municipal Contribution	Total Sum



**Funding Agreement Amending
The JANUARY 1 - DECEMBER 31, 2015
Family and Community Support
Services**

BETWEEN:

HER MAJESTY THE QUEEN in RIGHT OF ALBERTA
as represented herein by the Minister of Children and Youth Services
("the Minister")

AND

TOWN OF CLARESHOLM, whose address is
Box 1000
Claresholm, Alberta T0L 0T0
("the Municipality")

The Minister and the Municipality agree to amend the JANUARY 1 - DECEMBER 31, 2015 Family and Community Support Services Funding Agreement as follows:

1. In paragraph 1, by amending the amount of provincial contribution the Minister shall pay to the Municipality to \$94,273.00.
2. In paragraph 2(b), by amending the total amount of funding to be expended in the Program to \$117,841.25 and amending the least required municipal contribution to \$23,568.25.

Do you want the full amount? Yes

The Municipality has signed this Agreement on the 8th day of September, 2015.

The Minister has signed this Agreement on the 8th day of September, 2015.

Signatures (Affix municipal corporate seal if applicable):

Marian Carlson

Ken.Dropko on behalf of the Minister

On behalf of the Minister
(Mayor, Reeve as the case may be)

Minister of Human Services

Participating Municipalities

Title of Program: **TOWN OF CLARESHOLM**

For the Period Ending

December 31, 2015

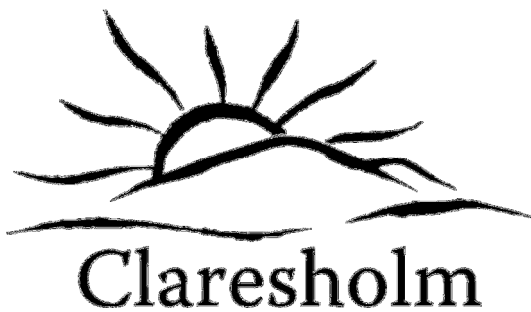
Scope of Program: Single Municipality
 Multiple Municipality

List all participating municipalities. All participating municipalities must contribute their 20% share.

Calculation of Funding:

\$94,273.00	\$23,568.25	\$117,841.25
Committed Provincial Contribution	Required Municipal Contribution	Total Sum

(\$0.25 per Committed Provincial \$1.00, which represents 20% of the Total Sum)



REQUEST FOR DECISION

Meeting: September 14, 2015

Agenda Item: 14

ATCO GAS AND PIPELINES LTD. FRANCHISE AGREEMENT

DESCRIPTION:

ATCO Gas has contacted the Town of Claresholm with their annual inquiry regarding the Town's option to modify the franchise fee that is billed to ATCO Gas customers and paid to the Town of Claresholm for the 2016 year.

BACKGROUND:

ATCO Gas has a Natural Gas Distribution System Franchise Agreement with the Town of Claresholm that came into effect on April 28, 2005 and expires April 28, 2025. This agreement gives ATCO Gas an exclusive franchise to provide gas distribution services within the Town of Claresholm. Clause 4(a) that is referenced in their letter reads as follows:

4) FRANCHISE FEE

a) *Calculation of Franchise Fee*

In consideration of the exclusive grant of franchise, the ability to use Municipal rights-of-way, and the mutual covenants herein, the Company agrees to pay to the Municipality a franchise fee. The parties agrees that s.360(4) of the Municipal Government Act RSA 2000 c.M-26, as amended, does not apply to the calculation of the franchise fee in this Agreement. For each calendar year the franchise fee will be calculated as a percentage of the Company's actual total revenue derived from the Delivery Tariff, including without the limitation the fixed charge, base energy charge, demand charge but excluding the cost of gas (being the calculated revenues from the gas cost recovery rate rider or the deemed cost of gas and revenues from gas related riders, for clarity Method A in the Company's Rider A as approved by the Board from time to time) in that year for Gas Distribution Service within the Municipal Area. For the first calendar year or portion thereof of the Terms of this Agreement, the franchise fee percentage shall be ten (10.00) percent.

By no later than September 1 of each year, the Company shall: (i) advise the Municipality in writing of the total revenues that were derived from the Delivery Tariff within the Municipal Area for the prior calendar year; and (ii) with the Municipality's assistance, provide in writing an estimate of total revenues to be derived from the Delivery Tariff within the Municipal Area for the next calendar year.

By no later than November 15 of each year, the Municipality shall advise the Company in writing of the franchise fee percentage to be charged for the following year. Failing which notification, the franchise fee percentage shall remain unchanged.

DISCUSSION/OPTIONS:

1. The franchise fee has remained unchanged at ten percent (10%) since the agreement came into effect in 2005.
2. As per the Franchise Agreement, Clause 4(b) states: "The franchise fee percentage shall not at any time exceed thirty five (35%) percent, unless there has been prior Board approval."
3. Should Council choose to change the franchise fee, the Town would need to advertise the intent to change the fee at least 45 days prior to implementation as per Clause 4(c).
4. By increasing the percentage, residents within the Town of Claresholm would see an increase in their utility billing for natural gas, as the increase would be billed to each consumer as stated in Clause 4(d).
5. Per ATCO Gas' estimate, each one percentage (1%) point increase would result in approximately ten thousand dollars (\$10,000) in increased revenue in 2016.

COSTS/ SOURCE OF FUNDING:

This is revenue to the Town of Claresholm. Extra costs would only be incurred should Council choose to lower the franchise fee percentage. Similarly, the Town would receive increased revenue if Council chooses to increase the franchise fee.

RECOMMENDED ACTION:

Council pass a resolution to either increase the franchise fee percentage, decrease the franchise fee percentage, or keep it the same for 2016.

PROPOSED RESOLUTION:

1. Moved by Councillor _____ to keep the franchise fee percentage the same at 10% for 2016 as per Clause 4(a) of the Natural Gas Distribution System Franchise Agreement with ATCO Gas and Pipelines Ltd.

ATTACHMENTS:

1. Correspondence from ATCO Gas dated August 11, 2015.

APPLICABLE LEGISLATION:

1. Natural Gas Distribution System Franchise Agreement with ATCO Gas and Pipelines Ltd;(Executed April 28th, 2005)

PREPARED BY: Karine Wilhauk, Secretary-Treasurer

APPROVED BY: Marian Carlson, CLGM, CAO

DATE: September 9, 2015



RECEIVED

AUG 14 2015

August 11, 2015

Town of Claresholm
PO Box 1000
Claresholm, AB T0L 0T0

Attention: Ms. Marian Carlson
Chief Administrative Officer

Re: ATCO Gas and Pipelines Ltd. Franchise Agreement Clause 4(a)

Dear Madam:

Pursuant to Clause 4(a) of our franchise agreement, the municipality has the ability to change the franchise fee percentage in 2016; this request must be received by ATCO Gas in writing prior to November 1st. If you are considering changing the franchise fee in 2016, please contact us as soon as possible to begin the process

As you are aware, ATCO Gas pays the Town of Claresholm a franchise fee. The franchise fee is collected from customers in the community based on a percentage of our Delivery Tariff. In the Town of Claresholm this percentage is 10.00%.

In 2014, our Delivery Tariff revenue in the Town of Claresholm was \$954,490.00. Our forecast Delivery Tariff revenue for 2016 is \$1,039,722.00. Therefore, based on the current franchise fee percentage, the forecast 2016 franchise fee revenue would be \$103,972.00.

We trust you will find this information useful, and, if you have any questions or require anything further, please do not hesitate to call me at (403) 380-5401.

Sincerely,

Shane Ellis,
Senior Manager, Lethbridge District Operations



REQUEST FOR DECISION

Meeting: September 14, 2015
Agenda Item: 15

MEETING WITH HON. DERON BILOUS MINISTER OF MUNICIPAL AFFAIRS

DESCRIPTION:

Council has indicated a desire to meet with the Minister of Municipal Affairs, however scheduling this meeting is more difficult than anticipated.

BACKGROUND:

At the July 20, 2015 Regular Council Meeting, Council discussed the upcoming AUMA Convention and passed the following motion:

Moved by Councillor Cutler for administration to schedule meetings at the AUMA Convention in Calgary September 23 – 25, 2015 with the Minister of Municipal Affairs and RCMP K Division, as available. MOTION #15-063.

Securing a spot with the Minister of Municipal Affairs at the AUMA Convention has proven to be impossible, however the Minister's office is offering to meet with Council outside of the Convention in Edmonton. As per the attached email, Council could meet with the Minister at his office on Monday, October 5, 2015 at 2:00pm. Administration requires direction as to whether this is acceptable to Council.

COSTS/ SOURCE OF FUNDING:

1. Travel time to and from Edmonton, as well as the meeting itself, for each member of Council who chooses to attend.
2. Fuel (if taking Town vehicles) or mileage (if taking own transportation).
3. Meals for each of those attending.

RECOMMENDED ACTION:

1. Council pass a motion to agree to the meeting with the Minister of Municipal Affairs in Edmonton on October 5, 2015.
2. Council decline the meeting with the Minister at this time and have Administration attempt to find other means of communicating with the Minister, including scheduling a teleconference.

PROPOSED RESOLUTION:

1. Moved by Councillor _____ to send _____ to meet with the Minister of Municipal Affairs in Edmonton on October 5, 2015.

ATTACHMENTS:

- 1.)

APPLICABLE LEGISLATION:

- 1.) N/A

PREPARED BY: Karine Wilhauk

APPROVED BY: Marian Carlson, CLGM - CAO

DATE: September 10, 2015

Marian Carlson

From: Patricia Tiamiyu <Patricia.Tiamiyu@gov.ab.ca>
Sent: September-09-15 5:55 PM
To: Marian Carlson
Cc: Patricia Tiamiyu; Deborah Mason; Nathaniel Smith
Subject: FW: Meeting with Minister Bilous

Hello Marian, I am sorry that we were unable to find time at AUMA in Calgary for the Town Council of Claresholm to meet with Minister Bilous. I am happy however, that we were able to find a date and time that may work for you and your team. The date that I have on hold in the Minister's calendar is as follows:

Date: October 5
Time: 2:00 pm
Location: 210 Legislature

Attendees:
Honourable Deron Bilous, Minister of Municipal Affairs
Nathaniel Smith, Chief of Staff
Brad Pickering, Deputy Minister

Please confirm if this date and time will work and provide me with the names and titles of Council members who will attend. Can you also confirm my understanding that the items your Council will want to discuss with Minister Bilous during this meeting will be:

- Phase 1 of a storm water drainage project
- a Multi-Use Community Complex

Thank you Marian.

Cheers!

😊 Patricia Tiamiyu
Scheduling Assistant for Hon. Deron Bilous
Minister of Municipal Affairs
Minister of Service Alberta
204 Legislature Building, 10080 – 97 Avenue NW
Edmonton, AB T5K 2B6
Phone: 780-427-3744
Patricia.Tiamiyu@gov.ab.ca



REQUEST FOR DECISION

Meeting: September 14, 2015

Agenda Item: 16

VIPER OILFIELD SERVICES LTD.

DESCRIPTION:

Viper Oilfield Services Ltd. has once again contacted Administration regarding the overpayment of taxes requesting further compensation.

BACKGROUND:

In the course of a review of the current Local Improvement Bylaws, it was discovered there was an overpayment in collection of the Curb and Gutter Improvement referred to in Bylaw #1465.

In 2005, two of the properties, namely Roll #'s 12089000 and 12090000, also described as Lots 4-5, Block 4, Plan 8510082, had a prepayment made on them for the Curb and Gutter Improvement. This was not reflected when the Bylaw #1465 was implemented on a yearly payment schedule.

At the March 23, 2015 Council meeting, a resolution was passed to refund the overpayment of \$4,143.21 from the Curb and Gutter Bylaw #1465 to Viper Oilfield Services. Further to Viper Oilfield Services receiving the letter and cheque for the refund, the owner contacted Administration requesting interest on the overpayment due to the length of time the Town had held the prepayment.

At the May 25, 2015 Council meeting, a resolution was passed that whereas the Town of Claresholm receives minimal interest on the chequing account and that the overpayment amount of \$4,143.21 is less than an amount that would be invested in either a short term or long term investment, that the Town pay 0.5% annual interest on the overpayment for curb and gutter by Viper Oilfield Services from 2005 to 2014. This amount equated to \$207.20 and cheque #50464 was issued on June 11, 2015. To date, this cheque has not been cashed.

Administration is seeking direction on how to proceed with the request from Viper Oilfield Services Ltd.

RECOMMENDED ACTION:

1. Council pass a motion to issue further compensation to Viper Oilfield Services Ltd. for the overpayment of curb and gutter improvements in 2005.
2. Council pass a motion to deny the request from Viper Oilfield Services Ltd. for further compensation regarding the curb and gutter improvement overpayment in 2005.

PROPOSED RESOLUTION:

1. Moved by Councillor _____ that whereas the Town of Claresholm has made fair and reasonable compensation to Viper Oilfield Services Ltd. for the overpayment of curb and gutter improvements from 2005 to 2014, their request for further compensation is hereby denied.

ATTACHMENTS:

- 1.) Email from Carmen Stronski – September 3, 2015
- 2.) Request for Decision – March 23, 2015
- 3.) Request for Decision – May 25, 2015
- 4.) Letter to Viper Oilfield Services – June 12, 2015

PREPARED BY: Karine Wilhauk

APPROVED BY: Marian Carlson, CLGM - CAO

DATE: September 11, 2015

Marian Carlson

From: Bill and Carmen Stronski <goldrdg@telus.net>
Sent: September-03-15 3:55 PM
To: Marian Carlson
Subject: RE: Viper Oilfield Services Request

Good afternoon Marion,

We are disappointed in the actions of the administration team at the Town of Claresholm and town council members. Information that was provided clearly outlines the error of Town administration staff in the documentation and processing of the original payment which lead to an extended period of overbilling initiated by the Town of Claresholm. We question how accounting practices in government can allow for such an error to occur and require an audit to find the error 10 years later. The Town of Claresholm would be hard pressed to defend its position in this regard.

We had hoped that the Town of Claresholm and the administration would have taken responsibility for the error and treated us fairly. Instead, the error was referred to as an "overpayment" in Town of Claresholm documents which somehow suggests shifting the responsibility of the error to the ratepayer which is not acceptable. Viper Oilfield Services Ltd. initiated a request for compensation in the form of interest for the accounting error and overbilling. The administration responded by recommending a very minimal amount of interest be paid.

We would respectfully ask the administration and town council to review this issue and offer fair compensation.

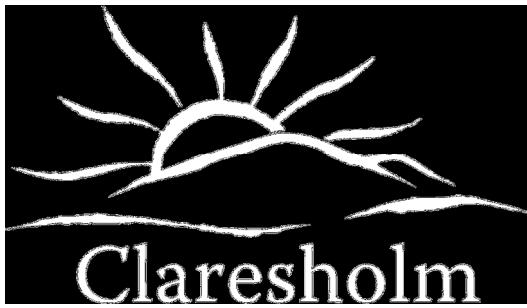
Yours truly,

Carmen Stronski
Viper Oilfield Services Ltd.
P.O. Box 1360
Claresholm, AB
T0L 0T0
(403)625-4652
Cell (403)625-9290

From: Marian Carlson [mailto:Marian@townofclaresholm.com]
Sent: August 10, 2015 3:29 PM
To: 'Bill and Carmen Stronski' <goldrdg@telus.net>
Subject: RE: Viper Oilfield Services Request

Carmen,

Although the payments were made in full, when it came time to setup the bylaw it appears that the person in charge of setting up the bylaws, failed to check off the prepaid box for these two roll numbers and thus the accounts were charged yearly in error. As he is no longer here I can only assume he just didn't check the file for the prepaid invoices. The annual charges are processed as part of the tax process and so once they were originally set up, the



REQUEST FOR DECISION

Meeting: March 23, 2015
Agenda Item: 8

BYLAW #1465 – CURB AND GUTTER OVERPAYMENT

BACKGROUND / DESCRIPTION:

In the course of a review of the current Local Improvement Bylaws, it was discovered there was an overpayment in collection of the Curb and Gutter Improvement referred to in Bylaw #1465.

Two of the properties, namely Roll #'s 12089000 and 12090000, also described as Lots 4-5, Block 4, Plan 8510082, had a prepayment made on them for the Curb and Gutter Improvement. This was not reflected when the Bylaw #1465 was implemented on a yearly payment schedule. There were overpayments made of \$2,088.81 on Roll # 12089 and \$2,054.40 on Roll # 12090.

PROPOSED RESOLUTIONS:

Administration recommends that Council pass a motion to refund the overpayments from the Curb and Gutter Bylaw #1465 as presented.

RECOMMENDED ACTION:

Moved by Councillor _____ to refund the overpayment of \$4,143.21 from the Curb and Gutter Bylaw #1465 to Viper Oilfield Services as presented.

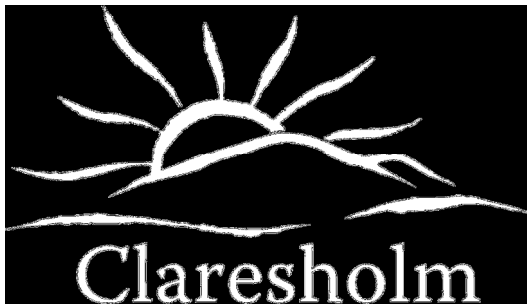
ATTACHMENTS:

- 1.) Bylaw #1465
- 2.) Letter of Notification from Town
- 3.) Receipt for the initial pre-payment of Curb and Gutter Frontage in 2005.

PREPARED BY: Lisa Chilton – Tax Administrator

APPROVED BY: Marian Carlson, CLGM - CAO

DATE: March 16, 2015



REQUEST FOR DECISION

Meeting: May 25, 2015
Agenda Item: 8

CURB AND GUTTER OVERPAYMENT

BACKGROUND / DESCRIPTION:

In the course of a review of the current Local Improvement Bylaws, it was discovered there was an overpayment in collection of the Curb and Gutter Improvement referred to in Bylaw #1465.

In 2005, two of the properties, namely Roll #'s 12089000 and 12090000, also described as Lots 4-5, Block 4, Plan 8510082, had a prepayment made on them for the Curb and Gutter Improvement. This was not reflected when the Bylaw #1465 was implemented on a yearly payment schedule.

At the March 23, 2015 Council meeting, a resolution was passed to refund the overpayment of \$4,143.21 from the Curb and Gutter Bylaw #1465 to Viper Oilfield Services. Further to Viper Oilfield Services receiving the letter and cheque for the refund, the owner contacted Administration requesting interest on the overpayment due to the length of time the Town had held the prepayment.

The T-Bill interest rate at the ATB, paid over that period of time ranges from 0.25% to 3.6% and prior to 2014 the Town of Claresholm chequing account received 0.50%. The current rate of interest on the chequing account is 0.95%.

PROPOSED RESOLUTIONS:

Administration recommends that due to the fact that the Town of Claresholm receives minimal interest on the chequing account and that the overpayment amount is less than an amount that would be invested in either a short term or long term investment, that Council pass a motion to pay 0.50% annual interest on the overpayment for curb and gutter by Viper Oilfield Services.

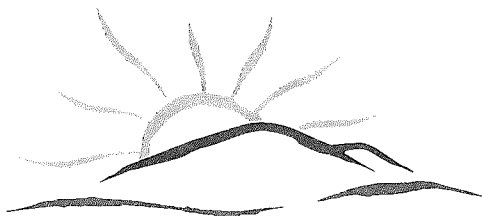
RECOMMENDED ACTION:

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

PREPARED BY: Marian Carlson, CLGM - CAO

APPROVED BY: Marian Carlson, CLGM - CAO

DATE: May 19, 2015



Claresholm

*Now you're living...
Now you're home*

June 12, 2015

Viper Oilfield Services Ltd.
PO Box 1360
Claresholm, AB T0L 0T0

RE: CURB & GUTTER OVERPAYMENT

At the regular meeting of Claresholm Town Council held Monday, May 25, 2015, Council discussed your request of interest on the amount that your company overpaid to the Town of Claresholm. Upon conclusion of their discussion, Council passed the following motion at that meeting:

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

MOTION #15-049

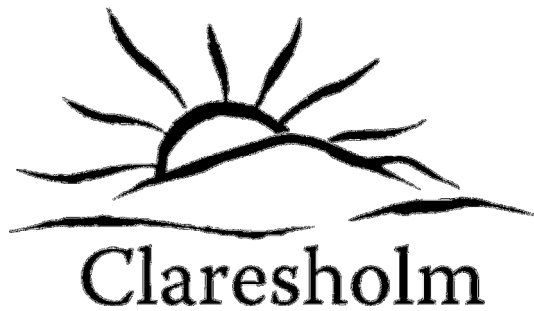
As a result of this motion, please find a cheque enclosed for \$207.20 in interest.

If you have any questions or concerns regarding this issue, please contact the undersigned at your convenience.

Yours truly,

Marian Carlson, CLGM
Chief Administrative Officer
Town of Claresholm

MC/kw



INFORMATION BRIEF

Meeting: September 14, 2015
 Agenda Item: 17

COUNCIL RESOLUTION STATUS

Regular Scheduled Meeting - March 9, 2015				
17	RFD- Stormwater Management Plan. Moved by Councillor Ford to accept the Stormwater Management plan by Associated Engineering as presented. Carried. Moved by Councillor Cutler to apply for funding through the Alberta Resilience Program for stormwater related projects. Carried. Motion #15-007.	Marian/Mike	Spoke with Dean at A.E. March 10th and they will move forward with preparing the grant application. A.E. will also prepare the final copies of the report for our records. Deadline for applications was extended to September 30, 2015. Met with Dean and grant Program Coordinator on April 17th and the Coordinator gave us valuable information regarding how to formulate the application. Request for preliminary engineering funding on the agenda for May 25th. Aug 11/15 - Preliminary Engineering for the application is in progress. Will complete application before the September 30th deadline.	In progress
Regular Scheduled Meeting - March 23, 2015				
13	Proceed with negotiating Airport Leases subject to MD approval for access	Marian	Requested confirmation from the MD regarding access across their land and have yet to receive a response. Sent email to Cindy Aug 13th asking for a response. In Sept received further correspondence from the MD and there are some mapping issues that need clarified.	In progress
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.	In progress
15	Contact Emercor	Marian	Letter sent Insurance claim proceeding	In progress

Regular Scheduled Meeting - July 20, 2015				
3	RFD: Request to close Municipal Reserve Land - Moved by Councillor Cutler to refuse the request to close the Town-owned parcel of municipal reserve land between Skyline Crescent and Skyline Mews, and direct Administration to bring forward options to set up a post and chain or similar barrier to prevent shortcutting by vehicles while maintaining pedestrian and cyclist access, possibly with the addition of a connecting sidewalk. CARRIED MOTION #15-061	Mike/Tara	Added to the August 19, 2015 Council meeting agenda.	Complete
4	RFD: Tax Recovery Sale - Real Estate Lising - Moved by Councillor Cutler to research Commercial Real Estate Agencies regarding the tax recovery sale of 4 Skyline Crescent. CARRIED MOTION #15-062	Tara	Requests for Proposals sent July 29, 2015 with a submission deadline of Aug 14th, 2015. On hold until offer on property condition date expires or closing of sale.	In progress
5	RFD: AUMA Convention - Moved by Councillor Cutler for administration to schedule meetings at the AUMA Convention in Calgary September 23 – 25, 2015 with the Minister of Municipal Affairs and RCMP K Division, as available. CARRIED MOTION #15-063	Marian	Spoke with Municipal Affairs July 21 - they will have the scheduler contact our office. Spoke with Sgt. Wickett and he will schedule a meeting with K Division - Aug 20th received a call from Dalin at the RCMP and he is following up on the request. Minister is unable to meet at AUMA but offered a meeting on October 5 th in Edmonton. Still have no confirmation from RCMP.	In progress
Regular Scheduled Meeting - August 19, 2015				
1	Bylaw #1607: Repeal of Bylaw #1524 - Moved by Councillor Fieguth to give Bylaw #1607 1st Reading. CARRIED Moved by Councillor Cutler to give Bylaw #1607 2nd Reading. CARRIED	Karine	On the Agenda for 3rd & Final Reading on Sept 14th.	Complete
2	Delegation Response: Harvey Dippel - Referred to Administration to provide options and costs to assist in the repair of Mr. Dippel's driveway.	Mike	Quote from contractor & engineers report have been requested.	in progress
3	CORRES: Town of Fort Macleod RE: Alberta Summer Games 2018 - Referred to Administration to write a letter to the Town of Fort Macleod and cc the Town of Pincher Creek that the Town may be interested in co-hosting the 2018 Alberta Summer Games, and will attend a meeting if they schedule one.	Tara	Letter sent August 21, 2015	Complete
4	CORRES: Victory Church Claresholm RE: Request to Close 1A Street West on September 12, 2015 - Moved by Councillor Dixon to allow the Victory Church of Claresholm to close 1A Street West from 52 Avenue to 53 Avenue from 12:00pm to 8:00pm on September 12, 2015 for their community block party. CARRIED MOTION #15-066	Tara/Mike	Letter sent August 21, 2015	Complete
5	CORRES: Claresholm Community Centre Association RE: Letter of Support - Moved by Councillor Ford to write a letter of support towards the Claresholm Community Centre Association's application to the Community Facility Enhancement Grant. CARRIED MOTION #15-067	Karine	Letter sent August 24, 2015.	Complete
6	CORRES: Claresholm Arts Society RE: Support for Grant Application to the Lethbridge Community Foundation - Moved by Councillor Dixon to support in principle the Claresholm Society for the Arts grant application to the Lethbridge Community Foundation in order to enable renovations to the Claresholm Community Centre to proceed. CARRIED MOTION #15-068	Karine	Email sent to the Arts Society on August 24, 2015.	Complete

7	RFD: Pillar Homes Tax Penalty - Moved by Councillor Cutler to deny the request from Pillar Homes (1991) Ltd. to waive the July 1, 2015 penalty of \$1,852.61. CARRIED MOTION #15-069	Lisa	Letter sent to Pillar homes August 20th with decision	Complete
8	RFD: Letter of Support– Willow Creek Ag Society - Moved by Councillor Dixon to write a letter of support towards the Willow Creek Agricultural Society's grant application to the Community Facility Enhancement Program for the purpose of constructing a new indoor arena. CARRIED MOTION #15-070	Karine	Letter sent August 24, 2015.	Complete
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
10	RFD: Municipal Reserve Land - Moved by Councillor Fieguth to add the six trees as presented to the Municipal Reserve lands described as Lot 1MR, Block 67, Plan 0413772; to be included within the 2015 parks & recreation budget, and to budget for the sidewalk project within the Infrastructure Services 2-5 year sidewalk budget. CARRIED MOTION #15-072	Mike	Scheduled for fall planting	in progress
11	POLICY #GA 08-15(a) - Employee Benefits - Referred to Administration for more information.	Marian	Policy amended and on agenda September 14th.	Complete
12	POLICY #GA 08-15 - Payroll Administration - Moved by Councillor McAlonan to adopt Policy #GA 08-15 regarding Payroll Administration effective August 19, 2015 as amended. CARRIED MOTION #15-073	Lisa	Copies for every department	Complete
13	IN CAMERA: Land Sale - Moved by Councillor Cutler to accept the offer to purchase for \$800,000.00 from Hope Homes Inc. for #4 Skyline Crescent, Lot 16, Block 63, Plan 0110064, as presented. CARRIED MOTION #15-075	Marian	Signed offer Aug 21/15	Complete
14	IN CAMERA: Personnel - Moved by Councillor Ford to accept the proposal from the Museum Executive Director to extend his contract part-time to a maximum of \$7,500 with an end date of January 29, 2016. CARRIED MOTION #15-075	Marian	Notified Ken & Payroll Department	Complete
15	Prepare a News Release regarding efforts related to Storm Water Management	Tara	Prepared and approved for Local Press Ad Edition Aug 26th	Complete

PREPARED BY: Karine Wilhauk, Secretary-Treasurer

APPROVED BY: Marian Carlson, CLGM – CAO

DATE: September 11, 2015

INFORMATION ITEMS



MUNICIPAL PLANNING COMMISSION MINUTES

July 24th, 2015

Town of Claresholm – Council Chambers

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

Regrets: Jeffery Kerr – Member-at-Large

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

Public Present: Rob Vogt, Claresholm Local Press
Applicant: Leo Cormier

8:30 am	Call to Order /Adoption of Agenda	Motion to adopt the Agenda by Councillor Ford
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CARRIED

Adoption of Minutes

- June 24, 2015

Motion to adopt the Meeting Minutes By Sharon Duncan

Seconded by Councillor O'Neill

CARRIED

Item 1: Action	DEVELOPMENT PERMIT	Motion to approve with conditions by Councillor Ford
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File: D2015.077
Applicant: Leo Cormier
Owners: Terry Roberge
Address: 423 49 Ave East
Legal: Lot 19, Block 37, Plan 2235GN
Regarding: Home Occupation - Carpenter

Seconded by Councillor O'Neill

CARRIED

Item 2: Information	Approved Developments January – June 2015	Taken for Information
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MUNICIPAL PLANNING COMMISSION MINUTES

July 24th, 2015

Town of Claresholm – Council Chambers

Item 3: Action

Implementation of Strategic Plan: 2015-2018

File: RPS00502
Town of Claresholm Strategic Plan: 2015-2018
Implementation of Year One Item 1(c): "Review and Streamline Development Application Processes and Procedures"

Motion to direct Development Officer to use services of ORRSC and other resources to generate options, including Land Use Bylaw Amendments, to address item 1 (c) of the Town of Claresholm Strategic Plan by Councillor Ford

Seconded by Sharon Duncan

CARRIED

9:35 am

Adjourn

**Motion to Adjourn
By Councillor Ford**

Marian Carlson

From: Alberta Volunteer Awards <ABVolunteerAwards@gov.ab.ca>
Sent: September-02-15 8:46 AM
Subject: Call for Nominations - 2015 Stars of Alberta Volunteer Awards
Attachments: 2015 Stars of Alberta Volunteer Awards Nomination Form.pdf

SHINE A SPOTLIGHT ON YOUR VOLUNTEERS!

Do you know an outstanding VOLUNTEER that deserves province-wide applause?

Consider putting their names forward for the

2015 Stars of Alberta Volunteer Awards

Through the Stars of Alberta Volunteer Awards, the Government of Alberta recognizes remarkable Albertans whose volunteer achievements have contributed to the well-being of their community and fellow community members.

Six awards, two each for **youth**, **adult** and **seniors**, are presented annually on or around International Volunteer Day, December 5.

For more information, please visit: <http://culture.alberta.ca/community/events-and-recognition/stars-of-alberta-awards/default.aspx>

The deadline for nominations is Tuesday, September 15, 2015

The logo for the Alberta Government, featuring the word "Alberta" in a stylized, cursive font, followed by a small square icon and the word "Government" in a sans-serif font.

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Mayors & Reeves of Southwest Alberta

MINUTES

FRIDAY, May 1, 2015 - 1:00 PM
Culver City Room, Lethbridge City Hall

PRESENT:

Mayor Tom Butler, Vice Chair	Village of Coutts	Mayor Ed Weistra	Village of Barons
Mayor Gordon Reynolds	Town of Bow Island	Mayor Eric Jensen	Village of Barnwell
Mayor Maggie Kronen	Town of Cardston	Mayor Cliff Ayrey	Village of Longview
Mayor Kim Craig	Town of Coaldale	Mayor Rafael Zea	Village of Milo
Councillor Lyall O'Neill	Town of Claresholm	Mayor Don McDowell	Village of Nobleford
Mayor Dennis Cassie	Town of Coalhurst	Reeve Brian Hammond	MD of Pincher Creek
Councillor Brian Oliver	Town of Magrath	Reeve Neil Wilson	MD of Willow Creek
Mayor Blair Painter	Crowsnest Pass Mun.	Reeve Lorne Hickey	Lethbridge County
Mayor Rene Gendre	Town of Fort Macleod	Dep. Reeve Henry Doeve	Lethbridge County
Mayor David Hawco	Town of Milk River	Dep. Reeve Phil Jensen	Warner County
Mayor Don Anderberg	Town of Pincher Creek	Dep. Reeve Brian Dejong	M & R of SE AB
Mayor Henk De Vliieger	Town of Taber	Mayor Chris Spearman	City of Lethbridge
Mayor Margaret Plumtree	Town of Vauxhall		
Mayor Thomas Grant	Town of Vulcan		
Chair Brian (Barney) Reeves	ID 04 Waterton Lakes NP	Bev Bellamy	Admin. Assistant

Guests:

Dep. Mayor Bill Chapman, Town of Coaldale	Chairman, Highway #3 Committee
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1.0 WELCOME AND INTRODUCTIONS

Vice-Chairman Butler called the meeting to order at 1:00 pm and welcomed Deputy Reeve Brian Dejong, who is representing M & R of SE Alberta.

2.0 ADOPTION OF THE AGENDA

Moved by Mayor David Hawco to adopt the agenda. **Carried.**

3.0 ADOPTION OF THE APRIL 10 MEETING MINUTES

Moved by Mayor Kim Craig to adopt the April 10, 2015 minutes. **Carried.**

4.0 BUSINESS ITEMS ARISING FROM MINUTES

- Prepare for meeting with Shaun Chilton, Alberta Health Services answering the questions recorded in the April minutes. One discussion point will be removing the word "advisory" from the board. Will also need to delegate 4 reps from each of the municipalities.
- The combined meeting of the Mayors & Reeves of Southwest and Southeast Alberta will be held on June 12, 1 pm at the Heritage Inn in Taber, Rooms C & D. Submit your topics of discussion for the June 12 agenda asap to Mayor Bohne bohne@raymond.ca or Bev mayorsandreeves@shaw.ca

5.0 REPORTS

5.1 **MP Reports** - none

5.2 **MLA Reports** – none

5.3 Alberta Southwest Regional Alliance Report – Mayor Blair Painter

- Travel Alberta Tourism Industry Roadshow and the 13 Ways Community Reports presentations will both be held at the Heritage Inn in Pincher Creek.
- AlbertaSW Dinner and AGM will be held on Wednesday, June 3 at the Castle Mountain Resort.
- Full report was circulated with the May meeting package.

5.4 SouthGrow – Mayor Maggie Kronen

- Completed mapping fibre optic of all of the assets with a report delivered to members.
- Drafting a resolution re fibre optic for the AUMA convention; Raymond is spearheading this and are also working together with Alberta Southwest.
- Tourism investment study completed; will be presented on Wednesday, June 10 at a dinner at the Lethbridge Lodge.

5.5 AUMA – Mayor Kim Craig

- Mayors' caucus in Strathmore will be held on different days based on the size of the community. Will discuss code of ethics and update on MGA. All Mayors are encouraged to attend; register on the website under events. Deadline for resolution submissions to AUMA is May 31.

5.6 AAMD&C – no report

5.7 Associate Dean's Advisory Council - Mayor Tom Butler

- Will have a teleconference on May 6 and bring report to next meeting.

5.8 Oldman Watershed Council – Mayor Blair Painter

- Southern Foothills Study “A Future Worth Protecting” report released and is available online here: http://www.salts-landtrust.org/sfs/sfs_reporting.html
- Headwaters Action Team summer work on the Dutch Creek Pilot Project and development of the Engaging Recreationalists program will start in early July.
- Worked with a University of Lethbridge student intern to deliver the Caring for our Watersheds program; three ideas from the Oldman Watershed made it into the top 10 of 148 entries.

5.9 Highway #3 Association – Deputy Mayor Bill Chapman

- Thanks to Mayor Painter for finding studies done many years ago on the impact of twinning Highway #3. Twinning this highway will be beneficial to the south for economic development and tourism and will increase traffic count as well as GDP in the overall area.
- Will continue with this message and study and look to incorporate several economic development groups to help with data collection.
- The Highway #3 Association is interested in accessing any data or studies that municipalities on this corridor might have. Please forward them to Deputy Mayor Chapman bchapman@coaldale.ca
- Received a letter from the Minister of Transportation stating that with the current economic outlook for the province, they are unable to commit to the twinning of Highway #3.
- Would be good to have Brad Tucker of Canadian Badlands make a presentation to the Mayors & Reeves Association on the same day he meets with Highway #3 group.
- Looking at the possibility of the position of Executive Director for the Highway #3 Association and what the cost would be for that.

6.0 BUSINESS

6.1 Thank you Note from Karen Carney – Mayor Tom Butler

A gift certificate and card was given to Karen Carney on behalf of the M & R to express their appreciation for her assistance to the M & R for many years as she is moving from the Mayor's office to a new position. Mayor Butler read an email from Karen thanking them for the gift.

6.2 Waterton Community Broadband Project Update – Chairman Brian (Barney) Reeves

- The broadband project in Waterton came out of the Country Connect Project with 14-15 member communities; Waterton's broadband was put into the community playground in 2012.
- In 2013 Waterton wanted to bring broadband/wi-fi into the community, and the Waterton Parks Superintendent also wanted to bring it into the campground. A system for the campground was brought in that had a \$10 user fee; it was designed for 3-4 systems per trailer but was overloaded because the average trailer actually has 7-9 systems.
- Parks Canada is wiring all federal offices for secure networks and Waterton received theirs first.
- Waterton townsite was offered half of the conduit from Telus to the community centre and took this opportunity to construct 2.5 km of the conduit. Talked to Telus in mid-April and had an agreement to build out to the business community this year; Telus then informed them that it is not possible to put in by May 15.
- Lessons learned: Need to get CRTC certification immediately; cannot talk to Fortis until you have the certificates. Only specific people who are certified by CRTC can do the business and this can take 3-6 months. If you put your fibre optics on a pole the cost is \$20/metre, under gravel/grass is \$40/metre and under pavement or concrete is \$90-\$100/metre. If you can put the conduit in a ditch the same time water and sewer upgrades are being done, you can save money.
- Communities need to get together and make submissions to the CRTC as an entire group, possibly through AUMA, so that these fibre services are reasonably priced for all communities.
- Total estimated cost for entire build out for Waterton is \$750,000; realistically the cost will be closer to one million when all figures are in.

6.3 Fibre Optics Discussion – Mayor Rene Gendre

- Mayor Gendre gave an overview of fibre optic terms and also requested questions that will be given to James Van Leeuwen and Paul Nelson to answer as part of their presentation at the M & R joint meeting in Taber on June 12.

Questions from the Mayors & Reeves to bring to the June 12 meeting are as follows:

- How do you determine what a community will need for fibre optics?
- Rural communities need fibre optics and it is very expensive – what is the most cost effective way to bring it to them?
- How far out do you plan with regard to future development?

Point was made that municipalities should require developers to provide Shaw, Telus and O-Net to every house by having one wire for each service, so the home owner can decide which service they will use. Municipalities can pass a bylaw to require this from their developers.

- 6.4 Golf Tournament Notice** – Mayor David Hawco
Mayor Hawco extended an invitation for the Milk River golf tournament on Wednesday, August 19; all proceeds will be used for the community pool, spots are filling up fast. For more information or to sign up contact cao@milkriver.ca or mayor.hawco.milkriver@gmail.com or call 403-647-3773.
- 6.5 Lieutenant-Governor’s Gala and Banquet for the Arts** – Mayor Chris Spearman
This event will be held on Saturday, June 6 and is held in a different location around the province every year. Tickets are \$125 for banquet and gala; gala is \$25. A good opportunity to promote arts in your community as arts happens across Alberta, not just Edmonton and Calgary. 500 tickets will be sold and it will sell out.
- 6.6 Contact List Updates** – Mayor Tom Butler
Contact lists were sent out with the agenda; please check your information and let Bev (mayorsandreeves@shaw.ca) know if there are any changes or if you are not receiving the M & R information that is emailed out each month. Thanks.
- 6.7 Other Business**
Mayor Tom Grant shared information on a SAEWA Governance Final Report that could be useful for communities. Click the link below for the 120 page report.

<http://www.saewa.ca/media/Brownlee-LLP-Governance-Final-Report-as-presented-at-AGM-2015.pdf>

7.0 Next Meeting Date

Friday, June 12, 1 pm - Joint Meeting in Taber with Mayors and Reeves of Southeast Alberta
Taber Heritage Inn, 1 pm, Rooms C & D. Please use rear entrance parking lot doors.

July and August – summer break

Friday, September 4, 1 pm – Culver City Room, Lethbridge City Hall.

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

ACTION ITEMS FROM MAY 1, 2015 MEETING	PERSON RESPONSIBLE
Forward possible agenda items to Mayor Bohne for the June joint meeting	Mayors & Reeves
ACTION ITEMS FROM APRIL 10, 2015 MEETING	PERSON RESPONSIBLE
Contact Bev Thornton, AB Southwest to request a presentation to the M & R in the fall on broadband initiatives	Mayor George Bohne
Prepare for meeting with Shaun Chilton, Alberta Health Services answering the questions recorded in the April minutes. One discussion point will be removing the word “advisory” from the board. Will also need to delegate four reps from each of the municipalities.	Mayors & Reeves

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



Lethbridge Rural Innovation Forum

September 25th, 2015 10:00-3:30pm at the Agricultural Research Center

Hosted by Lethbridge County in collaboration with Alberta Agriculture and Forestry, the Agriculture Research Council, and Sustainability Resources Ltd.

This Forum will connect southern Alberta private industry, economic development authorities, municipalities, researchers and academia together to build on existing bio-industrial resources and enable business collaboration.

This session is an opportunity to share, learn, and identify emerging projects that address greenhouse gas emissions, wastewater reuse, and waste to energy. These types of projects have potential to drive economic growth of the agricultural sector and to provide innovative infrastructure solutions for communities.



Share your story of using agricultural waste as a feedstock for new industrial or agribusiness applications, local infrastructure solutions or energy development.

Topics & Presentation Themes

- Water use and Reuse
- Bio-industrials – Scalable “technologies”
- Agriculture Waste as a Feedstock
- Benefits of Bio-clusters
- Emerging Policy & Regulatory Changes
- Alternative Energy Solutions

Confirmed Presenters

- Karen Haugen-Kozyra, Viresco Solutions
- Jeff Bell, Alberta Advanced Education and Technology
- Stefan Michalski, Lethbridge Biogas
- Lisa M. Fox, Sustainability Resources

Your opportunity to participate and share!

This Forum will include an “open space” for industry and academic innovators, and small rural municipalities to share stories, innovations, and initiatives related to advancing rural economies.

*Seating will be limited to only 45 participants. Registration opens August 15th, 2015
Price: \$50.00 Register: www.sustainabilitycircle.ca*



Foothills Country Hospice Society

RECEIVED

SEP 01 2015

August 26th, 2015

Mayor Rob Steel & Councillors
Town of Claresholm
P.O. Box 1000
Claresholm, AB T0L 0T0

Dear Mayor Steel & Councillors,

Aloha! We would be pleased if you could join us Saturday, October 24th, 2015 at our Hawaiian Luau Gala. Come and enjoy the sights and sounds of Hawaii, complete with hula dancers, leis, and authentic Hawaiian food. You can dress in your finest resort wear, tacky tourist ensemble or even a grass skirt.

For ticket information, please see our website www.countryhospice.org or call 403-995-4673 to reserve your spot at this fabulous event!

We hope to see you there,

Dawn

Dawn Elliott
Executive Director
Foothills Country Hospice Society
PH: 403-995-4673
Fax: 403-938-0831
Cell: 403-803-5446
E-mail: executivedirector@countryhospice.org
www.countryhospice.org

"Life is a gift. Never forget to bask in every moment you are in."



332001 - 32nd Street, Box 274, Okotoks, AB T1S 1A5
Tel. (403) 995-4673 • Fax (403) 938-0831
www.countryhospice.org

