



TOWN OF CLARESHOLM  
PROVINCE OF ALBERTA  
REGULAR COUNCIL MEETING  
MAY 9, 2016  
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 APRIL 25, 2016

**ACTION ITEMS:**

1. BYLAW #1611 – 2016 Mill Rates  
RE: 2<sup>nd</sup> & 3<sup>rd</sup> Readings
2. BYLAW #1612 – Special Street Maintenance Tax  
RE: 2<sup>nd</sup> & 3<sup>rd</sup> Reading
3. BYLAW #1613 – Special Street Maintenance Tax  
RE: 2<sup>nd</sup> & 3<sup>rd</sup> Readings
4. DELEGATION RESPONSE: Lethbridge College – Justin Sweeney  
RE: Community Advisory Council Representation
5. CORRES: Community Futures Alberta Southwest  
RE: Board Representation
6. CORRES: Alberta South West  
RE: Annual General Meeting – June 1, 2016
7. REQUEST FOR DECISION: Traffic Safety Plan
8. REQUEST FOR DECISION: Municipal Emergency Advisory Committee
9. REQUEST FOR DECISION: Reserve Bids & Auction Date – Tax Recovery Sale
10. REQUEST FOR DECISION: Regular Council Meeting Dates – July & August 2016
11. FINANCIAL REPORT: Consolidated Statement of Operations March 2016
12. INFORMATION BRIEF: Tamarack Sewer Services Update
13. INFORMATION BRIEF: Council Resolution Status
14. ADOPTION OF INFORMATION ITEMS
15. IN CAMERA: Legal

**INFORMATION ITEMS:**

1. Cheque Listing for Accounts Payable – April 2016
2. FortisAlberta 2016 Tree Planting Grant – to be received for \$2,500
3. Canadian Heritage Museum Assistance Program Grant – to be received for \$9,997
4. Chinook Arch Library Board Financial Statements 2015 & Annual Report Highlights
5. Canadian Red Cross Day Celebration – Invitation May 10, 2016
6. West Meadow Elementary School Newsletter – May 2016
7. Claresholm Arena Users Meeting Minutes – April 18, 2016
8. Millenium Ball Complex Users Meeting Minutes – April 18, 2016
9. Traffic Focus for May 2016 – Young Drivers, subfocus on Distracted Driving
10. Town of Granum Canada Day Parade Invitation
11. Horizons May 2016 – Chinook Arch Regional Library System Newsletter
12. WCCHS Navigator – May 2016

**ADJOURNMENT**



**TOWN OF CLARESHOLM**  
**PROVINCE OF ALBERTA**  
**REGULAR COUNCIL MEETING MINUTES**  
**APRIL 25, 2016**

**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; Finance Assistant: Karine Wilhauk

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

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

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

**CARRIED**

**MINUTES:** **REGULAR MEETING – APRIL 11, 2016**

Moved by Councillor McAlonan that the Regular Meeting Minutes of April 11, 2016 be accepted as presented.

**CARRIED**

**DELEGATION:** **LETHBRIDGE COLLEGE – Justin Sweeney**  
**RE: Community Advisory Council Representative**

Justin Sweeney appeared on behalf of the Lethbridge College to request that Council appoint a representative to Lethbridge College’s Community Advisory Council for Claresholm. This is a newly formed advisory council to address the learning needs of the community, and also act as a liaison between the College and Claresholm.

**ACTION ITEMS:**

1. **CORRES: Mayor Brad Koch, Village of Lomond**  
**RE: 100<sup>th</sup> Anniversary**

Administration was directed to arrange for the Town of Claresholm float to attend the parade.

2. **CORRES: Porcupine Hills Classic Cruisers**  
**RE: Annual Show & Shine – August 14, 2016**

MOTION #16-039 Moved by Councillor Cutler to allow the Porcupine Hills Classic Cruisers to host their event at the Centennial Park Ball Diamonds on August 14, 2016.

**CARRIED**

3. **CORRES: Alberta Municipal Affairs**  
**RE: Feedback on Changes to the Municipal Government Act**

Received for information.

4. **CORRES: Alberta Urban Municipalities Association**  
**RE: June Mayors’ Caucuses in Olds**

Mayor Steel is unable to attend so Councillor O’Neill will attend in his place.

5. **CORRES: Canadian Senior Pro Rodeo Association**  
**RE: Sponsorship Request**

MOTION #16-040 Moved by Councillor Ford to support the Canadian Senior Pro Rodeo Association’s Senior Pro Rodeo Finals October 13-16, 2016 with sponsorship of \$500.

**CARRIED**

6. **REQUEST FOR DECISION: 2016 Budget Amendment**

MOTION #16-041 Moved by Councillor McAlonan to amend the 2016 budget to reflect the increased requisition from the Province of Alberta for the Alberta School Foundation Fund, in the amount of \$5,176.

**CARRIED**

**7. REQUEST FOR DECISION: 2016 Mill Rate Bylaw & Special Tax Bylaws**

MOTION #16-042 Moved by Councillor Cutler to give Bylaw #1611, a bylaw to authorize the rates of taxation to be levied against assessable property within the Town of Claresholm for the 2016 taxation year, 1st Reading.

**CARRIED**

MOTION #16-043 Moved by Councillor O'Neill to give Bylaw #1612, a bylaw to authorize the imposition and levy of a Special Street Maintenance Tax for 2016, 1st Reading.

**CARRIED**

MOTION #16-044 Moved by Councillor Ford to give Bylaw #1613, a bylaw to authorize the imposition and levy of a Special Street Maintenance Tax Bylaw for 2016, 1st Reading.

**CARRIED**

**8. REQUEST FOR DECISION: Corporate Credit Card Policy**

MOTION #16-045 Moved by Councillor McAlonan to adopt Policy #GA 04-16, the Corporate Credit Card Policy, effective April 25, 2016.

**CARRIED**

**9. INFORMATION BRIEF: CAO Report**

Received for information.

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

Received for information.

**11. ADOPTION OF INFORMATION ITEMS**

Moved by Councillor Ford to adopt the information items as presented.

**CARRIED**

**12. IN CAMERA: Legal**

Moved by Councillor Cutler that the meeting go In Camera at 7:58 p.m.

**CARRIED**

Moved by Councillor Dixon that this meeting come out of In Camera at 8:31 p.m.

**CARRIED**

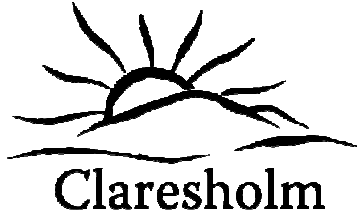
**ADJOURNMENT:** Moved by Councillor Cutler that the meeting adjourn at 8:32 p.m.

**CARRIED**

\_\_\_\_\_  
Mayor – Rob Steel

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

# **ACTION ITEMS**



**TOWN OF CLARESHOLM  
PROVINCE OF ALBERTA  
BYLAW #1611**

**A bylaw to authorize the rates of taxation to be levied against assessable property within the Town of Claresholm for the 2016 taxation year.**

**WHEREAS**, the Town of Claresholm has prepared and adopted detailed estimates of the municipal revenues and expenditures as required, at the Council meeting held on March 29, 2016; and

**WHEREAS**, the estimated municipal expenditures and transfers set out in the budget for the Town of Claresholm for 2016 total \$12,089,835; and

**WHEREAS**, the estimated municipal revenues and transfers from all sources other than taxation is estimated at \$7,842,823; and the balance of \$4,247,012 is to be raised by general municipal taxation; and

**WHEREAS**, the requisitions are:

<b>Alberta School Foundation Fund (ASFF)</b>	
Residential & Farmland	\$847,181.67
Non-Residential	\$244,906.52

<b>Porcupine Hills Lodge Foundation (PHL)</b>	
Residential & Non-Residential	\$111,516.85

**WHEREAS**, the Council of the Town of Claresholm is required each year to levy on the assessed value of all property, tax rates sufficient to meet the estimated expenditures and the requisitions; and

**WHEREAS**, the Council is authorized to classify assessed property, and to establish different rates of taxation in respect to each class of property, subject to the *Municipal Government Act*, Chapter M26, Revised Statutes of Alberta, 2000; and

**WHEREAS**, the assessed value of all property in the Town of Claresholm as shown on the assessment roll is:

Residential & Farmland	\$332,428,610
Non –Residential	\$68,752,850
Machinery & Equipment	\$672,510
<b>Total</b>	<b>\$401,853,970</b>

**NOW THEREFORE** under the authority of the *Municipal Government Act*, the Council of the Town of Claresholm, in the Province of Alberta, enacts as follows:

1. That the Chief Administrative Officer is hereby authorized to levy the following rates of taxation on the assessed value of all property as shown on the assessment roll of the Town of Claresholm:

	<b>Tax Levy</b>	<b>Assessment</b>	<b>Tax Rate</b>
<b>General Municipal</b>			
Residential	\$2,126,884	\$326,559,910	6.5130
Vacant Residential & Farmland (VR&F)	\$66,877	\$5,868,700	11.3956
Non-Residential	\$849,646	\$70,639,760	12.0279
Machinery & Equipment	\$0	\$672,510	0.000
	<b>\$3,043,407</b>	<b>\$403,740,880</b>	

<b>ASFF</b>	<b>Tax Levy</b>	<b>Assessment</b>	<b>Mill Rate</b>
Residential & VR & F	\$847,181.67	\$332,428,610	2.5485
Non-Residential	\$244,906.52	\$68,752,850	3.5621
<b>Total Education Requisition</b>	<b>\$1,092,088.19</b>	<b>\$401,181,460</b>	
<b>PHL</b>	<b>Tax Levy</b>	<b>Assessment</b>	<b>Tax Rate</b>
Residential, Non-Residential VR & F	\$111,516.85	\$403,068,370	0.2767

**MILL RATES BY CLASSIFICATION**

	<b>RESIDENTIAL</b>	<b>NON-RESIDENTIAL</b>	<b>VACANT RESIDENTIAL &amp; FARMLAND</b>	<b>PROVINCIAL COMMERCIAL</b>
<b>EDUCATION - ASFF</b>	2.5485	3.5621	2.5485	
<b>PORCUPINE HILLS LODGE REQUISITION</b>	0.2767	0.2767	0.2767	0.2767
<b>MUNICIPAL</b>	6.5130	12.0279	11.3956	12.0279
<b>TOTAL MILL RATE</b>	<b>9.3382</b>	<b>15.8667</b>	<b>14.2208</b>	<b>12.3046</b>

2. That this bylaw shall take effect on the date of third and final reading.

READ a first time in Council this **25<sup>th</sup>** day of **April** 2016 A.D.

READ a second time in Council this <sup>th</sup> day of 2016 A.D.

READ a third time in Council and finally passed this <sup>th</sup> day of 2016 A.D.

\_\_\_\_\_  
**Rob Steel**  
**Mayor**

\_\_\_\_\_  
**Marian Carlson**  
**Chief Administrative Officer**



**TOWN OF CLARESHOLM  
PROVINCE OF ALBERTA  
BYLAW #1612**

**A Bylaw of the Town of Claresholm, in the Province of Alberta, to authorize the imposition and levy of a Special Street Maintenance Tax to cover the cost of repair and maintenance of roads and streets.**

**WHEREAS** the *Municipal Government Act, Revised Statutes of Alberta 2000, Chapter M-26*, and amendments thereto, authorizes Council to pass a Special Tax Bylaw to raise revenue to pay for a specific purpose ; and

**WHEREAS** it is essential that the paved surfaces hereinbefore mentioned are maintained in a good state of repair; and

**WHEREAS** the total estimated cost to maintain roads and streets reflected in the 2016 Municipal operating budget is \$461,004; and

**WHEREAS** it has been determined that an annual tax of one dollar (\$1.00) per assessable front foot on properties abutting and fronting on the said paved streets, to raise from benefiting properties, an equitable share of the maintenance costs;

**NOW THEREFORE**, under the authority and subject to the provision of the *Municipal Government Act, Revised Statutes of Alberta 2000, Chapter M-26*, and revisions thereto, the Council of the Town of Claresholm, in the Province of Alberta, duly assembled, does hereby enact:

**SECTION 1 TITLE**

- 1.1 This Bylaw may be cited as the **“Special Street Maintenance Tax Bylaw”**.

**SECTION 2 DEFINITIONS**

- 2.1 In this Bylaw, unless the context otherwise requires:
- (a) **“Act”** is the *Municipal Government Act, Revised Statutes of Alberta 2000, Chapter M-26*, as amended, or any legislation in replacement or substitution thereof.
  - (b) **“Chief Administrative Officer or CAO”** means the person appointed to the position of Chief Administrative Officer by Council.
  - (c) **“Council”** is the municipal Council of the Town of Claresholm.

**SECTION 3 SPECIAL TAX LEVY**

- 3.1 The CAO or such other official as may from time to time be authorized, shall in the year 2016, levy against all properties identified in Schedule “A”, a uniform Special Street Maintenance Tax in the amount of one dollar (\$1.00) per assessable front foot.
- 3.2 No maintenance tax shall be levied on property presently assessed for local improvements for pavement or any property on which local improvements were prepaid until the original estimated lifetime has lapsed.
- 3.3 No maintenance tax shall be levied on properties that are exempt under section 351 of the *Municipal Government Act*.
- 3.4 The Special Tax referred to in 3.1 shall be in addition to all other taxes and shall be levied on properties as outlined in Schedule “A” attached hereto and forming part of this Bylaw.
- 3.5 Pursuant to the provisions of Section 404 of the *Municipal Government Act*, those parcels of land which are corner lots or are differently sized or shaped from other parcels, may be assigned the number of units of measurement the council considers appropriate to ensure that they will bear a fair portion of the maintenance tax.

**SECTION 4 SEVERABILITY**

- 4.1 If at any time any provision of this Bylaw is declared or held to be illegal, invalid or ultra vires, in whole or in part, then that provision shall not apply and the remainder of the Bylaw shall continue in full force and effect and shall be constructed as if it had been enacted without the illegal, invalid or ultra vires provision.

**SECTION 5 REPEAL**

- 5.1 Bylaw #1605 is hereby repealed.

**SECTION 6 ENACTMENT**

- 6.1 This bylaw shall come into force and effect when it receives third reading and is duly signed.

READ a first time in Council this **25<sup>th</sup>** day of **April** 2016 A.D.

READ a second time in Council this <sup>th</sup> day of **May** 2016 A.D.

READ a third time in Council and finally passed this <sup>th</sup> day of 2016 A.D.

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**Rob Steel**  
**Mayor**

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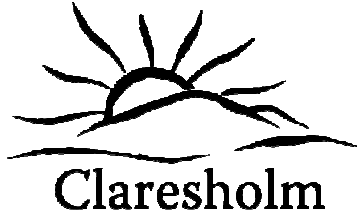
**Marian Carlson**  
**Chief Administrative Officer**



## SCHEDULE "A"

<b>8 Street Pavement Overlay</b>	<b>(2006 through 2020)</b>		
<b>ROLL #</b>	<b>LOT</b>	<b>BLOCK</b>	<b>PLAN</b>
10396.000		66	147N
11182.000	1	3	731014
11183.000	2	3	731014
11184.000	3	3	731014
11185.000	4	3	731014
11186.000	5	3	731014
11187.000	6	3	731014
11188.000	7	3	731014
11189.000	8	3	731014
11190.000	9	3	731014
11200.000	1	4	731014
11201.000	2	4	731014
11202.000	3	4	731014
11203.000	4	4	731014
11204.000	5	4	731014
11205.000	6	4	731014
11206.000	7	4	731014
11207.000	8	4	731014
<b>Pavement Overlay</b>	<b>(2008 through 2022)</b>		
<b>ROLL #</b>	<b>LOT</b>	<b>BLOCK</b>	<b>PLAN</b>
10002.000	W 30' 1; 2	1	147N
10014.000	S 90' 20	1	147N
10016.000	21	1	147N
10017.000	22; W 7' 23	1	147N
10018.000	E 43' 23; W 10' 24	1	147N
10019.000	E 20' 24; 25	1	147N
10020.000	26; 27	1	147N
10021.000	28	1	147N
10027.000	Ptn 8 - 10	2	147N
10028.000	Ptn 11 - 13	2	147N
10029.000	Ptn 13	2	147N
10030.000	14 Excl W 3.6'	2	147N
10031.000	Ptn 14 - 15	2	147N
10032.000	W 10' 15; 16	2	147N
10033.000	NE 18' 17	12	147N
10034.000	Ptn 17	2	147N
10035.000	W 1' 17; E 35' 18	2	147N
10036.000	W 15' 18; 19	2	147N
10044.000	W 39' 1	3	147N
10063.000	20	3	147N
10064.000	W 34.5' 21	3	147N
10065.000	Ptn 21 - 22	3	147N
10066.000	E 32.5' 22	3	147N
10067.000	23	3	147N
10068.000	24	3	147N
10070.000	26	3	147N
10071.000	27	3	147N

<b>Pavement Overlay</b>	<b>(2008 through 2022)</b>		
10072.000	28	3	147N
10089.000	11; 12	5	147N
10090.000	13	5	147N
10091.000	14; E 20' 15	5	147N
10092.000	W 10' 15; 16	5	147N
10094.000	17; 18	5	147N
10095.000	19	5	147N
10489.000	17; 18	83	147N
10491.000	19; 20	83	147N
10492.000	21; 22	83	147N
10499.000	13; 14	84	147N
10500.000	15; 16	84	147N
10501.000	17; 18	84	147N
10502.000	19; 20	84	147N
10503.000	21; 22	84	147N
10504.000	23; 24	84	147N
10756.000	N Ptn 19	14	1989GE
10757.000	20	14	1989GE
10758.000	21	14	1989GE
10759.000	22	14	1989GE
10760.000	23	14	1989GE
11415.001		2 PTN	731663
12072.000	1	2	8510082
12074.000	3	2	8510082
12075.000	4	2	8510082
12077.000	6	2	8510082
12706.000	7	2	0310714
12708.000	7	2	0310918
<b>50 Ave East Pavement Overlay</b>	<b>(2012 through 2049)</b>		
<b>ROLL #</b>	<b>LOT</b>	<b>BLOCK</b>	<b>PLAN</b>
10328.000	1; W 1/2 2	36	147N
10329.000	E 1/2 2; 3	36	147N
10330.000	4	36	147N
10331.000	5	36	147N
10332.000	W 50' 6	36	147N
10333.000	E 14' of 6; 7	36	147N
10334.000	8	36	147N
10601.000	15; 16	122	2496R
10602.000	17; E 10' 18	122	2496R
10603.000	W 40' 18; 19	122	2496R
10604.000	20; E 1/2 21	122	2496R
10605.000	W 1/2 21; 22	122	2496R
10606.000	23	122	2496R
10607.000	24	122	2496R
10608.000	25	122	2496R
10608.001	26	122	2496R
10609.000	E 40' 27	122	2496R
10610.000	W 10' 27; 28	122	2496R
10749.000	S 90' 1	131	6535GA
11755.001		6	7810527



**TOWN OF CLARESHOLM  
PROVINCE OF ALBERTA  
BYLAW #1613**

**A Bylaw of the Town of Claresholm, in the Province of Alberta, to authorize the imposition and levy of a Special Street Maintenance Tax upon all lands fronting or abutting on any of the streets, lanes, squares or other public places that are paved with asphaltic or bituminous material, to cover the cost of repair and maintenance of roads and streets.**

**WHEREAS** the *Municipal Government Act, Revised Statutes of Alberta 2000, Chapter M-26*, and amendments thereto, authorizes Council to pass a Special Tax Bylaw to raise revenue to pay for a specific purpose ; and

**WHEREAS** it is essential that the paved surfaces hereinbefore mentioned are maintained in a good state of repair; and

**WHEREAS** the total estimated cost to maintain roads and streets reflected in the 2016 Municipal operating budget is \$461,004; and

**WHEREAS** it has been determined that an annual tax of fifty cents (\$0.50) per assessable front foot on properties abutting and fronting on the said paved streets, to raise from benefiting properties, an equitable share of the maintenance costs;

**NOW THEREFORE**, under the authority and subject to the provision of the *Municipal Government Act, Revised Statutes of Alberta 2000, Chapter M-26*, and revisions thereto, the Council of the Town of Claresholm, in the Province of Alberta, duly assembled, does hereby enact:

**SECTION 1 TITLE**

- 1.1 This Bylaw may be cited as the **“Special Street Maintenance Tax Bylaw”**.

**SECTION 2 DEFINITIONS**

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  - (b) **“Chief Administrative Officer or CAO”** means the person appointed to the position of Chief Administrative Officer by Council.
  - (c) **“Council”** is the municipal Council of the Town of Claresholm.

**SECTION 3 SPECIAL TAX LEVY**

- 3.1 The CAO or such other official as may from time to time be authorized, shall in the year 2016, levy against all properties fronting or abutting on any street on which an asphaltic overlay has been placed, a uniform Special Street Maintenance Tax in the amount of fifty cents (\$0.50) per assessable front foot.
- 3.2 No maintenance tax shall be levied on property presently assessed for local improvements for pavement or any property on which local improvements were prepaid until the original estimated lifetime has lapsed.
- 3.3 No maintenance tax shall be levied on properties identified in Bylaw #1612 Schedule “A”.
- 3.4 No maintenance tax shall be levied on properties that are exempt under section 351 of the *Municipal Government Act*.
- 3.5 The Special Tax referred to in 3.1 shall be in addition to all other taxes.
- 3.6 Pursuant to the provisions of Section 404 of the *Municipal Government Act*, those parcels of land which are corner lots or are differently sized or shaped from other parcels, may be assigned the number of units of measurement the council considers appropriate to ensure that they will bear a fair portion of the maintenance tax.

**SECTION 4 SEVERABILITY**

- 4.1 If at any time any provision of this Bylaw is declared or held to be illegal, invalid or ultra vires, in whole or in part, then that provision shall not apply and the remainder of the Bylaw shall continue in full force and effect and shall be constructed as if it had been enacted without the illegal, invalid or ultra vires provision.

**SECTION 5 REPEAL**

- 5.1 Bylaw #1606 hereby repealed.

**SECTION 6 ENACTMENT**

- 6.1 This bylaw shall come into force and effect when it receives third reading and is duly signed.

READ a first time in Council this **25<sup>th</sup>** day of **April** 2016 A.D.

READ a second time in Council this <sup>th</sup> day of 2016 A.D.

READ a third time in Council and finally passed this <sup>th</sup> day of 2016 A.D.

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**Rob Steel**  
**Mayor**

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**Marian Carlson**  
**Chief Administrative Officer**

5202 – 5<sup>th</sup> Street East  
Claresholm, AB T0L 0T0  
(403) 625-4231  
justin.sweeney@lethbridgecollege.ca

April 14, 2016

Mayor & Council  
Town of Claresholm  
221 – 45<sup>th</sup> Avenue West  
Claresholm, AB T0L 0T0

Dear Mayor & Council:

Lethbridge College is making a shift from a larger Regional Advisory Council to a set of smaller, Community Advisory Councils (CAC). The CAC will be tasked with identifying learning needs and resources, liaising with the community, recommending programs and services, and developing a Lethbridge College presence in their respective community. It is with this in mind that we request Council appoint a representative to the Lethbridge College Community Advisory Council (CAC) for Claresholm. We would recommend Shelley Ford due to her role with the Claresholm Library as well as Council.

The CAC will meet a minimum of twice per year. The terms of service for members will be for two years and are renewable at the discretion of the current membership. Renewal of membership terms and/or addition of new members will be by consensus of the current membership, in so far as the membership remains within the terms of reference. If a member ceases to be associated with their represented organization, they will also cease to be a member of the CAC. The organization will then need to appoint a replacement for the duration of the term.

I want to express my sincere appreciation of the time given to this request. I am readily available to respond to any questions the Council may have.

Sincerely,



Justin Sweeney

April 21, 2016

RECEIVED

APR 25 2016

Town of Claresholm  
PO Box 1000, 221 45 Avenue West  
Claresholm, Alberta  
T0L 0T0

To: Mayor and Council,

Community Futures Alberta Southwest has an opening on our Board for a representative residing in the Town of Claresholm. We are looking for nominations to fill this position.

Community Futures is a non-profit, federally funded organization with a mandate for business and community economic development. The organization works with all levels of government, as well as community stakeholders, to provide new or existing businesses the tools and resources they need to succeed.

Board members may be recommended for vacant positions by municipal governments and Chambers or Economic Development Committees to represent specific geographic areas. Upon receiving a recommendation, the Board reviews the candidates and selects one from the list provided that best fits their needs. Current Board members may also recommend new board members for consideration.

Board members are expected to attend monthly meetings and to participate in discussions at the board table. There are generally eleven monthly meetings and one planning session each fiscal year. The term of office for a Board member is 3 years. The maximum number of terms is 3.

There is no financial remuneration for sitting on the Board, however, expenses are compensated for any activities approved by the Board of Directors.

There is a comprehensive Conflict of Interest policy and a Privacy policy that have been adopted for the Board of Directors and the Staff of the CFABSW. All Directors and Staff have signed oaths of compliance on these policies.

Please forward any nominations to Tony Walker, General Manager.  
Thank you in advance for your consideration.



Tony Walker, General Manager  
Community Futures Alberta Southwest  
Box 1568, 659 Main Street,  
Pincher Creek, AB T0K 1W0

On behalf of the Board of Directors of AlbertaSW,  
you and your councillors and guest  
are invited to attend  
**Alberta SouthWest Regional Economic Development Alliance  
Annual General Meeting** to be held at  
**The Bomber Command Museum of Canada, Hwy 2, Nanton AB**

**Wednesday, June 1, 2016**

**5:00pm** Arrival/Networking/No host bar

**6:00pm** Dinner

Annual Meeting and Program to follow

Optional ... **4:00pm** tour of the Museum for anyone who can  
come a bit early.

**Please RSVP by Friday May 20, 2016 for  
Dinner and/or Tour**

**[bev@albertasouthwest.com](mailto:bev@albertasouthwest.com)**

**Please contact me if you need more information!**

Bev Thornton, Executive Director  
Alberta SouthWest  
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# REQUEST FOR DECISION

Meeting: May 9, 2016  
Agenda Item: 7

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## TRAFFIC SAFETY PLAN

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### **DESCRIPTION / BACKGROUND:**

On June 22, 2015, the Town of Claresholm Strategic Plan was approved by Town Council. One of the goals identified in the plan, as well as in the 2016 Strategic Plan, was to create a livable community for a vibrant, healthy quality of life. One of the outcomes for that goal was to develop a Traffic Safety Plan.

The Traffic Safety Plan was developed by compiling information from the following:

- Director of Infrastructure Services
- Public Works
- Development Officer
- Peace Officer
- Alberta Transportation – Safety coordinator – Kevin Brandvold
- Alberta Transportation – Statistical analysis support – Office of Traffic Safety
- RCMP
- LRSD – Administration, Principals and teachers
- AMA – Traffic Safety Patrol
- Alberta Commercial Vehicle Unit
- Sheriffs
- Volker Stevin
- Data collected from the Traffic Calming Radar and Tim Hortons traffic/sales counts.

The Traffic Safety Plan was reviewed by the Facility and Infrastructure Commission (FIPC) on April 19. Further to that meeting, updated collision, casualty and conviction data was received from Alberta Transportation on April 26 and was added to the plan so as to be as current as possible.

A motion was made by FIPC at that April 19<sup>th</sup> meeting to recommend the Traffic Safety Plan to Council for their review and approval.

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

The goals within the traffic safety plan become operational considerations in current and future budgets.

### **RECOMMENDED ACTION:**

WHEREAS the Town of Claresholm Strategic Plan was approved by Town Council and recommended to “Develop a Traffic Safety Plan”;

Therefore be it resolved by Councilor \_\_\_\_\_ to adopt the Traffic Safety Plan as presented.

### ATTACHMENTS:

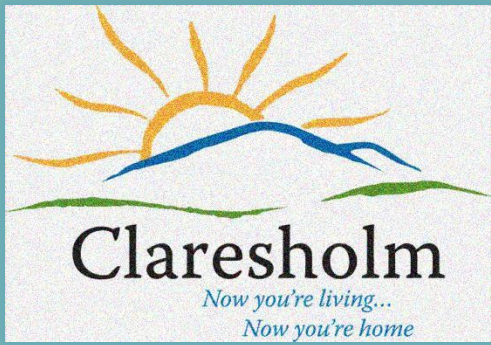
- 1.) Traffic Safety Plan

PREPARED BY: Jason Hemmaway, Peace Officer

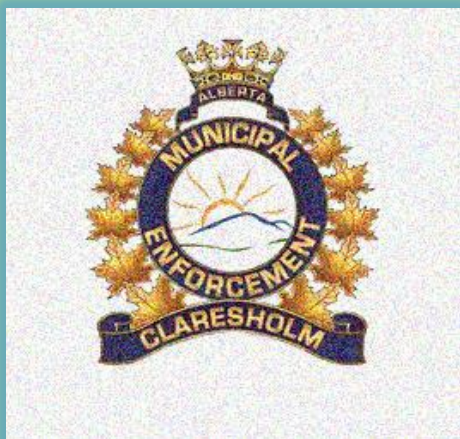
APPROVED BY: Marian Carlson, CLGM - CAO

DATE: May 9, 2016





# *TRAFFIC SAFETY PLAN*



**Updated  
April 2016**

## Introduction

The Town of Claresholm Traffic Safety Plan's purpose is to bring awareness to the major contributors of motor vehicle speed, collisions and pedestrian safety for all ages of residents from toddlers in strollers to seniors on scooters. Success is safe coexistence between the community and the commuters that want to access Claresholm's services and culture.

The Town of Claresholm's **Strategic Goals** will follow Alberta Transportations recommendations for implementing Engineering, Education and Enforcement based courses of action. These actions are solution based and will form the foundation for each **Strategic Goal**.

Yearly review and revision of the Traffic Safety Plan is essential to the plans evolution and success on having a constructive positive impact on the community.

## Traffic Statistics

The following data was provided by the Alberta Office of Traffic Safety and the RCMP.

### Collisions either causing Property Damage an Injury or a Fatal outcome.

- 2009 - 93
- 2010 - 69
- 2011 - 68
- 2012 - 87
- 2013 - 74
- 2014 - 84

### Injury Severity from 2009-2014

- Number Killed 1
- Number Injured 39

### Collisions Information 2009-2014

- Unsafe Speed 15
- Intersections 63
- Following too Close 9
- Weather Related 58

### RCMP Information 2015

- Driving Under the Influence 15
- Collisions 51
- Traffic Ticket Violations 379
- 2010 – 2014 Speeding Convictions 2,290

Traffic Volume Statistics:	
Highway #2	• 12,000 vehicles per day
Highway # 520	• 2000 vehicles per day
Alberta Road	• 1400 vehicles per day
	• 511,000 vehicles per year



## Background

### General Background

The Town of Claresholm is located in the Municipal District of Willow Creek #26, midway between Calgary and Lethbridge on Highway #2. It is 104 km south of Calgary and 90 km northwest of Lethbridge. The Town's population fluctuates around 3750, covers 1600 acres, and consists of approximately 36.8km of paved roads, 6.0km of oiled roads and 34.9km of sidewalks. The Town has commercial and industrial districts, residential areas, two primary schools and eleven playground/park areas. Highway #2 divides the Town into East and West and Highway #520 divides the Town into North and South.

The Town of Claresholm currently has one Peace Officer. Duties include local bylaw enforcement, land use, parking control, educational traffic control, animal control and several youth and adult educational programs.



### Areas of Concerns

Areas of Concern are listed on page 4

They are rated 1 – 16, the lower the number the higher the risk to the general public

#### **Main Contributing Factors:**

- Primary Highway #2 acts as a main regional corridor that moves over 10,000 vehicles per day.
- Secondary highway #520 moves over 2000 vehicles per day.
- Alberta Road at Tim Hortons see's approximately 511,000 vehicles per year
  - Peak months are:
    1. May - 46,465 vehicles
    2. July - 46,375 vehicles

This plan identifies **16 areas of concern**, some dealing directly with the primary and secondary highways and others that are affected by vehicle flow on and off those highways and within our community.

- The top **4 areas of concern** are a result of the tremendous volume of traffic moved on Highway # 2.
- The remaining **12 areas of concern** involve intersecting roadways with Highway #2, Highway #520 and other key intersections within Claresholm.

These **16 areas of concern** will be the focus of our attention when it comes to Engineering, Education and Enforcement but, being reactive to community requests for safety will always be paramount and will allow this plan to be ever evolving.

**The Top 4 areas of concern are:**

1. Highway #2 and Highway #520(43<sup>rd</sup> Ave W) = Shell intersection
2. Highway #2 and 50th Ave = Traffic Lights
3. Highway #2 and 59<sup>th</sup> Ave (Division Ave) = Agriplex intersection
4. Highway #2 and Alberta Road = Tim Hortons intersection

**The remaining 12 areas of concern** are the Major and Minor Collectors within Claresholm:

5. West edge of Claresholm
  - 8<sup>th</sup> St W and Highway #520 = cross walk crossing Highway #520
6. East edge of Claresholm
  - 5<sup>th</sup> St E and Highway #520
7. Playground and School Zone area on 8<sup>th</sup> St W
  - a) 59<sup>th</sup> Ave W(Division Ave) and 8<sup>th</sup> St W
  - To
  - b) 55<sup>th</sup> Ave W and 8<sup>th</sup> St W
8. Hospital Zone Cross Walk area
  - a) 3<sup>rd</sup> St W and Highway #520 (cross walk and beginning of the Hospital zone)
  - b) 2<sup>nd</sup> St W and Highway #520 (cross walk in the middle of the Hospital zone)

**Congested areas during peak times:**

9. Stop sign before entering 8th St W
  - 51<sup>st</sup> Ave W and 8<sup>th</sup> St W
10. Agriplex 4 way stop
  - 59<sup>th</sup> Ave W (Division Ave) and 4<sup>th</sup> St W
11. 4 way stop in the down town core
  - 50<sup>th</sup> Ave W and 2<sup>nd</sup> ST W
12. 4 way stop in the down town core
  - 49<sup>th</sup> Ave W and 2<sup>nd</sup> St W
13. T intersection 3 way stop
  - Highway #520 and 4<sup>th</sup> St W
14. 4 way stop on 4<sup>th</sup> street
  - 51<sup>st</sup> Ave W and 4<sup>th</sup> St W
15. The stop sign before entering Highway #520 of 2<sup>nd</sup> St E
  - 2<sup>nd</sup> St E and Highway #520
16. The stop sign before entering 5th St E
  - 50<sup>th</sup> Ave E and 5<sup>th</sup> St E



## Other Contributing Factors:

### Main Problem areas for increase in traffic volume:

- **Highway #2** - Friday evenings & Sunday afternoons during weekends, or Fridays & Mondays during long weekends.
- **School Areas** - during pickup and drop off times (specifically, student movement and how that conflicts with the pickup and drop-off zones and the flow of traffic through the school areas)
- **Downtown Core** - Weekdays, during working hours
- **Highway #520** - Weekdays, during working hours

### Main problem areas for traffic flow:

- Highway #2
- 8th St W School Zone (pickup and drop-off area)
- Highway #2 and the Alberta Road service entrance by Tim Horton's.
- 8th St W
- 5<sup>th</sup> St E
- Hospital Zone on highway #520 (43rd Ave W)

### Main problem areas for parking:

- Alberta Road Parking
- 8<sup>th</sup> St W School Zone (pickup and drop-off area)








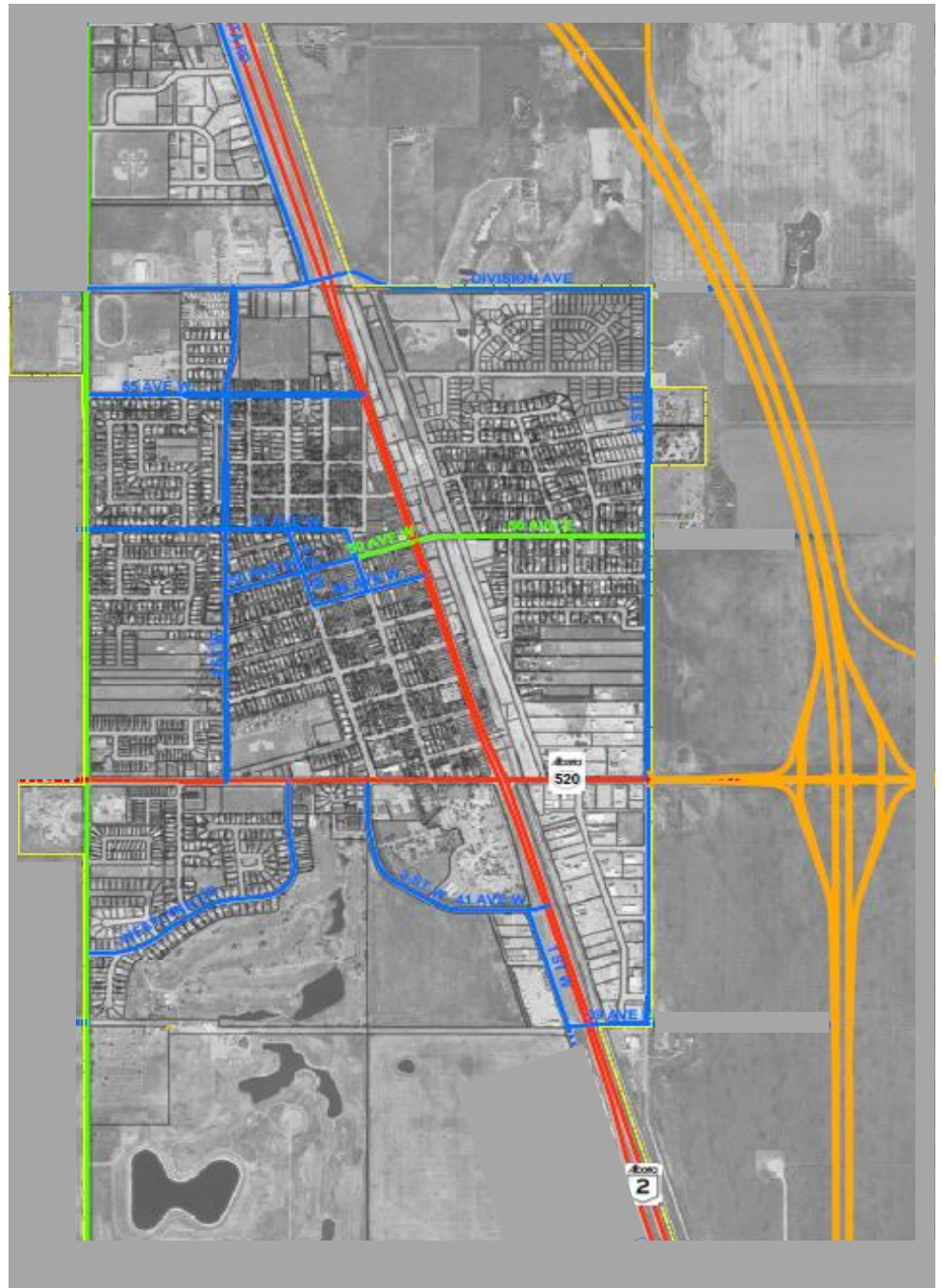
## Community Factors/Areas of Concern Maps

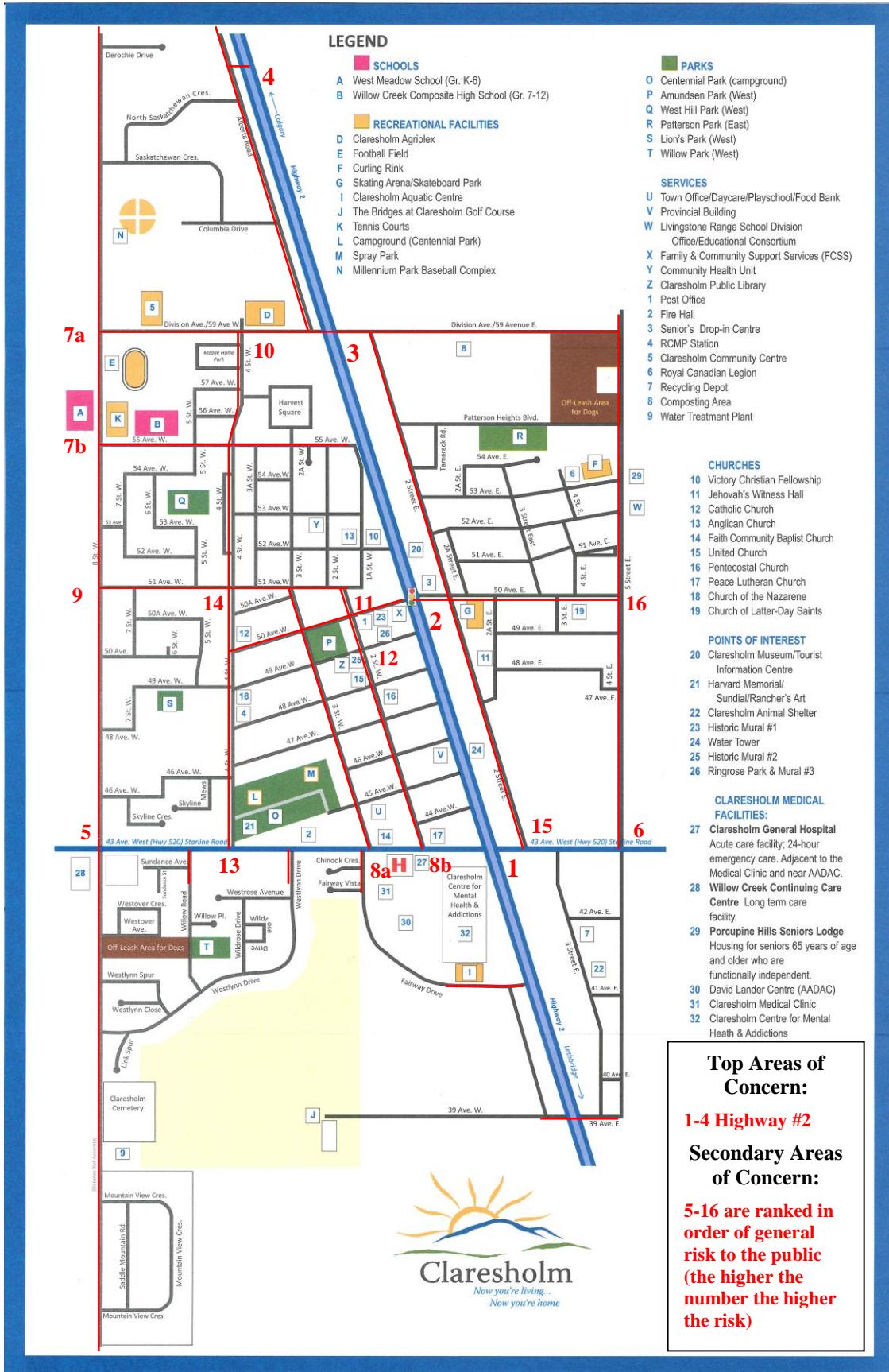
### Map and corresponding Areas of Concerns

The first map identifies the community's Arterial roadways, Major and Minor Collectors as identified in the Town of Claresholm Municipal Development Plan. The second map identifies Claresholm's main Points of Interest, the Hospital, School and Playground zones and the top 16 Areas of Concern.

#### Legend:

-  Claresholm Municipal Boundary
-  Arterial Roads
-  Major Collectors
-  Minor Collectors
-  Proposed Highway #2 Bypass





**LEGEND**

- SCHOOLS**
- A West Meadow School (Gr. K-6)
  - B Willow Creek Composite High School (Gr. 7-12)
- RECREATIONAL FACILITIES**
- D Clareholm Agriplex
  - E Football Field
  - F Curling Rink
  - G Skating Arena/Skateboard Park
  - I Clareholm Aquatic Centre
  - J The Bridges at Clareholm Golf Course
  - K Tennis Courts
  - L Campground (Centennial Park)
  - M Spray Park
  - N Millennium Park Baseball Complex

- PARKS**
- O Centennial Park (campground)
  - P Amundsen Park (West)
  - Q West Hill Park (West)
  - R Patterson Park (East)
  - S Lion's Park (West)
  - T Willow Park (West)

- SERVICES**
- U Town Office/Daycare/Playschool/Food Bank
  - V Provincial Building
  - W Livingstone Range School Division Office/Educational Consortium
  - X Family & Community Support Services (FCSS)
  - Y Community Health Unit
  - Z Clareholm Public Library
  - 1 Post Office
  - 2 Fire Hall
  - 3 Senior's Drop-in Centre
  - 4 RCMP Station
  - 5 Clareholm Community Centre
  - 6 Royal Canadian Legion
  - 7 Recycling Depot
  - 8 Composting Area
  - 9 Water Treatment Plant

**CHURCHES**

- 10 Victory Christian Fellowship
- 11 Jehovah's Witness Hall
- 12 Catholic Church
- 13 Anglican Church
- 14 Faith Community Baptist Church
- 15 United Church
- 16 Pentecostal Church
- 17 Peace Lutheran Church
- 18 Church of the Nazarene
- 19 Church of Latter-Day Saints

**POINTS OF INTEREST**

- 20 Clareholm Museum/Tourist Information Centre
- 21 Harvard Memorial/Sundial/Rancher's Art
- 22 Clareholm Animal Shelter
- 23 Historic Mural #1
- 24 Water Tower
- 25 Historic Mural #2
- 26 Ringrose Park & Mural #3

**CLARESHOLM MEDICAL FACILITIES:**

- 27 Clareholm General Hospital Acute care facility; 24-hour emergency care. Adjacent to the Medical Clinic and near AADAC.
- 28 Willow Creek Continuing Care Centre Long term care facility.
- 29 Porcupine Hills Seniors Lodge Housing for seniors 65 years of age and older who are functionally independent.
- 30 David Lander Centre (AADAC)
- 31 Clareholm Medical Clinic
- 32 Clareholm Centre for Mental Health & Addictions

**Top Areas of Concern:**

**1-4 Highway #2**

**Secondary Areas of Concern:**

**5-16 are ranked in order of general risk to the public (the higher the number the higher the risk)**



## Strategic Goals

### Goals

#### 5 Strategic Goals:

1. Vehicle speed
2. Collisions involving vehicles
3. Collisions with pedestrians
4. Education and awareness programs
5. Joint force operations

The Goals will be broke down into 3 courses of action per goal:

- 1) Engineering
- 2) Education
- 3) Enforcement

The courses of action for each goal will further be broke down into:

- a. What action
  - How each action will be achieved

### Goal #1

#### Vehicle Speed

Collisions can be directly related to vehicle speed.  
If speed cannot be controlled the potential for collisions will increase exponentially.

#### 1) Engineering

- a. Extending the 50 km/h zone through Claresholm
  - Move the Highway #2 70 km/h signs further north and south out of Claresholm resulting in a longer 50 km/h zone on Highway #2 through Claresholm.
- b. Highway Bypass:
  - Moving Highway #2 around Claresholm will eliminate the speed issues of drivers entering/leaving Claresholm going north/south.

#### 2) Education

- a. Driver Speed Feedback Signs:
  - Driver speed feedback signs may be utilized to warn drivers of their speed within the municipality. They have proven extremely effective at Educating the public. This Education process results in 90% of drivers slowing down when approaching the sign.



- The three (3) key areas these signs will be utilized in are:
  - I. Highway #2 slow traffic entering/leaving the community going North and South.
  - II. Highway #520 (43 Avenue E & W) slow traffic entering/leaving the community going East and the West.
  - III. Speed transition zones (70 km/h to 50km/h and 50km/h to 30km/h) within and entering the community from multiple directions.



### 3) Enforcement

- a. Other Enforcement Agencies
  - RCMP, Sherriff, Department of Transportation or external Peace officer assistance from surrounding Municipalities to issue traffic violation tickets.
- b. Joint Force Operations
  - The Town will look to promote and assist with Joint Force Operations (JFO) on a quarterly basis throughout the year
- c. Photo Radar
  - Install photo radar on Highway #2 and Highway #520.
    - It has become necessary to show drivers that consequences exist for speeding
    - Currently photo radar is not permitted to be used on either Highway #2 or Highway #520.
    - Claresholm has requested a review of this ruling through the RCMP K-Division and several Members of the Legislative Assembly.

## Goal #2

### Collisions involving vehicles:

#### 5 areas of concern for vehicle collisions:

1. Shell Intersection = Highway #2 and Highway #520 (43<sup>rd</sup> Ave W)
2. Traffic Lights = Highway #2 and 50th Ave W
3. Agriplex Intersection = Highway #2 and 59<sup>th</sup> Ave W (Division Ave)
4. Tim Hortons Intersection = Highway #2 and Alberta Road
5. 8<sup>th</sup> St W the playground and school zone area in front of the West Meadow Elementary School.

#### **1a) Engineering - Highway #2**

- a. Pre - warning lights
  - For the stop lights at Highway #2 and 50th Avenue.
  - The location of each light may be at:
    - South of the lights = 48<sup>th</sup> avenue
    - North of the lights = 52<sup>nd</sup> avenue.

This solution is being presented due to the large amount of traffic that is using Highway #2 is generally averaging 60km/h through Claresholm and is not stopping for the light when it changes to red.

Currently the Municipality has been notified by Alberta Transportation that pre-warning lights are not permitted to be installed because the 50 km/h zone is well established and this area is not a transition zone.

- b. Additional traffic light
  - At the south end of Claresholm where Highway #520 intersects with Highway #2.
    - Slows traffic down entering/leaving Claresholm
    - Makes this intersection very safe for motorists and pedestrians
- c. A traffic circle
  - At the south end of Claresholm where Highway #520 intersects with Highway #2.
    - Slows traffic down entering and leaving Claresholm
    - Makes this intersection very safe for motorists and pedestrians
- d. Rest stop on Highway #2
  - Create specific areas off the highway for parked vehicles
    - Removes the traffic parked on highway #2 by 7-11

#### **1b) Engineering - Alberta Road**

- a. The widening of Alberta Road
  - To accommodate increased tractor trailer traffic
  - From 59<sup>th</sup> avenue the entire distance that is developed.
  - Sidewalk on the west side of Alberta Road for pedestrian safety

- b. Designing a parking lot/rest stop north of Meadow Creek Meats (33 Alberta Road)
  - Attract truck drivers off Alberta Road
  - Result – the parking lot contains the traffic not Alberta Road
- c. Future parking planning
  - Requirements put on developers to design and implement an area structure plan for the commercial businesses that are built on Alberta Road. Those businesses must have the required parking for the business.

### **1c) Engineering – 8<sup>th</sup> St W**

#### **Playground and School Zone area in front of the West Meadow Elementary School (WMES)**

The potential for collisions at this location is due to density of traffic flow with parents picking up and dropping children off at the school. The peak times are:

- 8:00 am to 8:45 am (staggered drop off – not as critical)
- 3:00 pm to 3:45 pm (the most critical due to school release)

#### a. Structured Parking Lot

- Install a sidewalk on the east side of 8<sup>th</sup> street.
  - Continue the sidewalk on 8<sup>th</sup> street to the main entrance of the football field.
  - The east side of 8<sup>th</sup> street would need infrastructure work.
  - The sidewalk would need to bend into the Livingstone Range School Division property to create room for an angle parking lot.
- Install a cross walk crossing.
  - A cross walk would need to be installed that would direct pedestrian flow straight east out the front doors of the school.
  - Control all pedestrian flow and traffic flow at this point with crossing guards.
  - The cross walk crossing south of the WMES would need to be decommissioned.
- Install angle parking
  - East and west side of 8<sup>th</sup> street in front of the WMES
  - Both sides of 8<sup>th</sup> street up to and including the Livingstone Range School Division property would need to be paved with lines painted.
  - The parking lot in front of the WMES would require parking blocks in the angle stalls to prevent people from jumping the curb and entering the drop off loop.
  - This project may be done after completion of Phase 1 of the Storm Water Management Plan that will upgrade the 8<sup>th</sup> street ditch.

#### b. Structured Traffic Flow

- Drop off loop in front of the WMES
  - The south exit point will require controlled exit to only allow right turns.
- Angle Parking
  - Creates structured flow of traffic entering and leaving parking stalls on 8<sup>th</sup> street.

## 2) Education

### a. Educating the public

- Why we have no-parking zones in place:
  - Creates safety
  - Creates awareness
  - Creates safe traffic flow

### b. Educating with signage

- Upgrade or install proper signage to educate motorists how to:
  - Enter and exit the parking areas legally
  - To create safe parking zones
  - Create awareness in pedestrians and motorists

## 3) Enforcement

### a. Assistance from RCMP

- Ticketing drivers for the following:
  - Speeding
  - Red light/stop light
  - Seat belt
  - Other moving violations such as failing to yield or distracted driving

### b. Ticketing illegally parked vehicles.

- Once education fails, enforcing the no-parking zones is the only solution that creates consequence for action.
  - pulling into angle parking stalls from the wrong direction.
  - Parking in no parking zones
  - Parking illegally in parking areas.

## Goal #3

### Collisions between vehicles and pedestrians:

#### 4 areas of concern for vehicle collisions with pedestrians:

1. Shell Intersection = Highway #2 and Highway #520 (43<sup>rd</sup> Ave W)
2. Traffic Lights = Highway 2 and 50th Ave W
3. 8<sup>th</sup> St W the Playground and school zone area in front of the West Meadow Elementary School
4. 8th St W and Highway 520 (west edge of Claresholm) = cross walk crossing Highway 520

## 1) Engineering

### a. Pedestrian activated cross walk lights

- Shell Intersection = Highway #2 and Highway #520 (43rd Ave W)
  - The lights have increased pedestrian safety
  - Pedestrian mobility aids cannot access this cross walk crossing
  - The concrete pad on the west side of the cross walk in the meridian needs to be beveled out along with the sidewalk to allow access

- Highway #520 and 8<sup>th</sup> Street West cross walk
  - Cross walk lights installed at this intersection due to the speed of drivers exiting and entering Claresholm
  - The 8<sup>th</sup> street corridor is heavily used as a walking path
- b. Additional sidewalks
  - The installation of a sidewalk east of the West Meadow Elementary School
    - This is to accommodate the proposed collision reduction plan for this location
  - The installation of a sidewalk on the west side of Highway #2 from 55<sup>th</sup> avenue west to 59<sup>th</sup> avenue west
    - This is to accommodate the large amount of foot traffic moving from the Downtown Core, north to the Agriplex
  - The installation of a sidewalk on the west side of Alberta Road from the Agriplex, north the entire length of existing businesses.
    - This is to accommodate the foot traffic moving north and south along Alberta Road.
- c. Mobility aid accessibility
  - Continuing to improve sidewalks with on-going construction projects to make our sidewalks more accessible for individuals that require mobility aids such as wheel chairs, scooters or walkers.



## 2) Education

- a. Delivering programs
  - In the Class Room
    - Cross walk safety
    - Pedestrian safety
  - In assembly's
    - Distracted driving
    - Driving under the influence
  - At work shops
    - Pedestrian safety
    - Mobility aid rules
  - Door to Door
    - Pedestrian safety
    - Mobility aid rules

## 3) Enforcement

- a. presence at cross walk crossings
  - Highway # 2 (stop lights)
  - Highway # 520
  - The School Zone on 8<sup>th</sup> St W

## Goal #4

### Education and Awareness:

#### 1) Engineering

##### a. Building programs

- Risk Reduction Workshop
- Bike safety rodeos
- Class room programs
- Assembly programs
- Community events
- Educational seminars at the Drop In Center
- Car seat clinics



#### 2) Education

##### b. Delivering programs

- In the class room
  - Cross walk safety
  - Bike safety
  - Helmet safety
  - Pedestrian safety
  - Halloween safety
- In assembly's
  - Distracted driving
  - Driving under the influence
  - Seat belt safety
- At work shops
  - Risk reduction
  - Brain injury
  - Distracted driving
  - Driving under the influence
  - Pedestrian safety
  - Mobility aid rules
- Door to Door
  - Pedestrian safety
  - Mobility aid rules of the road



#### 3) Enforcement

##### a. Soft Enforcement

- Treats for safety
  - Slurpee or DQ treats for proper bike and helmet safety
  - Pedestrian safety at Halloween and being respectful and seen.
- Candy cane check stops
  - Thank motorist for driving safe
  - Provide Community interaction

## Goal #5

### Joint Force Operations:

#### 1) Engineering

##### a. Maintain existing structures

- Work with outside agencies to maintain infrastructure.
  - Weigh scale utilized by the Commercial Vehicle Unit.
  - Maintain highways in conjunction with Volker Stevin
  - Look to partner with Provincial or Federal agencies for new RCMP facilities, new technology like photo radar or an increased presence.

#### 2) Education

##### a. Partner with external agencies

- Southern Alberta Road Safety Society (SARSS)
  - Bike rodeos
  - Seat belt simulator
  - PARTY program
- RCMP
  - Class room talks/visits
  - Community events
  - Check stops

#### 3) Enforcement

##### a. Working with other enforcement agencies is critical in maintaining a healthy enforcement initiative. The Town of Claresholm will endeavor to build those bridges between:

- Commercial Traffic
- Sheriff's
- Alberta Transportation
- Southern Alberta Road Safety Society
- Family and Community Support Services
- Alberta Health Services
- Alberta Transportation
- Peace Officers from neighboring Municipalities
- Claresholm Fire Department
- The RCMP.

##### b. Look to partner with other municipalities for increased policing and enforcement options.

##### c. The Claresholm RCMP detachment is our strongest ally. They establish target areas of concern for their enforcement area in their annual performance plan.

- The RCMP's Primary Goals are:
  - Impaired drivers
  - Distracted driving
  - Speeding
  - Seatbelts.

**The Town of Claresholm endeavors to work with and assist the Local RCMP detachment with specific attention to their annual performance plan and any education or enforcement initiatives.**

## *Conclusion*

The Town of Claresholm's goal is to create a community that is safe for residents who live, work and play here.

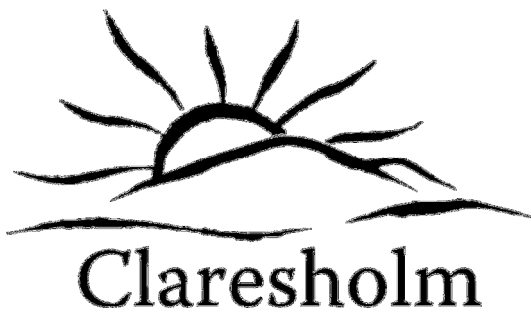
We wish to create a positive environment that attracts tourists and commuters to support our community.

Success is the creation of a safe experience on our streets and sidewalks, with ease of access to goods and services for the community.

Claresholm intends to have well planned and executed engineering, education and enforcement courses of action that will always be changing and adapting to support the needs of the community, the municipality and the commuters using the highway corridor.







# REQUEST FOR DECISION

Meeting: May 9, 2016

Agenda Item: 8

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## Municipal Emergency Advisory Committee

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### **DESCRIPTION/BACKGROUND:**

The Alberta Emergency Management Act requires the local authority to appoint an Emergency Advisory committee. It states:

*“Emergency advisory committee*

*11.1(1) Each local authority **shall** appoint an emergency advisory committee consisting of a member or members of the local authority or, in the case of an improvement district, a special area or a national park, a person or persons the local authority designates, to advise on the development of emergency plans and programs.”*

The Town of Claresholm Municipal Emergency Advisory Committee Bylaw #1566, establishes the Advisory Committee and reads:

### **“SECTION 3 ESTABLISHMENT OF COMMITTEE AND AGENCY**

*3.1 There is hereby established an Emergency Advisory Committee to advise Council on the development of emergency plans and programs. This committee will comprise of two (2) members of Council and the Chief Administrative Officer to be appointed by resolution.”*

The role of the Emergency Advisory Committee is to:

- Review the Municipal Emergency Management Plan on a regular basis;
- Advise Council on the status of the Municipal Emergency Management Plan at least once a year;
- Recommend to Council any change to the Municipal Emergency Plan.

During a review of the Town’s Municipal Emergency Plan, Administration discovered that there has been no appointment to this committee since the election in 2013.

### **DISCUSSION/OPTIONS:**

Administration recommends that as per Bylaw #1566, Council appoint two (2) members of Council and the Chief Administrative Officer to the Municipal Emergency Advisory Committee.

### **PROPOSED RESOLUTIONS:**

Moved by Councillor \_\_\_\_\_ to appoint \_\_\_\_\_ and \_\_\_\_\_ to serve on the Municipal Emergency Advisory Committee, as per Bylaw #1566.

ATTACHMENTS:

- 1.) Bylaw #1566

APPLICABLE LEGISLATION:

- 1.) Alberta Emergency Management Act
- 2.) Bylaw #1566

PREPARED BY: Marian Carlson, CLGM CAO

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APPROVED BY: Marian Carlson, CLGM CAO

DATE: May 3, 2016

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(D-1)

**TOWN OF CLARESHOLM  
PROVINCE OF ALBERTA  
BYLAW #1566**

A Bylaw of the Town of Claresholm to establish Municipal Emergency Advisory Committee.

**WHEREAS**, under the authority of the Municipal Government of Alberta, being Chapter M-26 of the Revised Statutes of Alberta, R.S.A. 2000 and amendments thereto, the Council of a municipality may pass bylaws for the direction and control of its emergency response;

**AND WHEREAS** the Council is required, under the Emergency Management Act, R.S.A. 2000, Chapter E-6.8 to appoint an Emergency Advisory Committee and to establish and maintain a Municipal Emergency Management Agency; and

**AND WHEREAS** it is desirable in the public interest, and in the interests of public safety, that such a committee be appointed and such an agency be established and maintained to carry out Council's statutory powers and obligations under the said Emergency Management Act;

**AND WHEREAS** the Council deems it necessary and appropriate to repeal and replace the existing Municipal Emergency Management Agency Bylaw No. 1537;

**NOW THEREFORE, THE COUNCIL OF THE TOWN OF CLARESHOLM, IN THE PROVINCE OF ALBERTA, DULY ASSEMBLED, ENACTS AS FOLLOWS:**

**SECTION 1 TITLE OF BYLAW**

1.1 This Bylaw may be cited as the "Municipal Emergency Management Bylaw."

**SECTION 2 DEFINITIONS**

2.1 In this Bylaw, unless the context otherwise requires:

- a) "Act" means the Emergency Management Act, R.S.A. 2000, Chapter E-6.8;
- b) "Council" means the Council of the Town of Claresholm;
- c) "Director" means the Director of Emergency Management;
- d) "Disaster" means an event that has resulted or may result in serious harm to the safety, health or welfare of people, or in widespread damage to property;
- e) "Emergency" means a present or imminent event that requires prompt coordination of action or special regulation of persons or property to protect the health, safety or welfare of people or to limit damage to property;
- f) "Emergency Advisory Committee" means means a committee of Council appointed by resolution;
- g) "Minister" means the Minister charged with administration of the Act;
- h) "Municipal Emergency Management Agency" means the agency established under this Bylaw;
- i) "Municipal Emergency Plan" means the emergency plan prepared by the Director of Emergency Management to coordinate response to any emergency or disaster; and
- j) "Municipal Government Act" means the *Municipal Government Act*, RSA 2000, Chapter M-26, as amended or replaced from time to time;
- k) "Town" means the municipal corporation of the Town of Claresholm in the Province of Alberta, or the area located within the Town of Claresholm's corporate limits, as the context so requires.

**SECTION 3 ESTABLISHMENT OF COMMITTEE AND AGENCY**

- 3.1 There is hereby established an Emergency Advisory Committee to advise Council on the development of emergency plans and programs. This committee will comprise of two (2) members of Council and the Chief Administrative Officer to be appointed by resolution.
- 3.2 There is hereby established a Municipal Emergency Management Agency to act as the agent of the Council to carry out its statutory powers and obligations under the Act. This does not include the power to declare, renew, or terminate a state of local emergency, nor the powers contained in Section 4.2 of this Bylaw.

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- 3.3 Council shall:
- a) by resolution, appoint two (2) of its members to serve on the Emergency Advisory Committee;
  - b) provide for the payment of expenses of the members of the Emergency Advisory Committee;
  - c) by resolution, on the recommendation of the Emergency Advisory Committee, appoint a Director of Emergency Management (see attached Schedule "A") and a Deputy Director of Emergency Management who shall carry out the duties and responsibilities required of the Director of Emergency Management in that person's absence;
  - d) ensure that emergency plans and programs are prepared to address potential emergencies or disasters in the Town;
  - e) approve the Town of Claresholm's emergency plans and programs; and
  - f) review the status of the Municipal Emergency Plan and related plans and programs at least once a year.
- 3.4 Council may:
- a) by Bylaw, borrow, levy, appropriate and expend, without the consent of the electors, all sums required for the operation of the Municipal Emergency Management Agency; and
  - b) enter into agreements with and make payments or grants, or both, to persons or organizations for the provision of services in the development or implementation of emergency plans or programs, including mutual aid plans and programs according to the provisions of the Municipal Government Act.
- 3.5 The Emergency Advisory Committee shall:
- a) review the Municipal Emergency Management Plan and related plans and programs on a regular basis;
  - b) advise Council, duly assembled, on the status of the Municipal Emergency Plan and related plans and programs at least once a year; and
  - c) recommend to Council any change to the Municipal Emergency Plan if appropriate.
- 3.6 The Municipal Emergency Management Agency shall be comprised of those people or positions as outlined in Schedule "A" hereto or their designates.
- 3.7 The Director of Emergency Management shall:
- a) prepare and coordinate the Municipal Emergency Plan and related plans and programs for the Town of Claresholm;
  - b) act as Director of Emergency Management or ensure that someone is designated under the Municipal Emergency Plan to so act on behalf of the Municipal Emergency Management Agency;
  - c) coordinate all emergency services and other resources used in an emergency;
  - d) ensure that someone is designated to discharge the responsibilities specified in 3.7(a)(b) and (d).

#### **SECTION 4 STATE OF LOCAL EMERGENCY**

- 4.1 The power to declare or renew a state of local emergency under the Act, the powers specified in Section 4.2 of this Bylaw, and the requirement specified in Section 4.5 of this Bylaw are hereby delegated to the Mayor or Deputy Mayor, or two Councillors acting jointly.
- 4.2 When a state of local emergency is declared, the person or persons making the declaration shall:
- a) ensure that the declaration identifies the nature of the emergency;
  - b) cause the details of the declaration to be published immediately by such means of communication considered most likely to notify the population of the Town; and
  - c) forward a copy of the declaration to the Minister forthwith.
- 4.3 Subject to Section 4.5, when a state of local emergency is declared, the person or persons making the declaration may:
- a) cause the Municipal Emergency Plan or any related plans or programs to be put into operation;
  - b) acquire or utilize any real or personal property considered necessary to prevent, combat or alleviate the effects of an emergency or disaster;
  - c) authorize or require any qualified person to render aid of a type he or she is qualified to provide;
  - d) control or prohibit travel to or from any area of Town;
  - e) provide for the restoration of essential facilities and the distribution of essential supplies;

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- f) cause the evacuation of persons and the removal of personal property from any area of the Town that is or may be affected by a disaster and make arrangements for the adequate care and protection of those persons and personal property;
- g) authorize the entry into any building or on any land, without warrant, by any person in the course of implementing an emergency plan or program;
- h) cause the demolition or removal of any trees or structures if the demolition or removal is necessary or appropriate in order to reach the scene of a disaster or to attempt to forestall its occurrence or to combat its progress;
- i) procure or fix prices for food, clothing, fuel, equipment, medical supplies, or other essential supplies and the use of any property, services, resources or equipment within the Town for the duration of the state of emergency;
- j) authorize the conscription of person needed to meet an emergency; and
- k) authorize any persons at any time to exercise, in the operation of the Municipal Emergency Plan and related plans or programs, any power specified in paragraphs (b) through (j) in relation to any part of the Town affected by a declaration of a state of local emergency.

- 4.4 When a state of local emergency is declared:
  - a) no action lies against a local authority or a person acting under the local authority's direction or authorization for anything done or omitted to be done in good faith while carrying out a power or duty under this Act or the regulations during a state of local emergency.
- 4.5 When, in the opinion of the person or persons declaring the state of local emergency, an emergency no longer exists in relation to which the declaration was made, they shall, by resolution, terminate the declaration.
- 4.6 A declaration of a state of local emergency is considered terminated and ceases to be of any force or effect when:
  - a) a resolution is passed under Section 4.8;
  - b) a period of seven (7) days has lapsed since it was declared, unless it is renewed by resolution;
  - c) the Lieutenant Governor in Council makes an order for a state of emergency under the Act, relating to the same area; or
  - d) the Minister cancels the state of local emergency.
- 4.7 When a declaration of a state of local emergency has been terminated, the person or persons who made the declaration shall cause the details of the termination to be published immediately by such means of communication considered most likely to notify the area affected.

**SECTION 5 REPEAL OF PREVIOUS BYLAW**

- 5.1 Bylaw No. 1537, the "Municipal Emergency Management Agency Bylaw" and any amendments thereto, are hereby repealed.

**SECTION 6 PASSAGE OF BYLAW**

- 6.1 This Bylaw shall come into effect upon passage of Third Reading.

Read a first time in Council this 12<sup>th</sup> day of September 2011 A.D.

Read a second time in Council this 26<sup>th</sup> day of September 2011 A.D.

Read a third time in Council and finally passed in Council this 26<sup>th</sup> day of September 2011 A.D.

  
 \_\_\_\_\_  
 David Moore, Mayor

  
 \_\_\_\_\_  
 Kris Holbeck, CAO



# REQUEST FOR DECISION

Meeting: May 9, 2016  
Agenda Item: 9

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## RESERVE BIDS & AUCTION DATE – TAX RECOVERY SALE

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### DESCRIPTION:

Administration requires that the auction date and the reserve bids for the 2016 tax recovery properties are set by motion of Council.

### BACKGROUND:

A tax recovery notification, for the below mentioned property, was endorsed by Alberta Land Titles and sent to all registered owners on March 27, 2015. The property identified below was registered to the Tax Recovery Arrears list on April 15, 2015 and remains unpaid. The owner has been notified of the proposed auction date and has indicated their intent to pay the arrears, in full, by the end of May. It is recommended that we proceed with the sale process until the arrears are cleared.

1. The tax arrears property available at public auction is:

- Lot 15, Block 63, Plan 0110064

The assessed value as specified by the 2016 Town of Claresholm tax roll is \$123,980.00.

### DISCUSSION / OPTIONS / PROPOSED RESOLUTION / RECOMMENDATION:

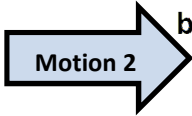
1. That Council pass a motion establishing 9:00AM on July 26<sup>th</sup>, 2016 as the tax recovery auction date:

- a. **Moved by Councillor \_\_\_\_\_ that the 2016 tax recovery auction date is set for 9:00AM on July 26<sup>th</sup>, 2016**

Motion 1

In accordance with Section 425(1)(a) of the Municipal Government Act, a Municipality that becomes the owner of a parcel of land may dispose of the parcel by selling it at a price that is as close as reasonably possible to the market value of the parcel. Administration recommends that Council pass separate motions to establish the reserve bid value as listed:

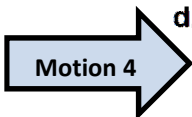
- Lot 4, Block 3, Plan 147N - \$123,980.00



**b. Moved by Councillor \_\_\_\_\_ that the 2016 tax recovery reserve bid for Lot 15, Block 63, Plan 0110064 is set at \$123,980.00.**

2. In regards to the terms and conditions of a sale, Administration suggests the following:

- i. The above mentioned property (parcel) will be offered for sale, subject to a reserve bid and to the reservations and conditions contained in the existing certificate of title.
- ii. The above mentioned property (parcel) are being offered for sale on an “as is, where is” basis, and the Town of Claresholm makes no representation and gives no warranty whatsoever as to the adequacy of services, soil conditions, land use districting, building and development conditions, absence of presence of environmental contamination, vacant possession, or the developability of the lands for any intended use by the successful bidder. No bid will be accepted where the bidder attempts to attach any additional terms or conditions to the sale; no terms or conditions of sale will be considered other than those specified by the Town of Claresholm.
- iii. Cash or Certified Cheque is the only method of payment that will be accepted by the Town of Claresholm. Goods and Services Taxes (GST) applicable per Federal statutes. A deposit of 10% of the bid (with GST) is due when the Offer to Purchase / Letter of Intent is submitted. The balance of the bid (with GST) is due at closing. Closing will take place within 45 days of acceptance / approval of a valid Offer to Purchase / Letter of Intent, and be at the complete discretion of the Town of Claresholm.
- iv. In accordance with Section 415(1) of the Municipal Government Act, the previous owner may make payment of all arrears of taxes and costs at any time prior to the closing of the sale, causing the sale to be nullified.



**d. Moved by Councillor \_\_\_\_\_ that the 2016 tax recovery sale is subject to the terms and conditions of a sale referenced herein.**

**ATTACHMENTS:**

- 1.) 2016 Assessment Report for Tax roll # 12619000, Lot 15, Block 63, Plan 0110064.

**APPLICABLE LEGISLATION:**

- 1.) Municipal Government Act (RSA 2000; ChM-26) Division 8; Section 410 thru 436


PREPARED BY: Lisa Chilton – Tax Administrator

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APPROVED BY: Marian Carlson – CAO

DATE: April 27, 2016

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<p><b>Roll: 12619000</b>  <b>Legal: 0110064 63 15</b>                  Address: 2 SKYLINE CRESCENT</p> <p>Land Area: 27,443 Sq. Feet                  Subdivision:                  Zoning: Multiple Residential</p>	
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**Market Land Valuation**

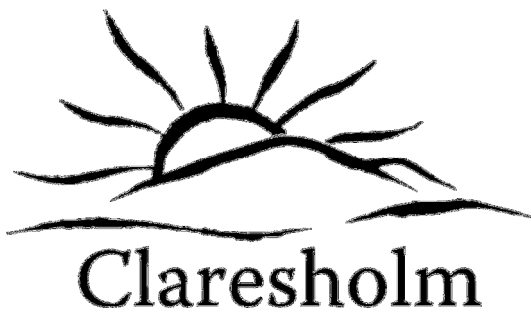
Site Area: 27,443 Sq. Feet

Asmnt Code	Assessment
13 100%	123,980

**Assessment Totals**

Tax Status	Code	Description	Assessment
T	13	Vacant Residential Land	123,980
<b>Grand Totals For 2015</b>			<b>123,980</b>





# REQUEST FOR DECISION

Meeting: May 9, 2016

Agenda Item: 10

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## REGULAR COUNCIL MEETING DATES – JULY & AUGUST 2016

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### **DESCRIPTION:**

Administration is requiring Council's decision regarding the schedule of regular meeting dates for July and August 2016.

### **BACKGROUND:**

Each year, Claresholm Town Council typically only holds one meeting in each of the months of July and August. The summer months are typically quieter and usually Council business can be handled by only two meetings rather than four.

Setting the dates now will allow for sufficient time to provide notification to the public and allow staff and Council to plan their vacation around those dates.

### **DISCUSSION/OPTIONS:**

1. The time span between meetings should be kept the same from June to July, July to August, and August to September. Typically there is a span of no more than four weeks.
2. The last meeting in June is the 27<sup>th</sup>. Suggested meetings for July and August are Monday, July 25<sup>th</sup> (four weeks) and Monday, August 22<sup>nd</sup> (4 weeks). It would then be three weeks to the next regular meeting in September, Monday the 12<sup>th</sup>.
3. Meeting dates in 2015 were Monday, July 20<sup>th</sup> and Wednesday, August 19<sup>th</sup>.
4. Meeting dates in 2014 were Tuesday, July 15<sup>th</sup> and Monday, August 11<sup>th</sup>.
5. Meeting dates in 2013 were Monday, July 22<sup>nd</sup> and Monday, August 19<sup>th</sup>.

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

There is no extra cost for this action. It actually results in a cost savings in the reduction of time spent by Town Council at Council meetings.

### **RECOMMENDED ACTION:**

1. Council pass a resolution to set the regular Council meetings dates for the summer months to the proposed dates or two other dates recommended by Council.

### **PROPOSED RESOLUTION:**

Moved by Councillor \_\_\_\_\_ to set \_\_\_\_\_ as regular Council meeting dates for the 2016 summer months.

### **Attachments:**

None.

**Applicable Legislation:** Not applicable.

**Prepared By:** Karine Wilhauk, Finance Assistant

**APPROVED BY:** Marian Carlson, CLGM, CAO

**DATE:** May 3, 2016

**Town of Claresholm**  
**Statement of Operations**  
**For the month ended March 31, 2016**

	Budget	2016
<b>Revenue</b>		
Net municipal taxes	\$ 3,114,221	\$ (271,728) <b>Note 1</b>
User fees and sales of goods	2,005,450	419,807
Government transfers for operating	221,776	6,803
Investment income	45,744	(2,435) <b>Note 2</b>
Penalties and costs of taxes	89,500	37,077
Licenses and permits	37,800	35,089 <b>Note 3</b>
Franchise and concession contracts	153,748	48,388
Rental	119,001	38,093
Other	110,251	14,136
Family and community support services	240,041	105,301 <b>Note 4</b>
	6,137,532	430,531
<b>Expenses</b>		
Legislative	112,000	22,669
Administration	1,096,936	418,461 <b>Note 5</b>
Fire	117,553	15,350
Bylaw enforcement	185,892	49,713
Common and equipment pool	540,123	153,543
Roads, streets, walks and lighting	827,482	76,456
Airport	18,291	4,520
Storm sewers and drainage	147,356	6,737
Water supply and distribution	2,025,564	135,353
Wastewater treatment and disposal	621,028	7,514
Solid waste management	518,546	101,402
Family and community support services	236,556	69,780
Day care	64,511	9,551
Cemeteries and crematoriums	49,452	3,755
Other public health and welfare	34,500	5,442
Economic and agricultural development	43,597	567
Subdivision land and development	262,503	79,053
Parks and recreation	877,916	198,667
Culture - libraries, museums and halls	367,799	80,569
	8,147,605	1,439,102
<b>Deficiency of revenue over expenses before other</b>	<b>(2,010,073)</b>	<b>(1,008,571)</b>
<b>Other</b>		
Government transfers for capital	4,199,051	321,528
<b>Deficiency of revenue over expenses</b>	<b>2,188,978</b>	<b>(687,043)</b>

**Note 1**

First instalment of the quarterly school tax requisition was paid but taxes have not been billed yet to recover the requisition.

**Note 2**

A reversal of an interest accrual for GICs has resulted in a negative interest income balance. Interest is being earned monthly.

**Note 3**

Businesses licenses are paid for at the beginning of the year resulting in the majority of revenue being generated early in the year.

**Note 4**

FCSS Funding from the province, MD of Willow Creek and other sources has been received. Generally, payments are large resulting in jumps in revenue a few times throughout the year.

**Note 5**

Insurance bills for the year have been paid totalling \$155,514.



# INFORMATION BRIEF

Meeting: May 9, 2016  
Agenda Item: 12

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## TAMARACK SEWER SERVICES UPDATE

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### DESCRIPTION / BACKGROUND:

At the regularly scheduled meeting of Town Council on March 29, 2016 a motion was carried to begin the camera work on Tamarack Road and to prioritize property repairs based on need as discovered from this process. Infrastructure services have been working with residents to complete this work.

### DISCUSSION/OPTIONS:

Video inspections have been completed to all homes in the Tamarack subdivision, but one Tamarack resident has refused the services offered by the Town. A wavier letter was signed and placed in the property file for this address noting that these services were waived.

The sanitary sewer service at #3 Tamarack has been replaced. The service was found to have portions laid at an 11% grade forcing the solids to be left behind. Town's cost for work done at this address was approximately \$5500. The cost to the property owner was approximately \$5000 for their portion of the repairs.

Infrastructure Services has reviewed the remaining 6 video inspections and have developed the priority list for the repairs. Each property owner has been contacted to explain the process and what work may be done this year based on budget. The next repair has been scheduled for the 3<sup>rd</sup> week of May.

The recommended repair list is for the Town's portion of repairs are as follows:

- # 8 Tamarack- one section (26 feet long) of the service line requires repair.
- # 1 Tamarack- one section (18 feet long) of the service line requires repair.
- # 16 Tamarack- one section (11 feet long) plus improper fittings require replacement.
- # 14 Tamarack- one section (13.5 feet long) of the service line requires repair.
- #12 Tamarack- one section (7.5 feet long) of the service line requires repair.
- #18 Tamarack- no repairs are required, the two bellies minor and depths of only 1 inch.

The work will be scheduled and completed as time allows. The repairs within the allotted budget may not complete all of the properties within the 2016 year. The remaining repairs will be presented within the 2017 budget.

### ATTACHMENTS:

- 1.) none

### APPLICABLE LEGISLATION:

- 1.) none

PREPARED BY: Mike Schuweiler, Director of Infrastructure Services

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APPROVED BY: Marian Carlson, CLGM – CAO

DATE: May 3, 2016



# INFORMATION BRIEF

Meeting: May 9, 2016  
 Agenda Item: 13

## COUNCIL RESOLUTION STATUS

Description		Assigned	Comments	Status
Regular Scheduled Meeting - May 25, 2015				
13	INFO BRIEF: Golf Course Bridge - Direction to proceed with temporary repairs and to identify the project in the infrastructure master list for future discussion.	Mike	Have not received confirmation as to whether the bridge will be eligible for grant funding.	In progress
Regular Scheduled Meeting - December 14, 2015				
10	INFO BRIEF: Business License Bylaw - Council direction for administration to follow option 3.	Tara	Dale to present to EDC once sub-committee formed. Research from other municipalities gathered.	In progress
Regular Scheduled Meeting - January 25, 2016				
12	IN CAMERA: Moved by Councillor McAlonan to extend the Fire Chief Service Agreement with the MD of Willow Creek for six months, to expire June 30, 2016. CARRIED MOTION #16-008	Marian	Regional CAO meeting held April 21st. Draft agreement to be presented to Council soon.	In progress
Regular Scheduled Meeting - February 8, 2016				
11	INFO BRIEF: School Transfer Agreement - Council directed Administration to notify the Livingstone Range School Division that possession of the property would not proceed until after the playground equipment is removed by the purchasing party.	Marian	Contact from Jeff Perry on April 22nd indicated playground should be removed May long weekend	In progress
Regular Scheduled Meeting - February 22, 2016				
5	INFO BRIEF: Animal Control Review: Moved by Councillor Fieguth to refer to Administration to amend the Cat Bylaw to increase the fines and place a restriction of the number of pets. CARRIED MOTION #16-020.	Jason	Review was initiated, new Animal Control bylaw (Cat/Dog & All Other) has been written, needs to be reviewed/finalized	In progress

Regular Scheduled Meeting - March 29, 2016				
1	Delegation Response: Residents of Tamarack Road - Moved by Councillor Fieguth to begin the camera work on Tamarack Road and to prioritize property repairs based on need as discovered from this process. CARRIED MOTION #16-022	Mike	Video inspections have been booked for 5 of the 7 homes. Arrangements will be made for the remaining. A complete new service to one home has been finished due to the severe grade on private property. The owner hired a contractor for work done on private property. See information brief on the May 9th agenda.	Complete
21	IN CAMERA: Moved by Councillor Ford to enter into the proposed Development Agreement with 1428495 Alberta Ltd from Calgary, Alberta for Lots 1-16, Block 1, Plan 1014361, Lots 1-22, Block 2, Plan 1014361, Lots 1-20, Block 3, Plan 1014361. CARRIED MOTION #16-033	Marian/Tara	Development Agreement sent to owner March 31/16 Follow up email sent May 3/16	In progress
Regular Scheduled Meeting - April 25, 2016				
1	CORRES: Mayor Brad Koch, Village of Lomond RE: 100th Anniversary - Council direction to send Fred Palmer if possible and Council to attend if available	Karine	Lomond added to the list of possible parades for 2016.	Complete
2	CORRES: Porcupine Hills Classic Cruisers RE: Annual Show & Shine August 14, 2016 - Moved by Councillor Cutler to allow the Porcupine Hills Classic Cruisers to host their event at the Centennial Park Ball Diamonds on August 14, 2016. CARRIED MOTION #16-039	Karine	Letter sent	Complete
3	CORRES: Alberta Municipal Affairs RE: Feedback on changes to the MGA - Possible dates to attend are June 7th in Calgary & July 15th in Lethbridge.	Marian	Will await further information on registration. Registration information sent to Councillors via email May 3/16	Complete
4	CORRES: AUMA RE: June Mayors' Caucuses in Olds - Mayor Steel is unable to attend so Councillor O'Neill will attend in his absence. Update: Councillor McAlonan to attend as Councillor O'Neill is unable.	Karine	Councillor McAlonan is registered to attend.	Complete
5	CORRES: Canadian Senior Pro Rodeo Association RE: Sponsorship Request - Moved by Councillor Ford to support the Canadian Senior Pro Rodeo Association's Senior Pro Rodeo Finals October 13-16, 2016 with sponsorship of \$500. CARRIED MOTION #16-040	Karine	Cheque & letter sent	Complete
6	RFD: 2016 Budget Amendment - Moved by Councillor McAlonan to amend the 2016 budget to reflect the increased requisition from the Province of Alberta for the Alberta School Foundation Fund, in the amount of \$5,176. CARRIED MOTION #16-041	Simon	Amendment implemented	Complete
7	RFD: 2016 Mill Rate Bylaw & Special Tax Bylaws - Moved by Councillor Cutler to give Bylaw #1611, a bylaw to authorize the rates of taxation to be levied against assessable property within the Town of Claresholm for the 2016 taxation year, 1st Reading. CARRIED MOTION #16-042	Marian/Karine	On agenda for May 9th meeting for 2nd & 3rd Reading	Complete

7	RFD: 2016 Mill Rate Bylaw & Special Tax Bylaws - Moved by Councillor O'Neill to give Bylaw #1612, a bylaw to authorize the imposition and levy of a Special Street Maintenance Tax for 2016, 1st Reading. CARRIED MOTION #16-043	Marian/Karine	On agenda for May 9th meeting for 2nd & 3rd Reading	Complete
7	RFD: 2016 Mill Rate Bylaw & Special Tax Bylaws - Moved by Councillor Ford to give Bylaw #1613, a bylaw to authorize the imposition and levy of a Special Street Maintenance Tax Bylaw for 2016, 1st Reading. CARRIED MOTION #16-044	Marian/Karine	On agenda for May 9th meeting for 2nd & 3rd Reading	Complete
8	RFD: Corporate Credit Card Policy - Moved by Councillor McAlonan to adopt Policy #GA 04-16, the Corporate Credit Card Policy, effective April 25, 2016. CARRIED MOTION #16-045	Karine	Policy distributed to departments	Complete

PREPARED BY: Karine Wilhauk, Finance Assistant / Communications Administrator

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APPROVED BY: Marian Carlson, CLGM – CAO

DATE: May 5, 2016

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# **INFORMATION ITEMS**



# TOWN OF CLARESHOLM

## Cheque Listing For Account Payable

<u>Cheque #</u>	<u>Cheque Date</u>	<u>CEO</u>	<u>CAO</u>	<u>Vendor #</u>	<u>Vendor Name</u>	<u>Amount</u>
					<b>Batch #</b>	<b>19108</b>
51730	2016-04-13			76356	ACN	9.40
51731	2016-04-13			600	ALBERTA ASSOCIATION OF M.D.'S	4,602.40
51732	2016-04-13			87028	Alberta Elevating Devices & AR Safety Assoc.	115.40
51733	2016-04-13			787526	Alberta Municipal Services Corporation	31,666.44
51734	2016-04-13			1025	ALBERTA ONE CALL LOCATION CORP	113.40
51735	2016-04-13			1790	Aquam Specialiste Aquatique Inc.	380.63
51736	2016-04-13			787534	ART IN CANADA INC.	210.00
51737	2016-04-13			786195	Benchmark Assessment Consultants Inc.	4,616.67
51738	2016-04-13			6390	BISHOFF AUTO & AG CENTRE	3,388.50
51739	2016-04-13			11250	CANADIAN LINEN SUPPLY	802.22
51740	2016-04-13			786578	CENTRAL SHARPENING LTD.	50.40
51741	2016-04-13			787529	CHUBB EDWARDS	853.10
51742	2016-04-13			786718	CICON ENGINEERING	1,216.43
51743	2016-04-13	EFT	EFT	13250	CLARESHOLM CHILD CARE SOCIETY	3,183.50
51744	2016-04-13			13175	CLARESHOLM COMMUNITY CENTRE HALL BOARD	10,400.00
51745	2016-04-13			13525	CLARESHOLM IGA	68.30
51746	2016-04-13			13660	CLARESHOLM LOCAL PRESS	1,592.64
51747	2016-04-13			14085	CLARESHOLM NAPA AUTO	1,067.05
51748	2016-04-13			13900	CLARESHOLM PHARMACY LTD	85.28
51749	2016-04-13			785953	CLARESHOLM RENTALS & OILFIELD	220.50
51750	2016-04-13			786950	CLARESHOLM SELF STORAGE	598.50
51751	2016-04-13			14205	CLEAN BRITE CHEMICAL SERVICES LTD.	1,202.78
51752	2016-04-13			785951	COMMERCIAL AQUATIC SUPPLIES	65.68
51753	2016-04-13			26201	FERG'S SEPTIC SERVICE LTD	231.00
51754	2016-04-13			787516	FORD, SHELLEY	44.28
51755	2016-04-13			786800	GDM ELECTRIC LTD.	969.33
51756	2016-04-13			786584	HACH SALES & SERVICE CANADA LTD.	1,008.64
51757	2016-04-13			49980	HARRY'S TIRE SALES (1984) LTD.	248.90
51758	2016-04-13			36800	HOME HARDWARE	772.61
51759	2016-04-13			850	JOHN DEERE FINANCIAL	297.34
51760	2016-04-13			787504	LETHBRIDGE TACTICAL SUPPLY	140.64
51761	2016-04-13			786659	LIVINGSTONE RANGE SCHOOL DIVISION	459.09
51762	2016-04-13			56200	LOCAL AUTHORITIES PENSION PLAN	27,734.84
51763	2016-04-13			58000	LOOMIS EXPRESS	24.91
51764	2016-04-13			787530	MDC PRODUCTION	385.00
51765	2016-04-13			787531	MILLER SUPPLY	21.83
51766	2016-04-13			786704	MINISTER OF FINANCE (LT)	30.00
51767	2016-04-13			65040	MUNICIPAL INFORMATION SYSTEMS	997.89
51768	2016-04-13			786905	ONECONNECT SERVICES INC. T46194	48.63
51769	2016-04-13			786635	ORKIN CANADA CORPORATION	123.38
51770	2016-04-13			786197	PARCON CONSTRUCTION LTD.	3,873.45
51771	2016-04-13			786050	PLANET CLEAN (LETHBRIDGE) LTD.	462.25
51772	2016-04-13			786453	PRAXAIR CANADA INC.	1,055.32
51773	2016-04-13			786697	Productivity Plus Account	688.22
51774	2016-04-13			86300	RECEIVER GENERAL	20,483.78
51775	2016-04-13			86305	RECEIVER GENERAL	188.00
51776	2016-04-13			786188	Reynolds Mirth Richards & Farmer LLP	816.63
51777	2016-04-13			42321	RFS CANADA	516.85





# TOWN OF CLARESHOLM

## Cheque Listing For Account Payable

2016-May-3

11:12:35AM

<b>Cheque #</b>	<b>Cheque Date</b>	<b>CEO</b>	<b>CAO</b>	<b>Vendor #</b>	<b>Vendor Name</b>	<b>Amount</b>
51778	2016-04-13			786468	SHAW CABLE	183.60
51779	2016-04-13			786104	STARLING, KELLY	90.09
51780	2016-04-13			786111	STEEL, ROB	52.49
51781	2016-04-13			900	TELUS	3,398.36
51782	2016-04-13			786501	TOM HARRIS CELLULAR	942.90
51783	2016-04-13			786759	Tyco Integrated Fire & Security	9,548.70
51784	2016-04-13			111705	WC CLASS II REGIONAL LANDFILL	9,720.10
51785	2016-04-13			787546	WILLOWTREE DESIGNS	271.06
51786	2016-04-13			126050	ZEE MEDICAL CANADA, INC.	314.05
51787	2016-04-13			900000	ALBERTAVIEWS	498.75
51788	2016-04-13			900000	CLARESHOLM CHAPLAINCY	1,000.00
51789	2016-04-13			900000	CLARESHOLM MEDICAL CENTRE	987.95
51790	2016-04-13			900000	Claresholm Society for the Arts	350.00
51791	2016-04-13			900000	CRS CraneSystems Inc.	777.00
51792	2016-04-13			900000	DEXON CANADA	693.53
51793	2016-04-13			900000	DMT MECHANICAL	8,187.90
51794	2016-04-13			900000	EC&M ELECTRIC	446.04
51795	2016-04-13			900000	FURTHER EDUCATION SOCIETY	8,500.00
51796	2016-04-13			900000	HARRISON, DALE	623.83
51797	2016-04-13			900000	IMPIRIUM DESIGN	196.35
51798	2016-04-13			900000	Junior Achievement of Southern Alberta	2,000.00
51799	2016-04-13			900000	KIDZ ZONE	1,700.00
51800	2016-04-13			900000	KOHUT, PEGGY	35.00
51801	2016-04-13			900000	MOTHERS OF PRESCHOOLERS	3,500.00
51802	2016-04-13			900000	NITRO CONSTRUCTION	42,203.70
51803	2016-04-13			900000	SIMSON MAXWELL	6,491.10
51804	2016-04-13			900000	Willow Creek Adult Learning	1,500.00
						232,344.53

**Total**

**232,344.53**

\*\*\* End of Report \*\*\*

**Marian Carlson**

---

**Subject:** FW: FortisAlberta announces winners of 2016 Tree Planting Grants

**From:** "Bowering, Debbie" <[debbie.bowering@fortisalberta.com](mailto:debbie.bowering@fortisalberta.com)>

**Date:** April 29, 2016 at 2:50:50 PM MDT

**To:** "Bowering, Debbie" <[debbie.bowering@fortisalberta.com](mailto:debbie.bowering@fortisalberta.com)>

**Subject:** FortisAlberta announces winners of 2016 Tree Planting Grants

Thank you for submitting an application for FortisAlberta's tree planting grant, due to the large volume of applications received (45) we increased the number from four to six \$2,500 grants.

The grants offer FortisAlberta the opportunity to support our municipal customers with developing and improving environmentally-friendly programs in their communities. FortisAlberta looks for ways to give back to the communities where its customers and employees live and work.

Congratulations to this year's winners:

**Lac La Biche County**

Alexander Hamilton Park will create a protected, outdoor recreational space and enhance the environmental aesthetic of the immediate area surrounding the planned Recreational Shelter Windbreak. The grant money will be used to purchase six large conifer trees.

**Town of Claresholm**

The Town of Claresholm has had storm damage to mature trees; all parks and green spaces were affected and many trees required removal. The Town will use the grant to purchase trees for the community.

**Town of Devon**

The grant will be used to replace severely damaged trees as a result of the drought in the summer of 2015 and unseasonable warm temperatures in January.

**Summer Village of Grandview at Ma-Me-O Beach**

Pigeon Lake watershed stewardship will use the grant to replace trees protecting the riparian area of Pigeon Lake through shoreline naturalization and creek restoration projects.

**Town of Irricana**

The grant will be used to replenish their tree farm which replaces damaged or dying trees in parks, green spaces, the Cemetery, campground and Boulevards in the Town.

**Crestomere School in Lacombe**

The community has worked hard over the past few years to fundraise for a new school and community playground. The grant will be used to enhance the school yard by planting trees and installing picnic tables and benches.

Regards,  
Deb

**Deb Bowering**

Community Investment Advisor  
Corporate Communications  
FortisAlberta Inc.  
Phone: 403-514-4168  
Fax: 403-514-5168  
[debbie.bowering@fortisalberta.com](mailto:debbie.bowering@fortisalberta.com)





Canadian  
Heritage

Patrimoine  
canadien

APR 25 2016

Mr. Ken Favrholt  
Executive Director  
**Clareshom & District Museum**  
Post Office Box 1000  
Claresholm, Alberta  
T0L 0T0

Title of Project: Storage Enhancement Project

Dear Mr. Favrholt:

On behalf of the Minister of Canadian Heritage, it is my pleasure to inform you that your application for funding has been approved.

A grant in the amount of \$9,997 will be awarded to help your organization carry out its activities, under the Museum Assistance Program, Collections Management Component. This funding will be allocated over one government fiscal year 2016-2017 and will be subject to certain terms and conditions, the appropriation of funds by Parliament, and the budget levels of the Program.

One of our program representatives will be in contact with you in the near future to review the terms and conditions related to this funding.

In closing, I would like to take this opportunity to wish you and the members of your organization the greatest success in your endeavours.

Sincerely,

Erica Tao  
Regional Director General



RECEIVED  
APR 20 2016

## Memo



**Chinook Arch**  
Regional Library  
System

April 19, 2016

**To:** Mayors and Reeves of Chinook Arch member Municipalities

**From:** Robin Hepher, CEO  
[rhepher@chinookarch.ca](mailto:rhepher@chinookarch.ca) 403-380-1504

**Re:** Chinook Arch Library Board Financial Statements 2015 and Annual Report Highlights

Please find enclosed the 2015 Audited Financial Statements for Chinook Arch. The 2015 Annual Report Highlights are also enclosed.

Please contact Robin Hepher if you have any questions.

Full report is  
available at the  
Town office.

2902 - 7th Avenue North, Lethbridge, Alberta T1H 5C6, Phone: 403-380-1500, Fax: 403-380-3550

# Chinook Arch Regional Library System

## 2015 Annual Report Highlights

### Our Mission:

Chinook Arch creates and supports the structure for a network of cooperating libraries in Southwestern Alberta to share resources in a cost-effective manner

### Bibliographic Services



ITEMS  
**54,182**  
ORDERED

ITEMS  
**63,886**  
PROCESSED

That's 245 items per day!

ITEMS  
**96,620**  
CATALOGUED

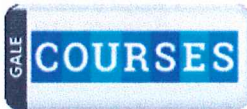
TOTAL  
**889,233**  
ITEMS

*in Shared System Catalogue*

\$719,000  
Spent on Library Materials in 2015

### OverDrive

134,376  
Downloads



1035  
Enrollments

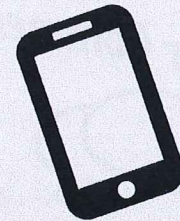


31,291  
Downloads



23,230  
Downloads

### Online Services



**37%**  
Increase in  
Database Usage



**225,278**  
Website/Catalogue Visits



# Chinook Arch Regional Library System

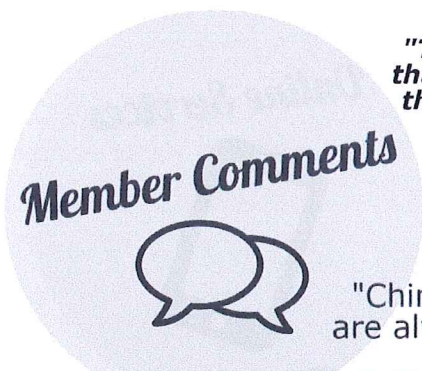
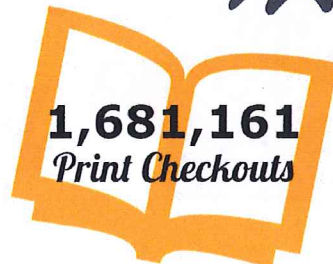
## 2015 Annual Report Highlights



**4639**  
Reference  
Transactions



Population Served  
**198,750**



*"It's amazing that such a large region can seem to be run so efficiently. Thank you and please keep up the great work."*

"Chinook Arch IT staff are always a pleasure to deal with."

*"Thank you for all that you do to keep the small libraries operating."*

**"We have a great group of people at Chinook Arch!"**

"I appreciate how staff of each department made a visit to our Library to introduce themselves and to initiate me to the services/policies of their departments when I started as Manager of the Library. It was not only important information but these visits help to build relationships."

*"System staff always have the best solutions to any issue I have - quickly and in terms I can understand."*

"I appreciate that the drivers are always pleasant and courteous."



## Karine Wilhauk

---

**From:** Rableen Nanda <Rableen.Nanda@redcross.ca>  
**Sent:** April-27-16 2:47 PM  
**Cc:** Rhonda Schwab; Claudine St-Jean; Russ Medvedev  
**Subject:** Canadian Red Cross Day Celebration - Invitation

Dear Friends of the Canadian Red Cross

You're invited to join us for an Open House, light refreshments and good conversation at your local Canadian Red Cross office ,as we celebrate World Red Cross Day.

Every year, World Red Cross Day is celebrated to commemorate the more than 150 years of humanitarian actions by the Red Cross and Red Crescent Movement around the world. The Day officially falls on May 8 to honour the birthday of Henry Dunant, the Swiss founder of the Red Cross.

Today, we continue to recognize and honor the good work done worldwide by over 17 million Red Cross and Red Crescent volunteers who remain dedicated to assist the most vulnerable in their communities and beyond.

By opening our Alberta based office doors this day, with a specific focus on this celebration day , it is our way to acknowledge our history and of saying thank you to volunteers and partners in the community.

Please consider stopping by our offices, for cake and conversation, on:

Tuesday, May 10, 2016

1 pm to 4 pm

At 335 Columbia Blvd. W Lethbridge T1K 5Y8

You are welcome to any Red Cross office across Alberta, however the nearest location to your home/business address is a great place to visit.

The local office staff is looking forward to having some cake and conversation with you. If you have any questions or concerns, please feel free to give them a call directly at 403-327-7117.

Thank you

### **Rableen Nanda**

Associate, Operations  
Province of Alberta

Canadian Red Cross | Croix-Rouge canadienne  
Western Zone  
#105-5301 43 Street | Red Deer | AB | CA | T4N 1C8  
[vableen.nanda@redcross.ca](mailto:vableen.nanda@redcross.ca)  
T 403-346-1241 | F 403-342-6373 | C 403-598-7862  
[www.redcross.ca](http://www.redcross.ca) | [www.croixrouge.ca](http://www.croixrouge.ca)





5613 – 8th St. W.  
Box 130  
Claresholm, AB  
T0L 0T0

Ph: (403) 625-4464  
Fax: (403) 625-4283

Website:  
[www.lrsd.ab.ca/school/westmeadow](http://www.lrsd.ab.ca/school/westmeadow)

## Principal

Mr. Curtis Uyesugi

## Assistant Principal

Mrs. Dana Burrows

## Office

Mrs. Karrie Davis

The Claresholm school community works to develop literate, life-long learners who are:

- ♦ *Creative and critical thinkers*
- ♦ *Responsible and self-directed*
- ♦ *Ethical and involved citizens*
- ♦ *Able to adapt to change*
- ♦ *Team-oriented*
- ♦ *Effective communicators*

While achieving the provincially defined outcomes.



## From the Principal's Pen

Two months to go on a year that seemed to go faster than the previous one. I am going to get motion sick the way these years seem to fly by.

As I mentioned last month, some extra testing will begin in May. Grade 6 PATs will start in a couple of weeks and all students will participate in the CAT4 testing we do every year.

Discovery Days have wrapped up and they were a HUGE success. Thanks to all the staff members who created some fun activities for our students, and a special thanks to the dozen or so community members who made this such a special event for our students. The only complaint I heard from kids was that it wasn't longer.

Although I will always tell you it is important to spend time with your children, I have found an exception to that rule; on the school playground just before school. We know there isn't any sinister plan going on, but we live in a different world than when we were children. We have staff members in our yard to supervise your child to keep them safe. This is difficult to do when there are adults that they do not know. Once again, we understand (and appreciate) your desire to spend a few more minutes with our child, but it definitely makes our jobs harder.

On that same note, if you are coming to pick up your child during a break, please come and check in at the office. We will track down your child and ensure they have been properly signed out. Thanks for your understanding.

Curtis Uyesugi



## Provincial Achievement Testing

It is that time of year again when our Grade 6 students begin writing their provincial exams.

A good way to ensure students come well-prepared is to make sure they have sufficient sleep and a healthy breakfast.

**Thursday, May 12 @ 9:00 a.m.  
Grade 6 Language Arts, Part A**

The remainder of the exams will be in June.

## **Planning For Next Year**

Once again, our school will be implementing a proactive approach to transitioning students into their next grade level, which will involve collaboration between current staff members working with the students and their upcoming teachers. In June, teams will be meeting to examine the students at each grade level and create tentative class lists for the upcoming year. It is our intention to design classes that meet the needs of all students effectively and ensure teachers are well-prepared for their upcoming group of students.

**If you have any questions, comments or concerns about the class transition process or the creation of class lists, please contact Mrs. Davis.**

Please let the office know as soon as possible if you know that your children are **not** returning to WMES in the fall!

**We are getting closer to the end of the year, and there are more and more activities planned.**

**Please, continually check your calendar for deadlines and upcoming events. It is very helpful when we have permission slips returned on time, swimming suits put into backpacks, and field trip lunches and accessories sent. As we all work together towards the end of the year, we hope to keep it as stress free as possible**

## Upcoming field trips

May 10 – Gr. 3 to Galt Museum

May 19 – Gr. 6 to Escape LA

June 7 – Gr. 2 to The Fort  
Museum

June 15 - Gr. 4 – to Frank Slide

## Special Day

This month's special day will be

**May 5**

## Den Reading

It will be from 2:30- 3:10. Parents and Grandparents are welcome!



We will be having a combined Fundraising and Parent Council meeting on Thursday, May 19. Start time will be 5:00pm. Everyone is welcome!

**Ages and Stages®** will be held at West Meadow Elementary School on Wednesday, May 4<sup>th</sup>, 2016. The first five years of a child's life are critical developmental stages. Ages and Stages is an assessment for early determination of your child's developmental stage. OT, PT, Speech, Social, & Cognitive assessments are given.

If you have a 3, 4, or 5 year old child, not registered in Playschool or Kindergarten, please phone the office 403-625-4464 to book your appointment.

## ***Junior ATB***



Junior ATB is a program for our Grade Six student that gives them experience managing and operating a bank on a small scale. The program is exclusively a financial literacy program to teach the students to be financially perceptive as well as the value and importance of saving money.

Junior ATB operates like a branch of Claresholm's ATB branch. There is a Board of Directors, Tellers, Back Cash, and Greeters.

Students **and** adults can deposit cash and/or cheques. Anyone that currently has an ATB account can come to Junior ATB's bank from 11:50am to 12:20pm in Room 138. You receive a stamped receipt and ATB Financial staff deposits the money into each bank account the same day. (Junior ATB does not use a computer.) If you do not have an account and would like to open one, let Ms. McKee know.

Each time a student makes a deposit, they are eligible to win the Grand Prize – a BMX bike. One name will be drawn in June. (The BMX bike may be exchanged for a different size.)

Junior ATB operates under the supervision of Claresholm ATB's bank manager, Kit Russell, other ATB Financial staff, and Ms. S. McKee.

If you would like more information about Junior ATB, contact Ms. S McKee at the school or Kit Russell at (403)625-4487.

Open:

May 5

May 19

## **Learning Commons Chatter**

Wow! The changes in our Learning Commons are finally visible! We have been working towards creating a space that allows for all kinds of learning that is flexible and welcoming; a place that inspires collaboration and creativity but also allows for quiet spaces to work or read. It's starting to feel like we are getting there! Please feel free to come in and look around or sit and read a story!

Students are welcome to exchange their books at any time. Please help your child to return their books so that they can keep choosing from the awesome collection we have at West Meadow. **Remember - in order to be a good reader you have to practice!**

If you are looking for a cool website to help your child read at home, check out [www.getepic.com](http://www.getepic.com). It is awesome!

Happy Reading!

SLIDES FOR SMILES PRESENTS:

# PRIVILEGE DAYS

**May 17-19**

**Special Opportunities For \$1**

**Bring a Loonie on May 17<sup>th</sup>**

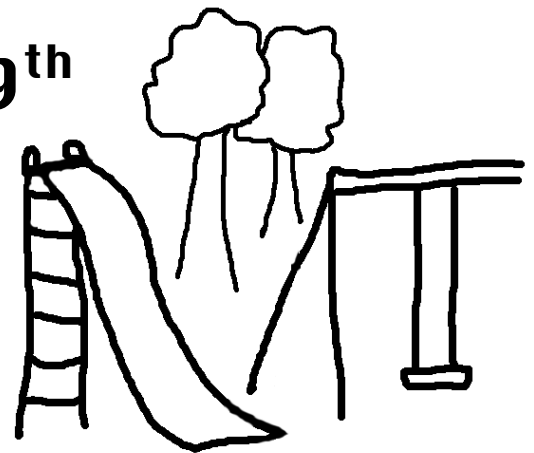
**Wear a hat all day**



**Bring a Loonie on May 18<sup>th</sup>**  
**5 extra minutes at recess**

**Bring a Loonie on May 19<sup>th</sup>**

**Eat your lunch outside**



**A FUN WAY TO RAISE FUNDS  
FOR OUR NEW PLAYGROUND!**

# May at a glance....

Please check the school website for the latest calendar updates and



Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
1	2	3	4	5 Den Reading 2:30-3:10 ATB Junior 11:50 – 12:20	6	7
8	9	10 Grade 3 Field Trip	11	12	13	14
15	16	17 Grade 3 Swimming 2-3	18	19 Grade 4 Swimming 2-3 Grade 6 Field Trip ATB Junior 11:50 – 12:20	20 LRSD Planning Day  No School	21
22	23 Victoria Day  No School	24	25 Grade 5 Swimming 2-3	26	27	28
29	30	31				

1	Jersey B.	5	Sarah L.	17	Adeline A.	27	Paxton M.
2	Jaxon A.	5	Ciera S.	18	Paul C.	31	Ellie V.
2	Rachel Mc.	9	Joshua G.	18	Anderson L.	31	Ivy V.
3	Edward F.	9	Brady S.	20	Edyn S.	31	Sam V.
3	Kinnon Mac.	9	Kael S.	20	Tianna B.		
3	Grace S.	10	Amy H.	21	Blake D.		
4	Clayton V.	12	Hayden Mc.	23	Chloe S.		
4	Danielle L.	15	Sua P.	25	Mya A.		

*Happy Birthday*

## **ARENA USERS MEETING**

**April 18, 2016, 7:00 pm**

Attendance

Mike Schuweiler

Denise Spencer	Recreation Manager
Karine Wilhauk	Claresholm Skating Club
Chris Dixon	Claresholm Minor Ball
Kris Cope	Ball Diamonds/Arena
Jen Martin	Claresholm Minor Hockey
Matt Mitchell	Claresholm Minor Hockey
Russell Stewart	Claresholm Minor Hockey
Heather Gertner	Claresholm Skating Club
Todd Buhmiller	Arena

### **TOP CONCERNS FOR THE ARENA FACILITY**

#### **1. Boards & Floor**

- i. Town has put aside \$160,000 of the approximately \$900,000 needed for board replacement

#### **2. Bathroom upgrade between dressing rooms**

##### **Flooring, tiling, new stall, toilet, sinks**

- a. \$10,000 from \$160,000 town reserve has been earmarked for upgrades
- b. Skate Club & Minor hockey delegated Karine Wilhauk to write and submit grant application for **Community Facility Enhancement Program** by May 15, 2016. Looking to match the \$10,000 from the Town. Eligible to apply once per year per group.

#### **3. Girls Washroom with shower**

#### **4. Sound System**

- a. 2 systems from both groups
- b. Currently it is an amalgamation of different systems, and parents play with the system, eg. gangster rap at inappropriate times
- c. Aim to find a compact user friendly system that users can plug in their phones, and use CD's, at an affordable price that will last
- d. Todd Buhmiller will get quotes

## 5. Hockey Alberta Mandate to be implemented



### Hockey Alberta Policy and Procedure Manual

---

**POLICY:** CO ED DRESSING ROOMS  
**DATE ISSUED:** February 28, 2005  
**UPDATED:**  
**SECTION:** Membership Services  
**NUMBER:** C1

---

1. From Atom and down, mixed genders may change in the same room at the same time with the presence of two adults.
2. Players Pee-Wee and higher, mixed genders may not change in the same room at the same time.
3. It is the responsibility of the coach to ensure all are involved in both the pre-game and post game activities.
4. When separate facilities exist for both male and female participants, males and females shall make use of these separate facilities.
5. If the facility does not have separate changing areas available, players shall address the issue by dressing, undressing, and showering in shifts. It is the responsibility of the team to provide a plan that will ensure the safety and privacy of individual players when they are dressing, undressing and showering.
6. An individual team must keep a written record of any relaxation of or deviation from this policy.
7. It is recommended that every Minor Hockey Association adopt this policy.

## 6. Painting and redecorating the lobby

- a. Todd has plan, will put the proposal in writing
  - i. Upgrades to Award Showcases
  - ii. Skate Club & Minor hockey have designated areas on lobby walls
  - iii. Benches or tables/ chairs to accommodate more users
  - iv. Move some hockey memorabilia to own wall in Arena area
  - v. Use of decals with updated user group Logo's in lobby
  - vi. Railings in Arena area to be utilized for hanging award banners
- b. Volunteer project between the two groups
- c. Agreed to have painting completed, and signs/ plaques hung before arena is set to open to the public in September.

## **7. User Group agreements**

- a. Responsibilities of users clearly detailed
- b. Copy of fire/ evacuation procedure for coaches and posted in cafeteria

## **8. Signage in Lobby**

- a. Mike stated Lobby is Minor Hockey
- b. Russ wants a parent and player code of conduct displayed in lobby, will have it made
  - i. Addition to code of conduct is reminder of fire/ evacuation procedure
  - ii. Addition, supervision of players and youth at the facility
- c. Signage should be consistent in Arena, Denise to look into ensuring all signs have the same fonts, logos (eg Town of Claresholm, Minor Hockey, Lacrosse, Skate Club, etc) and carry the same message of respect to all user groups.

## **9. Season dates (as needed by user groups)**

- a. Minor Hockey September 16 – March 20 (longer if they win playoffs)
- b. Skate Club September 26 – March 27 (need longer season due to competition in Lethbridge, travelled to Vulcan last year.

## **10. Early Registration** this year in May, for both user groups

## **11. Programming**

- a. Coach Clinics, Hockey Camps
- b. Open up for tournaments
  - i. Communication between other groups to ensure there are options for youth in the evening, eg. Swimming pool rentals, movie at the Library (fee)

## **12. Advertising**

- a. Review advertising
- b. Review where is it being advertised
- c. Push the cheap prices, and what we can do as a community for entertainment

## **13. Agenda to be created**

## **14. Next meeting** : August 17, 2016 at 7:00 pm

## **MILLENIUM BALL COMPLEX USERS - APRIL 18, 2016**

Mike Schuweiller

Chris Dixon

Kris Cope

Denise Spencer

### **1. Little League**

- a. South Diamonds at Millenium Park
- b. Mondays and Wednesdays

### **2. High School Girls slo pitch**

- a. Northwest Diamond
- b. Season wind up May 31

### **3. High School Boys Baseball**

- a. Southwest Diamond
- b. Windup, first week in June  
Mondays, Wednesdays, Thursdays

### **4. Recreation Soft Ball**

- a. Starts May 24-25
- b. Wind up July 22 & 23  
Tuesday, Wednesday and Thursdays

### **5. Shale**

- a. Recommend load of shale as the shale is broken down and powdery
- b. Clay needs to be built up under batter boxes
- c. Water the shale to get it to set up underneath, is very loose
  - i. Mike to set up watering next week if it does not rain

### **6. New home plate needed on one diamond, as it is patched together with glue**

### **7. User Agreement for Complex is being reviewed**

- i. Millenium Complex would be the only one charging for tournaments
- ii. Increased revenue to ensure improvements and maintenance can be sustained

### **8. Programming**

- a. Hosting Clinics, eg. coach and umpire clinics



**From:** Kevin Brandvold [<mailto:kevin.brandvold@gov.ab.ca>]

**Sent:** May-03-16 9:34 AM

**Subject:** Young Drivers are the traffic safety focus in May

**Importance:** High

**Dear Traffic Safety Stakeholder:**

Our traffic safety focus for the month of May is **Young Drivers** with a sub focus on **Distracted Driving**.

Often young drivers don't realize that it takes time and a lot of practice to develop safe driving skills. Young drivers tend to overestimate their abilities as a driver, and underestimate the risks they encounter on the road. These drivers are also more likely to commit an error than other drivers. The most common driver errors committed by young drivers include: following too closely, running off the road, making a left turn across the path of an oncoming vehicle and stop sign violations.

Below are some stats specific to young driver collisions in Alberta:

- **One in five new drivers** is involved in a **collision** during their **first two years** of driving.
- Over five years, **226 young drivers** and **motorcyclists** (aged 14 – 24) were **killed** and **12,883** were **injured** in collisions (2010-2014).
- Although young drivers represented **14 per cent** of the province's **licensed drivers** in 2014, they comprised more than **20 per cent** of the drivers involved in **casualty collisions**.
- **Fatal collisions** involving a **young driver** occur most often in September (2010-2014).
- **One-third** of **young drivers killed** in a collision were **not wearing their seatbelt** (2010-2014).
- **Males** aged **18-21** are consistently **more likely** to have **consumed alcohol** prior to a **casualty collision** than any other age group (in terms of involvement per 1,000 licensed drivers).

This month we are educating young Albertan's about the importance of distracted driving through cinema, online and social media ads. Click the images to view the videos on YouTube.



Our partners in safety at [InsureMy](#) are also focusing on teen safety in the month of May. Check them out online under the hashtag #DrivetoThrive.

For more information or tools, please visit the following sites:

- [Saferoads](#)
- [Alberta Transportation](#)
- [Collision Statistics](#)

Feel free to share any of our materials with your members, families and friends. Thank you in advance for your ongoing dedication and commitment to traffic safety in Alberta.

*\*\*If you wish to be removed from this list, please advise. Thank you.\*\**

Regards,

**Kevin Brandvold**

Regional Traffic Safety Consultant – SW Alberta  
Office of Traffic Safety  
Under contract to Alberta Transportation  
Government of Alberta

Tel 403-308-8297  
[kevin.brandvold@gov.ab.ca](mailto:kevin.brandvold@gov.ab.ca)

**511 Alberta - Alberta's Official Road Reports**  
Go to [511.alberta.ca](http://511.alberta.ca) and follow [@511Alberta](https://twitter.com/511Alberta)



**TOWN OF GRANUM**  
**BOX 88**  
**GRANUM, AB. T0L 1A0**

Website: [www.granum.ca](http://www.granum.ca)  
Phone: 403-687-3822 Fax: 403-687-2285  
Email: [cao@granum.ca](mailto:cao@granum.ca)

May 2, 2016

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

Re: Canada Day Parade

Dear Mayor Steele and Council,

For generations the Town of Granum has come alive in celebration of our great country. In preparation of Canada Day, a group of dedicated volunteers gather together to fundraise and plan the day's events. This year's celebration will kick off with a pancake breakfast, followed by spectators lining the streets to watch the annual Canada Day parade.

On behalf of the Town of Granum, I am pleased to extend an invitation to the Town of Claresholm to participate in the Town of Granum Canada Day parade. Participants are required to arrive at the marshaling area at 2<sup>nd</sup> Avenue and Dufferin Street by 10:30 A.M. with the parade scheduled to commence at 11:00 A.M.

In response to our invitation, please contact the Town of Granum at 403-687-3822 or by email to [cao@granum.ca](mailto:cao@granum.ca) by May 30, 2016.

Sincerely,

Mayor John Connor  
Town of Granum

# HORIZONS

CHINOOK ARCH REGIONAL LIBRARY SYSTEM NEWSLETTER

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

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

## Comings and Goings

### Welcome Dennis!

Each year we work with Lethbridge College to provide a practicum position for a student graduating from the CIT (Computer Information Technology) program. In order to achieve their diploma each student must complete 200 hours of work in their practicum. This year we have hired Dennis Andema to help us out as he gains his 200 hours of work experience in an IT position. You will see him around HQ, or accompanying another IT staff member on library visits as he helps us begin upgrading public computers to Windows 10, staging new computers, re-staging repurposed computers and any troubleshooting tasks that come our way. Please join us in giving Dennis a warm welcome to Chinook Arch.



### Farewell Megan

As of June 10th I will be saying farewell to the Chinook Arch Regional Library System. It has been great to get to know you all over the past year and this job has been a wonderful opportunity. Learning more about rural library service in Southern Alberta has been inspiring and uplifting. Thank you for opening your libraries to me.

I will be off to new adventures in the Yukon if you would like to keep in touch I can be reached at my personal email address ([meganallisonc@gmail.com](mailto:meganallisonc@gmail.com)).

- Megan Clark, Public Services Librarian



# Libraries Awarded Grants from Community Foundation of Lethbridge and Southern Alberta

On April 15, 2016 the Community Foundation of Lethbridge and Southern Alberta was pleased to support 37 organizations with \$193,800 in project grants from the Community Priorities Fund. Many generous donors have given together to create a community fund that serves the grassroots needs of our communities. Funding for the grants is provided by the income from endowment funds established by the Community Foundation of Lethbridge and Southwestern Alberta for the past 50 years.

Of the many organizations that were awarded grants, three were from our regional library system.

Fort Macleod Public Library will use a grant of \$4,000 (\$2,000 from the Lethbridge Auto Dealers Association) to significantly improve the quality of the furniture in the library that is used for public presentations and community meetings.

The Pincher Creek Municipal Library will use a \$6,000 grant to upgrade shelving and re-arrange the floor plan of the facility to make it more accessible for all patrons.

Using a grant of \$5,000, the Crowsnest Community Library will upgrade the landscaping and signage around the building.



Library Managers accepting their grants (L to R): Laurie Huestis (Fort Macleod), Janice Day (Pincher Creek), and Diane deLauw (Crowsnest Pass).



## Carmangay & District Municipal Library

The Carmangay Library is turning 35! We are very proud of our anniversary and as a thank you to all those who helped make the library what it is today and for all our patrons and community members, we would like to invite you to our 35th Anniversary Party. We will be celebrating in the park area outside the Carmangay library on June 15th. Come down and help celebrate with us!

## Taber Public Library

Taber Public Library would like to welcome its newest board member, Sharon Holtman.

## Barnwell Public Library

Barnwell Public Library has some exciting news... The Village of Barnwell is getting a new elementary/junior high school and we will be moving into the new school next summer! We are looking forward to our new library.

Moms and Tots is a long-running program at our library. It is held every Thursday from 10:30 am to 11:30 am during the school year. Many community members and their children attend, we normally have at least 25 people every week. It is a free program run by Sadie Anderson and it includes story-time, crafts, games and songs. Once a month is snack day with all the moms bringing snacks to share. Everyone enjoys it!





## Arrowwood Mary Block Municipal Library

The Friends of the Library served up a pancake breakfast on April 16th at the museum. As always, it was a great success. Thank you to all who came out to show their support for the library.

On Saturday, May 28th, the Arrowwood Library and the Village of Arrowwood are pleased to sponsor the 20th annual garage sale. We have over 30 families and organizations participating in this event. Check out the indoor skating arena for a large number of tables. Homemade cookies and coffee will be available. Enjoy a patio BBQ (or full menu) at Center Street Eatery, and coffee and pie will be available at the museum.

## Lethbridge Public Library

### Roving Gym Adventures

by Barbara Longair, Manager: Children's Services

Lethbridge Public Library in partnership with the Lethbridge Early Years Coalition (LEYC), Lethbridge Sport Council, and Lethbridge Be Fit 4 Life ran two pilot Roving Gym programs on March 19th and April 16th.

The program is centered around offering a free indoor play space in various gymnasiums and open spaces in the community for families with children 2-5 years of age during the winter months. Basically it's a free space where kids can go burn off some energy in a safe way.



Program participants at the Library

The program took place in the Library's Theatre Gallery. The library possesses circulating and programming physical literacy kits that were used as the equipment for the children. Age appropriate equipment that was used in the gym included throwing and catching equipment, items for balancing, climbing and building blocks. Equipment was selected for active play, gross motor skills and foundational physical literacy skills. Equipment was purchased from School Specialty Canada using money from the RBC's Learn to Play Leadership grant that the library was awarded with the Lethbridge Sport Council.

Our applied studies student in Kinesiology, Frederique Tremblay, with Tiffany Wideen from Be Fit 4 Life were able to lead the group in parachute activities, and then offer their expertise among the various activity stations. Vicki Hazelwood, LEYC coordinator, and Tanya Whipple from Sport Council were instrumental in getting the pilot program up and running.

We registered participants in advance and were sold out each time. We had 45-50 attendees each program. Because of the success of the two pilot programs we have data and momentum to carry this program forward to other locations starting in the fall. For further information, please contact [Barbara.Longair@lethlib.ca](mailto:Barbara.Longair@lethlib.ca)

Programming physical literacy kits include:



Hi-Li Scoops and Balls



Create-A-Beam for building, balancing, and stability

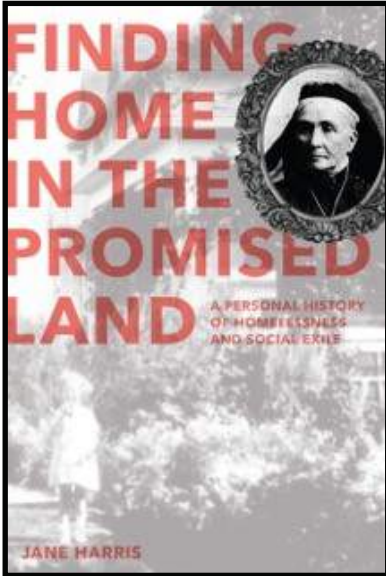


Gross Motor Activity Kit



## Lethbridge Public Library

**Special Evening Event with Author Jane Harris and Guest MLA Maria Fitzpatrick**  
Friday, May 13, 7 pm - Theatre Gallery, Main Branch



Author Jane Harris will be sharing insights from her new book, *Finding Home in the Promised Land* – a personal history of homelessness and social exile. She is a finalist in Alberta Literary Awards, James H. Gray Nonfiction 2016.

Special Guest, Maria Fitzpatrick, MLA Lethbridge East, will be in attendance. Fitzpatrick, herself a victim of domestic violence, spoke in the Alberta Legislature in November 2015 in support of Bill 204, which would make it easier for victims of domestic violence to break a lease early without penalty.

“Attitudes have not changed enough to make domestic violence a thing of the past.” Maria Fitzpatrick (Globe & Mail November 2015).

## Lethbridge Public Library Hosts Renowned Canadian Author Katherine Govier

Monday, May 16, 7 pm - Community Meeting Room, Main Branch

Katherine Govier is a winner of the Toronto Book Award and Canada’s Marian Engel Award for a woman writer in mid-career. Her novel *Creation*, about John James Audubon in Labrador, was a New York Times Notable Book of the Year.

Govier will be talking about her new book, *The Three Sisters Bar and Hotel*, a sweeping novel bursting with heart, wit and larger-than-life characters straight out of western Canada’s past. Govier is an Edmonton-born, Calgary-raised author who often spent summers in Banff and Canmore as a child. As an adult she became fascinated by the mountain culture of the Rockies, particularly the early 20th Century. She now divides her time between Toronto and Canmore.

Katherine Govier's other books include: *The Ghost Brush*, *Three Views of Crystal Water*, *The Truth Teller*, *Angel Walk*, *Hearts of Flame*, *Between Men*, *Going through the Motions*, and *Random Descent*.



## Lethbridge Public Library



Lethbridge Public Library held an art opening for the Chinook High School Art Club to celebrate their work painting doorway murals in our Atrium at The Crossings Branch. Over the past 18 months the students have worked to collaboratively create their masterpieces and to bring colour and culture to our Atrium.

## “Walk on the Wild Side”

### “Find the Wild in Waterton” Fair

Thursday, May 12 at 6 p.m. to 8:30 p.m.

Friends Place & Atrium (*The Crossings Branch*)

Join us for an evening introduction to the many amazing programs, services, and locations for **family fun** and **activities** in Waterton, Southwest Alberta’s very own National Park!

Find out about geocaching, kite rentals, Parks Canada programs, and more! The evening will be filled with short presentations, videos, slideshows and hands on demos.

*Just in time for summer fun!*

*Presented by the Waterton Natural History Association  
in partnership with Lethbridge Public Library.*

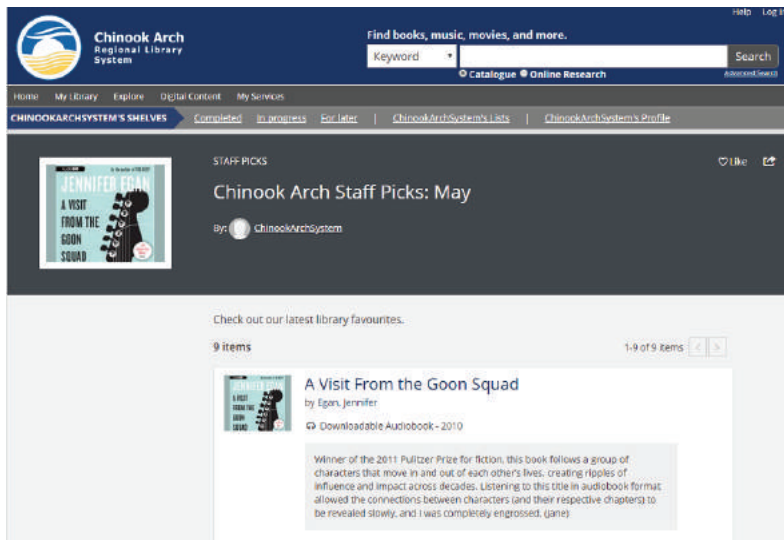




# Chinook Arch Regional Library System

## MobileCirc

The Chinook Arch Regional Library System recently purchased MobileCirc from SirsiDynix. MobileCirc is a mobile application-based software that allows libraries to make circulation transactions (checkin, checkout and renewals), create users, pull holds, perform inventory and create weeding lists all from a mobile device. MobileCirc can be downloaded directly from Apple's App Store, Google's Play Store or accessed directly from the internet browser from any computer. With the app version of the software, the device's camera can be used to scan barcodes for circulation functions or a portable Bluetooth scanner can be used. Chinook Arch has purchased two portable scanners and iPads for use with MobileCirc for an upcoming project to inventory the library collections. The equipment will also be available for the Chinook Arch libraries to borrow. Guides on how to use MobileCirc are currently being developed and training on MobileCirc will be offered at the May Librarian's Committee meeting.



## Staff Picks Lists in Bibliocommons

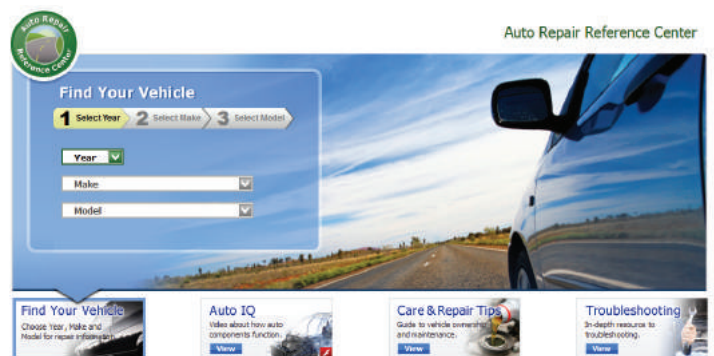
Chinook Arch HQ Staff are sharing what we've been reading with our monthly Staff Picks Lists in BiblioCommons. These lists of diverse titles are created to promote the collection and aid you in providing top notch reader's advisory. Chinook Arch lists can be found at [chinookarch.bibliocommons.com/lists/show/91806003](http://chinookarch.bibliocommons.com/lists/show/91806003)

If you'd like more information about creating lists in BiblioCommons - get in touch! Let your library consultant know and learn how to make lists to share new titles, topic guides, and staff selections with your patrons and other BiblioCommons users.

## Spotlight on Auto Repair Reference Center

Starting May 5th we are launching our three week promotion of the Auto Repair Reference Center. This is part of the 2016 promotional plan. In order to more effectively market our services and resources we will be focusing on promoting one service or resource per 3 week cycle.

If you don't already know about the Auto Repair Reference Center now is a great time to check it out! The Auto Repair Reference Center has DIY repair and maintenance information on most major manufacturers of domestic and imported vehicles. The content is created by ASE certified technicians and covers more than 37,000 vehicles from 1954 to present. Decode mechanic speak and get acquainted with your car using the Auto Repair Reference Center.



Watch your red bins for more information and promotional materials for Auto Repair Reference Center.



# Chinook Arch Regional Library System

## Collection Development - Suggest for Purchase

All ebook and digital audiobook suggestions are now being routed into Chinook Arch's BiblioCommons Suggest for Purchase module. This allows requests to be better monitored and patrons can be responded to directly to notify them if their suggested title is purchased for the shared digital collection.

Patrons can make suggestions by clicking the Suggest for Purchase image on the main page when logged in to OverDrive.



## SUGGEST NEW ITEMS!

Is there something you'd like to see in the library that isn't there? Let us know and we'll consider your request for books, music, movies, and other materials to be added to the collection. You can make suggestions and track their progress when you login to your library account (hint: click on "My Settings").



# RISE NETWORK

The RISE Network gives library patrons the opportunity to learn from and communicate with others in the area, in the province and around the world. Using Tandberg videoconference equipment, participants can see and hear the presenter as well as other participants, and they can see and hear you! A wide variety of programming is available via videoconference to all member libraries of Chinook Arch Regional Library System, free of charge.



Has it been a while since you've checked out the programming options being offered through the RISE Network? New programs are added regularly, for both children and adult audiences. Topics include health and wellness, history, professional development, finance, craft, nature, gardening, art, science, author talks, and story times. Some recent programs shared cowboy poetry, information about wildfires, and traditional Blackfoot concepts about the environment with library patrons across the province.

Do you want to share engaging programming with your patrons, without impacting your budget or staff time? Are you new to using RISE videoconferencing equipment, or need some practice? Contact Jane Edmundson ([jedmundson@chinookarch.ca](mailto:jedmundson@chinookarch.ca)) for help!

For more information, or to sign up your library for a program, visit: [www.risenetwork.ca](http://www.risenetwork.ca)



## RISE Network - May/June Programs

**May 5** - Women's Self Defense

**May 7** - Proper Tree and Shrub Pruning for Homeowners

**May 17** - Balancing Hormones from a Naturopathic Perspective

**May 19** - Introduction to Yoga - Key Poses

**May 30** - 7 Steps to Success

**June 6** - Let's Talk About Concussions

**June 7** - Digestive Health from a Naturopathic Perspective

**June 10** - Morning Guided Meditation

**June 13** - Unbridle Your True Self - Life, Leadership, Love, and HORSES

**June 20** - Gentle Yin Yoga

**June 21** - Artists' Gardens: Nature Inspiring Art, from the Royal Botanical Gardens

**June 23** - Chair Yoga - for seniors and those with limited mobility





# The Navigator

Issue 51 • Printed May 3, 2016

Claresholm, AB

*"The wind is tossing the lilacs, The new leaves laugh in the sun,  
And the petals fall on the orchard wall, But for me the spring is done.  
Beneath the apple blossoms I go a wintry way,  
For love that smiled in April is false to me in May."*

~ Sara Teasdale

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

## BAND UPDATES

The Junior and Senior bands have returned from the Con Brio Whistler Music Festival, where they attended April 21 - 24. They performed their adjudicated pieces and both bands, the combined J.T. Foster (Nanton) and WCCHS Senior band and the Beginner WCCHS band received the grades of Silver at their performances. They worked extremely hard as to receive Silver, the marks had to be in the 80s (see photo of plaques on this page).

The Final Band Concert reminders for the Wednesday, June 8 Concert starts at 7:00 pm. West Meadow Elementary, JTF and WCCHS bands are ALL to be at the WCCHS Band Room to warm up at 6:00 pm for the 'FINALE' year end band concert. Everyone is welcome! Band uniforms are: White collared long sleeved shirt, black bottoms, and black dress shoes.

This school year our band program has grown and continues to flourish as band parents and local community members support our musical journey.



We have showcased our accomplishments locally and invite you and your friends and family to attend the June 8 concert and support our band students. We will also be selling chocolates left over from the World's Finest Chocolates Fundraiser at the concert as well for \$3.

Lastly, on May 5, 6 & 7, band students will be selling 50/50 tickets at the Stavely Rodeo, another fundraiser to support our band program to help it flourish!

Once again thank you band parents, students and community members for you support of our program! I look forward to seeing you all at the band concert!  
~ Ms. Ashcroft

## GRADUATION 2016

Graduation Ceremonies are on Saturday, June 25 at WCCHS at 2:00 p.m. Doors open for the banquet at 5:30 p.m at the Claresholm Community Centre. There will be a Class of 2016 picture taken on June 25 at noon at the Livingstone Range School Division Central Office.

## JUNIOR PROM 2016

Thank you to all the parents, FCSS, student volunteers, staff and community who helped with this event.

Queen: Chloe Lane  
King/Mr. Congeniality: Keenan Mitchell  
1st Princess: Courtney Slaughter  
1st Prince: Caden Baptie  
2nd Princess: Reegan McLeod  
2nd Prince: Brandon Crane  
Miss Congeniality: Kaley Nelson

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

## INSIDE THIS ISSUE:

- Band Update
- Prom Results
- Learning Commons
- Sports Updates
- Talent Show
- May 2016 Calendar

You need a  
**yearbook!**  
(just sayin'...)

## YEARBOOK SALES!

May 9 is the deadline for Yearbook Sales!  
\$40 buys you great memories and it also makes a great gift!

## FROM THE PRINCIPAL: Kirby Dietze



Wow! This is the penultimate newsletter of the year! How fast it has gone. . . and what a year it has been. But it's not over yet.

As is always the case in the spring at a High School, we have seen an influx of vehicles parked in our drive lane and in our student parking lot in correlation to the increased number of students getting their Driver's Licence. How exciting that is as a symbol of students' growing and learning and becoming more mature. I am very appreciative of those who are polite and respectful with their driving and parking, especially at very busy times of the day like morning arrival and afternoon dismissal. I am seeing that the vast majority of students are safe and careful on school grounds and as they leave the premises, making sure all those on foot are safe as well. It makes me proud of our new and our seasoned Cobra drivers.

Last week I was able to attend my first Prom event - ever. What a show! I was thoroughly impressed by the level of community involvement, the support of parents, the hours of preparation and the enthusiasm of attendees. I have watched the outgoing Prom Royalty grow over the year and was impressed with their leadership within the school. I will miss their camaraderie and easy manner. At the same time, I am very excited to begin working with the new Royalty as we finish out this year and as we embark on their Senior year at WCCCHS. I look forward to working closely with them as they also grow into leaders in our school. Like so many of our Cobras, these young leaders

represent the school and our community so well.



It is the student course request/budget/staffing, and timetabling time of year! Students have completed course requests and we will find out how the recent Alberta Government budget will affect staffing and funding at WCCCHS in the next few weeks. Then we can begin to consider staffing and timetabling for next year. We

appreciate your patience throughout this process as we attempt to provide the best programming to the widest number of students in the most effective way.

As always, my door is open for conversation with regards to how we can support your child(ren).

Yours, Kirby Dietze

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## SPORTS UPDATES

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**Badminton:** WCCCHS hosted both Senior High and Junior High District badminton tournaments, with Sr. High on April 20, and Jr. High on April 27. Seven athletes went on to High School Zones on April 29 in Lethbridge, and 16 athletes will travel to Junior High Zones in Medicine Hat on May 7. Senior High players who qualify have Provincials on May 6-7 in Edmonton.

**Slo-pitch:** The Cobras' played their first game on April 27 in Cardston. Their first home game will be May 4 vs Magrath, then future home games are May 11 vs Kainai, May 17 vs Catholic Central, and May 19 vs Chinook. Games start at 4:30. The league wraps-up with the league championship tournament on June 2 in Lethbridge.

**Baseball:** Baseball Cobras are currently tied for second place in the West Division with a 4-2 record! They have four games left in May with home games May 3 vs Nanton and May 17 vs Cardston. Games start at 5:30. If we remain in the top four in the West Division, we will go to Tier 1 Provincials in Medicine Hat on May 27 & 28. If we fall below fourth, we will go to Cardston for the Tier 2 tournament.

**Track:** Both Senior and Junior High track teams will go to district meets in Pincher Creek this month. The Sr. High meet is May 18 and the Jr. High meet is on May 26. Athletes qualifying in the Sr. High

District meet will go to Zones on May 25 in Medicine Hat where they will qualify for Provincials in Edmonton on June 3 & 4. Jr. High athletes qualifying at the District meet will go to Zones in Lethbridge June 1.

### **Volleyball/Football Registration:**

Registration for fall volleyball and football will be May 17 and 19. ALL students planning to play in the fall need to be registered in May so that we can commit to league and tournaments. Spring football camp will run the first two weeks of June. Volleyball spring camps will be announced when those dates are set.

**Sports Society:** Sports Society will meet next, Thursday, May 26 at 7:00 PM in the Video Conference room. All are welcome to attend! The agenda and April minutes will be posted on the school website.

*Sports Society fundraising proceeds go to help facilitate our school sports and keep player fees to a minimum. Your support is appreciated!*

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## LEARNING COMMONS!

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### **For the Love of Reading:**

May 6 from 1:30-4:30 is our third Read & Write In. As in our past sessions, we read, we write, we snack! It is a fun and relaxing start to the weekend. Everyone is welcome to attend. You can come for the entire time or come for a bit. Hope to see you there!

As we bid adieu to National Poetry Month and our Blackout Poetry Display (thank you to all who contributed!), we are going to have some fun with Mad Libs in May, compliments of the Writing Club. Come on in, try out a Mad Lib and then let us share your story and share the laughter!

May 7-May 14 is Canadian Children's Book Week and so for the month we have special book displays complemented with the art of Mr. Heine's Senior & Junior High Art classes. Please do come in and see the fabulous that we have in our own backyard!

Mrs. Marshall has returned from The Alberta Library Conference loaded down with Advanced Reading Copies of yet to be published books. Are you interested in reading one (or more) of these books and writing a review for the publisher? These publishers and authors want to hear your

voice and know what you think of the books. Come to the Learning Commons for more details.

Nominations are now open for the PNLA Young Readers Choice Awards for 2017 (<http://www.pnla.org/yrca>). It is from these nominations that a short list will be created for students to vote on in 2017. Our Book Club members have got the ball rolling by nominating the following titles:

The Red Queen - Victoria Aveyard  
The Glass Sword - Victoria Aveyard  
Magnus Chase, The Sword of Summer

- Rick Riordan

Carry On - Rainbow Rowell  
Lady Midnight - Cassandra Clare  
Daughter of the Deep Silence

- Carrie Ryan

Do you have a book you would like to nominate or would you like to second third or fourth the above choices? Let Mrs. Marshall know. The book must be published in 2014, 2015 or 2016 and yes! You can nominate more than one book!

Can't decide what to read next? Try out a cool site called The Literature Map. All you do is type in the name of a favourite author and it will give you a cool moving graphic of other authors you might want to check out: [www.literature-map.com](http://www.literature-map.com)

## TRUSTEES

Ward 1 trustees are John McKee ([mckeejo@lrsd.ab.ca](mailto:mckeejo@lrsd.ab.ca)) and Bradley Toone ([tooneb@lrsd.ab.ca](mailto:tooneb@lrsd.ab.ca)). Please feel free to speak with them about any concerns you may have. Mr. Toone attends our school council meetings and you can always catch up with him there!

## WE TEAM

In April, the WCCHS WE Team members organized the WE Create Change fundraiser to raise awareness and money for clean water projects in developing countries. On April 20, staff and students were asked to donate change. A total of \$300 was raised. The money will be used to provide a family in Kenya with clean water for a lifetime.

## GRADE 9 EXAMS

On May 10, the grade 9 students will be writing their ELA Part A. They will write

## UPCOMING DATES TO NOTE

Read & Write In (1:30 - 5 pm)	May 6
Regional Student Talent Show (7 pm - FM)	May 6
Gr. 9 ELA Exam Part A	May 10
School Council Meeting (7 pm)	May 19
No School for Students	May 20
Victoria Day Holiday - No School for Students	May 23
Sports Society Meeting (7 pm)	May 26
Sr. High Track Meet (Districts)	May 18
Jr. High Track Meet (Districts)	May 26
Gr 6 Transition Day and Parent Meeting	June 6
Band Concert	June 8
Extra Curricular Awards Night	June 9

either an essay or a narrative on a given subject, as well as a business letter to an assigned person on an assigned subject. Mrs Franz encourages all of her grade 9 students to get a good night sleep the night before, and eat a good breakfast so they can truly show off their writing skills that morning!

## INTERNATIONAL STUDENTS

**Host Needed!** A host family is needed for a 16 year old German student for one semester, from September 2016 to January 31, 2017.

If anyone is interested in hosting they can contact the Homestay Host Family Coordinator Jas Schmirler at [jas.schmirler@gmail.com](mailto:jas.schmirler@gmail.com) or 403-625-3929. Jas is the coordinator for international students for the Livingstone Range school division, North-South Corridor covering Fort Macleod to Nanton. More opportunities to host international students will be coming closer to June.

Interested applicants can also review information about the program at: [www.lrsd.ca](http://www.lrsd.ca) and click on the tab 'Services' and go to International Students Program.

## BITS & PIECES

**WELLNESS CHALLENGE** - Claresholm FCSS Community Wellness Challenge runs May 9 to June 17. We are fielding a number of Cobra staff teams, and some collegial 'trash talk' has begun. We are up to friendly challenges from other community groups, with the winner taking a prize. Let us know if you are interested!

**YEARBOOK ORDERS** - May 9 is the deadline for Yearbook orders. Students can check with the office to see if it was paid with school fees; if not, students can purchase one for \$40.

**TALENT SHOW** - LRSD Regional Council of Student Leaders is hosting a Regional Talent Show on May 6 at the Empress Theatre in Fort Macleod. If students would like to participate, they are to see school council members. Spectators are welcome starting at 7 pm with a \$5 admission charge.

**May the Fourth  
be with you!**



# GIFT CARD FUNDRAISER

Buy GIFT CARDS through WCCHS (in partnership with West Meadow Elementary School) for everyday purchases, to give as gifts for birthdays or for your business needs. Up to 15% of your everyday purchases will be automatically donated back to WCCHS student activities! Visit [www.fundscrip.com/retailers](http://www.fundscrip.com/retailers) for the list of participating retailers. Contact the office for further details.

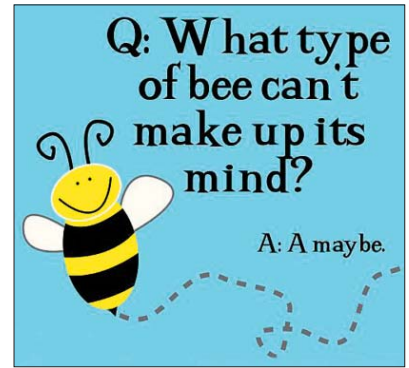
**NEXT ORDER IS DUE MAY 25**



School Cash Online is now enabled to accept credit cards. Parents can go to school cash online and there will be a credit card option for payment.

## HOW TO REACH US

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



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



Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
<b>1</b>	<b>2</b>	<b>3</b> Baseball vs. Nanton 5:30 pm	<b>4</b> Slowpitch vs. Magrath @ 4:30 pm	<b>5</b>	<b>6</b> Read & Write In! 1:30 - 5 pm  LRSD Regional Talent Show	<b>7</b>
<b>8</b>	<b>9</b>	<b>10</b>	<b>11</b> Slowpitch vs. Kainai 4:30 pm	<b>12</b>	<b>13</b> Grade 7 Orientation 9:30 AM	<b>14</b>
<b>15</b>	<b>16</b>	<b>17</b> Slowpitch vs. Catholic Central 4:30 pm Baseball vs. Cardston @ 5:30 pm	<b>18</b> Sr. High District Track Meet	<b>19</b> Slowpitch vs. Chinook @ 4:30 pm  School Council 7pm	<b>20</b> NO SCHOOL FOR STUDENTS Staff Planning & Meeting Day	<b>21</b>
<b>22</b>	<b>23</b> VICTORIA DAY HOLIDAY NO SCHOOL	<b>24</b>	<b>25</b> Fundscrip Orders Due	<b>26</b> Parent Orientation for New Gr. 7 Students JH District Track Meet Sports Society 7pm	<b>27</b>	<b>28</b>
<b>29</b>	<b>30</b>	<b>31</b>				

Willow Creek Composite High School • Grades 7-12

P.O. Box 219 • 626 - 55 AVE W., Claresholm, AB T0L 0T0 • Phone: 403-625-3387 • Fax: 403-625-3289 • [www.lrsd.ab.ca/school/willowcreek](http://www.lrsd.ab.ca/school/willowcreek)