



TOWN OF CLARESHOLM
PROVINCE OF ALBERTA
REGULAR COUNCIL MEETING
NOVEMBER 14, 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:

1. ORGANIZATIONAL MEETING MINUTES OCTOBER 24, 2016
2. REGULAR MEETING MINUTES OCTOBER 24, 2016

DELEGATIONS:

1. AXIA – Jason O'Connor
RE: Fibre Optic Internet
2. THE STATION – Danna Ormstrup & Ruth Mueller
RE: Update to Council

PUBLIC HEARING: BYLAW #1619: Land Use Bylaw Amendment

ACTION ITEMS:

1. BYLAW #1617 – Fire Protection & Emergency Services Bylaw #1558 Amendment
RE: 2nd & 3rd Readings
2. BYLAW #1619 – Land Use Bylaw Amendment
RE: 2nd & 3rd Readings
3. BYLAW #1620 – Library Bylaw
RE: 2nd & 3rd readings
4. BYLAW #1622 – Land Use Bylaw Amendment
RE: 1st Reading
5. DELEGATION RESPONSE: Pharmachoice
RE: Downtown Parking Lot
6. CORRES: Hon. Danielle Larivee, Minister of Municipal Affairs
RE: Alberta Community Partnership (ACP) Program
7. CORRES: Town of Fort Macleod
RE: 35th Annual Santa Claus Parade November 26, 2016
8. CORRES: Shaw Communications Inc.
RE: Canada's 150th
9. CORRES: AltaLink
RE: AltaLink's 911L Salvage
10. CORRES: Royal Canadian Legion – Alberta/NWT Command
RE: Commemorative History Book
11. CORRES: Claresholm & District FCSS
RE: Invitation to Unstoppable Conversations Sessions
12. CORRES: Claresholm Economic Development Committee
RE: Support for Axia
13. REQUEST FOR DECISION: Claresholm & District Health Foundation
RE: 10th Annual Gala Sponsorship
14. REQUEST FOR DECISION: Letter of Support – Willow Creek Ag Society
15. REQUEST FOR DECISION: Fortis Alberta Streetlight LED Conversion
16. REQUEST FOR DECISION: Non-Operating Landfill Monitoring Proposal
17. REQUEST FOR DECISION: Regular Council Meeting Date – December 2016
18. INFORMATION BRIEF: Stat Holiday Shift – Aquatic Centre & Sanitation/Recycling
19. INFORMATION BRIEF: Council Resolution Status
20. ADOPTION OF INFORMATION ITEMS
21. IN CAMERA: Board Appointment; Contract; Land; Personnel

INFORMATION ITEMS:

1. Cheque Listing for Accounts Payable – September 2016
2. Cheque Listing for Accounts Payable – October 2016
3. MGA (Municipal Government Act) Review – What We Heard From You – October 21, 2016
4. Highway 3 Twinning Development Association Meeting Minutes – September 9, 2016
5. Alberta SouthWest Bulletin – November 2016
6. Alberta SouthWest Regional Alliance Meeting Minutes – September 7, 2016
7. Chinook Arch Regional Library System Newsletter "Horizons" – November 2016
8. Willow Creek Agricultural Society Meeting Minutes – September 21, 2016
9. Claresholm & District Museum Board Minutes – May 18, 2016
10. Claresholm & District Museum Board Minutes – June 29, 2016
11. Claresholm & District Museum Board Minutes – August 3, 2016
12. Claresholm & District Museum Board Minutes – September 7, 2016
13. Oldman Watershed Council – Thanks for your continued support!

ADJOURNMENT



TOWN OF CLARESHOLM
PROVINCE OF ALBERTA
ORGANIZATIONAL COUNCIL MEETING MINUTES
OCTOBER 24, 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, Lyal O'Neill.

REGRETS: None

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

MEDIA PRESENT: Rob Vogt – Claresholm Local Press

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

1. ADOPTION OF AGENDA

Moved by Councillor Ford that the Agenda of the Organizational Meeting of October 24, 2016 be accepted as presented.

CARRIED

2. STANDING BOARD & COMMITTEE APPOINTMENTS 2016-17

Moved by Councillor Cutler that the Standing Board & Committee Appointments 2016-17 be accepted as amended.

CARRIED

3. MEETING DATES - REGULAR

Moved by Councillor Cutler that the Regular Council Meeting dates for 2017 be accepted as presented.

CARRIED

4. APPOINTMENT OF DEPUTY MAYOR

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

CARRIED

5. ADJOURNMENT

Moved by Councillor O'Neill that this meeting adjourn at 7:10 pm.

CARRIED

Mayor – Rob Steel

Chief Administrative Officer – Marian Carlson



TOWN OF CLARESHOLM
PROVINCE OF ALBERTA
REGULAR COUNCIL MEETING MINUTES
OCTOBER 24, 2016

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

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

STAFF PRESENT: Chief Administrative Officer: Marian Carlson, Development Officer: Tara VanDellen

MEDIA PRESENT: Rob Vogt, Claresholm Local Press

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

Councillor O'Neill asked to have the agenda amended to remove the wording "Claresholm Transportation Society" from the delegation to be presented by Ali Shivji.

AGENDA: Moved by Councillor O'Neill that the Agenda be accepted as amended.

CARRIED

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

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

CARRIED

DELEGATIONS

1. PharmaChoice – Downtown Parking Lot

7:15 pm Councillor McAlonan declared a pecuniary interest and left the meeting.

Paul Zemplac presented a PowerPoint presentation regarding continued concerns regarding the downtown parking lot. His concerns over safety as well as accessibility for seniors or people with limited motion to be able to access downtown pharmacies etc. were presented. He presented photos of the current situation as well as potential solutions in regards to adding more one hour parking stalls or potentially moving handicap stalls to different locations.

7:28 pm Councillor McAlonan rejoined the meeting

2. Ali Shivji –In Town transportation initiative

7:29 pm Councillor O'Neill declared a pecuniary interest and left the meeting.

Ali was present to speak to an initiative by a group of concerned citizens in regards to affordable transportation for seniors. The initiative requires further investigation and the group would like Council to provide a listing of potential stakeholders to be invited to join the conversation.

8:05 pm Councillor O'Neill rejoined the meeting.

ACTION ITEMS:

1. BYLAW #1618 – Amendment to Bylaw #1534
RE: 2nd & 3rd readings

MOTION #16-109 Moved by Councillor Cutler to give Bylaw #1618, a bylaw to amend Bylaw #1534, 2nd reading.

CARRIED

MOTION #16-110 Moved by Councillor McAlonan to give Bylaw #1618, a bylaw to amend Bylaw #1534, 3rd & final reading.

CARRIED

2. BYLAW #1619 – Land Use Bylaw Amendment
RE: 1st reading

MOTION #16-111 Moved by Councillor Dixon to give Bylaw #1619, a bylaw to amend Land Use Bylaw #1525, 1st reading.

Councillor Cutler requested a recorded vote.
In Favor: Mayor Steel, Councillors Dixon, McAlonan, Ford
Opposed: Councillors Fieguth, O'Neill, Cutler

CARRIED

3. BYLAW #1617 – Fire Protection & Emergency Services Bylaw #1558 Amendment
RE: 1st reading

MOTION #16-112 Moved by Councillor O’Neill to give Bylaw #1617, a bylaw to amend Bylaw #1558, 1st reading.

CARRIED

4. BYLAW #1620 – Library Bylaw
RE: 1st reading

MOTION #16-113 Moved by Councillor Cutler to give Bylaw #1620, Library Bylaw, 1st reading.

CARRIED

5. CORRES: Rowan House Emergency Shelter
RE: Family Violence Prevention Month - November

Received for information.

6. CORRES: Faith Community Baptist Church
RE: Open House at Cottonwood

Received for information.

7. CORRES: Indoor Walking Group

Received for information.

8. REQUEST FOR DECISION: #4 Skyline Cres – Tax Recovery Sale

MOTION #16-114 Moved by Councillor McAlonan to accept the proposal in the amount of \$3200 plus G.S.T to provide an updated appraisal for the tax recovery property located at #4 Skyline Cres.

CARRIED

9. REQUEST FOR DECISION: Claresholm Minor Hockey Association

MOTION #16-115 Moved by Councillor Dixon to approve the donation request of ice time for the March 16-19, 2017 Bantam Championship Tournament to the Claresholm Minor Hockey Association upon a successful tournament bid.

CARRIED

10. INFORMATION BRIEF: Alberta Parks & Environment – Consent to Vary Landfill Setback submission

Received for Information.

11. INFORMATION BRIEF: CAO Report

Received for Information.

12. INFORMATION BRIEF: Council Resolution Status

Received for Information.

13. ADOPTION OF INFORMATION ITEMS

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

14. IN CAMERA: Land, Board Appointments, Employment

Moved by Councillor McAlonan that the meeting go In Camera at 8:45p.m.

CARRIED

Moved by Councillor Dixon that the meeting come out of In Camera at 9:27p.m.

CARRIED

Moved by Councillor Cutler to appoint Rhodena King to the Museum Board.

CARRIED

Moved by Councillor O’Neill to appoint Arden Dubnewick for a 1 year term, Marika Thyssen for a 2 year term, Tony Hamlyn for a 3 year term and Lisa Anderson for a 3 year term to the Library Board.

CARRIED

ADJOURNMENT: Moved by Councillor Dixon that the meeting adjourn at 9:31p.m.

CARRIED

Mayor – Rob Steel

Chief Administrative Officer – Marian Carlson

DRAFT

DELEGATIONS



The Station
4925 – 1st Street West
PO Box 1297
Claresholm, AB
TOL 0T0
Tel: 403-625-4417

Town of Claresholm
c/o Marian Carlson CAO
221 – 45 Avenue West
Claresholm, AB TOL 0T0

October 6, 2016

Dear Mrs. Carlson,

I am requesting that Danna Ormstrup and I be a delegation at the October 24, 2016 Town Council meeting.

The Station Leadership team would like to present council with a five minute video to tell our story. We would also like to share a brief which describes our successes in the first year. As always, we will welcome any questions &/or concerns that council might have.

Over the year, we have received many inquiries about The Station. It is exciting to know that other communities are considering this local initiative for their citizens.

Thank you for considering our request.

Sincerely,

Ruth Mueller BScN, RN
Community Development Coordinator
(Claresholm / Nanton / Vulcan)
Alberta Health Services
Claresholm Health Unit
5221 – 2nd Street West
Claresholm, AB TOL 0T0
Office: (403) 625-4061 Cell: (403) 625-0137
ruth.mueller@albertahealthservices.ca



The Station Brief

(April 1, 2015 through March 31, 2016)

Our Mission: To support and encourage collaborating organizations to provide programs and social support services in the Town of Claresholm and surrounding area.

Our Vision: Creating Caring Community Connections

The Community Need

There were inadequate programs and services for families, infants, children and youth in Claresholm and area. With a population of about 3,600, Claresholm is located at the extreme limits of service providers' geographic boundaries –equidistant from Lethbridge and Calgary. As a result, many specialized support services were unavailable in Claresholm and the barriers of transportation, family finances, disruption of work schedule etc. meant that citizens often did not have access to preventative services that they needed.

The Reasons for This Need

Organizations that are not based in Claresholm face several challenges as they consider providing services to our residents. These challenges include the cost of travel, the cost of establishing a local office, the confusing and ever changing boundaries of services providers, and the difficulty in trying to network with each other and with other community resources.

The Innovative Solution

The Station was developed to overcome these needs and challenges. Its purpose is to facilitate and provide more and accessible, coordinated and non-duplicated services. With numerous services being provided under one roof, community members have a stigma free, single point of entry, for a variety of preventative services, information, support, learning, advocacy and referrals.

The Outcomes

In a common space, communication between agencies is facilitated, resources are pooled and partnerships are fostered –leading to speedy, vibrant and dynamic service providers that encourage, strengthen, stabilize and enrich family life and community connections. It is easier to attract other organizations to this community. Community members are more likely to find and access the services that they need. The social well-being of individuals, families, and communities is being enhanced.

The Early Successes in Addressing Community Need

- Residents now have access to the existing services through a single point of entry facility.

- Porcupine Hills Early Childhood Coalition (PHECC) now offers Soft Play, which is a weekly program for young children to help develop gross motor skills. (average attendance -17) Music For Babies is another program that is being developed.
- Parent Link (Stay and Play) For several years, this weekly program was held at the Community Centre with an average attendance of 5. Since relocating to The Station, the average attendance has increased to 23.
- Preschool Speech/Language Walk-In Clinic is now being offered in Claresholm. PHECC, Parent Link, The Station and FCSS partnered in their request to provide this service in a location where young families were already gathering.
- Event to Remove Stigma The “Santa’s Gone Looney” event resulted in families and children lining up, waiting to get in.
- Taking Action Against Elder Abuse Coordinated Community Response Grant Program The Station brought 17 community members together to successfully apply for funds to address the issue of elder abuse.
- FCSS Teen Drop-In The space has allowed for the creation of a drop-in centre for teens which is held twice a week. (average attendance -11)
- Music Jam Sessions Seniors come together to play acoustical instruments and sing. (average attendance -14)
- Sessions offered by FCSS Meditation, Suicide Awareness Courses, Infant CPR, Babysitting Course, Caring for the Caregiver courses
- Attracting For Profit Groups The Station space has been rented for Baby Massage Classes, Crafting Classes for Kids, Mandela Course, Summer Games head office, and an out of town accountant.
- Funding Claresholm FCSS is acting as the anchor agency, keeping the doors open during business hours and managing the facility’s schedule. A coordinator was hired @ 0.25 FTE. Two year funding was awarded from the Community Initiatives Program Project-Based Grant which was applied for through the Friends of Claresholm. Other funds are received through donations and fund raising.
- Total participation during the first year: **1635**
Quarterly participation: (74 - 105 - 595 – 861)
- THE STATION HAS BECOME A HOUSEHOLD NAME

Collaborating Partners



ACTION ITEMS



**TOWN OF CLARESHOLM
PROVINCE OF ALBERTA
BYLAW #1617**

A Bylaw of the Town of Claresholm to amend Bylaw #1558, the Fire Protection & Emergency Services Bylaw.

WHEREAS pursuant to the provisions of the Municipal Government Act, Revised Statutes of Alberta 2000, Chapter M-26, as amended, Council of the Town of Claresholm (hereafter referred to as Council) has adopted the Fire Protection & Emergency Services Bylaw #1558; and

WHEREAS Council deems it necessary to amend the existing Bylaw #1558;

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

1. The Town of Claresholm Fire Protection & Emergency Services Bylaw #1558 shall be amended as follows:

Section 7 Filling a Vacancy for Fire Chief

Remove: Sections 7.1 through 7.9

Add:

7.1 When a vacancy for Fire Chief occurs, the Fire Department will nominate by majority vote, a candidate for Fire Chief and forward the recommendation to Council.

7.2 Town Council by resolution will appoint the Town of Claresholm Fire Chief.

Section 8 Membership

Remove: 8.1 Membership in the Fire Department directly operated by the Town of Claresholm will be covered by Sections 8.1 to 8.7 and Policy #GA01-11.

Add:

8.1 Membership in the Fire Department directly operated by the Town of Claresholm will be covered by Sections 8.2 to 8.7.

Remove: 8.3 Individuals wishing to become Members will supply the Hiring Committee with the following documentation, if requested;

Add:

8.3 Individuals wishing to become members will supply the Fire Chief with the following documentation, if requested;

Section 9 Filling a Vacancy for Volunteer Firefighter

Remove: Sections 9.1 through 9.9

Add:

9.1 The Fire Chief shall be responsible to fill all Volunteer Firefighter vacancies for the Claresholm Fire Department.

2. This bylaw comes into full force and effect upon third and final reading.
3. Bylaw #1558 is hereby amended.

Read a first time in Council this **24th** day of **October** 2016 A.D.

Read a second time in Council this day of 2016 A.D.

Read a third time in Council and finally passed in Council this day of 2016 A.D.

Rob Steel, Mayor

Marian Carlson, CAO



**TOWN OF CLARESHOLM
PROVINCE OF ALBERTA
BYLAW # 1619**

A Bylaw of the Town of Claresholm to amend Bylaw #1525 being a bylaw setting out land uses for the Town of Claresholm.

WHEREAS pursuant to the provisions of the *Municipal Government Act*, Revised Statutes of Alberta 2000, Chapter M-26, as amended, Council of the Town of Claresholm (hereafter called Council) has adopted Land Use Bylaw #1525; and

WHEREAS it is deemed expedient and proper pursuant to the provisions of the *Municipal Government Act* that the Council of the Town of Claresholm shall issue a Bylaw to amend its existing Land Use Bylaw.

WHEREAS the purpose of the amendment is to expand the allowable uses within the Highway Commercial –C2 district.

NOW THEREFORE under the authority and subject to the provisions of the *Municipal Government Act*, Council duly assembled does hereby enact the following:

1. The Town of Claresholm Land Use Bylaw #1525 shall be amended as follows:

C2 (Highway Commercial) Land Use District:

Discretionary Use

ADD:

Truck Transportation Depot
Caretaker's Suite

2. This Bylaw shall take effect on the date of final passage.
3. Bylaw #1525 is hereby amended.

Read a first time in Council this **24th** day of **October** 2016 A.D.

Read a second time in Council this day of 2016 A.D.

Read a third time in Council and finally passed in Council this day of 2016 A.D.

Rob Steel, Mayor

Marian Carlson, Chief Administrative Officer



REQUEST FOR DECISION

Meeting: November 14, 2016
Agenda Item: 2

BYLAW No. 1619 - LAND USE BYLAW No.1525 AMENDMENT

BACKGROUND / DESCRIPTION:

Council passed first reading of Bylaw No.1619, a Bylaw to amend Bylaw No. 1525, Land Use Bylaw, on October 24, 2016.

As per the Municipal Development Plan adopted September 2010, one goal from Town Council is *to encourage the development of commercial and industrial development within the Claresholm area*. One of the ways to achieve this is to expand the uses within the C2 zoning as development opportunities arise. In addition, one key task and goal listed in the Town of Claresholm Strategic Plan is; *Business attraction and retention*.

It is recommended for Council to look at all properties zoned Highway Commercial and review the proposal in the context of every location with that land use designation. The Development Department would maintain that these uses are acceptable within the Highway Commercial district; for example- other uses presently listed as permitted and discretionary uses may use or require caretaker suites. It is also well established that municipalities can regulate "land use" but not the "land user." As such, the demographic or socioeconomic characteristics of the users (among other things: age, gender, ethnicity, employment status, health status) cannot be considered as relevant factors in making a decision on land use.

There will remain a primary control available to the Municipal Planning Commission if these uses are added to the (C2) – Highway Commercial land use district. Both Truck Transportation Depot and Caretaker's Suite uses will be inserted into the discretionary use categories. This will culminate in a circulation process and review by the Municipal Planning Commission prior to any approval for those uses as well as conditions for any approval. Overall, the Development Department is satisfied that the proposed Land Use Bylaw Amendment provides adequate control within the development process in the Highway Commercial land use district.

In accordance with the Municipal Government Act (MGA) Section 692, advertising the land use bylaw amendment requires a public hearing prior to giving second reading and give notice in accordance with MGA Section 606. The notice of public hearing must be published at least once a week for 2 consecutive weeks in at least one newspaper or other publication circulating in the area to which the proposed bylaw, or in which the meeting or hearing is to be held. The notice of public hearing appeared in the Nov 2nd and Nov 9th editions of the Claresholm Local Press.

PROPOSED RESOLUTIONS:

Council pass a motion to give Bylaw #1619, a bylaw to amend Land Use Bylaw No.1525 2nd reading.
Council pass a motion to give Bylaw #1619, a bylaw to amend Land Use Bylaw No 1525 3rd and final reading.

RECOMMENDED ACTION:

Moved by Councillor _____ to give second reading to Bylaw #1619, a bylaw to amend Land Use Bylaw No.1525.

Moved by Councillor _____ to give third & final reading to Bylaw #1619, a bylaw to amend Land Use Bylaw No.1525.

ATTACHMENTS:

- 1.) Draft Bylaw #1619
- 2.) Highway Commercial (C2) district

APPLICABLE LEGISLATION:

- 1.) LUB No.1525
- 2.) MGA Section 696, 606

PREPARED BY: Tara VanDellen, Development Officer

APPROVED BY: Marian Carlson, CLGM - CAO

DATE: November 2, 2016

HIGHWAY COMMERCIAL – C2

INTENT: This district is intended to ensure the sites adjacent to the highway are reserved for appropriate commercial uses.

1. PERMITTED USES

- Accessory building
- Accessory structure
- Accessory use
- Animal care service, minor
- Auto sales and service
- Convenience store
- Drive-in restaurant
- Equipment sales, rental and service
- Gas bar
- Hotel
- Motel
- Vehicle sales and rental
- Restaurant
- Service station

DISCRETIONARY USES

- Alternative energy, solar
- Auctioneering facility
- Bulk fuel storage and sales
- Car wash
- Farm/industrial machinery sales, rental and service
- Food processing facility, minor
- Liquor store
- Public utility
- Retail store, large scale
- Tire business
- Truck stop

2. MINIMUM LOT SIZE

	Width		Length		Area	
	m	ft.	m	ft.	m ²	sq. ft.
All uses	30.5	100	45.7	150	1,393.5	15,000

3. MINIMUM SETBACK DIMENSIONS

As required by the Development Authority and the provincial building requirements.

4. ACCESS

Access, wherever possible, shall be from service roads onto Highway 2. Access points onto service roads shall be approved by the Development Authority.

5. SCREENING

The Development Authority shall prescribe or approve screening for uses which involve the outdoor storage of goods, machinery, vehicles, building materials and other items.

6. SIGNS – See Schedule 2.

7. STANDARDS OF DEVELOPMENT – See Schedule 4.

8. FENCING REQUIREMENTS – See Schedule 7.

9. PARKING AND LOADING SPACE REQUIREMENTS – See Schedule 8.



10. **LANDSCAPING STANDARDS** – See Schedule 9.
11. **SHIPPING CONTAINER REGULATIONS** – See Schedule 11.
12. **TELECOMMUNICATION ANTENNA STRUCTURES** – See Schedule 12.



BYLAW #1620 TOWN OF CLARESHOLM PROVINCE OF ALBERTA

WHEREAS, pursuant to Part 1, section 3 of the *Libraries Act*, S.A. 2000, C.L-11, Council may pass bylaws providing for the establishment of a municipal library board; and

WHEREAS, pursuant to section 4 of the *Libraries Act*, members of the municipal board are appointed by Council; and

WHEREAS, the *Libraries Act* governs the provision of library services within a municipality;

NOW THEREFORE under authority and subject to the provisions of section 216 of the *Municipal Government Act*, S.A. 2000, Chapter M-26, the municipal Council of the Town of Claresholm duly assembled does hereby enact:

PART I – PURPOSE, DEFINITIONS AND INTERPRETATION

1. The purpose of this bylaw is to continue the Claresholm Municipal Library Board to oversee the public library within the Town of Claresholm, in accordance with the provisions of the *Libraries Act*. The municipal Library Board shall manage, regulate and control the municipal library.
2. In this bylaw, unless the context otherwise requires:
 - a. “**Act**” means the *Libraries Act*, S.A. 2000, C.L-11;
 - b. “**Board**” means the Claresholm Municipal Library Board established by Council and continued under this bylaw;
 - c. “**Council**” means the municipal council of the Town of Claresholm;
 - d. “**Family Member**” means a person’s spouse, the person’s children, the parents of the person and the parents of the person’s spouse;
 - e. “**Spouse**” means a party to a relationship between two people who are living together on a bona fide domestic basis.
 - f. “**Trustee**” means a member appointed to the Claresholm Municipal Library Board prior to the passing of this bylaw.
3. The headings in this bylaw are for reference purposes only.

PART II – ESTABLISHMENT AND DUTIES

1. The Claresholm Public Library Board, to be known as the Claresholm Library Board “the Board” is hereby continued as the municipal library board for the Town of Claresholm.
2. The Board will perform all duties and exercise all powers imposed upon it by the *Act*.

PART III – STRUCTURE AND PROCEDURES

1. a) The Board will consist of not fewer than five (5) and not more than (9) members appointed in accordance with the *Act*.
 - b) The Board will consist of:
 - One (1) Town Council representative;
 - Two (2) members from the Municipal District of Willow Creek;
 - Three (3) to Six (6) members at large from the Town of Claresholm.
 - c) The Town Chief Administrative Officer will coordinate the selection of Board members.
 - d) A person who is an employee or whose family member is an employee shall not be eligible to be a member of the Board unless the person is a Trustee as defined in this bylaw.
 - e) Appointments shall be for three (3) years, except in the first year of the passing of this bylaw wherein Council shall, as nearly as possible, appoint 1/3 of the members for a term of one (1) year, 1/3 of the members for a term of two (2) years and the remaining members for a term of three (3) years.



**TOWN OF CLARESHOLM
PROVINCE OF ALBERTA
BYLAW # 1622**

A Bylaw of the Town of Claresholm to amend Bylaw #1525 being a bylaw setting out land uses for the Town of Claresholm.

WHEREAS pursuant to the provisions of the *Municipal Government Act*, Revised Statutes of Alberta 2000, Chapter M-26, as amended, Council of the Town of Claresholm (hereafter called Council) has adopted Land Use Bylaw #1525; and

WHEREAS it is deemed expedient and proper pursuant to the provisions of the *Municipal Government Act* that the Council of the Town of Claresholm shall issue a Bylaw to amend its existing Land Use Bylaw.

WHEREAS the purpose of the amendment is to expand the allowable uses within the Retail Commercial –C1 district.

NOW THEREFORE under the authority and subject to the provisions of the *Municipal Government Act*, Council duly assembled does hereby enact the following:

1. The Town of Claresholm Land Use Bylaw #1525 shall be amended as follows:

C1 (Retail Commercial) Land Use District:

Discretionary Use

ADD:

Auto Sales & Service

2. This Bylaw shall take effect on the date of final passage.
3. Bylaw #1525 is hereby amended.

Read a first time in Council this day of 2016 A.D.

Read a second time in Council this day of 2016 A.D.

Read a third time in Council and finally passed in Council this day of 2016 A.D.

Rob Steel, Mayor

Marian Carlson, Chief Administrative Officer



REQUEST FOR DECISION

Meeting: November 14, 2016

Agenda Item:4

BYLAW No. 1622 - LAND USE BYLAW No.1525 AMENDMENT

BACKGROUND / DESCRIPTION:

The applicant has applied for a land use bylaw amendment to add one use to the Town of Claresholm Land Use Bylaw No.1525 C1 (Retail Commercial) land use district; Auto Sales & Service. The use would be inserted into the discretionary uses for the (C1) – Retail Commercial land use district. The use is required to be added to the (C1) – Retail Commercial land use district if the applicant wishes to operate a trailer sales & service business from a Retail Commercial location.

The intent of the Retail Commercial District is to provide an area suited to intensive commercial uses, including the redevelopment of existing uses, which are convenient and attractive to pedestrians, while offering ready vehicular access and adequate parking. The use of auto sales & service is currently a permitted use in both the highway commercial and industrial land use districts.

Currently, the Town of Claresholm Land Use Bylaw No.1525 defines Auto Sales & Service as a development within an enclosed building within which motor vehicles and parts are displayed for sale, and may include a new or used automobile sales lot, and may also include auto repairs except for body work and painting.

The applicant, if the amendment is successful, proposes to change the use of the property behind the existing Frontier Western Shop (to be used as a similar use – trailer sales & service) which has previously been used for storage and warehouse (non-conforming uses). The applicant's reasons for the amendment are to utilize a vacant building for a business that is logical and complementary to their retail store. The previous automobile dealership north of the existing western shop location is also zoned retail commercial (also would currently be a non-conforming use).

There will remain a primary control available to the Municipal Planning Commission if this use is added to the (C1) – Retail Commercial land use district. The use of auto sales & service will be inserted into the discretionary use categories. This will culminate in a circulation process and review by the Municipal Planning Commission prior to any approval for those uses.

Overall, the Development Department is satisfied that the proposed Land Use Bylaw Amendment provides adequate control within the development process in the Retail Commercial land use district.

In accordance with the Municipal Government Act (MGA) Section 692, advertising the land use bylaw amendment requires a public hearing prior to giving second reading and give notice in accordance with MGA Section 606. The notice of public hearing must be published at least once a week for 2 consecutive weeks in at least one newspaper or other publication circulating in the area to which the proposed bylaw, or in which the meeting or hearing is to be held. The notice of public hearing must be advertised at least 5 days before the public hearing occurs with information as to the general purpose of the public hearing, address of where a copy of the bylaw can be inspected, outlining procedure for anyone wishing to petition, date, time and place where the public hearing is to be held.

PROPOSED RESOLUTIONS:

Council pass a motion to give Bylaw No.1622, a bylaw to amend Land Use Bylaw No.1525 1st reading.

RECOMMENDED ACTION:

Moved by Councillor _____ to give first reading to Bylaw No.1622, a bylaw to amend Land Use Bylaw No.1525.

ATTACHMENTS:

- 1.) Draft Bylaw #1622
- 2.) Retail Commercial (C1) district

APPLICABLE LEGISLATION:

- 1.) LUB No.1525
- 2.) MGA Section 696, 606

PREPARED BY: Tara VanDellen, Development Officer

APPROVED BY: Marian Carlson, CLGM - CAO

DATE: November 10, 2016

RETAIL COMMERCIAL – C1

INTENT: This district is intended to provide an area suited to intensive commercial uses, including the redevelopment of existing uses, which are convenient and attractive to pedestrians, while offering ready vehicular access and adequate parking.

1. PERMITTED USES

- Accessory building
- Accessory structure
- Accessory use
- Club
- Coffee shop
- Financial institution
- Hotel
- Lounge/beverage room
- Office
- Medical and dental office
- Parking facility
- Personal service
- Public and institutional
- Restaurant
- Retail store
- Theatre

DISCRETIONARY USES

- Alternative energy, solar
- Amusement facility
- Animal care service, minor
- Bakery
- Caretaker's suite
- Convenience store
- Dry cleaning shops
- Fitness centre
- Funeral home
- Grocery store
- Health care services
- Liquor store
- Mixed-use residential
- Outdoor cafe
- Post office
- Printing establishment, commercial
- Workshop

2. MINIMUM LOT SIZE

	Width		Length		Area	
	m	ft.	m	ft.	m ²	sq. ft.
All uses	7.62	25	30.48	100	232.25	2,500

3. MINIMUM SETBACK DIMENSIONS

In accordance with the minimum required by the provincial building requirements or as stipulated by the Development Authority.

5. SIGNS – See Schedule 2.

6. GARBAGE RECEPTACLES – See Schedule 4.

7. STANDARDS OF DEVELOPMENT – See Schedule 4.

8. FENCING REQUIREMENTS – See Schedule 7.

9. PARKING AND LOADING SPACE REQUIREMENTS – See Schedule 8.

10. LANDSCAPING STANDARDS – See Schedule 9.





11. TELECOMMUNICATION ANTENNA STRUCTURES – See Schedule 12.





REQUEST FOR DECISION

Meeting: November 14, 2016
Agenda Item: 5

PHARMACHOICE – DELEGATION RESPONSE

BACKGROUND:

At the June 27, 2016 Council meeting, a letter from PharmaChoice was reviewed. The matter was referred to administration to come back with a recommendation for the designation of some one-hour parking stalls. At the July 21, 2016 Council meeting, an information brief (see attached) was presented and Council carried a motion to designate one (1) parking spot beside each of the three (3) handicapped stalls located in the downtown parking lot as having a one (1) hour parking restriction. Infrastructure Services installed the parking spots as directed.

Since that time PharmaChoice has spoken with their customers and citizens and continued to monitor the situation. A parking petition, with approximately 190 signatures, was presented, as well as, a short power point presentation at the October 24, 2016 Council meeting in regards to a response letter dated August 3, 2016 (see attached).



OPTIONS:

Council carry a motion to install additional 1 hour parking stalls within the downtown parking lot.
(location specific or spaced throughout)

Or

Council deny the request to add additional 1 hour parking stalls within the downtown parking lot.

PROPOSED RESOLUTION:

Moved by Councillor _____ to add _____ additional 1 hour parking stalls within the downtown parking lot.

Or

Moved by Councillor _____ to deny the request to add additional 1 hour parking stalls within the downtown parking lot.

ATTACHMENTS:

- 1.) July 21, 2016- Info Brief
- 2.) Correspondence dated June 16, 2016
- 3.) Correspondence dated August 3, 2016

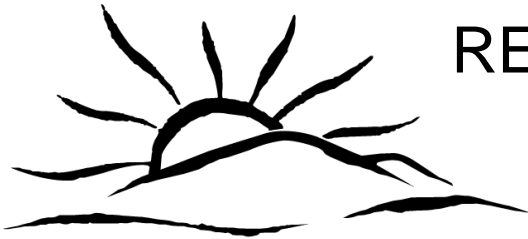
APPLICABLE LEGISLATION:

- 1.) Bylaw #1550

PREPARED BY: Tara VanDellen, Development Officer

APPROVED BY: Marian Carlson, CLGM – CAO

DATE: November 8, 2016



REQUEST FOR DECISION

Meeting: July 21, 2016
Agenda Item: 6

Claresholm



DOWNTOWN PARKING

Background Information:

Area Map:



Legend:

- Existing Handicap stalls 
- Proposed one (1) hour parking area 

Investigation results:

- Parking on the highway has become less favorable resulting in patrons of downtown highway frontage stores requesting short term parking close to those highway frontage stores that is not on the highway.
- Creating one (1) hour parking on the east side of the down town parking lot is what certain businesses who have highway frontage and parking are requesting as a solution due to patrons affected by highway traffic.
- There are 53 stalls in the down town parking lot, 3 of those stalls are handicap accessible.
- The east side of the lot has 11 stalls and one of those is a handicap stall.
- If those 11 stalls were to be signed as one (1) hour parking that would leave 42 stalls for all day parking, 2 of those are handicap stalls.
- The second row in from the east in the down town parking lot is usually completely filled with staff that works in the down town core.
- It is estimated that 50% or approximately 25 stalls of the parking lot is utilized by staff from various businesses parking for the day.
- That leaves 17 additional stalls open (2 that are handicap) for patrons and visitors to the down town core.
- In addition while investigating this area traffic flow on the easterly alley of the parking lot is condensed and congested at times.
 - This area may benefit from one (1) way traffic flow that may for example only allow traffic to move in a direction from north to south but this would take signage and education to incorporate.

DISCUSSION/OPTIONS:

Administration recommends that as per Bylaw #1550, Council pass a resolution restricting the furthest east side of the parking lot to one (1) hour parking.

PROPOSED RESOLUTIONS:

Moved by Councillor _____ to make the furthest east row of the down town parking lot have a parking restriction of one (1) hour imposed.

APPLICABLE LEGISLATION:

- 1.) Bylaw # 1550 – Traffic Bylaw – Part 3, Section 3, Subsection (k)

PREPARED BY: Jason Hemmaway Peace/Bylaw Officer

APPROVED BY: Marian Carlson, CLGM – CAO

DATE: July 13, 2016



PS PHARMAZEE CORP. O/A CLARESHOLM PHARMACY
PO Box 580
Claresholm, AB T0L 0T0
403-625-3050 (Tel) 403-625-4817 (Fax)

RECEIVED

JUN 17 2016

June 16, 2016

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

Attention: Marian Carlson, Chief Administrative Officer

Dear Ms. Carlson:

Re: Downtown Parking Lot

Please accept this letter concerning public parking spots located directly behind my business, Claresholm Pharmacy, and other businesses that face Highway No. 2.

Currently there are ten spots parallel to the back alley and numerous other spots in the parking lot. Typically most of the parking spots are used by employees of businesses in the downtown area for at least 8 hours per day.

I would appreciate if the town would consider designating several spots as one hour parking for customers who frequent businesses that back onto these parking spots. A primary concern is the safety of seniors, particularly those with walking aids, accessing businesses from the back entrances.

Parking in front of the business is an option however a huge safety concern with the volume of large vehicle traffic. A staff member recently rushed to assist a senior who was trying to put a walker into their vehicle when the light changed and a semi-truck approached.

Having reliable and accessible parking is important for any business. While my employees are instructed not to park in the closest parking spots to keep them free for customers, employees from other businesses (even if I ask them nicely) are not so accommodating. As a result, prime parking spots are being taken up for long periods of time thus reducing easy access to my business and others. With a reliable supply of accessible public parking it would make is possible for me to potentially expand my business and increase employment opportunities.

I hope town council will take a serious look at this issue as I believe it is important for the survival of downtown businesses. It seems to me that having adequate customer parking in downtown is a priority over employee parking. Right now employee parking is dominating the prime parking spots and I hope council will take action to change this by implementing one to two hour parking limits.

Thank you for considering my request.

Warmest regards,

A handwritten signature in blue ink that reads 'Paul Zemplak'.

Paul Zemplak
Owner

Advice
for Life

Claresholm Pharmacy

P.O. Box 580, 4921 - 1st St W Claresholm, AB T0L 0T0
Phone: (403) 625-3050 • Fax: (403) 625-4817

August 3, 2016

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

Attention: Marian Carlson, Chief Administrative Officer

Dear Ms. Carlson:

Re: Downtown Parking Lot

Thank you for your letter dated July 29, 2016 in response to my June 16th letter requesting town council consider adding some short term parking behind the businesses facing highway #2.

I am very disappointed at town council's decision and bewildered at the logic councillors have used in deciding to add one hour parking in the locations now designated. The decision has not addressed the concerns of my business and those on highway #2 which are in a unique location facing a busy highway with difficult and unsafe access.

I am also disappointed that town council did not appear to even listen to their own parking administration and recommendations to designate up to eleven spots as one hour parking. The parking administrator spent at least a day talking to various businesses in the downtown core, gathering opinions that would aid him in his recommendations to council. Two of the three one hour parking spots decided are far from highway #2 businesses and do not address my concern for the safety of our seniors and also those with physical disabilities. Convenient, short term parking is critical for not only the seniors but other customers that want to access highway #2 businesses like mine. Right now employees of downtown businesses are taking up the most accessible parking for 6 to 8 hours per day.

Claresholm Pharmacy is an expanding business with the addition of successful home healthcare services and stationery services over the past five years. This has lead to increased short term traffic that should have accessible parking on a daily basis.

This mayor and town council have made it a goal to increase the business environment and expand commerce in the downtown area. Accessible and convenient customer parking is a key component of reaching this goal.

I would like town council to reconsider their decision made on July 21, 2016. Can you kindly schedule me to present as a delegation at the next allowable town council meeting?

Thank you and warmest regards,



Paul Zemplak
Owner, Claresholm Pharmacy



ALBERTA
MUNICIPAL AFFAIRS

*Office of the Minister
MLA, Lesser Slave Lake*

AR87073

October 26, 2016

Dear Chief Elected Officer:

Our government remains committed to working with our municipal partners to strengthen Alberta's communities. Encouraging and supporting collaboration among municipalities is part of this commitment through the Alberta Community Partnership (ACP) program.

I am pleased to announce that applications are now being accepted for the 2016/17 ACP Intermunicipal Collaboration (IC) and Municipal Restructuring (MR) components. These two components of the ACP provide grants to municipalities undertaking collaborative projects to improve services within their regions, or that may be undergoing certain types of municipal restructuring. The Municipal Internship and Mediation and Cooperative Processes components were launched in July 2016.

The IC component has been updated to align with the renewed focus on regional partnership mechanisms and the introduction of Intermunicipal Collaborative Frameworks under the proposed *Modernized Municipal Government Act*. With grants of up to \$200,000, eligibility under the IC component will be focused on municipal partnerships undertaking regional service planning projects. This primarily includes projects to develop frameworks for regional service delivery and land use, such as shared service agreements and regional land use plans. In addition, grant formulas under the MR component have been adjusted to better reflect anticipated costs and financial impacts of restructuring.

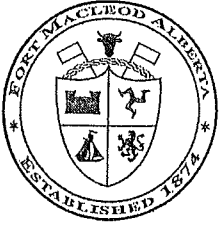
Details on the above and other program updates, and the application forms and program guidelines, can be found at <http://www.municipalaffairs.alberta.ca/alberta-community-partnership>. Please note that applications under the IC component are due by December 16, 2016.

I look forward to continue working with you to create vibrant and resilient communities across Alberta.

Sincerely,

Hon. Danielle Larivee
Minister of Municipal Affairs

cc: Chief Administrative Officer



Town of Fort Macleod

BOX 1420, FORT MACLEOD, ALBERTA, CANADA

TEL: (403)553-4425 FAX (403)553-2426

WWW.FORTMACLEOD.COM

October 12, 2016

Dear Fellow Council Members,

RE: FORT MACLEOD 35th ANNUAL SANTA CLAUS PARADE
SATURDAY, NOVEMBER 26, 2016

On behalf of the citizens of Fort Macleod and District, I would like to extend a personal invitation to you to attend our 35th Annual Santa Claus Parade on Saturday, November 26th.

This year's festival theme is "Sleigh Bells Ringing" and will feature several marching bands, floats and activities for the entire family.

DIGNITARIES are welcome to ride in the rental carriage (which seats 12 people) if you are not participating with another vehicle or float. If you wish to ride in the carriage please RSVP to Jill Henderson at 403-553-4425 or at hr@fortmacleod.com. Space is limited and will be filled on first come first serve basis. We will be meeting behind the Town Office, 236 23rd Street (Chief Red Crow Boulevard), no later than **10:15am**. Stop at the Town Office and grab a warm coffee or tea prior to the parade. If you have any signage please bring it with you for the carriage.

Moonlight Madness and Annual Tree Lighting: Friday November 25, 2016

Rather than hosting the annual Dignitary Luncheon, Council will be hosting a community event on the evening of Friday November 25th for the Moonlight Madness and Annual Tree Lighting. Free beef on a bun will be served from 5:30-7:00pm on Main Street for the first 250 people, please accept our invitation and come celebrate with our community.

Season's Greetings!

Brent Feyter
Deputy Mayor

BF/jh



Delivered by Email

November 4, 2016

Mayor Rob Steel
Members of Council
Town of Claresholm

Dear Mayor Steel (and Members of Council),

As a proudly Canadian company, Shaw is committed to investing in programs that build strong communities for young Canadians for generations to come. In celebration of our heritage, we want to do something special for Canada's sesquicentennial next year – so we're granting 150 birthday wishes that celebrate the people and organizations making Canada a better place for kids.

Starting October 4, 2016, Shaw is accepting applications for youth-focused projects that are celebrating Canada's 150th birthday, local celebration events or everyday Canadians making a difference for kids and youth in our communities. Through 2017, Shaw will bring these wishes to life by shining a spotlight on the amazing work Canadians are doing to enrich our nation, sharing their inspiring stories and providing grants so they can continue to make our country great.

Canadians can submit birthday wishes for Canada at Shaw.ca/Canada150 in the following three categories:

- 1. Nominate an outstanding Canadian:** If someone you know is going above and beyond for youth or kids in your community, [nominate them](#) and they could receive a \$1,500 grant from Shaw to support a local youth-focused charitable organization of their choosing. Nominations can include Canadians who are outstanding volunteers or those that are passionate about youth-focused issues in their community.
- 2. Seek support for Canada 150 celebration events:** If you know of a non-profit or charitable organization that is planning a local event to celebrate Canada's 150th birthday with a focus on children and youth, you should encourage them to [apply for a grant from Shaw](#).
- 3. Request funding for a Canada 150 project:** If you know of a youth-focused charity that's planning a Canada 150 initiative and could use some additional support, encourage them to submit an [application for funding](#).

Attached are some materials to help you share this campaign with your constituents and colleagues.

To learn more about Shaw's Canada 150 initiative, please visit Shaw.ca/Canada150.

Alternatively, if you have any questions please don't hesitate to contact me at (403) 930-9511 or by e-mail at Ian.Phillips@sjrb.ca.

Best Regards,

Ian Phillips
Manager of Government and Regulatory Affairs
Shaw Communications Inc.

cc: MLAs

From: Grove, John [<mailto:John.Grove@AltaLink.ca>]
Sent: Monday, October 31, 2016 1:44 PM
To: 'Larry Spilak'; 'Harry Riva Cambrin'; 'Heather Hemingway'; 'cindy@mdwillowcreek.com'; 'Craig Snodgrass'; 'James Thackray'; External Rob Steel; Marian Carlson; 'administration@fortmacleod.com'
Cc: Janssen, Jack; Toupin, Ed; Feick, Hejdi
Subject: AltaLink's 911L Salvage

Dear Municipal Stakeholder:

Today, as part of my commitment to keep you informed of our projects in your area, I'm pleased to send you the Notice of Application Filing Letter being mailed to the landowners and stakeholders located near the 911L. AltaLink will not be providing your municipal office with printed versions of this material.

The Project, if approved, includes:

- The 911L being salvaged parallels the new SFTP line from the Fort Macleod area to just south of Aldersyde and is approximately 116 kilometres long.
- In addition to the 911L salvage, three smaller and short lines (138 kV) will be removed west of Fort Macleod and several circuit breakers will be removed from the Peigan Substation.

More information can be viewed at:

www.altalink.ca/projects/view/217/911-transmission-line-removal

AltaLink is available to answer any questions and can be contacted at:

AltaLink

1-877-267-1453 (toll-free)

E-mail: stakeholderrelations@altalink.ca

Website: www.altalink.ca/regionalprojects

The application can be viewed at the Alberta Utilities Commission (AUC)

1-780-427-4903

(You can call toll-free by dialing 310-0000 before the number.)

E-mail: utilitiesconcerns@auc.ab.ca

Please call or email me if you have any questions or if you are interested in meeting with AltaLink to discuss this project. My contact information is shown below.

Sincerely,

John Grove

Manager, Municipal and Community Affairs South

P: (403) 387-8273

C: (403) 519-7426

E: john.grove@altalink.ca

AltaLink – a Berkshire Hathaway Energy company

2611 – 3rd Avenue SE

Calgary, Alberta, T2A 7W7

www.altalink.ca



October 26, 2016

911L Transmission Line Removal Notice of application filing

Thank you for your ongoing participation in the 911L Transmission Line Removal project. We submitted an application for the project to the Alberta Utilities Commission (AUC) on October 14, 2016.

Next steps

The AUC will review the application and can approve, approve with conditions or deny the project. The AUC may also host a hearing regarding the project. To learn more about the AUC process and how you can become involved please visit www.auc.ab.ca.

We will notify you of the AUC's decision regarding the project. If the project is approved, salvage activities could begin in November 2016 and will take approximately two years to complete.

Where construction activities are required to take place on private property, we will contact you in advance to discuss the specific dates and times we will require access to your property.

If the project is approved, you may see or hear the following during the construction process:

- noise and construction crews
- crews dismantling and removing structures
- trucks hauling structures from the project site

The application

The application can be viewed on the AUC's website at www.auc.ab.ca.

To access the application, click on the 'eFiling System Login' button on the left side of the page and log in to your eFiling account. If you do not have an account, select 'New Account' and follow the steps onscreen. Please note any questions or concerns regarding account creation and management should be directed towards the AUC at info@auc.ab.ca.

Once your account has been created and you have successfully logged in, enter 22078 into the 'Go to...' search bar on the left side of the page to locate the application. Alternatively, you can navigate to 'Find', click 'Proceedings' and enter "911L Transmission Line" into the 'Description' search bar.

If you have any issues accessing the application, please contact us at the details below and we will mail a copy of the application to you.

Project background and update

The 911L transmission line is no longer required due to the construction and energization of the 1037L/1038L transmission lines, which were part of the South Foothills Transmission Project.

AltaLink has applied to:

- salvage approximately 116 kilometres of the existing 911L transmission line between the area south of Aldersyde and the northern boundary of the Piikani Nation reserve lands
- salvage approximately 5 kilometres of the existing 725CL transmission line located south of the Town of Fort Macleod

Please note that in the December 2015 project newsletter, AltaLink had proposed to salvage approximately 160 kilometres of transmission line. However, AltaLink has applied to salvage only approximately 121 kilometres of transmission line at this time. The remaining transmission line facilities are on and near Piikani Nation reserve lands. One or more applications may be submitted, in coordination with TransAlta, following consultation with the Piikani Nation and other stakeholders regarding the salvage of the remaining transmission facilities.

Additionally, the two 138 kV circuit breakers at the Peigan Substation that were originally planned to be salvaged as part of the current application will not be salvaged at this time and may instead be included as part of a future application.

Contact us

AltaLink is available to gather any further input you have or address any questions or concerns. Please contact us at stakeholderrelations@altalink.ca or 1-877-267-1453.

Further information about this project and maps are available at:
www.altalink.ca/projects/view/217/911-transmission-line-removal

Sincerely,



Dave Lee
Manager, Consultation

Karine Wilhauk

From: Tom Campbell <tcampbell@campaign-office.com>
Sent: Wednesday, October 26, 2016 9:23 PM
To: Karine Wilhauk
Subject: Royal Canadian Legion Veterans & Troops Support/Remembrance Ad
Attachments: Town of Claresholm Veterans Ad.pdf; Ratesheet.pdf

Importance: High

Hello Mayor Steel & Council,

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

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

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

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

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

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

Best Regards,

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



Alberta-Northwest Territories Command The Royal Canadian Legion

“Military Service Recognition Book”

Dear Sir/Madam:

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

The **Alberta-NWT Command** is very proud to be printing **10,000 copies** of a **“Military Service Recognition Book”**, scheduled for release by March 31, 2017, to help identify and recognize many of our brave **Veterans** who served our Country so well during times of great conflict. This annual publication goes a long way to help the Legion in our job as the **“Keepers of Remembrance”**, so that none of us forget the selfless contributions made by our **Veterans**.

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

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

Thank you for your consideration and or support.

Sincerely,

Chris Strong
President

The Town of Claresholm has supported this publication since 2008 with a 1/4 page ad.
2008-2011 - \$404.76 + GST
2012-2015 - \$423.81 + GST
The cost remains unchanged this year. KW



**Alberta-Northwest Territory Command
The Royal Canadian Legion**

“Military Service Recognition Book”

Advertising Prices

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

G.S.T. Registration # R12 397 0410

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

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



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





Claresholm

Claresholm answered the call

1914 - 1918

1939 - 1945



www.townofclaresholm.com

Help Rewrite the Future of Our Community

You're Invited to Join the Conversation

Volunteer Alberta and the Claresholm FCSS, through the support of the Community Foundation of Lethbridge and Southwestern Alberta (CFLSA), have partnered to provide a unique opportunity that will impact the direction and future of our community.

Facilitators from Unstoppable Conversations will be leading us in what promises to be a transformative experience for our community. This process will be unlike ANY other we have ever witnessed or engaged in.

The Unstoppable Conversations sessions are slated for:

- **November 18 from 1-9pm**
- **November 19 from 9 – 5pm**
- **Location: Willow Creek Composite High School, Claresholm AB**

This is **NOT** more talk, strategic planning, sticky notes, or a pep rally. It is not “expert advice” or more tips on how to “improve” our community. This is **NOT** a conversation about increasing your workload or commitments.

This session will be one-of-a-kind, no nonsense, inclusive conversation, the likes of which has already created breakthroughs in multiple communities across the province. These two days together will be the beginning point for us working together in new ways that ignite possibilities in our community.

*We invite **YOU** to be part of this conversation.*

Why should you take time out of your busy life to join the conversation?

You will see what others don't, say what others won't, and do what others can't. You will walk away knowing you made a real difference and with *at least* two powerful tools that can transform your own life! Also, there will be food!

Please RSVP to: claresholmfcss@shaw.ca , or call **403-625-4417** no later than **Thursday November 10, 2016**. For more information on the process please visit unstoppableconversations.com.

Claresholm Economic Development
124 – 50th Ave W, Claresholm, AB T0L 0T0
Tel (403) 489-0762
Fax (403) 625-3869
edo@townofclaresholm.com
www.townofclaresholm.com/do-business/economic-development/



NOVEMBER 10, 2016

Claresholm Mayor & Council

221 – 45th Ave W, Claresholm, AB T0L 0T0

Dear Mayor & Council,

Please accept the following motion as information related to the Axia Fibre delegation at the November 14, 2016 Council meeting;

At the November 7, 2016 meeting of the Economic Development Committee, the following motion was passed;

- 'Ali Shivji moved, seconded by Doug Leeds, that the Claresholm Economic Development Committee has considered the currently available options for Fibre Optic internet service and support Axia in their efforts to reach their minimum required threshold to justify a build and service to the Town of Claresholm. This is in response to our recognized need, both current and future, for these services in our business community.'

PASSED

Any and all information, including the due diligence process followed by the Economic Development Committee, can be made available to Council upon request.

Sincerely,

A handwritten signature in blue ink, appearing to read "Justin Sweeney", is written over a light blue scribbled background.

Justin Sweeney
ECONOMIC DEVELOPMENT OFFICER



REQUEST FOR DECISION

Meeting: November 14, 2016
Agenda Item: 13

CLARESHOLM & DISTRICT HEALTH FOUNDATION 10TH ANNUAL GALA – NOVEMBER 26, 2016

DESCRIPTION:

The Claresholm & District Health Foundation is asking for the Town's support of their annual gala to be held on Saturday, November 26, 2016.

BACKGROUND:

Tara Bishoff, Foundation Coordinator, sent an email to Karine Wilhauk on October 13, 2016 with the Health Foundation's yearly request attached. As Karine was away, the request was missed as part of the funding requests reviewed in October. As Tara did submit her request in a timely fashion, it is being added to the Agenda at this time.

Tara has completed the Application for Donation form as required by Policy #CEDC 12-15.

DISCUSSION/OPTIONS:

1. The Town of Claresholm has supported the Health Foundation's Annual Gala each year since they started this project in 2007.
2. The Town has always supported the Foundation at the Silver level, which is \$500.

RECOMMENDED ACTION:

Council pass a resolution to support the Claresholm & District Health Foundation's 10th Annual Gala to be held November 26, 2016.

PROPOSED RESOLUTION:

Moved by Councillor _____ to support the Claresholm & District Health Foundation's 10th Annual Gala to be held November 26, 2016 in the amount of \$500.

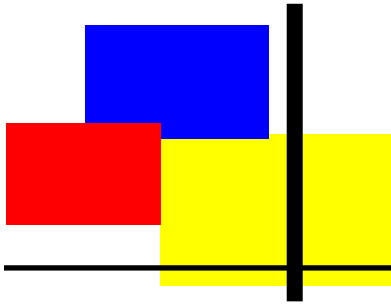
ATTACHMENTS:

1. Correspondence from the Claresholm & District Health Foundation.
2. Sponsorship Levels.
3. Completed Application for Donation.

PREPARED BY: Karine Wilhauk, Finance Assistant / Communications Administrator

APPROVED BY: Marian Carlson, CLGM, CAO

DATE: November 8, 2016



Claresholm & District Health Foundation

October 13, 2016

Town of Claresholm
Box 1000
Claresholm, Alberta T0L 0T0

Email: karine@townofclaresholm.com

Dear Mayor & Council;

The Claresholm & District Health Foundation is excited to host our **10th Annual GALA** on **Saturday, November 26, 2016** at the **Claresholm Community Centre**. GALA has become a successful fundraiser and offers our communities "An Evening Out On the Town, In Town". Patricia Conroy will be taking the stage and Trevor Panczak will join her. This acoustic show will amaze you and it is the best entertainment dollar you can spend! The evening's format will be as you have come to expect: a delicious meal, by Kieth @ Roy's Place, followed by a show that will have you talking for weeks.

THANK YOU for helping The Foundation purchase over \$1.5 Million Dollars worth of equipment to increase patient safety and improve local health care! Currently, we are fundraising for a Pain Management Clinic at the Claresholm General Hospital. Your support truly makes a real and recognizable difference in Local Health Care. THANK YOU!!!

The Foundation's Mission is to meet evolving local health care needs and thanks to support like yours we are fulfilling our goals. We are very fortunate to have a state-of-the-art health care services right here in Claresholm. Money Raised Here, Stays Here. Thanks for being part of our team!

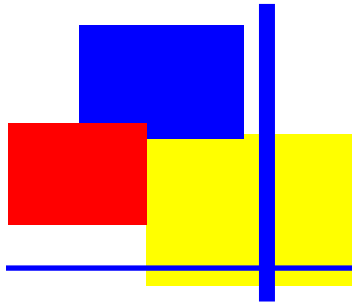
Kindly consider becoming a sponsor again this year. Enclosed please find the sponsorship information for your review. Perhaps this is a fit for you Christmas Party.

Please join us to enjoy this wonderful evening out in support of the Claresholm & District Health Foundation look forward to speaking with you soon to learn if GALA is a fit this year. Thank you for considering this request.

Sincerely,

Tara

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



Claresholm & District Health Foundation

10th ANNUAL GALA Saturday, November 26, 2016 SPONSORSHIP OPPORTUNITIES

Double Platinum Sponsor \$3000.

16 Tickets – Reserved Priority Seating – 2 Tables
Verbal Recognition at the Event
Signage with Logo at the Event
Logo Recognition in the Claresholm Local Press

Platinum Sponsor \$2000.

8 Tickets – 1 Table
Verbal Recognition at the Event
Signage with Logo at the Event
Logo Recognition in the Claresholm Local Press

Gold Sponsor \$1000.

4 Tickets
Signage with Logo at the Event
Recognition in the Claresholm Local Press

Silver Sponsor \$500.

2 Tickets
Signage Recognition at the Event
Recognition in the Claresholm Local Press

The Town of Claresholm
has sponsored the
Claresholm & District
Health Foundation at this
level since 2007.

Bronze Sponsor \$300.

Signage Recognition at the Event
Recognition in the Claresholm Local Press

Town of Claresholm Application for Donation
(As per Policy #CDEC 12-15)



Date of Application: Oct. 12/16

Date of Event: Nov. 26/16

1. Applicant Information

Name of Applicant: Claresholm District Health Foundation

Address: Box 2638

Contact Person: Tara Bischoff

Phone, Fax, Email: tarabischoff@cahs.ca

2. Type of Organization: (circle)

ARTS/CULTURE

RECREATION/SPORTS

EVENT

OTHER(specify)

Health Care

3. Is the Organization registered with Revenue Canada as a Charity? (circle)

YES

provide registration date & # 1999

NO

4. Is the Organization incorporated as a non-profit organization? (circle)

YES

provide registration date & # 866372873 NO

RR0001

5. Type of Donation: (check and explain)

DONATION - Financial Assistance (explain):

IN-KIND CONTRIBUTION - Fee Waiver (explain):

IN-KIND CONTRIBUTION - Service, Equipment or Material Provision (explain):

COMMUNITY PROJECT FUNDING - (explain):

SPECIAL EVENT - (explain):

10th Annual GALA

COMMUNITY EVENT - (explain):

Other (explain):

Amount (value) Requested: \$500.-

6. Details of how the funds will be expended:

CURRENTLY, THE FOUNDATION IS FUNDRAISING FOR A PAIN MANAGEMENT CLINIC (IN X-RAY @ GENERAL HOSPITAL). TOTAL COST OF EQUIPMENT TO COMPLEMENT C-ARM (fluoroscopic technology) IS \$18,650.-.

7. Previous Donations

Has your organization received donation from the Town of Claresholm in the past? If so, please explain the amount and use of these donations.

Date	Amount	Use of Funds
since 2006 council has chosen to support this fundraiser.	\$500.-	Greatest Needs Projects.

8. Organizational Information

What services or activities does your organization provide to the Town of Claresholm residents? (Please attach a list of membership/executive)

TOP NOTCH HEALTH CARE LOCALLY!

Describe in broad terms the principal objective of your organization or initiative:

MISSION: TO MEET EVOLVING LOCAL HEALTH CARE NEEDS.

What we do here, we do well - Thanks to contributions like yours!

How will your organization acknowledge the Town's donation?

2 TICKETS
Signage @ Event
Recognition in the Local Press
Thank You Ad.

9. Is a copy of the organization's budget attached?

YES

NO

10. Please provide a detailed list of all sources of funding for the organization.

Funding Source	Amount	Recommended Use of Funds
Alberta Health Services	\$34,800.	Administration. to raise money.

**Claresholm & District Health Foundation
Board of Directors
2016**

Name	Address	DOB	Contact	Joined
Roger Reid (Darleen) <i>Chair</i>	Box 926 Claresholm, AB T0L 0T0	28 April 1967	(h) 625-3773 (c) 682-6970 roger@claresholmtims.com	2015 (June)
Joyce Milton (Bob) <i>Vice Chair</i>	Box 3119 Claresholm, AB T0L 0T0	21 Sept. 1959	(h) 625-4502 joyonly@telus.net	2013 (Sept)
Karen Bishop (Merv) <i>Treasurer</i>	Box 1181 Claresholm, AB T0L 0T0	29 July 1944	(h) 625-3521 (c) 682-8048 kfbishop5@shaw.ca	2008 (Nov)
Elaine Clay (Jamie) <i>Secretary</i>	Box 1252 Claresholm, AB T0L 0T0	28 Jan. 1966	(h) 625-2562 (c) 625-0746 clay-ej@telusplanet.net	2012 (June)
Keith Alder (Karen)	Box 3193 Claresholm, AB T0L 0T0	30 July 1946	(h) 625-4497 (c) 625-6263 kta14@shaw.ca	2008 (Sept)
Dr. Jeff Jones (Sue)	Box 2580 Claresholm, AB T0L 0T0	1 June 1960	(h) 625-3665 (w) 625-4484 jjones@porcupinehills.ca	2008 (Sept)
Lis Gillespie (Dennis)	Box 51 Stavely, AB T0L 1Z0	14 April 1959	(h) 549-3997 (w) 625-3188 lisg@platinum.ca	2012 (Jan)
Charles Leeds (Pat)	Box 927 Claresholm, AB T0L 0T0	26 Jan. 1945	(h) 625-2279 cleeds927@gmail.com	2014 (Nov)
Sharon Lange	Box Stavely, AB T0L 1Z0	11 Jan. 1983	(h) 403-549-2556 11sharon@gmail.com	2016 (Sept.)



REQUEST FOR DECISION

Meeting: November 14, 2016
Agenda Item: 14

LETTER OF SUPPORT – WILLOW CREEK AG SOCIETY

DESCRIPTION:

The Willow Creek Agricultural Society is applying to the Community Initiatives Program (CIP) Grant for a new tractor and requires a letter of support from Council.

BACKGROUND:

The Willow Creek Agricultural Society operates the Claresholm Agriplex, which is a Town of Claresholm facility. The Agriplex is a very busy venue year-round and the Society applies for grants as much as possible. As this is a Town-owned facility, the Society requires a letter of support from the Town of Claresholm. The Agriplex is very active and brings a lot of people into our community. At this point, they are applying for the CIP grant to cover the cost of a new tractor.

COSTS/ SOURCE OF FUNDING:

1. None.

RECOMMENDED ACTION:

1. Council pass a motion to write a letter of support for the Willow Creek Agricultural Society's application to the Community Initiatives Program (CIP) for the purpose of purchasing a new tractor.

PROPOSED RESOLUTION:

1. Moved by Councillor _____ that administration write a letter of support towards the Willow Creek Agricultural Society's application to the Community Initiatives Program for the purpose of purchasing a new tractor.

Applicable Legislation: Not applicable.

ATTACHMENTS:

- 1.) Email from David Hansma of the Willow Creek Ag Society.

APPLICABLE LEGISLATION:

- 1.) N/A

PREPARED BY: Karine Wilhauk, Finance Assistant

APPROVED BY: Marian Carlson, CLGM - CAO

DATE: November 8, 2016

Karine Wilhauk

From: Claresholm Agriplex <clhmagriplex@telus.net>
Sent: Wednesday, October 26, 2016 3:09 PM
To: Karine Wilhauk
Subject: Letter of Support
Attachments: CCF20161026_00000.jpg

Hi Karine,

I am going to re-apply to the Community Initiatives Programs to purchase a new tractor for the Agriplex and require a new Letter of Support similar to the one attached.

Thanks,

Dave



REQUEST FOR DECISION

Meeting: November 14, 2016
Agenda Item: 15

FORTIS ALBERTA INC. STREETLIGHT LED CONVERSION

DESCRIPTION/BACKGROUND:

Fortis Alberta Inc. has contacted the Town of Claresholm in regards to converting their existing streetlights to LED. As stated in the attached information package, the project is slated (upon approval) for 2017-2018. There are significant environmental impacts as well as energy savings and the lights are dark sky friendly, allowing visibility on the street to increase.

Please note this program is for the existing Fortis street lights and not for decorative style lighting or lights owned by the Town of Claresholm. This program can reduce maintenance costs and increase the life span of the lights.

COSTS/ SOURCE OF FUNDING (if applicable):

There is no initial cost and cost is recovered through annual billing (see attached chart).

RECOMMENDED ACTION:

Council pass a resolution to sign the acceptance letter from FortisAlberta Inc. to participate in the Streetlight LED Conversion Offer.

PROPOSED RESOLUTIONS:

Moved by Councillor _____ to participate in the Streetlight LED conversion offer put forward by FortisAlberta Inc.

ATTACHMENTS:

- 1.) Correspondence from FortisAlberta dated November 1, 2016.
- 2.) Information package - FortisAlberta

APPLICABLE LEGISLATION:

- 1.) N/A

PREPARED BY: Tara VanDellen, Development Officer

APPROVED BY: Marian Carlson, CLGM, CAO

DATE: November 8, 2016



Merlin MacNaughton
Stakeholder Relations
Manager
Customer Service

FortisAlberta Inc.
1600-10 Street S.E.
High River, AB T1V 1M5
403-652-5420
merlin.macnaughton@fortisalberta.com
www.fortisalberta.com

Nov.1, 2016

MS. MARIAN CARLSON
CHIEF ADMINISTRATIVE OFFICER
TOWN OF CLARESHOLM
PO BOX 1000
CLARESHOLM AB T0L 0T0

Dear Ms. Carlson,

Subject: Streetlight LED Conversion Option Offer

FortisAlberta worked with the Alberta Urban Municipalities Association to conduct a community assessment project to address municipal interest in Light Emitting Diode (LED) lighting technology. This project demonstrated that savings could be achieved with the use of LED technology by lowering consumption and reducing maintenance costs during the life of the fixtures. In addition, the technology supports environmental programs to reduce greenhouse gas emissions, which align with community environmental stewardship initiatives.

At your request, FortisAlberta is pleased to assess your needs and offer an LED conversion solution for your community. Upon acceptance of this offer, FortisAlberta will identify existing high pressure sodium (HPS) fixtures that qualify for conversion to energy-efficient LED fixtures. Qualifying fixtures include those that are currently billed on Street Lighting Service (Investment Option) Rate 31, and are not decorative style streetlighting, yard lighting or streetlights owned and operated by your municipality.

The replacement of traditional HPS streetlights with LED lighting offers the following benefits:

- provides clearer and more consistent light quality;
- lowers energy consumption;
- improves safety and night visibility due to general light output, uniformity and higher color temperature (more vibrant white light);
- increases the life span of the fixture;
- reduces maintenance costs; and
- decreases the environmental footprint with no mercury, lead or other known disposable hazards.

The net incremental distribution cost of the conversion from existing HPS streetlights to LED streetlights will be addressed by applying a factor of 1.10 to the existing Rate 31 daily service charge, or an increase of approximately 10 per cent to the distribution charge. Subject to the Alberta Utilities Commission's approval, this factor is proposed to be billed as a "Maintenance Multiplier" for LED lighting conversions. The net incremental distribution cost consists of the installation of the new LED fixtures and the expected per fixture operating and maintenance savings associated with LED lighting.

The reduced energy consumption of the LED fixtures would provide savings that will be reflected in the transmission (including flow-through transmission riders) and retailer energy portions of your electricity bill. These savings for your community are estimated and included in the presentation.

Please review and sign the attached acknowledgement form. We will share this signed document with the Alberta Utilities Commission to confirm your expression of interest in our LED conversion.

Yours truly,

A handwritten signature in blue ink, consisting of a large, sweeping initial 'M' followed by several smaller, connected loops and a long horizontal stroke extending to the right.

Merlin MacNaughton
Stakeholder Relations Manager

On behalf of the Town of Claresholm, the undersigned hereby acknowledges and agrees that:

- a) Your acceptance of this proposal will constitute a formal request to FortisAlberta to proceed to the next steps of an LED conversion option outlined for your community;
- b) This acceptance will form part of our submission to the Alberta Utilities Commission to acknowledge your acceptance of the implementation of the “Maintenance Multiplier”;
- c) The acceptance of this proposal confirms that the multiplier of 1.10 will be applied to the Rate 31 Distribution Component fixture service charge, which is amended and approved by the Commission from time to time, to arrive at the distribution charges for all fixtures that have been converted to LEDs in your community;
- d) This acceptance confirms your understanding that the “Maintenance Multiplier” may be amended and approved by the AUC from time to time. The multiplier factor may also be discontinued as a result of further application to the AUC;
- e) FortisAlberta will proceed with the implementation of this offer if and when the AUC acknowledges and approves the use of the “Maintenance Multiplier” for the purpose of converting fixtures from HPS to LED;
- f) In its capacity as an electric distribution service provider to the Municipality, FortisAlberta has presented all material required to make an informed decision;
- g) The costs and savings presented in this offer, along with other materials presented, are estimates only and are for illustrative purposes. The electricity service costs and savings will ultimately depend on the AUC-approved FortisAlberta distribution tariff, which is adjusted and approved by the Commission periodically, as well as, the retail energy costs as set by your retailer.

The Town of Claresholm

Chief Administrative Officer

Date

LED Conversion Option

Town of Claresholm

October, 2016

Merlin MacNaughton



FORTIS
ALBERTA

MISSION  **ZERO**
Bring it Home Preventable
Injuries

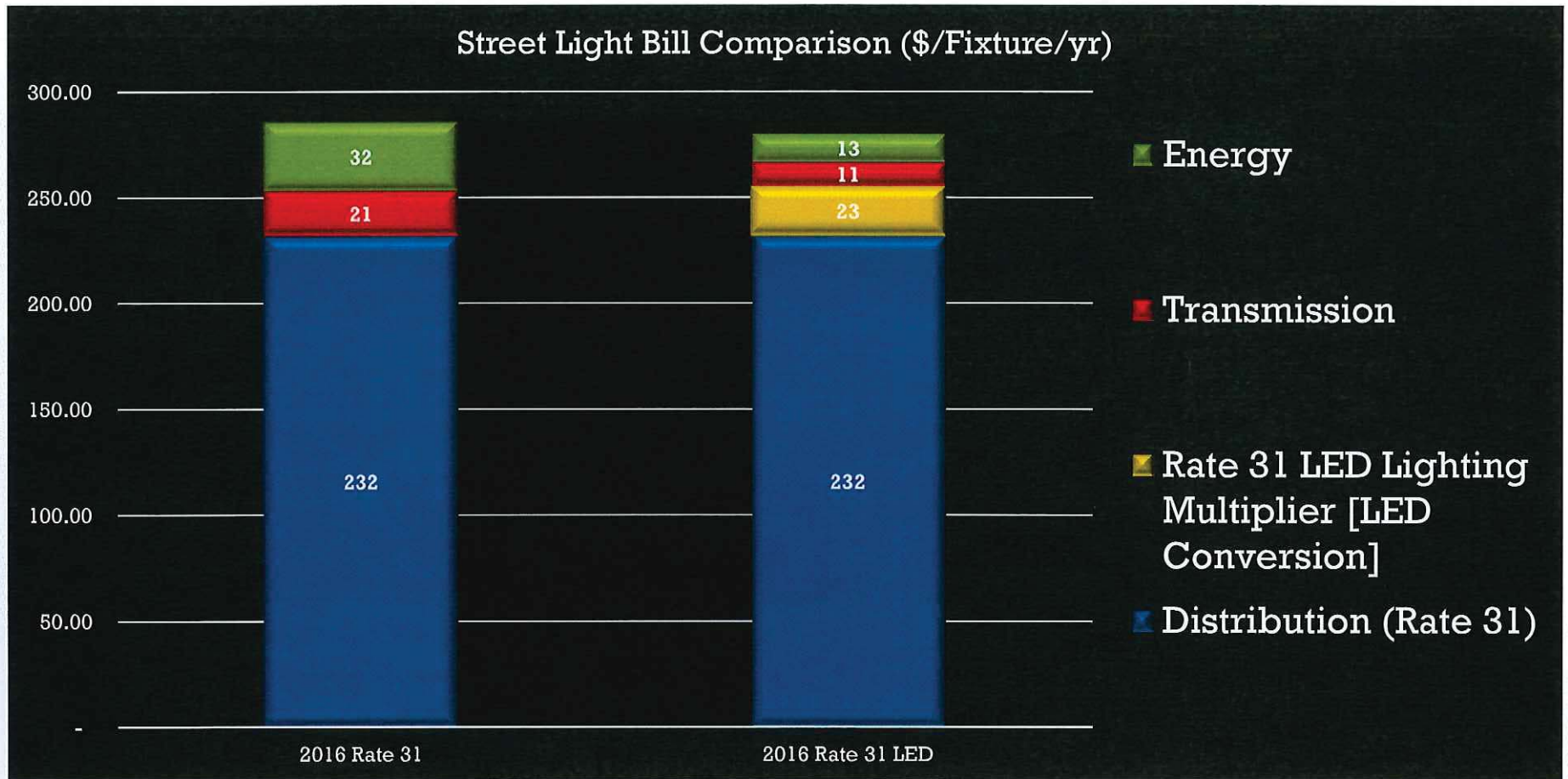
Environmental Impacts

- **Claresholm** will save approx. **174,700 kWh/year**
Equivalent to:
 - Taking **24** cars off the road
 - Operating **22** homes
 - Planting **5,124** trees per year
- HPS recycled components
- Dark Sky Friendly - up light rating is 0

Billing Solution - Multiplier

- Maintenance Multiplier – Adjustment to Streetlight Rate (Rate 31)
 - No Upfront Costs
 - Immediate Conversion
 - Simple Billing Implementation
- Multiplier calculation:
 - conversion costs – maintenance savings = 10%

Streetlight Bill Impacts



*Depicts average streetlight bill in FortisAlberta's service area without rate riders

**Energy rate used = 4.95 cents

Annual Streetlight Bill Comparison

Bill Comparison	Annual 2016 Rate 31	Annual 2016 Rate 31 LED	Annual Difference
Distribution (Rate 31)	\$231.96	\$231.96	-
Rate 31 LED Lighting Multiplier [LED Conversion]		\$23.32	\$23.32
Transmission	\$21.17	\$11.23	(\$9.94)
Energy	\$32.43	\$13.34	(\$19.09)
Total Bundled Bill not including riders	\$285.55	\$279.85	(\$5.71)

*Depicts average streetlight bill in FortisAlberta's service area without rate riders

**Energy rate used = 4.95 cents



REQUEST FOR DECISION

Meeting: November 14, 2016
Agenda Item: 16

NON-OPERATING LANDFILL MONITORING PROPOSAL

DESCRIPTION / BACKGROUND:

The Town of Claresholm has a non-operating landfill located at the intersection of Division Avenue and 2 Street East which, because of setback distances in the Alberta Subdivision and Development Regulation, restricts certain types of development within 300 metres of the boundary of the non-operating landfill. The Town of Claresholm submitted a request to Alberta Environment for the consent to vary the landfill setback in February of 2016. Alberta Environment is requesting additional materials. With only one report (from TetraTech) they feel there is not sufficient data to vary the setback. However, they suggest the Town of Claresholm could perform additional testing (reports through the year) to determine any effects or differing data and re-submit for further review.

Administration has met with TetraTech in regards to a proposal for additional monitoring in response to the additional requirements from Alberta Environment. TetraTech proposes three additional monitoring events, and additional groundwater sampling (twice). The fee for the entire project; data, fieldwork, evaluation, and reporting has a total cost of \$25,700 excluding GST. The project may commence once approved and carry on until summer 2017.

COSTS/ SOURCE OF FUNDING (if applicable):

The funding for this project will be allocated through the 2017 budget process.

PROPOSED RESOLUTIONS:

The Town of Claresholm has established the goal to streamline development processes and procedures in the 2015-2017 Strategic plan and has established the goal to be proactive in identifying and describing hazard lands with development constraints such as contaminated soils in the Municipal Development Plan (Bylaw 1490, Section 10.3.8). In order to accomplish these goals it is necessary to continue to bring clarity and certainty to the statue of development restrictions relating to the non-operating landfill, therefore it is recommended to accept the proposal from TetraTech for further monitoring according to Alberta Environment and Parks recommendation.

RECOMMENDED ACTION:

Moved by Councillor _____ to accept the proposal from TetraTech for further monitoring of the non-operating landfill according to Alberta Environment and Parks recommendation.

ATTACHMENTS:

- 1.) N/A

APPLICABLE LEGISLATION:

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

PREPARED BY: Tara VanDellen, Development Officer

APPROVED BY: Marian Carlson, CLGM - CAO

DATE: November 8, 2016



REQUEST FOR DECISION

Meeting: November 14, 2016
Agenda Item: 17

REGULAR COUNCIL MEETING DATE – DECEMBER 2016

DESCRIPTION:

Administration is requiring Council's decision regarding the schedule of the regular meeting date for December 2016.

BACKGROUND:

Each year, Council typically only holds one meeting in the month of December. December is normally quieter and therefore one meeting is usually sufficient.

DISCUSSION/OPTIONS:

1. The last meeting in November is the 28th.
2. Suggested meeting date for December is Monday, December 12, 2016.
3. First meeting in 2017 will be Monday, January 9th.

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 meeting date for December 2016 to the proposed date or a date recommended by Council.

PROPOSED RESOLUTION:

Moved by Councillor _____ to set _____ as the only regular Council meeting date for December 2016.

Attachments:

None.

Applicable Legislation: Not applicable.

PREPARED BY: Marian Carlson, CLGM, CAO

APPROVED BY: Marian Carlson, CLGM, CAO

DATE: November 3, 2016



INFORMATION BRIEF

Meeting: November 14, 2016

Agenda Item: 18

STAT HOLIDAY SHIFT – AQUATIC CENTRE & SANITATION / RECYCLING STAFF

DESCRIPTION:

The Infrastructure Services Department is informing Council of a change in the Christmas Stat holiday due to the days off. Currently the Stat Holidays for Christmas 2016 are Boxing Day (Monday the 26th) and Tuesday (the 27th). This would create two days in a row of no recycling or sanitation staff. The recycling and sanitation staff had requested their stat holiday be moved to December 23rd (Friday) instead of December 27th (Tuesday). This would create 2 four day weeks as opposed to one 3 day week, allowing staff to efficiently pick up recycling and garbage with minimal disruption to residents. As per the attached holiday hours for the Willow Creek Regional Landfill, the landfill will be closed December 23rd and open on December 27th. These hours will coincide with the amended sanitation schedule.

The Aquatic Centre staff had also requested the change to allow for lesson scheduling. This will allow for the two four day weeks to also minimize disruption to programming and pool users. The Aquatic Centre and Sanitation, Recycling Staff understand that they will not be compensated differently than if the schedule had not been altered.

November 2, 2016 Administration received a letter approving the request from CUPE Local 3023. The change will be noted in the Town News to alert residents of holiday garbage and recycling pickup as well as the Aquatic Centre hours.

ATTACHMENTS:

- 1.) Letter from CUPE Local 3023
- 2.) Willow Creek Regional Landfill Holiday Hours

APPLICABLE LEGISLATION:

- 1.) N/A

PREPARED BY: Mike Schuweiler, Director of Infrastructure Services

APPROVED BY: Marian Carlson, CLGM - CAO

DATE: November 8, 2016

November 2, 2016

To: Town of Claresholm Administration

From: Jason Hemmaway, C.U.P.E. 3023 President

A few of the union employees have requested to be allowed to change their shifts at Christmas for specific reasons. The Sanitation and Recycling staff have asked if they can have Friday, December 23rd and Monday December 26th off instead of the currently scheduled December 26th and 27th. This is solely for the purpose of efficiency and access to the Land Fill. This would allow them to have two four day weeks as opposed to one 3 day week and 1 five day week. The garbage pickup and recycling pickup are on the same days so it would be necessary to have these 3 staff work on the same days.

The Aquatic Centre would like to change to the above days as well for lesson scheduling reasons.

Please note the staff affected are aware that they will not be compensated any differently than they would have if the schedule wasn't altered.

We are aware this is a late request but are hoping that these few staff members can be accommodated.

Sincerely



Jason Hemmaway
C.U.P.E. Local 3023 President



Willow Creek Regional Landfill

Holiday Hours

<i>December 19th to 22nd</i>	<i>9 a.m. to 4:30 p.m.</i>
<i>December 23rd</i>	<i>Closed</i>
<i>December 24th</i>	<i>Closed</i>
<i>December 25th</i>	<i>Closed</i>
<i>December 26th</i>	<i>Closed</i>
<i>December 27th to 30th</i>	<i>9 a.m. to 4:30 p.m.</i>
<i>December 31st</i>	<i>Closed</i>
<i>January 1st</i>	<i>Closed</i>
<i>January 2nd</i>	<i>Closed</i>
<i>January 3rd to 6th</i>	<i>9 a.m. to 4:30 p.m.</i>

The landfill will resume regular business hours on January 9, 2017

The Willow Creek Regional Landfill Board of Directors, management and staff would like to wish their members, customers and neighbors the joy and peace of the Christmas season and continued health and prosperity in 2017.



INFORMATION BRIEF

Meeting: November 14, 2016

Agenda Item: 19

COUNCIL RESOLUTION STATUS

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 - June 27, 2016				
1	Delegation Response: CAREs RE: Animal Shelter - Referred to Administration	Jason	Begin work on finalizing new CAREs facility holding agreement and the Responsible Pet Ownership bylaw	In progress
Regular Scheduled Meeting - August 22, 2016				
4	CORRES: MD of Willow Creek RE: Summer Games Management - Referred to Administration to work with the other municipalities in question in order to develop a coordinated plan for summer games management going forward.	Marian	Met with Fort Macleod & Nanton CAOs Sept 6 to discuss & will bring proposal forward to Council.	In progress
5	CORRES: Alberta SouthWest RE: Rural Broadband Strategy - Referred to Administration to formulate a letter specific to the Town of Claresholm's concerns regarding Alberta's lack of high-speed connectivity, to be sent to the Honourable Navdeep Bains, Minister of Innovation, Science and Economic Development with the Government of Canada.	Marian	Letter formulated & emailed to the Minister.	Complete
Regular Scheduled Meeting - September 12, 2016				
1	Delegation Response: Claresholm Public Library RE: Claresholm Calendar - Referred to Administration to expand on the Electronic Community Sign Usage Policy in the hopes that the new policy could be used in this instance.	Karine	letter sent to Library informing them of the potential new policy.	In progress
Regular Scheduled Meeting - September 26, 2016				

1	Bylaw #1614a (Rescind Bylaw #1614) - Moved by Councillor O'Neill to give Bylaw #1614a, a bylaw to rescind Bylaw #1614, 2nd Reading. CARRIED Moved by Councillor Fieguth to give Bylaw #1614a (Rescind Bylaw #1614) 3rd and final reading. CARRIED	Karine	Bylaw prepared.	Complete
Regular Scheduled Meeting - October 11, 2016				
9	RFD: Airport Water Service. Refer to Administration to enter into contract negotiations to provide the interim testing and inspection services to the MD, as well as, continues service after the MD has taken over jurisdiction.	Marian	Met with Cindy Vizzutti Oct 17th. Currently formulating scope of work and protocol	In progress
13	Info Brief: Respectful Workplace & Progressive Discipline Policies. Referred to Administration.	Marian	Will discuss with the Administrative Services Committee when it is formed	In progress
Regular Scheduled Meeting - October 24, 2016				
1	Bylaw #1618 - Moved by Councillor Cutler to give Bylaw #1618, a bylaw to amend Bylaw #1534, 2nd reading. CARRIED. Moved by Councillor McAlonan to give Bylaw #1618, a bylaw to amend Bylaw #1534, 3rd and final reading. CARRIED.	Karine/Mike	Bylaw prepared.	Complete
2	Bylaw #1619 - LUB Amendment. Moved by Councillor Dixon to give Bylaw #1619, a bylaw to amend LUB #1525, 1st reading. CARRIED	Tara	RFD prepared, Notice of Public Hearing circulated	Complete
3	Bylaw #1617 - Fire Protection & Emergency Services Bylaw. Moved by Councillor O'Neill to give Bylaw #1617, a bylaw to amend Bylaw #1558, 1st reading. CARRIED.	Karine	On the November 14, 2016 Agenda for 2nd & 3rd Readings.	Complete
4	Bylaw #1620 - Library Bylaw. Moved by Councillor Cutler to give 1st reading to Bylaw #1620, a Library Bylaw. CARRIED.	Karine	On the November 14, 2016 Agenda for 2nd & 3rd Readings.	Complete
8	RFD #4 Skyline Cres - Tax Recovery Sale. Moved by Councillor McAlonan to accept the proposal in the amount of \$3200 plus GST to provide an updated appraisal for the tax recovery property located at #4 Skyline Cres. CARRIED.	Tara	Send notice of proposal acceptance to begin new appraisal.	Complete
9	RFD Minor Hockey Association. Moved by Councillor Dixon to approve the donation required of ice time for the March 16-19, 2017 Batnam Championship Tournament to the Claresholm Minor Hockey Association upon a successful bid. CARRIED.	Karine/Mike	Letter completed.	Complete
14	Board Appointments. Moved by Councillor Cutler to appoint Rhodena King to the Museum Board.	Karine	Letter completed.	Complete
14	Board Appointments. Moved by Councillor O'Neill to appoint Arden Dubnewick or a 1 yr term, Marika Thyssen for a 2 yr term, Tony Hamlyn for a 3 yr term and Lida Anderson for a 3 yr term to the Library Board	Karine	Letters completed.	Complete

PREPARED BY: Karine Wilhauk, Finance Assistant / Communications Administrator

APPROVED BY: Marian Carlson, CLGM – CAO

DATE: November 10, 2016

INFORMATION ITEMS



TOWN OF CLARESHOLM

Cheque Listing For Account Payable

2016-Nov-7
2:49:35PM

Cheque #	Cheque Date	CEO CAO	Vendor #	Vendor Name	Amount
				Batch #	19484
52384	9/12/2016		787501	1344585 ALBERTA LTD	3,572.10
52385	9/12/2016		76356	ACN	9.03
52386	9/12/2016		600	ALBERTA ASSOCIATION OF M.D.'S	7,073.33
52387	9/12/2016		787526	Alberta Municipal Services Corporation	29,454.18
52388	9/12/2016		1025	ALBERTA ONE CALL LOCATION CORP	91.35
52389	9/12/2016		786195	Benchmark Assessment Consultants Inc.	4,813.20
52390	9/12/2016		785928	BIG HILL SERVICES LTD.	229.03
52391	9/12/2016		6390	BISHOFF AUTO & AG CENTRE	480.12
52392	9/12/2016		787538	CAPITAL PAPER RECYCLING LTD.	184.80
52393	9/12/2016		126050	Cintas First Aid & Safety 030G	400.06
52394	9/12/2016		786657	Claresholm & District Transportation Society	441.00
52395	9/12/2016		13175	CLARESHOLM COMMUNITY CENTRE HALL BOARD	775.00
52396	9/12/2016		13525	CLARESHOLM IGA	279.60
52397	9/12/2016		13660	CLARESHOLM LOCAL PRESS	5,206.81
52398	9/12/2016		13900	CLARESHOLM PHARMACY LTD	70.03
52399	9/12/2016		786950	CLARESHOLM SELF STORAGE	367.50
52400	9/12/2016		786303	CLARESHOLM VETERINARY SERVICES LTD	70.63
52401	9/12/2016		14205	CLEAN BRITE CHEMICAL SERVICES LTD.	1,041.71
52402	9/12/2016		785951	COMMERCIAL AQUATIC SUPPLIES	415.49
52403	9/12/2016		786540	DIRECT ENERGY REGULATED SERVICES	72.20
52404	9/12/2016		786397	EPCOR	287.02
52405	9/12/2016		786164	FCSS Association of Alberta	525.00
52406	9/12/2016		26201	FERG'S SEPTIC SERVICE LTD	1,422.75
52407	9/12/2016		787516	FORD, SHELLEY	91.80
52408	9/12/2016		787522	HIFAB HOLDINGS LTD.	598.97
52409	9/12/2016		11310	HI-WAY 9 EXPRESS LTD.	35.47
52410	9/12/2016		786659	LIVINGSTONE RANGE SCHOOL DIVISION	400.97
52411	9/12/2016		56200	LOCAL AUTHORITIES PENSION PLAN	14,404.46
52412	9/12/2016		58000	LOOMIS EXPRESS	29.32
52413	9/12/2016		786704	MINISTER OF FINANCE (LT)	75.00
52414	9/12/2016		786872	MPE ENGINEERING LTD.	2,475.48
52415	9/12/2016		65000	MUNICIPAL DISTRICT OF WILLOW	11,407.60
52416	9/12/2016		786905	ONECONNECT SERVICES INC. T46194	58.40
52417	9/12/2016		786635	ORKIN CANADA CORPORATION	131.25
52418	9/12/2016		97050	PHARMASAVE	36.18
52419	9/12/2016		786050	PLANET CLEAN (LETHBRIDGE) LTD.	295.26
52420	9/12/2016		786453	PRAXAIR CANADA INC.	1,055.32
52421	9/12/2016		786697	Productivity Plus Account	669.90
52422	9/12/2016		80000	PUROLATOR INC.	103.57
52423	9/12/2016		4090	PVH CANADA, INC.	804.20
52424	9/12/2016		786156	Q.E.D. ENTERPRISES LTD.	2,798.58
52425	9/12/2016		86300	RECEIVER GENERAL	22,601.98
52426	9/12/2016		786468	SHAW CABLE	420.65
52427	9/12/2016		786873	SOUTHCAL DEVELOPMENTS INC	105,000.00
52428	9/12/2016		786111	STEEL, ROB	111.79
52429	9/12/2016		900	TELUS	3,015.75
52430	9/12/2016		786788	THE LETHBRIDE HERALD	922.95
52431	9/12/2016		787503	Western Materials Handling & Equipment Ltd.	616.55



TOWN OF CLARESHOLM

Cheque Listing For Account Payable

Cheque #	Cheque Date	CEO CAO	Vendor #	Vendor Name	Amount
52432	9/12/2016		111800	WORKERS' COMPENSATION BOARD	8,760.71
52433	9/12/2016		787549	WURTH CANADA LIMITED	102.50
52434	9/12/2016		900000	ALLSOLD.CA	4,971.75
52435	9/12/2016		900000	AMSC 2016	1,347.15
52436	9/12/2016		900000	BRZ Partnership Architecture Inc.	4,410.00
52437	9/12/2016		900000	CLARESHOLM SKATING CLUB	25.00
52438	9/12/2016		900000	DEXON CANADA	556.61
52439	9/12/2016		900000	Economic Developers Alberta	105.00
52440	9/12/2016		900000	FAVRHOLDT, KEN	346.82
52441	9/12/2016		900000	GRAYDON MONITORING CENTRE	566.37
52442	9/12/2016		900000	KING, VINCE	157.50
52443	9/12/2016		900000	MICHAEL, JOY	400.00
52444	9/12/2016		900000	NEWSON, DARLENE	125.00
52445	9/12/2016		900000	PALL (CANADA) LTD.	1,618.87
52446	9/12/2016		900000	RED CAP VENTURES INC.	2,884.51
52447	9/12/2016		900000	SMIG'S PLUMBING	137.49
52448	9/12/2016		900000	TRIMBLE, ROSS	462.04
52449	9/12/2016		900000	WENLOCK, JOHN	500.00
					252,920.66
Total					252,920.66

*** End of Report ***



TOWN OF CLARESHOLM

Cheque Listing For Account Payable

Cheque #	Cheque Date	CEO CAO	Vendor #	Vendor Name	Batch #	Amount
					19525	
52450	10/5/2016		787501	1344585 ALBERTA LTD		2,371.24
52451	10/5/2016		13125	AHS-CCMHA		117.00
52452	10/5/2016		786707	Alberta SouthWest Regional Alliance Ltd.		2,940.00
52453	10/5/2016		786517	AMSC INSURANCE SERVICES LTD.		3,580.29
52454	10/5/2016		787528	ASSOCIATED ENGINEERING		38,697.04
52455	10/5/2016		787539	BENCHMARK GLASS & MIRROR LTD		238.88
52456	10/5/2016		11250	CANADIAN LINEN SUPPLY		1,143.95
52457	10/5/2016		786095	CHILTON, LISA		86.40
52458	10/5/2016		56100	CIMCO REFRIGERATION		11,787.57
52459	10/5/2016		126050	Cintas First Aid & Safety 030G		316.94
52461	10/5/2016		13175	CLARESHOLM COMMUNITY CENTRE HALL BOARD		3,600.00
52462	10/5/2016		13400	CLARESHOLM GLASS '88' LTD		327.60
52463	10/5/2016		14150	CLARESHOLM WELDING & FABRICATING LTD		147.00
52464	10/5/2016		900004	CORONA ELECTRIC LTD		1,102.50
52465	10/5/2016		14570	CREATIVE INDUSTRIES		21.00
52466	10/5/2016		786540	DIRECT ENERGY REGULATED SERVICES		74.80
52467	10/5/2016		786397	EPCOR		234.50
52468	10/5/2016		786202	EXOVA		2,770.66
52469	10/5/2016		786097	FOOTHILLS SYSTEMS division of		11,425.00
52470	10/5/2016		786584	HACH SALES & SERVICE CANADA LTD.		3,679.43
52471	10/5/2016		49980	HARRY'S TIRE SALES (1984) LTD.		977.96
52472	10/5/2016		786777	HEMMAWAY, JASON		68.46
52473	10/5/2016		11310	HI-WAY 9 EXPRESS LTD.		113.75
52474	10/5/2016		36800	HOME HARDWARE		532.32
52475	10/5/2016		850	JOHN DEERE FINANCIAL		142.51
52476	10/5/2016		51050	KAZ'S SERVICE		615.43
52477	10/5/2016		56155	LIFESAVING SOCIETY		938.01
52478	10/5/2016		900005	MacDonald, Cathy		29.69
52479	10/5/2016		786339	MACKILLOP LAWN CARE LTD.		3,150.00
52480	10/5/2016		900006	MCLEAN, Steven William JACE		146.87
52481	10/5/2016		786872	MPE ENGINEERING LTD.		17,304.81
52482	10/5/2016		65040	MUNICIPAL INFORMATION SYSTEMS		997.89
52483	10/5/2016		66100	NATIONAL SECRETARY-TREASURER		2,082.64
52484	10/5/2016		71400	Oldman River Regional Services Commission		12,163.05
52485	10/5/2016		786635	ORKIN CANADA CORPORATION		131.25
52486	10/5/2016		787537	PINNACLE SECURITY LTD.		168.00
52487	10/5/2016		786205	PIPELINE WATER CO-OP LTD.		300.00
52488	10/5/2016		12	PLATT CONTRACTING		2,147.25
52489	10/5/2016		900007	PORCUPINE HILLS PLUMBING & HEATING LTD.		507.96
52490	10/5/2016		786536	R P WATERWORKS INC.		7,946.31
52491	10/5/2016		786434	RAYMAX EQUIPMENT SALES		945.63
52492	10/5/2016		86300	RECEIVER GENERAL		40,224.63
52493	10/5/2016		42321	RFS CANADA		512.52
52494	10/5/2016		786180	RICOH CANADA INC.		272.20
52495	10/5/2016		786468	SHAW CABLE		91.30
52496	10/5/2016		786111	STEEL, ROB		145.74
52497	10/5/2016		900	TELUS		3,926.02
52498	10/5/2016		900003	THE CALGARY HERALD		1,971.38



TOWN OF CLARESHOLM

Cheque Listing For Account Payable

2016-Nov-7
2:50:18PM

Cheque #	Cheque Date	CEO CAO	Vendor #	Vendor Name	Amount
52499	10/5/2016		787515	WATT & STEWART COMMODITIES INC	630.00
52500	10/5/2016		111705	WC CLASS II REGIONAL LANDFILL	11,837.15
52501	10/5/2016		900008	WESTWINDS MANAGEMENT SOLUTIONS (ALBERTA) INC	420.00
52502	10/5/2016		787546	WILLOWTREE DESIGNS	46.59
52504	10/5/2016		900000	VANDELLEN, TARA	424.72
52505	10/5/2016		900000	WALL, TILLY	57.92
					<hr/>
					196,631.76
					<hr/>
				Batch #	19542
52506	10/12/2016		786657	Claresholm & District Transportation Society	157.50
52507	10/12/2016		900000	MICHAEL, JOY	239.94
					<hr/>
					397.44
					<hr/>



TOWN OF CLARESHOLM

Cheque Listing For Account Payable

Cheque #	Cheque Date	CEO CAO	Vendor #	Vendor Name	Batch #	Amount
					19553	
52508	10/18/2016		1000	ALBERTA MUSEUMS ASSOCIATION		450.00
52509	10/18/2016		1025	ALBERTA ONE CALL LOCATION CORP		69.30
52510	10/18/2016		786517	AMSC INSURANCE SERVICES LTD.		3,570.71
52511	10/18/2016		787528	ASSOCIATED ENGINEERING		26,421.65
52512	10/18/2016		6390	BISHOFF AUTO & AG CENTRE		1,626.01
52513	10/18/2016		11250	CANADIAN LINEN SUPPLY		1,009.77
52514	10/18/2016		787540	CARLSON, MARIAN B		456.84
52515	10/18/2016		786718	CICON ENGINEERING		485.10
52516	10/18/2016		56100	CIMCO REFRIGERATION		1,312.50
52517	10/18/2016		13090	CLARESHOLM & DISTRICT		990.00
52518	10/18/2016		14085	CLARESHOLM NAPA AUTO		1,584.39
52519	10/18/2016		787517	CLEAR WATER CONTROLS INC.		4,213.69
52520	10/18/2016		900004	CORONA ELECTRIC LTD		12,055.05
52521	10/18/2016		786510	FENCO CONTRACTING LTD		14,709.83
52522	10/18/2016		786097	FOOTHILLS SYSTEMS division of		2,866.47
52523	10/18/2016		786553	FORT GARRY INDUSTRIES LTD.		28,560.00
52524	10/18/2016		786800	GDM ELECTRIC LTD.		847.91
52525	10/18/2016		49980	HARRY'S TIRE SALES (1984) LTD.		1,187.23
52526	10/18/2016		786777	HEMMAWAY, JASON		91.30
52527	10/18/2016		11310	HI-WAY 9 EXPRESS LTD.		143.12
52528	10/18/2016		36800	HOME HARDWARE		1,829.55
52529	10/18/2016		26900	IRON ROCK ENTERPRISES LTD		1,207.50
52530	10/18/2016		850	JOHN DEERE FINANCIAL		153.31
52531	10/18/2016		56155	LIFESAVING SOCIETY		56.00
52532	10/18/2016		786162	LINDERMAN LAW OFFICE		212.50
52533	10/18/2016		786659	LIVINGSTONE RANGE SCHOOL DIVISION		396.34
52534	10/18/2016		787550	OAKFIELD SAFETY		465.00
52535	10/18/2016		786453	PRAXAIR CANADA INC.		1,055.32
52536	10/18/2016		80000	PURULATOR INC.		433.55
52537	10/18/2016		4090	PVH CANADA, INC.		606.63
52538	10/18/2016		86300	RECEIVER GENERAL		19,715.34
52539	10/18/2016		14265	SAVARIA LIFTS LTD.		54.00
52540	10/18/2016		786468	SHAW CABLE		267.55
52541	10/18/2016		786191	TENAQUIP LIMITED		649.80
52542	10/18/2016		97002	TOWN OF CLARESHOLM (Petty Cash)		85.75
52543	10/18/2016		786500	TRINUS TECHNOLOGIES INC.		157.50
52544	10/18/2016		786759	Tyco Integrated Fire & Security		741.05
52545	10/18/2016		101350	UNISOURCE CANADA INC.		603.41
52546	10/18/2016		101400	UNITED FARMERS OF ALBERTA		61.55
52547	10/18/2016		23500	W.R. MEADOWS OF WESTERN CANADA		3,020.71
52548	10/18/2016		111705	WC CLASS II REGIONAL LANDFILL		11,269.70
52549	10/18/2016		786187	Western Canada Welding Products Ltd.		100.80
52550	10/18/2016		787503	Western Materials Handling & Equipment Ltd.		3,889.37
52551	10/18/2016		900008	WESTWINDS MANAGEMENT SOLUTIONS (ALBERTA) INC		525.00
52552	10/18/2016		111445	WILLOW CREEK AGRICULTURAL		250.00
52553	10/18/2016		787544	YOUR DOLLAR STORE WITH MORE, (1743700 ALBERTA LTD)		36.75
52554	10/18/2016		900000	CASA ROMA RESTAURANT		72.45
52555	10/18/2016		900000	CORMIER, STEPHANIE		100.00



TOWN OF CLARESHOLM

Cheque Listing For Account Payable

2016-Nov-7
2:50:18PM

Cheque #	Cheque Date	CEO CAO	Vendor #	Vendor Name	Amount
52556	10/18/2016		900000	HYDRODIG CANADA INC	727.13
52557	10/18/2016		900000	MOKOSCH HOLDINGS LTD	1,500.00
52558	10/18/2016		900000	NEW WEST FREIGHTLINER	239.09
52559	10/18/2016		900000	NEW WEST FREIGHTLINER INC	690.87
52560	10/18/2016		900000	TRIMBLE, ROSS	404.11
					<hr/>
					154,228.50
<hr/>					
Total					351,257.70

*** End of Report ***

Karine Wilhauk

From: Alberta Municipal Affairs - MGA Review <mga.review@gov.ab.ca@mail189.suw14.mcdlv.net> on behalf of Alberta Municipal Affairs - MGA Review <mga.review@gov.ab.ca>
Sent: Friday, October 21, 2016 1:41 PM
To: Karine Wilhauk
Subject: MGA Review - We Heard From You

A message from Hon. Danielle Larivee, Minister of Municipal Affairs, to thank you for taking time to share your thoughts on the *Modernized Municipal Government Act*.

Email not displaying correctly?
[View it in your browser.](#)



MGA Review -
Summer Tour

What We
Heard

*Access to this document is available at:
[http://mgareview.alberta.ca/wp-content/
upLoads/media/Summer-Tour-WWH.pdf](http://mgareview.alberta.ca/wp-content/uploads/media/Summer-Tour-WWH.pdf)
or at the Town Office in hard copy.*

Greetings,

Thank you for taking the time to share your thoughts on the *Modernized Municipal Government Act*. As this legislation affects the daily lives of all Albertan's, it was important that you were involved in this process.

Summer Tour

This summer, we travelled to 20 communities across the province and asked Albertan's to provide feedback on the *Modernized Municipal Government Act*. The response to these sessions was tremendous and I thank you all for your valuable input into this important piece of legislation.

What We Heard

Today, I'm happy to share with you the [What We Heard](#) document that provides a high-level summary of the input heard from Albertan's. The feedback that is reflected in the What We Heard was received through the summer tour public sessions, an online questionnaire, and written submissions.

Next Steps

The engagement on the *Modernized Municipal Government Act* has now concluded, and we are now carefully considering all of the feedback that you provided to us over the summer. This fall, I will be introducing revised legislation based upon this valuable feedback. Our goal is to pass the legislation this fall and begin work on reviewing the regulations associated with the *MGA*. We are not finished consulting with you: it is anticipated that the first draft regulations will be available for public review in early 2017.

Thank you again for participating in our discussions over the summer on the *Modernized Municipal Government Act*.

Honourable Danielle Larivee
Minister of Municipal Affairs



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You are receiving this email because we wish to consult with you on the Municipal Government Act. There are several ways that you could have been added to this list, including attending a consultation, being involved with a municipality or stakeholder organization, sending input submissions, subscribing for updates, or contacting us about the MGA Review.

Our mailing address is:

Government of Alberta Municipal Affairs
10155 102 St NW
Edmonton, AB T5J 0A5
Canada

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HIGHWAY #3 TWINNING DEVELOPMENT ASSOCIATION

September 9, 2016 Meeting Minutes

Council Chambers, Lethbridge County

In attendance:

Barney Reeves	ID #4 Waterton
Bill Chapman	Town of Coaldale
Blair Painter	Crowsnest Pass
Brent Feyter	Town of Fort Macleod
Chantel Timmons	County of Forty Mile
Dennis Cassie	Town of Coalhurst
Don Anderberg	Town of Pincher Creek
Henk De Vlieger	Town of Taber
Nikolaus Wyslouzil	Chinook Country Tourist Association
Jeffrey Dowling	Cypress County
Marie Logan	Horizon School District
Gordon Reynolds	Town of Bow Island
Ryan Westerson	Lethbridge Chamber of Commerce
MLA David Schneider, Rep – Glenn Miller	MLA – Little Bow
MLA Pat Stier	MLA – Livingstone-Macleod
MLA Maria Fitzpatrick Rep – Arie deValois	MLA – Lethbridge East

Recorder

Gloria Roth	Administrator
-------------	---------------

1. Call to order -

Meeting was called to order by Bill Chapman, President, at 10:32 AM.

2. Introductions

Introductions were made.

3. Approval /Additions to the Agenda

Bill Chapman asked to have 12.2 Darren Davidson and 12.3 October Meeting Location added to the Agenda, as well as adding Trevor Lewington and Brian Mason to 13, under Information Items.

MOTION: Gordon Reynolds

To accept the Agenda as Amended.

CARRIED

4. Adoption of Minutes

MOTION: Blair Painter

That the minutes of the June 3, 2016 minutes be approved as presented.

CARRIED

5. Business Arising from Minutes

5.1 Highway 3 Accident Studies

Barney Reeves

Getting consistent data across all jurisdictions is a problem. It would be good to have the same data that Pincher Creek provides. Concern was raised about any published data with a specific date that could be attributed to a specific event. In order to do GIS mapping of traffic issues we need more detail. Gloria will inquire into reporting requirements to see what is available.

MOTION: Brian Brewin???

That the Report by Barney Reeves be accepted for information.

CARRIED

5.2. Highway 3 Priorities

Gloria Roth highlighted that we need to set our priorities of what needs to be paved. Currently, it is Crowsnest Pass as number 1. Darren Davidson would like about 5 people from our Association to form a small group to develop the priority list based on volume, need and hard data from Alberta Transportation. Alberta Transportation would like to set priorities that align with the Association and the province.

MOTION: Brian Brewin

That the Highway 3 Twinning Development Association form a subcommittee to work with Alberta Transportation on setting the priorities.

Names?

CARRIED

6. MLA Report

MLA Maria Fitzpatrick – Aire deValois came to take notes for the MLA and sends regrets for MLA Fitzpatrick.

MLA David Schneider – MLA Schneider is glad to hear that the association is working so closely with Alberta Transportation.

MLA Pat Stier - MLA Stier has recently met with Minister Mason and is glad to see the cooperation with the association. Interested in the subcommittee to set priorities and would like to see that type of policy extend to all of southern Alberta.

7. MP REPORT – None this month

8. President's Report –

1. August 10, 2016 – Met with Alberta Transportation (Darren Davidson and Staff). The question of discrepancy of Traffic Counts taken by Crownsnest Pass and AB Transportation are actually very close. Although the bar is usually set for a certain count ie. 10,000 vehicles, that maybe the government needs to lower it or address through different lenses to determine a new set of criteria for twinning demand.

Darren Davidson would like to establish a Sub-Committee to identify priority segments. He would like five representatives from Municipalities along the Highway 3 Corridor to work on a project of building a Plan for the Government to consider.

2. August 16, 2016 – Meeting with Peter Wallis of Van Horne Institute. Their recommendation within our Budget was to provide a Study done in a seven-day period. Their group called Prolog preferred to use a Benefit Cost Ratio rather than the Econometrics model supplied by Dr. Frank Adkins in 2002. It would include collision/fatality costs, time savings from travel.

Otherwise, they would be able to provide a “Long Memo” (10 page Report) to the Association within the Budget called for. The group understands that three points outline AB Transportation's views:

1. Capacity
2. Safety
3. Political Motivation

3. September 6, 2016 – Meeting with Kein Tran of University of Lethbridge Department of Economics. Mr. Tran's expertise is Econometrics, and has done a lot of work in this field. He would update the Van Horne Study up to 2015 numbers. Mr. Tran is very excited about the prospects of doing the Study, and within the Budget determined by the Association. Mr. Tran offered two options:

1. Straight forward Update bringing the data to 2015, plus reconstruct it to fit the 2016 data. The financial economic crisis in 2009 affected everything, and yet it would not have affected the benefit of twinning.

2. Different Model. He would look at the impact of tourism, agriculture, trucking, and through those data, provide an economic model. Some new data will definitely assist with determining the benefits of twinning.

4. Letter from Minister Brian Mason – a positive letter expressing his appreciation for our positive acknowledgement of the funding the Association received. Through a Press Release, we had thanked the Government and the Ministry of Transportation for their financial support for the Study we are embarking on. In the Minister's Thank You, he looks forward to, “working in partnership and collaboration with our Association.”

MOTION: Blair Painter

That the President Report be received as presented.

CARRIED

9. Administrator Report –

I attended a RINSA Event in Pincher Creek on June 21 about making Highway 3 an electric highway. It is not something that we as an Association should spearhead, but definitely something to be supportive of.

I spoke with City of Lethbridge EMS to get local MVA stats.

I sent information to a number of surrounding Municipalities interested in joining our Association.

On June 23, I spoke with AMA Executives. They are interested in what we are doing and want to be kept informed.

Met with Alberta Transportation about Grant for study update.

Spoke with Van Horne's researchers about updating Cost benefit analysis.

Contacted and met U of L researcher, Kien Tran who is also interested in working on Cost benefit analysis.

Nikolaus Wyslouzil from Chinook Country Tourist Association expressed his concern over accessing accurate data. We are in Alberta South Zone which is a large data collection area. They can provide the data that they collect. Mr. Wyslouzil said that they have heard from international travellers, that should Highway 3 be twinned, it would certainly have an impact on tourists travel direction. There is great potential for southern Alberta in tourism with a four lane highway. An increase in international traffic would have an economic benefit, as well as in local traffic. He would like to report further to the Highway 3 TDA on these points.

MOTION: Barney Reeves

That the Administrator Report be received as presented.

CARRIED

10. Finance Report – Henk de Vlieger distributed the Financial Report. \$33,255.00 in the bank.

MOTION: Barney Reeves

That the Financial Report be received as presented.

CARRIED

11. Delegation – No delegation this month

12. New Business

12.1 Van Horne Study Updating – After meeting with both Van Horne and Kien Tran, we have asked both to submit quotes to the Association prior to September 30, that we will be able to review at our October Meeting.

12.2 Darren Davidson, Alberta Transportation

Darren highlighted that Alberta Transportation would like to work with a small committee of Highway 3 Twinning Development Association Members to work on the Highway 3 priority list.

MOTION: Dennis CASSIE

That the Association form a subcommittee to work with Alberta transportation to set a priority list.

Carried

Darren also informed us that the Wildlife fence in Crowsnest Pass is complete. Discussion ensued.

MOTION: Blair PAINTER

To write a letter to Minister Mason thanking him for the completion of the wildlife fence in Crowsnest Pass and support the initiative.

Carried

12.3 Meeting location for October

Brian Brewin suggested that we have our next meeting at the Military Museum near the Airport.

MOTION: Brian BREWIN

That the Association investigate holding the next meeting at the Military Museum.

Carried

13. Information Items

Correspondence

13.1 Trevor Lewington – Trevor sent us an email that some new data will be available soon that could be beneficial to our organization and he is hoping to share that with us in October.

Brian Brewin recommended that Trevor Lewington speak about the Initiative that the City of Lethbridge is pursuing at our October meeting. All agreed. Was there a Motion for this?

13.2 Minister Brian Mason – Minister Mason sent a letter of thanks for our press release on the \$10,000 study funds.

14. Next Meeting – Friday, October 14, 2016 - 10:30 am Lethbridge Military Museum, In Vimy Ridge Armoury, 33 Stubb Ross Road, by the Lethbridge County Airport.

15. Adjournment

MOTION: **Brent Feyter**

The motion to adjourn was made at 11:30 AM

CARRIED

Alberta SouthWest Bulletin November 2016

Regional Economic Development Alliance (REDA) Update

Economic Developers Alberta (EDA)

Second Annual Ministry Dinner a success

Minister Deron Bilous addressed 135 business and community leaders gathered to share information and ideas. Provincial and federal government representatives rotated tables for each of the eight dinner courses, affording all guests an enjoyable opportunity to meet and discuss a variety of topics.



EDA Board at the Legislature. Bev Thornton is EDA VP.

Electric Vehicle Charging Stations

AlbertaSW, SouthGrow City of Calgary, Calgary Regional Partnership, with support from RINSA, are moving forward with a joint application to Natural Resources Canada (NRCan) for funding to plan and deploy an EV Charging Station Network in southern Alberta. Research and design are guided by the success of the BC Community Energy Association.

Southern Alberta-China Investment and Trade Initiative (SACITI):

New friends and investment and trade opportunities

The visiting mission to build business-to-business contact between Anyang China and southern Alberta was a great learning opportunity and successfully showcased regional opportunities. Businesses in the region connected with each other, gained new appreciation for what we offer. We all increased our understanding of investment readiness. This partnership between AlbertaSW, SouthGrow and Economic Development Lethbridge also sets the stage for connecting with other markets in Europe and elsewhere.



Bus tour of AlbertaSW



*Visit to Head Smashed in Buffalo Jump
World Heritage Site and other attractions*



Enjoying Western Cuisine!

Reminder: Community and Regional Economic Support (CARES) Program

Program guidelines: <http://economic.alberta.ca/documents/CARES-program-guidelines.pdf>

CARES will have 3 intakes; the first ends November 30, 2016.

Alberta SouthWest Box 1041 Pincher Creek AB T0K 1W0

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

bev@albertasouthwest.com

bob@albertasouthwest.com



Alberta SouthWest Regional Alliance
Minutes of the Board of Directors Meeting
Wednesday September 7, 2016 – Stavely Golden Age Centre



Board Representatives

Lloyd Kearn, Cardston County
Barney Reeves, Waterton Lakes
Jordan Koch, Glenwood
Bill Peavoy, Cardston
Beryl West, Nanton
Brent Feyter, Fort Macleod
Garry Marchuk, MD Pincher Creek
Maryanne Sandberg, MD Willow Creek
Dennis Gillespie, Stavely

Guests and Resource Staff

Stefanie Jones, Alberta Culture and Tourism
Barry Johnson, Stavely Council
Clara Yagos, LRSD
Cal Koskovich, National Research Council
Micah Feyter, Fort Macleod
James Tessier, Community Futures, Alberta Southwest
Bob Dyrda, Communications Coordinator, AlbertaSW
Bev Thornton, Executive Director, AlbertaSW
Leah Wack, Lethbridge College
Linda Erickson, AEDT

1. Welcome and Introductions
2. Approval of Agenda
Insurance Renewal added as Item #5.

Moved by Bill Peavoy THAT the agenda be approved as presented.
Carried. [2016-09-492]
3. Approval of Minutes

Moved by Maryanne Sandberg THAT the minutes of August 3, 2016 be approved as presented.
Carried. [2016-09-493]
4. Approval of Cheque Register

Moved by Barney Reeves THAT cheques #2064-#2084 be approved as presented.
Carried. [2016-09-494]
5. Stefanie Jones, Director, Policy & Strategy, Alberta Culture and Tourism

Stefanie outlined the roles of Environment and Parks and Culture and Tourism as the province goes forward with the process to plan the provincial park, wildland park. There will be consultation with the REDA as well as adjacent municipalities.
6. Southern Alberta-China Investment and Trade Initiative

This multi-partner initiative has final plans in place for the four-day delegation. The group will travel to site visits in our region on Friday October 14, 2016.
7. Electric vehicle (EV) Charging Stations

Consensus is to remain engaged in this collaborative initiative and contribute what is within our budget and means.
8. *Invest in Alberta* magazine

Alberta REDAs are once again combining resources to place a full-page ad in this publication.

9. Project Lead Report
Accepted as information.
Moved by Barney Reeves THAT AlbertaSW submit application to the Department for matching dollars to provide further assistance to our communities regarding broadband.
Carried. [2016-09-495]
10. Executive Director Report
Accepted as information.
11. Roundtable updates
12. Board Meetings:
October 3, 2016 – no meeting (AUMA)
November 2, 2016, Glenwood
December 2, 2016, Pincher Creek
13. Adjournment
Moved by Garry Marchuk THAT the meeting be adjourned.
Carried. [2016-09-496]

Chair

Approved November 2, 2016

Secretary/Treasurer

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.*

Farewell, Lauren!

It is with very mixed feelings that we announce that our Associate Director, Lauren Jessop, is leaving Chinook Arch! She has accepted a position as the Director of Customer Experience at Barrie Public Library, in Barrie, Ontario. Although we are very sad to see Lauren go, we are happy that she will be closer to family and that she'll have an opportunity to apply her considerable talents to a whole new set of challenges. Through her many positions at Chinook Arch, Lauren has devoted herself to the organization and its members. She left a significant mark as the consultant for RISE, and has raised the bar for Public Services in terms of supporting member libraries and library users across the Region. Lauren has excelled in all of the tasks that have been thrown at her, somehow making it look easy (even though we know it wasn't!), and she will be greatly missed by HQ and member library staff, the Board, and colleagues and friends across Alberta.

Lauren's last day at Chinook Arch will be November 30.

Please join us in wishing Lauren and her family much patience, peace, and excitement as they embark on this new adventure!



Public Library Services Branch 2017 Minister's Awards for Excellence in Public Library Service

The Public Library Services Branch is pleased to announce the call for nominations for the annual Minister's Awards for Excellence in Public Library Service. These awards formally recognize great services at public libraries and promote knowledge-sharing within Alberta's library community.

The YOU Libraries Award will continue in 2017. This award is adjudicated by a popular vote open to all Albertans. A jury will select up to four winning submissions that demonstrate excellence and/or innovation in library service to receive the Minister's Award for Excellence in Public Library Service. All nominations that meet the Minister's Award for Excellence in Public Library Service criteria will be automatically eligible for the YOU Libraries Award.

The nominations will open on December 1, 2016, and the submission deadline is February 24, 2017. Nomination forms and additional details will be available at www.albertalibraries.ca. Winners will be notified by early April 2017 and announced at the Alberta Library Conference in Jasper from April 27 - 30, 2017.

If you have any questions on the awards program, please contact Karen Petch, Branch Information Co-ordinator, Public Library Services Branch, toll-free at 310-0000, then 780-427-9709, or at libraries@gov.ab.ca.



Crowsnest Community Library & Pincher Creek Municipal Library

On October 13 and 19, Diane (Crowsnest Library) and Janice (Pincher Library) set up a table at Livingstone School in Lundbreck during parent/teacher interviews. Using MobileCirc, the goal was to sign up as many students as possible for library cards. Although Livingstone School is in the MD of Pincher, many of the students actually live in the Crowsnest Pass so it was fun and practical for both Diane and Janice to be there. Some people they talked to were not aware they could use their cards at any Chinook Arch library, and most were interested in the range of electronic resources available with their library membership. Diane and Janice were well received by parents, students and school staff. They recommend to other libraries interested in using MobileCirc at similar events - practice before you go out!



Former Chinook Arch Summer Reading Program Co-ordinator Kayta Brown is doing her student teaching in Grade 10 English at Livingstone School and had cajoled many of her students into signing up for cards (at least, that's what the students said). Over the course of both evenings, Pincher Library signed up 14 people for new cards and renewed seven existing memberships, and Crowsnest Library signed up 12 people for new cards. Overall this initiative was a great success for both libraries, and a good example of how MobileCirc can help libraries engage people out in their communities.



Barnwell Public Library

The Barnwell Library is ready for winter!

Every Thursday is the Moms & Tots program at the library, from 10:30am to 11:30am. Everyone is welcome to come to this fun activity morning. There is no cost and it's a great opportunity to get to know other moms and kids in the community. Sadie Anderson is Barnwell Library's wonderful program coordinator. There are usually around 20-25 people at the library for this program. The upcoming Moms & Tots activities for November and December are:

- Nov 3 Owls
- Nov 10 Hibernation Day
- Nov 17 Come Join our zoo
- Nov 24 Blankets! (Snack Day)
- Dec 1 Winter Animals
- Dec 8 Snow Day!
- Dec 15 Catch that Gingerbread Man!
- Dec 22 Christmas (Snack Day)
- Dec 29 [No Moms & Tots program due to holiday break]



Santa is coming to the Barnwell Library! He will arrive on Saturday, December 3 at 10 am. Come listen to Santa read a few books, make a Christmas craft and get a treat. Last year over 100 people showed up to see him so come early and bring your camera!

Crafternoon is a fun day of crafting at the library. The next Crafternoon is on Saturday, November 19 at 10am. Eliza will be teaching a Christmas craft. Check with the Barnwell Library for more details and the supply list.

Taber Public Library

Taber's Summer Reading Program was phenomenal this year. The two great coordinators provided 29 programs to 797 participants.

The Town of Taber has appointed Darlene Mitchell and Sharon Holtman to the Board of the Taber Public Library. We welcome them and look forward to working with them!

The Taber Library Board is pleased to announce they have hired Taber's new Library Manager. Heather Martin-Detka comes from Edmonton, and holds a Masters in Library and Information Studies and a Bachelor of Arts degree. Her first day of work will be Tuesday, November 1st. Heather will be attending the November 7th Librarians Committee Meeting - please welcome her!

Champion Municipal Library



Starting in November, Champion Municipal Library will be providing programs and opportunities to promote and explore diverse interests in our community. The first session of this program begins November 14, when participants will paint Christmas cards with a local artist. This program will continue with many different sessions at the library throughout the winter months.



Milo Library

On October 14 the Alberta Heritage Resources Foundation hosted its bi-annual award ceremony where the Milo Library Archives On-line Access Project was presented with an Honorable Mention Award. The Foundation released the following rationale for the award presentation:

“Milo is a village of 123 people. If you look it up on Google maps, you find a town three blocks by three blocks. This makes their achievement all that more remarkable. In designing the community’s new library in 2007, one basement room was set aside in hopes that a new archives would take root. Those hopes were realized as residents began dropping off boxes of historical material, each carton providing a glimpse into the past. The success of the effort has resulted in that one room growing to become an accredited archive; a member of the Archives Society of Alberta. The [ongoing] task of organizing those boxes of historical materials [has resulted in] work that is now available to the Milo residents and Albertans beyond the community borders online via AlbertaonRecord.ca.”

Joanne Monner, manager of Milo Library, gave the following acceptance speech at the award ceremony:

“First off I would like to thank the Alberta Historical Foundation for recognizing the Milo Library Archives in the Heritage Awareness category. Milo is a village of approximately 120 people with a surrounding community of about 400. After many years and several projects, experience has taught us that successfully achieving community goals relies heavily on two factors: partnerships and volunteers.

First, partnerships. The Milo Lions Club partnered with us to create the Milo Lions Archivist Fellowship. Since 2011, they have funded the employment of a qualified summer student working in our archive. They also sponsored the training that was necessary for us to become a member of the Archives Society of Alberta. This training opened the door to further partnership with the Archives Society of Alberta, as well as a wider network of archives across the province. The Access to Holdings grants sponsored by the Alberta Heritage Foundation that we have received for the last three years allowed us to hire a contract archivist for 10 weeks each year. Our Archives On-line Access Project is the result of those partnerships, as well as additional support from the Milo and District Agricultural Society for materials and supplies. The Milo Library Board has supported the vision of a digital archive for our community since the inception of this project in 2011. It is a project that will serve to create linkages for our community around the world, being a searchable archive from anywhere online access is available. The second factor to our success is our volunteers. Countless volunteer hours have been put into the Milo Library Archives from inception. To date we have over 9850 documents, 130 items and 840 photographs processed in our collection. This doesn’t happen without volunteer help. It happens when a community hub such as a library is leveraged to organize volunteers around the creation of an archive. Our volunteers know that they are contributing to the creation of an important historical resource for our community, a resource that can then serve as our collective memory. Experience has taught us that rural Alberta can not only survive but thrive, regardless of the size of one’s community. We believe our project demonstrates that partnerships between government and civil society can realize great returns for a community and, in this case, Albertans.

While many communities document their local history, creating a local archive that abides by accepted archival practices and is accessible online is bit like running a marathon. To this end, toward finishing the marathon, we are truly thankful for the recognition of the Alberta Heritage Resources Foundation.”



Joanne Monner and Roberta Kerr, contract Archivist



Kainai Public Library

It's been a busy fall at the Kainai Public Library! In mid-September, we did a story corner at the Saipoyi Community School and Aahsaopi Elementary School "Welcome to Kindergarten" event, sponsored by the First Nation Student Success Program (FNSSP). Kathy made bookmarks to accompany free books from our ample supply of donations and signed up parents for new library cards or renewals. Linda read books and engaged the children in talk about the stories. She brought along two reading buddy puppets: Piita and the Australian Echidna (an egg-laying anteater) that looks a bit like a hedgehog or porcupine. Many of the children enjoyed holding the puppets as the story was read.



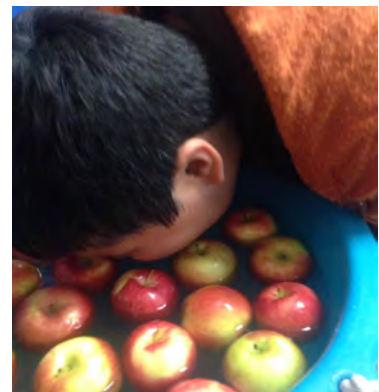
Our second event, on September 27, sponsored by Lethbridge Public Library and Word on the Street, was a visit from Aaron Paquette. A renowned artist and author, Paquette's first novel, *Lightfinder*, won a 2015 Burt Award for First Nations, Metis and Inuit Literature. In great demand, Aaron is an engaging, exciting, and inspiring speaker and gives generously of his spirit in laughter, joy and learning. He has shared the stage with former and current politicians such as Phil Fontaine, Premier of Ontario Kathleen Wynne, Dr. Marie Wilson of the Truth and Reconciliation Commission, former Auditor General of Canada Sheila Fraser, and Right Honourable Paul Martin. Aaron has also presented with great creators including award-winning authors Richard Wagamese, Richard Van Camp, David Bouchard and the award-winning musical trio ASANI. In early 2013 he coined the term #Ottawapiskat on Twitter, which helped disrupt the way we look at the relationship between Indigenous Reservations and the Canadian government in a constructive and humorous way. It was a stark and paradigm shifting marriage of the words Ottawa (Canada's capital city) and Attawapiskat, a northern community under the grip of extreme poverty and suffering. People immediately saw the potential and began creating their own highly charged, incisive, or just plain funny tweets around the new word. Making space for others creativity and inventiveness is something that inspires Aaron's work and efforts. Over 60 students came to the Kainai Library to hear Aaron read from *Lightfinder* (check out video of his reading on our Facebook page: <https://www.facebook.com/KainaiPublicLibrary>), and he told them they too could write their own story.



Then, at our Open House on September 29, we had a visit from Hon. Danielle Larivee, the Alberta Minister of Municipal Affairs, who announced that the Alberta government is providing over \$670,000 to library systems across the province to extend library service to residents of Indigenous communities. Having the press event held at our library was very exciting, and the day also launched the Kainai Public Library as a Learning Commons. We are in process of developing and ordering makerspace kits and other programming materials related to the Blackfoot language and culture. Our new branding for the Library is Okstakit ("Read" in Blackfoot language).



Lastly, the library held Spooky Story Saturday on October 29 from noon to 4pm. Parents/guardians and children enjoyed our centres: Button Making, Apple Bobbing, Scary Stories, and Bookmark Making. We also offered ghastly food prepared especially for the young hungry goblins!



Lethbridge Public Library

Word On The Street Keeps Getting Better and Better

Elisabeth Hegerat, Word On The Street Festival Manager

Our sixth year saw the rollout of a very successful festival, thanks to the staff, volunteers and sponsorships that made it happen. Here are just a few interesting numbers:

- *15 degrees Celsius and a mix of sun and cloud
- *Total Attendance: 4,815, up 31% from 2015
- *Total attendance at events: 1,245, up approx. 18% from 2015
- *58 vendors - 9 food vendors compared to last year's 6
- *Free Library memberships on Festival day: 191 new memberships and 181 renewals across all branches, up 10% from last year.

The comments from presenters have been excellent: "It was a treat to visit Lethbridge for their small but mighty The Word On The Street Festival. Fellow authors, if you ever get a chance to go to Lethbridge, go. It's small enough that you can really connect with readers and other writers, but big enough that they can pack a tent for a presentation." – Erin Bow

"Shane and I are talking about how amazing the whole experience was. We felt welcomed but we're also just so impressed with the organization. We have both experienced WOTS in different cities and Lethbridge is truly outstanding. We will both be singing your praises and encouraging other writers to avail any opportunity they are offered to be involved." – Eric Walters and Shane Peacock



Welcome to Gayle Sacuta!



Gayle is LPL's new Librarian: Resources Specialist. She was previously employed at the Spruce Grove Public Library as an Early Literacy Librarian. Prior to that Gayle worked as Director with the Drayton Valley Library, as well as a volunteer Trustee with Devon Public Library. Gayle completed her Bachelor of Arts degree at the University of Lethbridge and is happy to be returning to Lethbridge.

Together, we can help keep Lethbridge a bit warmer this winter!

The Lethbridge Public Library will again be collecting mittens at The Crossings Branch and socks at the Main Branch to help decorate our trees. At the end of the year, the mittens and socks will be donated to local charities.



Lethbridge Public Library

Alex Johnston Lecture - Clearing the Plains and Clearing the Air: Canadian History in the Age of Reconciliation


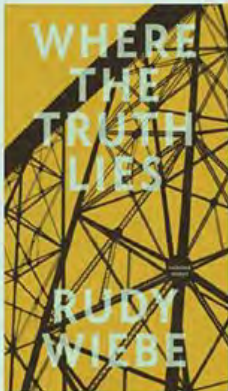
Join us for a timely discussion about Canada's early history, its effects on First Nations of Western Canada and the important issue of reconciliation.

James Daschuk has a Ph.D. in Canadian History from the University of Manitoba. He is an Associate Professor in the Faculty of Kinesiology and Health Studies at the University of Regina. His book, *Clearing the Plains*, has sold more than 20,000 copies and has won numerous awards. In November 2014, James was awarded the Governor General's Medal for Scholarly Research in Canadian History.


This series is in partnership with the University of Lethbridge, the Lethbridge Historical Society and the Lethbridge Public Library.



A Conversation with Rudy Wiebe



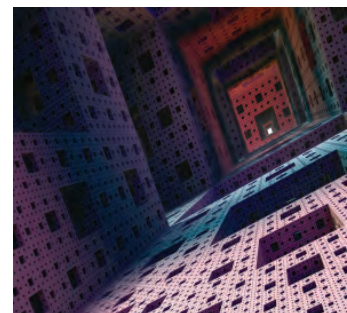
Join author Rudy Wiebe on November 3rd, 7:00 p.m. at the Lethbridge Public Library for a reading, discussion, Q&A, and book signing. Hosted by Dr. Cliff Lobe.



New Program in Children's Services in November

Mini Tech-Heads is for children in grades 4-6 who are interested in technology. It offers children an opportunity to learn how circuits work; to have fun playing no-tech coding games; explore pseudo-coding using the acclaimed Sphero Sprk+; and work together to build a working circuit city!

Children register online and must sign up for both sessions on November 10 and November 24.



Building a Home for the Bookmobile



The Bookmobile is moving over to The Crossings Branch where it will now be parked in our brand new Bookmobile Depot. For the past 31 years, the Bookmobile has been parked outside at the Main Branch when it's not been out and about in Lethbridge. Nitro Construction has been working hard on the build throughout this summer and fall and so our Bookmobile will have a new home out of the wind, rain and snow. The depot will also have a workspace for our Bookmobile Coordinator, and room for the Bookmobile collections.



Carmangay Municipal Library

The Carmangay Library is running the Rainbow Literacy program Time for Rhymes again. There was such a good turnout earlier this year that parents have asked for it to be offered again.

Thelma Fanning Memorial Library, Nanton

Tales from Home is a program that the Nanton Library hosts in conjunction with Foothills Community Immigrant Services, and WC Community Adult Learning Society. The program is intended to introduce people of another culture to the Nanton community, while building relationships with them and learning more about their culture.

The first Tales from Home program, in April, showcased Mexico. In October, the program featured the Philippines. A week long display of clothing, jewelry, handcrafts, maps, and pictures culminated in a special presentation on October 28, when the people from the Philippines served food, sang folk songs, showed dance demonstrations, wore their traditional costumes, and shared their country's history and interesting cultural facts.

The people who have participated in both programs have been extremely gracious and generous. The Library has thoroughly enjoyed working with these fun-loving people and hopefully they will feel more at home in the Nanton community and in the Library.



Presented in partnership with:



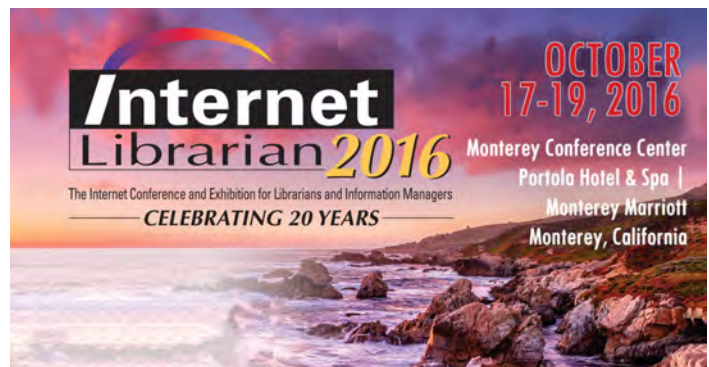
Chinook Arch Regional Library System

Internet Librarian 2016

Beth Norris, Senior Manager, Technical Services

From October 17 to October 19, I was lucky to attend this year's Internet Librarian Conference. Amongst a wide array of presentations covering all manner of technology and management-focused subjects, I attended some wonderfully applicable sessions. Here are a few gems that I would like to share:

- **The Impact of Deep Understanding** by Indi Young: For the opening keynote, Indi encouraged the application of empathy in supporting the intents and purposes of others. She discussed different types of empathy and the use of listening sessions and active listening. Her slides can be found on the Internet Librarian website (<http://internet-librarian.infotoday.com/2016/Presentations.aspx>) and I have ordered her book "Practical Empathy" for our system's professional development collection.
- **Measuring Engagement** by Jason Griffey: Libraries have historically struggled with moving beyond face-value statistics, such as gate counts, and finding ways to measure how their patrons actually use their libraries in a meaningful way. Jason Griffey spoke about his project "Measure the Future" (<http://measurethefuture.net/>) that hopes to use very simple devices and software to measure how people physically use the library while protecting personal privacy. The project has just been launched with its first instance in the Rose Room of the New York Public Library.
- **Agile Process Management**: This concept refers to an iterative, incremental method of managing design and building activities that aims to be highly flexible and interactive. It was mentioned by a presenter on Project Management (Francine Alt-Greene, whose presentation can be found here http://conferences.infotoday.com/documents/259/C303_Alt-Greene.pdf) as well as another keynote with regards to how storytelling and meaning is recursive (Brendan Howley, <http://www.libconf.com/2016/10/18/future-proofing-libraries-tuesday-keynote/>).



Chinook Arch Regional Library System



Library Card Sign Up Month Results

2016's Library Card Sign Up Month was a great success for Chinook Arch, with 3743 new and renewed library memberships throughout the region! The winners of our prize draws are Devin, Lethbridge Public Library patron, who won a Samsung tablet, and Matthias, Crowsnest Community Library patron, who won a Lego kit! Big thanks to all Chinook Arch member libraries who promoted the campaign in their libraries and communities.

Library Tour Day Recap

For Library Tour Day 2016 we visited Crowsnest Pass, Pincher Creek and Fort Macleod. We had 4 vehicles on the road and 20 people joined the tour (13 from the region and 7 from HQ). We had a fantastic time and attendees reported that they enjoyed networking, getting ideas for their libraries, and seeing what other libraries look like inside. People also enjoyed the opportunity to ask questions about various procedures used for circulation, shelving, holds, etc. The group enjoyed a delicious lunch at Bamboo Bistro in Blairmore and were treated to a lovely coffee break spread hosted by Pincher Creek Library. Overall it was a great day! We hope you'll join us next year!



RISE NETWORK Upcoming Programs

For more information, or to sign up your library for a program, visit:

www.risenetwork.ca

November 3 - Ashtanga Yoga

November 3 - Clearing the Plains and Clearing the Air: Author Talk

November 5 - The Memory Project - Veteran's Visit

November 15 - Remembering: Part of the Grief Experience

December 1 - Chocolate: From Treasure to Treat

December 10 - Insects in Winter



Chinook Arch Regional Library System

Fall Training Day With Piikani Traditional Knowledge Services

For Fall Training Day on October 24, Chinook Arch HQ hosted managers and staff from eight member libraries for a workshop with Ira Provost, Elder Pat Provost, and Jaron Weasel Bear from Piikani Traditional Knowledge Services. We started the morning in a circle, with Elder Pat saying a prayer for all present, to learn from each other and grow together. He then spoke about his personal experiences that led to his membership in the Brave Dog Society, and becoming a Blackfoot Elder. Ira led a session on Blackfoot history and protocol, the Truth and Reconciliation Commission, and the mission of Piikani Traditional Knowledge Services. He encouraged dialogue and answered many questions from the workshop participants. Right before partaking in a traditional Blackfoot feast for lunch, Jaron taught us about the songs, dances, and social aspects of the pow-wow, and sang and drummed for a closing round dance.



To learn more about Piikani Traditional Knowledge Services and awareness education programs their staff can offer in your library, visit: <http://www.piikanitks.org/>

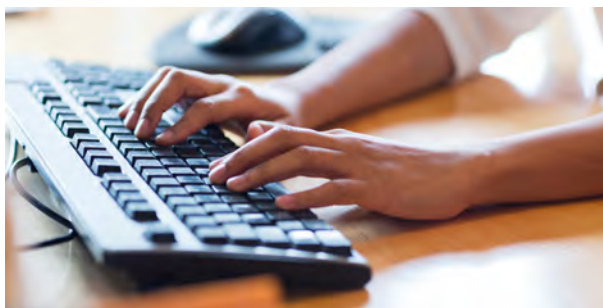


Chinook Arch Regional Library System

Tech Tips - Contacting IT

Trevor Haugen, IT Team Leader

There are two simple ways to contact IT, phone or email, but which method do you choose? What does IT help with? What is the best way to get a problem solved? Keep reading if you have ever wondered the answer to those questions.



We each have individual phone numbers as well as our own email addresses, but I'm not going to share those with you today because I want to keep it simple for you. What if you called one particular IT team member to report an issue but he was away that day? Your issue may not get looked at until that person returns. That is why the best way is to contact the Help Desk. If you email helpdesk@chinookarch.ca it will automatically create a ticket and notify each member of the IT Team that a new Help Desk Ticket has been created. We can then assign the ticket to an IT team member to take care of that ticket. We have a "paper trail" of your request and all members are aware of what is happening. Maybe you prefer to talk to somebody on the phone, or your reason for calling is urgent. Then you can call our Help Desk at 403-380-1524. That will ring on all IT team members phones, as well as our cordless phone that we carry with us around HQ when we're not at our desks. You are almost guaranteed that somebody will answer; if we don't it is because we are probably on the other line, but if you leave a voicemail we'll see that there is a message and we can get to it once we're off the phone. Did you know that there is also a toll-free number for the Help Desk? If you don't want to call long distance you can call toll-free at 1-866-941-5242. You can call the Help Desk at any time between 8:15am and 5:00pm from Monday through Friday. If we can't have all three IT members in the building due to a combination of library visits, holidays and/or illness, we will have the phone forwarded to one of our mobile phones.

What if you need help after 5:00pm or on weekends? Then we have a number for you and it is 403-942-8030. This is our Emergency On-Call Support line, and you can find specific details on what is covered during On-Call hours in our Service Metrics Document, found on our internal website at: <http://internal.chinookarch.ab.ca/node/734> The hours, also found on that document, are 5:00pm – 9:00pm on Monday to Friday, 9:00am – 5:30pm on Saturday, and 12:30pm – 5:30pm on Sunday.

As for what IT can help you with, well we do pretty much anything related to technology. Email not working? Can't connect to the internet? WorkFlows won't start up? Call or email us! Your computer is giving you a weird error message, you can't print or you can't use certain software on your computer? Call or email us! Do you want to buy a new computer, or a printer, or toner for your printer? Call or email us! Of course, these aren't all the issues that we can help you with; for a more detailed list, please view the aforementioned Service Metrics Document: <http://internal.chinookarch.ab.ca/node/734>

Brief summary on how to contact us:

Help Desk Contact from Monday to Friday – 8:15am to 5:00pm (excluding statutory holidays):

Help Desk Email: helpdesk@chinookarch.ca

Help Desk Phone: 403-380-1524 or toll-free 1-866-941-5241

After Hours Emergencies Monday to Friday 5:00pm to 9:00pm, Saturday 9:00am to 5:30pm, Sunday 12:30pm to 5:30pm:

Emergency On-Call: 403-942-8030

Coming Up at Chinook Arch



November

Promotion of OverDrive

November 3

Chinook Arch Planning & Facilities Committee Meeting

November 4

Chinook Arch Marketing & Communications Committee Meeting

November 7

Librarians Committee Meeting

November 15

Deadline for special orders through Acquisitions

November 18

Deadline for ULS Winter Hotlist 2016/2017 Orders

December

Promotion of Consumer Reports

December 1

Chinook Arch Board Meeting

December 16

Deadline for ULS/CVS Carts Orders



Willow Creek Agricultural Society

P.O. Box 1401

Claresholm, Alberta, Canada T0L 0T0

Minutes of the Willow Creek Ag. Society held September 21, 2016.

- Call to Order:** Meeting called to order at 6:45pm at Douros.
- Present:** David Hansma, Sid Gray, Lorraine Norgard, Neil Watt, Judy Minor, Shawna Burton, Rod Jensen, Allan Minor, Dave Elliott, Gerry McGuire, Chris Dixon.
- Absent:** Wally Mandel, Gordon Weerstra, Sheldon Smeltzer
- Reading of Minutes:** The minutes of the last regular meeting held July 20, 2016 were adopted as presented by Gerry McGuire. Seconded by Allan Minor. Motion carried.
- Business Arising from Minutes:**
- We did not purchase the scissor lift at Starling Auction as it went for \$6000.
 - David updated the board on the Grants that have been applied for. We are still waiting to hear from the CIP and the Can150 grant. I was told that we should know sometime in September.
 - David told the board that the steel was finished being erected by Sept 10th.
- Treasurers Report:** Report was read by David. Syd moved the adoption of the report as read. Shawna seconds. Motion Carried.
- Managers Report:** David read the Managers report. David told the board about upcoming events at the Agriplex. David brought up the following items for discussion:
- The AIP grant was turned down as it was considered new construction and with cut backs they were only looking at existing facility renovations. I then reapplied for electrical work on the three phase power conversion, plug in upgrades and parking lot improvements.
 - I applied for more funding under the CFEG program by the Sept 15th deadline. I will have the final paperwork completed for the MCFG and CFEG into them before the current application is reviewed.
 - The second indoor facility which was started on July 20th was completed on Sept 10th
 - Architectural and mechanical blueprints are being completed at this time. David may have found someone who can do a mechanical blueprint and have it stamped at a reasonable price. He will also be meeting with the mechanical engineer who gave us a price(air tech \$8605 plus GST) to see what he is suggesting we need as far as heat and air exchange in our new building to meet building code.
 - David put the ads in for winter nite rentals as well as for the WCAS scholarships.
 - I had an inquiry about the old parma groomer and if we are interested in selling.
 - The town has asked if we are interested in letting go of some of our leased land that runs directly west of the old cedar garden restaurant. This would be to be sold to M&P trailers.
- New Business:**
- The board talked about selling the old parma groomer but decided to keep it for now as a backup to the Black Widow if it breaks down during an event.
 - The board talked about the lease agreement that we have with the town over the land south of the Agriplex. The board felt that as lease holders we don't have anything to gain in reworking our existing lease with the town. Gerry moves that the WCAS does not change the lease agreement as outlined in the 1999 agreement with the Town over the south land. Shawna Seconds. Motion Carried
- Adjourn:** Gerry moves the meeting be adjourned at 8:15pm.

CLARESHOLM AND DISTRICT MUSEUM BOARD MINUTES

MAY 18, 2016

Present: Mike McAlonan, Don Glimsdale, Ken Favrholt, Arden Dubnewick and Betty Hoare

1. Mike called meeting to order at 4:32.
2. Adoption of agenda – Arden moved agenda be approved as is – motion carried.
3. Minutes read by Betty – Don made motion to approve as amended – motion carried.
4. Financials were reviewed. Ken to check that the grant from Alberta Museum Association is recorded properly. Don moved financials be approved – motion carried. Monies in trust report – requested by town but not received, Ken will request again. \$60,000 for building was discussed, a new request will have to be made to the town to have it added in 2017 budget.
5. Correspondence: a thank you to the Minister of Heritage and a press release to the Claresholm Local Press for the \$9,997 received for the compact storage project.
6. **OLD BUSINESS –**
 - A. Former EDO office in station to be used by a student hire from the Chamber of Commerce. Arden moved the approval of the use of the previous EDO office in the museum to be used as a temporary office from Jun 6 to Aug 26 for this student hire. Motion carried.
 - B and D. Strategic Planning document was discussed and approved for presentation with the changes discussed.
 - C. Off-site storage work bee is set for July 7-8, Thursday and Friday starting at 9:00 AM.
 - E. Monetary donation policy- deferred.
 - F. Farmers Market – work with the Chamber of Commerce for a possible downtown venue.
 - G. Fibre Art Festival – was a well planned and attendance was good. The museum contribution received a lot of attention.
 - H. Meeting with Karen Lindeman, Betty Hoare and Ken Favrholt regarding art display – deferred.
 - I. Presentation at the Legion by Ellin Bessner is set for Monday May 30th from 7-9 PM.
 - J. Community oral history workshop – reminder it is on June 11.
 - K. Link Trainer -Don Glimsdale will work with Murray Frame to get an estimated cost.
7. **NEW BUSINESS –**
 - A. ED report reviewed the report submitted by Ken.
 - B. Grand opening event – discussed plans for upcoming event.
 - C. Upcoming events for the Friends of the Claresholm Museum: May 28th Picture Butte Museum tour; May 30 Story of Rose Goodman at the Legion; June 4 – tailgate sale from 8 to 12 at the museum grounds; August – tea on the lawn in conjunction with Claresholm Fair days.
 - D. Canada 150 Infrastructure funding - Arden made motion for Ken to explore further on Canada 150 Community Infrastructure Program application for a new building. Motion

carried.

E. Contract employee for fall staffing in the Station – Ken to discuss with Simon Janhunen.

Adjournment at 6:20 by Arden.

Next meeting June 22, 2016.

APPROVED

CLARESHOLM AND DISTRICT MUSEUM BOARD MINUTES

JUNE 29, 2016

Present: Mike McAlonan, Don Glimsdale, Ken Favrholt, Arden Dubnewick and Betty Hoare

1. Mike called meeting to order 4:30.
2. Adoption of agenda – Arden moved agenda approved with changes – motion carried.
3. Minutes read of May 18, 2016 meeting. Don Glimsdale moved minutes be approved as is – motion carried.
4. Financials – discussed current financial report. Don Glimsdale moved financials be approved – motion carried. Discussed the meeting with Marion Carlson, Simon Janhunen, Ken Favrholt, Don Glimsdale and Betty Hoare at town office. A new proposal will have to be submitted to council to start the process for any new capital expenditures.
5. Correspondence – E-mail from Tara VanDellen from the Art's Society advising us that they will look elsewhere for their upcoming art exhibit. A request to have a float in the parade in August was received by Ken. Board thought that something should be entered. Ken to check with Legacy Dodge about the use of a pickup truck.
6. **OLD BUSINESS –**
 - A. Use of former office by the Chamber of Commerce STEP student – Chyna Clay has started with no problems.
 - B. Strategic Plan presentation to council was on June 13 and council will make a response back to us.
 - C. Off-site storage work bee will be on July 6 and 7 starting at 9:00 AM.
 - D. Ellin Bessner talk on Rose Goodman – 26 people attended and they enjoyed her presentation.
 - E. Tail-gate sale by the friends – for the first time event, the friends were very pleased with the turnout, made \$116 and plan to do it again.
 - F. Community oral history workshop was held June 11, 2016 and Karissa Hartley attended.
 - G. Monetary donation policy - deferred.
7. **NEW BUSINESS –**
 - A. ED report – reviewed the monthly report submitted by Ken. Mike moved report be approved – motion carried.
8. **OTHER –**
 - A. Community foundation of Lethbridge and Southwestern Alberta – Canada 150 project grant \$15,000 (?) matching proposal. Board reviewed Ken's written presentation for a special military display to honor the 150th Anniversary of Canadian Confederation. Betty made a motion for Ken to go forward with a proposal for funding from the Community foundation of Lethbridge and Southwestern Alberta, motion

carried.

B. Alberta Culture Days proposal – Ken presented the concept for multi-cultural food booths to be held September 30 – October 1.

C. Proposed new storage building, discussed the need to have a special committee to come up with the design and timing for the proposed project.

Adjournment at 6:30 PM by Mike.

Next meeting to be August 3, 2016 or August 17, 2016 pending on board members schedule.

APPROVED

CLARESHOLM AND DISTRICT MUSEUM BOARD MINUTES

AUGUST 3, 2016

Present: Mike McAlonan, Don Glimsdale, Ken Favrholt, Arden Dubnewick and Betty Hoare

Guest: Marian Carlson, Chief Administrative Officer

1. Call to order at 4:32 by Mike McAlonan
2. Adoption of agenda – Arden moved agenda approved with changes – motion carried.
3. Minutes read of June 29, 2016 meeting. Don Glimsdale moved minutes be approved as is – motion carried.
4. Financials – discussed current financial report. Don Glimsdale moved financials be approved – motion carried.
5. Correspondence –
 - 1- Application made to the Alberta Historic Resources for Walking Tour has been denied. Suggestion was made to go thru Alberta Museums Assoc.
 - 2- Received a thank you from the AMA Institutional Membership for renewing our membership.
 - 3- Young Canada Works have approval 35 days funding for Visitor Information lead. Basically saves money on museum budget does not extend calendar time.
 - 4- AMA 2016 report – operation staffing grant, noted the \$25,000 to Claresholm museum.
6. **OLD BUSINESS:**
 - A. Strategic Plan comments from Marian Carlson. This topic was discussed prior to correspondence. Marian reported back to the board and Ken after Ken's presentation to Town Council. Things to work on are action items with goals within the 3 to 5-year plan. Need a 3-year budget draft by early to mid September. Final budget by October for year 2017.
 - B. Off-site storage update – the storage units have been re-worked and have gone from 3 units to 2.
 - C. Fair Days Parade – Warren O'Connell from Legacy Dodge has offered a truck. Ken and staff will put the military mannequins in back of pickup. The bench show will have 8 boards of different types of barbwire on display from the museum.
 - D. Proposal for new building – tabled.
 - E. Storage in Exhibit Hall – the new Foothills System has a tentative date for installation of August 30, 2016.
 - F. Alberta Culture Days (Sept. 30 – Oct 1) update – some of those contacted on a cultural fair were interested. Ken will continue working on this.
 - G. -Monetary donation policy – tabled.

7. NEW BUSINESS:

- A.** Historical Walking Tour in ED report was discussed.
- B.** Museum survey in ED report was discussed. Chad is working on a survey.
- C.** Discovering Claesholm banners will be used for the Claesholm downtown tour along with historical write-ups.
- D.** Contract help in the fall will cover the station from August 27 to October 10. One of the staff will be leaving early and volunteer help will be needed.

Adjournment at 5:55 by Mike.

Next meeting September 7, 2016 at 4:30 PM.

APPROVED

CLARESHOLM AND DISTRICT MUSEUM BOARD MINUTES

September 7, 2016

Present: Mike McAlonan, Don Glimsdale, Ken Favrholt, Arden Dubnewick and Betty Hoare

1. Call to order at 4:25 by Mike McAlonan
2. Adoption of agenda – Arden moved agenda approved with changes – motion carried.
3. Minutes read of August 3, 2016 meeting. Don Glimsdale moved minutes be approved as amended – motion carried.
4. Financials – discussed current financial report. Don Glimsdale moved financials be approved – motion carried.
5. **CORRESPONDENCE**
 1. A letter from Young Canada Works acknowledging the payment of \$10,344.80 which represents 75% of the \$13,793.06. Final payment of \$3,448.26 to come at a later date.
6. **OLD BUSINESS**

Made a motion to officially make Mike McAlonan the chairperson of the board – motion carried.

 1. Historical Walking Tour application has been submitted.
 2. Strategic Plan and budget for 2017, discussed the need to submit a revised 3-year plan and a budget for 2017 to the town. This plan needs to have measurable goals. A special meeting will be held on September 28 at 4:00 PM at the town office.
 3. Alberta Culture Days for October 1, 2016 – Ken has heard back from 4 groups that they would be interested. Ken will look into getting the Seniors Centre for a possible backup.
 4. Canada 150 grant application – deadline September 30, 2016. Proposal made for a special exhibit of the Air Force for the 150th Centennial. Ken to send out letters regarding donations to the project.
7. **NEW BUSINESS**
 1. Board recruitment – Mike spoke on getting new board members.
 2. Board Governance – a discussion was held on the reading material sent out by Ken. Looked at the difference between different types of boards. Out of the three types (Advisory, Governance and Working) it was felt that this board is a blend.
 3. 2017 Operating & Capital Projects covered in old business #2.
 4. Request for deaccession of medals – will wait until more documentation is received.
 5. ED Report – looked thru the details listed in the monthly report.
 6. Ken to discuss the structure of the collections committee with Myrna Glimsdale and Bob Mackin.

8. OTHER

1. Personnel – hired new staff for the month of September for the museum.
2. Building – Don talked about a different type of building that could be built – large more typical garage. Board thought that all ideas needed to be looked at in the future.
3. Access denied Rae Trimble – Betty advised the board of a phone call she received asking that the board re-think the past decision. After discussion it was felt that a second chance be given. It was **strongly** felt that she needed to be aware that this access comes with the same restrictions as for the general public. Motion made: *“The board members request the town allow Rae Trimble access to the museum. This access to be the same as that allowed to any other member of the general public”*. Motion passed unanimously.

Motion to adjourn made by Mike at 6:30, all in favour.

Next meeting Thursday October 13, 2016 at 3:30 at the Town Office.



319 – 6th Street South
Lethbridge, AB T1J 2C7
info@oldmanwatershed.ca
(403) 330-1346

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

oldmanwatershed.ca

October 18, 2016

Dear Mayor Steel and the Councillors of the Town of Claresholm:

You did it again!

Last year, you invested \$1,295 in watershed management and health. The OWC put your money to work, inspiring people in homes, businesses, farms, and ranches to become more engaged than ever before. People across Southern Alberta are beginning to understand that clean, clear, plentiful water is the key to continued prosperity in the region.

Here are some of the successes you made possible:

> **Communications:** Our network is second to none. In addition to our own project updates, watershed stories and events, contributions come from throughout western Canada to reach about 15,000 people a week. Our photos, videos, articles and educational resources are free for everyone to use and easy to access on our new website (www.oldmanwatershed.ca). We also offer Social Media training at cost to all our partner organizations.

> **Education:** Our 4 Outreach Assistants were busy all summer in the backcountry, reaching out to recreationists in the headwaters and building a community of good practice. We are also at events throughout Southern Alberta, changing hearts and minds about everything from water conservation to bugs and aquatic invasive species!

> **Planning:** The OWC is one of 11 Watershed Planning and Advisory Councils across the province, mandated by the provincial government to provide information and advice under the Water For Life strategy. The Minister of Environment has been seeking our input regularly and we have been able to make a major impact on the province's planning processes, particularly with regard to the Livingstone and Porcupine Hills Land Footprint Management Plan.

> **Watershed Legacy Program:** Over \$25,000 was awarded to 12 projects in the Oldman watershed, ranging from invasive weed control to riparian restoration through fencing and off stream waterers. We are making a difference directly on the land and for the river.

> **The Hub:** Our new location is accessible, welcoming and available for you to use as a meeting space. The coffee pot is always on and we look forward to chatting with you about our accomplishments and vision for the upcoming year!

Our annual donations come from both urban and rural users.

Municipalities help to keep us going strong with just \$0.35 per resident.

For 3,578, that is an investment of \$1,252 and is critical for OWC to leverage as matching funds for grants.

Thanks to the Town of Claresholm for your continued support!

If you would like a presentation, or have any questions, please contact Shannon Frank, OWC's Executive Director, by phone at: (403) 330-1759 or email: shannon@oldmanwatershed.ca.

Sincerely,

Doug Kaupp, OWC Chairman