



TOWN OF CLARESHOLM
PROVINCE OF ALBERTA
REGULAR COUNCIL MEETING
APRIL 10, 2017
AGENDA

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

CALL TO ORDER

AGENDA: ADOPTION OF AGENDA

MINUTES: REGULAR MEETING MINUTES MARCH 27, 2017

PUBLIC HEARING: BYLAW #1624 – Land Use Bylaw Amendment (Secondary Suites)

ACTION ITEMS:

1. BYLAW #1624 – Land Use Bylaw Amendment (Secondary Suites)
RE: 2nd & 3rd Readings
2. BYLAW #1627 – Cat Bylaw
RE: 3rd Reading
3. BYLAW #1628 – Dog Bylaw
RE: 3rd Reading
4. CORRES: Hon. Shave Anderson, Minister of Municipal Affairs
RE: ACP Grant – Regional Fire Service Delivery Feasibility Study Project
5. CORRES: Hon. Shave Anderson, Minister of Municipal Affairs
RE: ACP Grant – Shared Water Distribution Project
6. CORRES: Hon. Shave Anderson, Minister of Municipal Affairs
RE: ACP Grant – 2017 Orthophotography Project
7. CORRES: Hon. Stephanie McLean, Minister of Service Alberta
RE: SuperNet & Support of Rural Broadband
8. CORRES: Federation of Canadian Municipalities (FCM)
RE: FCM's Legal Defense Fund
9. CORRES: Workers' Compensation Board – Alberta
RE: April 28 – National Day of Mourning
10. CORRES: Oldman Watershed Council
RE: Annual Donation
11. REQUEST FOR DECISION: Mower Purchase Over Budget
12. REQUEST FOR DECISION: Purchase of Fire Command Vehicle
13. REQUEST FOR DECISION: Recycling Contract – Town of Stavelly
14. FINANCIAL REPORT: Statement of Operations – January 31, 2017
15. INFORMATION BRIEF: Council Resolution Status
16. ADOPTION OF INFORMATION ITEMS
17. IN CAMERA: Land; Personnel

INFORMATION ITEMS:

1. Cheque Listing for Accounts Payable – March 2017
2. Municipal Planning Commission Meeting Minutes – March 10, 2017

ADJOURNMENT



TOWN OF CLARESHOLM
PROVINCE OF ALBERTA
REGULAR COUNCIL MEETING MINUTES
MARCH 27, 2017

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 and Lyal O’Neill

ABSENT: Councillor Chris Dixon

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

MEDIA PRESENT: Rob Vogt, Claresholm Local Press

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

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

CARRIED

MINUTES: REGULAR MEETING – MARCH 13, 2017

Moved by Councillor McAlonan that the Regular Meeting Minutes March 13, 2017 be accepted as presented.

CARRIED

PUBLIC HEARING: BYLAW #1625 – Land Use Bylaw Amendment (Annexation)

Mayor Steel declared the hearing open at 7:03 p.m.
Mayor Steel asked for any comments from Council. None noted.
Mayor Steel made the first call for submission from the public.
Glen Alm, Councillor from the MD of Willow Creek, made the comment that he was glad that the annexed land will be zoned agricultural transitional rather than direct control as it will be better for those annexed residents.
Mayor Steel made second and third calls for submissions from the public.
No further submissions either verbal or written were noted.
Mayor Steel declared the hearing closed at 7:06 p.m.

ACTION ITEMS:

1. **BYLAW #1625 – Land Use Bylaw Amendment (Annexation)**
RE: 2nd & 3rd Readings

Moved by Councillor Cutler to give Bylaw #1625, a Land Use Bylaw Amendment regarding Annexation, 2nd Reading.

CARRIED

Moved by Councillor Ford to give Bylaw #1625, a Land Use Bylaw Amendment regarding Annexation, 3rd & Final Reading.

CARRIED

2. **BYLAW #1627 – Cat Bylaw**
RE: 2nd Reading

Moved by Councillor O’Neill to give Bylaw #1627, the Cat Bylaw, 2nd Reading.

CARRIED

3. **BYLAW #1628 – Dog Bylaw**
RE: 2nd Reading

Moved by Councillor Ford to give Bylaw #1628, the Dog Bylaw, 2nd Reading.

CARRIED

4. **BYLAW #1629 – Bylaw to Repeal Borrowing Bylaw #1616**
RE: All Readings

Moved by Councillor Cutler to give Bylaw #1629, a bylaw to repeal Borrowing Bylaw #1616, 1st Reading.

CARRIED

Moved by Councillor McAlonan to give Bylaw #1629, a bylaw to repeal Borrowing Bylaw #1616, 2nd Reading.

CARRIED

Moved by Councillor Cutler to give unanimous consent to give Bylaw #1629, a bylaw to repeal Borrowing Bylaw #1616, 3rd and Final Reading at this meeting.

CARRIED

Moved by Councillor Fieguth to give Bylaw #1629, a bylaw to repeal Borrowing Bylaw #1616, 3rd and Final Reading.

CARRIED

**5. DELEGATION RESPONSE: Claesholm Safe Grad Committee
RE: Claesholm Arena Rental**

MOTION #17-022

Moved by Councillor Cutler to deny the request of the Claesholm Safe Grad Committee to use the Claesholm Arena or other Town facilities for their Safe Grad Event to potentially be held on June 30, 2017.

CARRIED

**6. CORRES: Hon. Shaye Anderson, Minister of Municipal Affairs
RE: Municipal Sustainability Initiative (MSI) Capital Funding**

Received for information.

**7. CORRES: Hon. Shaye Anderson, Minister of Municipal Affairs
RE: MSI Capital Funding**

Received for information.

**8. CORRES: Hon. Shaye Anderson, Minister of Municipal Affairs
RE: MSI Operating Funding**

Received for information.

**9. CORRES: Hon. Shaye Anderson, Minister of Municipal Affairs
RE: Alberta Community Partnership (ACP) Program Application**

Received for information.

**10. CORRES: AEP Watershed Resiliency and Restoration Program
RE: WRRP Grant Recipient Southern Showcase**

Received for information.

**11. REQUEST FOR DECISION: Claesholm Bantam Football Association
Application**

Received for information.

12. REQUEST FOR DECISION: Returning Officer

MOTION #17-023

Moved by Councillor Ford to appoint Karine Wilhauk as the Returning Officer for the 2017 elections.

CARRIED

13. REQUEST FOR DECISION: Free Public Swim Initiative

MOTION #17-024

Moved by Councillor Cutler to donate twenty-six (26) hours of pool rental time for the Claesholm Healthy Community Coalition's free public swim initiative for the term January 1 to March 31, 2017.

CARRIED

14. INFORMATION BRIEF: Pitch-in Canada Week 2017

Received for information.

15. INFORMATION BRIEF: CAO Report

Received for information.

16. INFORMATION BRIEF: Council Resolution Status

Received for information.

17. ADOPTION OF INFORMATION ITEMS

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

CARRIED

18. IN CAMERA: Contract (2); Legal; Land

Moved by Councillor Ford that the meeting go In Camera at 7:30 p.m.

CARRIED

Moved by Councillor McAlonan that this meeting come out of In Camera at 8:46 p.m.

CARRIED

ADJOURNMENT: Moved by Councillor Fieguth that the meeting adjourn at 8:47 p.m.

CARRIED

ACTION ITEMS



**TOWN OF CLARESHOLM
PROVINCE OF ALBERTA
BYLAW # 1624**

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 define, regulate and control Secondary suites within certain residential districts.

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

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

1. Replace the following definitions in the Interpretation Section under subsection 6. Definitions:

Manufactured home means a development of a newly-constructed, factory-built dwelling which may be transported to a new location and placed on a permanent foundation or constructed in prefabricated units at a factory or place other than that of its final assembly. This use includes "Double-wide" "Single-wide" and mobile homes, but the term does not include motor homes, travel trailers, recreation vehicles and any similar vehicles that are neither intended for permanent residential habitation nor subject to the current provincial building requirements and precludes the installation of a secondary suite.

2. Revise the following definition in the Interpretation Section under subsection 6. Definitions:

Garden suite – See Secondary Suite definition.

3. Add the following definitions to the Interpretation Section under subsection 6. Definitions:

Principal dwelling means a primary residence which is the principal building on the title.

Secondary suite means a development of an accessory dwelling unit containing cooking facilities, a food preparation area, sleeping area, and sanitary facilities, which are physically separate from and subordinate to those of the principal dwelling within the structure or on the same title and that has a separate entrance. A secondary suite may be a basement or garage suite within the principal dwelling, or a garage or garden suite within an accessory building. A secondary suite does NOT include a boarding house, duplex, semi-detached dwelling, multi-unit dwelling, rowhouse dwelling or townhouse, manufactured home park, or apartment.

Garage suite – See Secondary Suite definition.

Basement suite – See Secondary Suite definition.

4. Delete Garden Suite from the following districts:

Single Detached Residential – R1
Country Residential – R3

5. Add Secondary Suite as a discretionary use to the following districts:

Single Detached Residential – R1
Duplex Residential – R2
Country Residential – R3

6. Delete from Schedule 4 Section 16 Garden Suites in its entirety and renumber Show Homes as 16.

7. Add to Schedule 8 Section 2 under Residential the following:

Secondary Suites	1 space per bedroom
------------------	---------------------

8. Add to Schedule 10 Home Occupations under Home Occupation 2 Standards the following:

23. A Home Occupation 2 shall not be approved where a secondary suite has been developed, unless it is proven to the satisfaction of the Development Authority that the amount of traffic generated is limited and adequate parking is available without adversely affecting the neighborhood.

9. Add the following Schedule:

Schedule 15 SECONDARY SUITES

1. APPLICABILITY

The requirements of this schedule, with the exception of the general requirements, which apply to all secondary suites, are categorized based on the context of the suites and how they may be incorporated into a principal dwelling or accessory building.

2. GENERAL REQUIREMENTS

All secondary suites shall meet the following requirements:

- (a) only one secondary suite may be developed where a Single detached dwelling, Modular home or Moved-in dwelling has been established;
- (b) should all residential dwelling units on a title be rented, including but not limited to, the main floor and, if applicable, second storey of a principal dwelling where there is a basement suite, a suite above an attached garage, a suite that is part of a detached garage, or a garden suite, the owner shall be required to obtain a business license;
- (c) notwithstanding 2(d), variances or waivers of setbacks or any other measureable standard in conjunction with applications for secondary suites shall be decided upon by the Municipal Planning Commission.
- (d) a secondary suite shall provide one off-street parking space per bedroom and no variances or waivers to this requirement shall be granted;
- (e) all required off-street parking shall be designed and developed to the standards set out in Schedule 8 (Parking and Loading Space Requirements);
- (f) development of a new secondary suite shall meet all requirements of the Alberta Building Code and Alberta Fire Code as a condition of approval;
- (g) a secondary suite shall not be separated from the principal dwelling or any part of the title on which the principal dwelling is located through a condominium conversion or subdivision;
- (h) a secondary suite shall be restricted to a title occupied by a single dwelling unit either a Single detached dwelling, Modular home or Moved-in dwelling but, not including a Manufactured home as defined by this bylaw;
- (i) a secondary suite shall not be permitted in a boarding house, duplex, semi-detached dwelling, multi-unit dwelling, rowhouse dwelling or townhouse, manufactured home park, or apartment;
- (j) the maximum number of bedrooms in a secondary suite shall be two (2);
- (k) the Development Authority, as a condition of approval, may request proof that the utility services to the principal dwelling are capable of carrying the additional load of the proposed secondary suite;
- (l) a secondary suite shall not be developed on the same title as a Home occupation 2 (see Schedule 10), unless it can be proven to the Development Authority that the impact resulting

from the home occupation is limited, adequate parking is provided and the amenities of the neighbourhood are not negatively affected;

- (m) the exterior finish of a garden suite, including but not limited to, materials, textures, and colours, shall match or compliment the exterior finish of the principal dwelling, to the satisfaction of the Development Authority; and
- (n) the minimum floor area of a secondary suite shall be 30 m² (322.9 ft²).

3. EXISTING SECONDARY SUITES

Existing secondary suites include any suite that existed prior to the passing of this bylaw. In addition to the requirements of section 2 of this schedule, excepting thereout the building code requirement of 2(f) if it can be proven that the suite was developed prior to December 31, 2006, existing secondary suites shall meet the following requirements:

- (a) an existing secondary suite developed prior to December 31, 2006 shall meet all applicable requirements of the Alberta Fire Code as a condition of approval;
- (b) an existing secondary suite developed after December 31, 2006, shall comply with all Alberta Building Code and Alberta Fire Code requirements, including separate heating and ventilation systems for the principal dwelling unit and secondary suite, as a condition of approval;
- (c) an existing secondary suite shall meet all other requirements of this Schedule and any other applicable section or schedule of this bylaw; and
- (d) should an existing secondary suite be unable to reasonably meet the requirements of this bylaw, to the discretion of the Development Authority, the use of the suite for rental purposes shall not be permitted.

4. SECONDARY SUITES within the PRINCIPAL DWELLING



Basement suites are located below grade, in the basement of a Single detached dwelling, Modular home, or Moved-in dwelling. In addition to the requirements of section 2 of this schedule, the following requirements apply to basement suites:

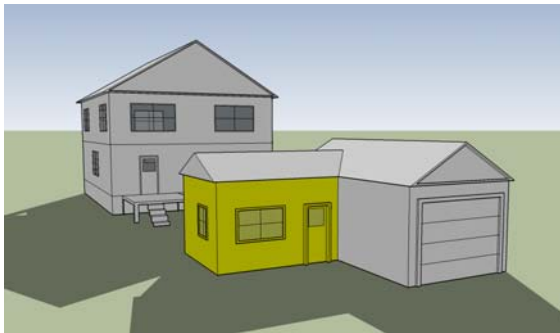
- (a) the maximum floor area of a basement suite shall not exceed the floor area of any one storey of the dwelling above grade;
- (b) a basement suite shall be developed in such a way that the exterior of the principal dwelling shall appear as a single detached dwelling;
- (c) a basement suite shall have an entrance separate from the entrance of the principal dwelling in accordance with Alberta Safety Codes; and
- (d) should the entrance be directly from the exterior of the dwelling, it shall be on the side or rear of the structure.



Garage suites may include a secondary suite within the principal dwelling. In addition to the requirements of section 2 of this schedule, the following requirements apply to garage suites within the principal dwelling:

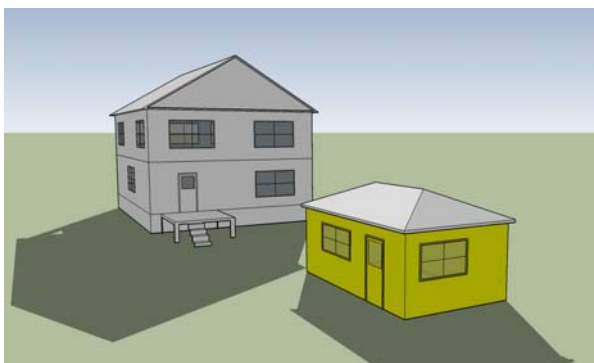
- (e) in no instance shall the roof peak of a garage suite be higher than the roof peak of the principal dwelling;
- (f) the roof slope of the garage should be the same as or similar to the roof slope of the principal dwelling, to the discretion of the Development Authority;
- (g) an entrance separate from the entrance to the garage in accordance with Alberta Safety Codes;
- (h) the maximum floor area of the suite shall not exceed the floor area of the garage, not including shared mechanical rooms and common areas;
- (i) the minimum setback dimensions, maximum percentage of lot coverage, and maximum height requirements shall be as described in the land use district for a Single detached dwelling, Modular home, or Moved-in dwelling; and
- (j) the portion of the garage structure intended for use as a garage shall not be permitted to be used as additional living space.

5. SECONDARY SUITES within an ACCESSORY BUILDING



Garage suites may be included at grade within the same accessory building as the detached garage. In addition to the requirements of section 2 of this schedule, the following requirements apply to garage suites within an accessory building:

- (a) the roof slope of the garage should be the same as or similar to the roof slope of the principal dwelling, to the discretion of the Development Authority;
- (b) an entrance separate from the entrance to the garage shall be developed in accordance with Alberta Safety Codes;
- (c) at grade garage suites that are a part of a detached garage shall only be permitted on lots with laneways or on lots where adequate access is deemed acceptable to the Municipal Planning Commission;
- (d) an at grade garage suite shall not be developed until a principal dwelling has been legally developed;
- (e) the minimum separation from the principal dwelling shall be 3.0 m (9.84 ft);
- (f) the minimum setback dimensions, maximum percentage of lot coverage, and maximum height requirements shall be as described in the land use district for an accessory building; and
- (g) the portion of the garage structure intended for use as a garage shall not be permitted to be used as additional living space.



Garden suites are detached completely from the principal dwelling and are accessory buildings constructed at grade. In addition to the requirements of section 2 of this schedule, the following requirements apply to garden suites within an accessory building:

- (h) a garden suite shall only be permitted on lots with laneways or on lots where adequate access is deemed acceptable to the Municipal Planning Commission;

- (i) a garden suite shall not be developed until the principal dwelling has been legally developed;
- (j) the maximum floor area of a garden suite shall be 74.32 m² (800 ft²);
- (k) the minimum separation from the principal dwelling shall be 3.0 m (9.84 ft);
- (l) the minimum setback dimensions, maximum percentage of lot coverage, and maximum height requirements shall be as described in the land use district for an accessory building; and

10. This Bylaw shall take effect on the date of final passage.

11. That Bylaw #1624 be consolidated to Bylaw #1525.

12. Bylaw #1525 is hereby amended.

Read a first time in Council this **13** day of **March** 2017 A.D.

Read a second time in Council this day of 2017 A.D.

Read a third time in Council and finally passed in Council this day of 2017 A.D.

Rob Steel, Mayor

Marian Carlson, Chief Administrative Officer



REQUEST FOR DECISION

Meeting: April 10, 2017
Agenda Item: 1

BYLAW No. 1624 - LAND USE BYLAW No.1525 AMENDMENT

BACKGROUND / DESCRIPTION:

March 13th 2017 Council passed 1st reading on Bylaw No. 1624 (secondary suites). The bylaw will add clarity to specific land use districts where secondary suites are permitted and the process for approval. The definitions have also been revised to add additional clarity.

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 notice must be given 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, the date, time and place where the public hearing is to be held. The notice was circulated in the Claresholm Local Press March 29th and April 5th, 2017.

PROPOSED RESOLUTIONS:

Council pass motions to give Bylaw No.1624, a bylaw to amend Land Use Bylaw No.1525 2nd & 3rd readings.

RECOMMENDED ACTION:

Moved by Councillor _____ to give second reading to Bylaw No.1624, a bylaw to amend Land Use Bylaw No.1525.

Moved by Councillor _____ to give third & final reading to Bylaw No.1624, a bylaw to amend Land Use Bylaw No.1525.

ATTACHMENTS:

- 1.) Bylaw #1624

APPLICABLE LEGISLATION:

- 1.) LUB No.1525
- 2.) MGA Section 692, 606

PREPARED BY: Tara VanDellen, Development Officer

APPROVED BY: Marian Carlson, CLGM - CAO

DATE: April 7, 2017



**TOWN OF CLARESHOLM
PROVINCE OF ALBERTA
BYLAW #1627**

A Bylaw of the Town of Claresholm to provide for the regulation and control of cats, within the Town of Claresholm.

WHEREAS, pursuant to Section 7 of the Municipal Government Act, RSA 2000, Chapter M-26 and amendments thereto, a Council may, pass bylaws for municipal purposes respecting wild and domestic animals and activities in relation to them;

NOW THEREFORE, the Town of Claresholm, in the Province of Alberta, duly assembled hereby enacts the following:

Title

1. This Bylaw may be cited as the Cat Bylaw.

Definitions

2. In this Bylaw:
 - a. "Animal Control Officer" means any person, firm or corporation, appointed by Council to carry out the provisions of this Bylaw.
 - b. "Cat" shall mean either a male or female cat over the age of three (3) months.
 - c. "Council" means the Council of the Town of Claresholm.
 - d. "Owner" means the person who has legal title to a cat and includes any person who has the possession or custody of the cat, or harbours the cat, or suffers the cat to remain on his/her premises.
 - e. "Pound" means a place designated by Council as a place where cats may be placed and kept impounded under humane conditions.
 - f. "Running At Large" means a cat found on any public street, lane, alley or other public place in the Town or is on private property without the permission of the occupant or owner thereof.
 - g. "Town" means the Town of Claresholm.

Offences

3. A cat owner, whose cat or cats are or become a public nuisance or are running at large, is guilty of an offence.
4. An owner who fails to remove defecated matter which the owner has permitted or caused the cat or cats to deposit on public property or upon the lands or premises of any person other than the owner, is guilty of an offence.
5. The residences or grounds where any cats are kept shall at all times be maintained in a clean, sanitary and inoffensive condition, satisfactory to the Animal Control Officer. An owner or occupant of private property must not allow animal feces to accumulate on the property so as to create a health hazard. The Animal Control Officer may serve an owner or occupant of private property with a notice to remove all animal feces from the property within 72 hours of service of the notice. The Town may remove the feces from the property if the person to whom the request is made fails to remove the feces within 72 hours, or after reasonable inquiry, the whereabouts of the owner or occupant of the property cannot be determined. If the Town carried out the work, the costs and expenses may be added to the tax roll and form part of the taxes owing on the land whereon the work was done.
6. The Animal Control Officer, or any person or persons as shall be authorized or appointed by Council, may capture a cat or cats using any humane method and shall deliver said cat or cats to the pound, where said animal shall be held for a period of three (3) days.

Notice

- 7. If a notice is not served personally on an owner or occupant of private property, then a copy of the notice shall be sent by registered mail to the owner of the property at the mailing address shown on the last assessment roll of the Town. A notice sent by registered mail is deemed to have been received on the fifth (5th) day following the date of its mailing.

Impound Fees

- 8. Each cat impounded under the provisions of this Bylaw shall be subject to impounding fees at the rate of:
 - a. \$20.00 per day for each day the cat has been impounded, plus
 - b. \$35.00 – First (1st) offence
 - c. \$100.00 – Second (2nd) and each subsequent offence
- 9. Any cat impounded under the provisions of this Bylaw shall not be released until such time as the owner can:
 - a. present proof of ownership to the satisfaction of the Animal Control Officer,
 - b. pay all offence fines and impounding charges and/or fees.

Fines

- 10. Any person violating any of the provisions of this Bylaw or any other person responsible for such violation shall be liable to a penalty of:
 - a. Warning – First (1st) offence
 - b. \$100.00 – Second (2nd) offence
 - c. \$250.00 – Third (3rd) offence
 - d. \$500.00 – Fourth (4th) and subsequent offences

This Bylaw shall take effect on the date of final passage.

Bylaw #1225 and Bylaw #1480 are hereby repealed.

Read a first time in Council this **13th** day of **March** 2017 A.D.

Read a second time in Council this **27th** day of **March** 2017 A.D.

Read a third time in Council and finally passed in Council this day of 2017 A.D.

Rob Steel, Mayor

Marian Carlson, Chief Administrative Officer



**TOWN OF CLARESHOLM
PROVINCE OF ALBERTA
BYLAW #1628**

A Bylaw of the Town of Claresholm to provide for the regulation and control of dogs, within the Town of Claresholm.

WHEREAS, pursuant to Section 7 of the Municipal Government Act, RSA 2000, Chapter M-26 and amendments thereto, a Council may, pass bylaws for municipal purposes respecting wild and domestic animals and activities in relation to them;

NOW THEREFORE, the Town of Claresholm, in the Province of Alberta, duly assembled hereby enacts the following:

Title

1. This Bylaw may be cited as the Dog Bylaw.

Definitions

2. In this Bylaw:
 - a. “Aggressive Dog” means any dog, whatever its age, whether on public or private property, which has:
 - i. without provocation chased, injured or seriously bitten any other domestic animal or human,
 - ii. without provocation damaged, or destroyed any public or private property,
 - iii. without provocation threatened or created the reasonable apprehension of a threat to other domestic animals or humans and which in the opinion of a Justice, presents a threat of serious harm to other domestic animals or humans,
 - iv. has been previously determined to be a dangerous dog under a Provincial Dog Act or by the Courts.
 - b. “Animal Control Officer” means any person, firm or corporation, appointed by Council to carry out the provisions of this Bylaw.
 - c. “Council” means the Council of the Town of Claresholm.
 - d. “Dog” shall mean either a male or female dog over the age of three (3) months.
 - e. “Dog Breeder” means any person, group of persons or corporation engaged in the commercial business of breeding, buying, selling, or boarding of dogs.
 - f. “Dog Breeding Facility” means the physical premises where dogs are harbored by a dog breeder.
 - g. “Holding Period” means a period of time being of three (3) business days.
 - h. “Off Leash Area” means an area designated by Council for the respectable enjoyment of dogs permitted to exercise in an open space free of a leash.
 - i. “Owner” means the person who has legal title to a dog and includes any person who has the possession or custody of the dog, or harbours the dog, or suffers the dog to remain on his/her premises.
 - j. “Pound” means a place designated by Council as a place where dogs may be placed and kept impounded under humane conditions.
 - k. “Running At Large” means a dog found on any public street, lane, alley or other public place in the Town or is on private property without the permission of the occupant or owner thereof.

1. "Town" means the Town of Claresholm.

Licensing

3. No person shall own, keep or harbor any dog within the Town limits unless such dog has been licensed with the Town, paid the appropriate fee, and the following information about the dog has been collected:
 - a. described as to color, age, breed and sex,
 - b. residing address,
 - c. proof of a valid rabies vaccination.
4. License fees are determined by way of policy set from time to time by the Town Council.
5. Every person who becomes the owner of a dog over the age of three (3) months or takes up residence within the Town and who is the owner of a dog which is over the age of three (3) months and which is not currently licensed in accordance with this bylaw, shall license the dog within one (1) month after becoming owner of the said dog; or taking up residence within the Town.
6. Dog Owners issued a warning to purchase a license will be granted fourteen (14) days to comply excepting when a dog has been impounded. Impounded dogs shall be required to be licensed before being released to the owner.
7. Annual license renewal fee is due before the last day of January for each year.
8. Upon payment of the required license fee, the owner will be supplied with a license tag stamped with a number and the year of the license. Every owner shall ensure that the license tag is securely fastened to a collar or harness which must be worn by the dog at all times when the dog is off the premises of the owner.
9. The owner of a dog will be permitted to pay a license fee of one half the annual rate if such owner takes up residence or such dog is acquired on or after the 1st of October in any one year.
10. No refund of license fees shall be made during any one year, except if documentation is provided from a veterinarian that the dog was neutered or spayed after the purchase of the license, then the difference in the license fee will be refunded.

Offences

11. The following constitutes an offence for the owner, which may result in a notice, fine and if necessary may result in the capture and impoundment of a dog. Offences are as follows:
 - a. a owner who has failed to purchase a valid dog license and/or whose dog is not displaying a valid dog tag.
 - b. a dog who is off the premises of the owner, is not in an off leash area, is not on a leash and under other immediate, continuous and effective control by the owner,
 - c. a dog in an off leash area that is not under immediate, continuous and effective control by the owner,
 - d. a dog running at large,
 - e. a dog chasing, worrying or annoying any person and/or domestic animal on property other than that belonging to the owner of the dog,
 - f. a dog which causes damage to private or public property within the Town,
 - g. a dog which barks, howls or otherwise disturbs any person or persons,
 - h. a dog which has bitten, is biting or is about to bite or attempting to bite any person, upon any street, park or other public place within the Town,
 - i. a dog deemed dangerous in nature

- j. a dog in heat upon any public lands or highway,
 - k. a dog left unattended in any motor vehicle without suitable ventilation,
 - l. a dog named or described or otherwise designated in a complaint made pursuant to The Dangerous Dog Act,
 - m. a dog affected with rabies or any other contagious disease.
 - n. a person who removes or attempts to remove any dog from the possession of the Animal Control Officer while in the pound or while being transported to the pound,
 - o. a person who hinders, delays or obstructs any such Animal Control Officer in the performance of any duty imposed upon them by this bylaw,
 - p. an owner who fails to remove defecated matter which the owner has permitted or caused the dog to deposit on public property, the off leash area or upon the lands or premises of any person other than the owner.
12. The residences or grounds where any dogs are kept shall at all times be maintained in a clean, sanitary and inoffensive condition, satisfactory to the Animal Control Officer. An owner or occupant of private property must not allow animal feces to accumulate on the property so as to create a health hazard. The Animal Control Officer may serve an owner or occupant of private property with a notice to remove all animal feces from the property within 72 hours of service of the notice. The Town may remove the feces from the property if the person to whom the request is made fails to remove the feces within 72 hours, or after reasonable inquiry, the whereabouts of the owner or occupant of the property cannot be determined. If the Town carried out the work, the costs and expenses may be added to the tax roll and form part of the taxes owing on the land whereon the work was done.
13. The owner of a dog shall ensure that such dog shall not:
- a. bite or injure a person or persons whether on the property of the owner or not unless an unlawful act is being committed,
 - b. chase or otherwise threaten a person or persons whether on the property of the owner or not, unless the person chased or threatened is a trespasser on the property of the owner.
14. Where the owner of a dog provides for a dog run or enclosure on the property that dog run or enclosure shall be no closer than one (1) foot from the adjoining property. This dog run must be secure and of an adequate height and size for the dog being housed
15. The act of engaging in dog breeding and/or having a dog breeding facility must comply with the Town of Claresholm Land Use and Business License Bylaw.

Communicable Disease

16. The Animal Control Officer shall immediately segregate from other animals and restrain any dog brought to the pound if it has or appears to have rabies or any other communicable disease.
17. The Animal Control Officer shall report any apparent illness, communicable disease, injury or unhealthy condition of any dog to a veterinarian.
18. The owner of a dog, which is suffering any communicable disease shall not permit or allow the dog to be:
- a. in any public place,
 - b. in contact with or in proximity to any other dog,
 - c. shall keep the dog locked or tied up,
 - d. shall immediately report the matter to a veterinarian,
 - e. shall immediately report the matter to the Animal Control Officer or the Royal Canadian Mounted Police.
19. Any dog known to be rabid shall be immediately euthanized in a humane manner.

Aggressive Dogs

20. At the conclusion of an investigation into a complaint and/or incident complete with a signed statement concerning a dog in the Town, the Chief Administrative Officer (CAO) or their designate may declare a dog to be an aggressive dog. The CAO will issue an Aggressive Dog designation for the dog in question, provided that the CAO is satisfied that the dog constitutes an ongoing potential danger to persons, property, or domestic animals.
21. If a dog is declared to be an Aggressive Dog, the CAO or their designate shall give the owner written notice of such declaration containing the following details:
 - a. informing the owner why their dog has been declared an Aggressive Dog,
 - b. requiring that if the Aggressive Dog is off the owners property, it shall be in a bite inhibition mechanism, under control, and on a permitted leash held by a competent person who is able to control the Aggressive Dog,
 - c. inform the owner the Aggressive Dog is not permitted in the off-leash area,
 - d. requiring the owner to install signage a minimum of 25cm by 25 cm, with 5 cm lettering, warning of the aggressive dog, installed every fifty (50) feet or fifteen (15) meters on the perimeter of owner's property that is accessible by the general public.

Capture and Impoundment

22. An assistant or employee of the Animal Control Officer may do any act which the Animal Control Officer is obliged or permitted to do.
23. The Animal Control Officer, or any person or persons as shall be authorized or appointed by the CAO, may capture a dog that is in contravention of this bylaw by using any humane method and shall deliver said dog to the pound, where it shall be held for the holding period to ascertain the owner.
24. When any dog wearing a Town dog license tag is captured, the Animal Control Officer shall ascertain from the Town records the name and address of the owner and attempt to reunite the dog with its owner.
25. The Animal Control Officer shall, when the name and address of the owner of a dog are not known, post a notice on the door of the pound to inform the general public of the impoundment.
26. The Animal Control Officer may, in their discretion, continue to keep a dog in the pound for a longer period than the holding period provided:
 - a. the owner verifies their ownership and requests that the dog be kept there for a longer period,
 - b. a pending investigation requires the extension of the holding period.

Notice

27. If a notice is not served personally on an owner or occupant of private property, then a copy of the notice shall be sent by registered mail to the owner of the property at the mailing address shown on the last assessment roll of the Town. A notice sent by registered mail is deemed to have been received on the fifth (5th) day following the date of its mailing.

Impound Fees

28. Each dog impounded under the provisions of this Bylaw shall be subject to impounding fees at the rate of:
 - a. \$20.00 per day for each day the dog has been impounded, plus
 - b. \$35.00 – First (1st) offence
 - c. \$100.00 - Second and each subsequent offence

29. Any dog impounded under the provisions of this Bylaw shall not be released until such time as the owner can:
- a. present proof of ownership to the satisfaction of the Animal Control Officer,
 - b. pay all licensing fees, offence fines and impounding charges and/or fees.

Fines

30. Any person violating any of the provisions of this Bylaw or any other person responsible for such violation shall be liable to a penalty of:
- a. Warning – First (1st) offence
 - b. \$100.00 – Second (2nd) offence
 - c. \$250.00 – Third (3rd) offence
 - d. \$500.00 – Fourth (4th) and subsequent offences
31. Any Person violating any provisions of this bylaw where the dog has been deemed Aggressive in nature or any other persons responsible for such violations shall be liable to a penalty of:
- a. \$150 – First (1st) Offence
 - b. \$300 – Second (2nd) Offence
 - c. \$500 – Third (3rd) and Subsequent Offences

This Bylaw shall take effect on the date of final passage.

Bylaw #1416, Bylaw # 1454 and Bylaw #1466 are hereby repealed.

Read a first time in Council this **13th** day of **March** 2017 A.D.

Read a second time in Council this **27th** day of **March** 2017 A.D.

Read a third time in Council and finally passed in Council this day of 2017 A.D.

Rob Steel, Mayor

Marian Carlson, Chief Administrative Officer



ALBERTA
MUNICIPAL AFFAIRS

*Office of the Minister
MLA, Leduc-Beaumont*

RECEIVED

MAR 24 2017

AR88776

March 14, 2017

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

Dear Mayor Steel,

Through the Alberta Community Partnership (ACP) program, the Government of Alberta encourages strengthened relationships between municipalities and cooperative approaches to service delivery. By working in partnership with our neighbors, we help to build vibrant, resilient communities for the benefit of all Albertans.

I am pleased to inform you that the Town of Claresholm has been approved for a grant of \$150,000 under the Intermunicipal Collaboration component in support of your Regional Fire Service Delivery Feasibility Study project.

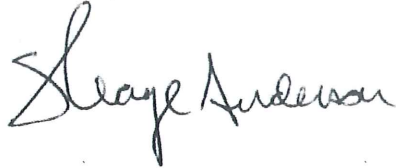
The conditional grant agreement will be mailed shortly to your chief administrative officer to obtain the appropriate signatures.

The provincial government looks forward to celebrating your ACP-funded project with you and your municipal partnership. I encourage you to please send invitations for these milestone events to my office. If you would like to discuss possible events and activities to recognize your ACP achievements, please contact Municipal Affairs Communications, toll-free at 310-0000, then 780-427-8862, or at acp.grants@gov.ab.ca.

.../2

I congratulate the partnership on initiating this project, and I wish you every success in your efforts.

Sincerely,

A handwritten signature in black ink, appearing to read "Shaye Anderson". The signature is written in a cursive, flowing style.

Hon. Shaye Anderson
Minister of Municipal Affairs

cc: Mayor Rene Gendre, Town of Fort Macleod
Mayor Crystal Wilde, Town of Granum
Mayor Rick Everett, Town of Nanton
Mayor Gentry Hall, Town of Stavely
Reeve Earl Hemmaway, Municipal District of Willow Creek
Marian Carlson, Chief Administrative Officer, Town of Claresholm
Susan Keenan, Municipal Manager, Town of Fort Macleod
Sandy Chrapko, Interim Chief Administrative Officer, Town of Granum
Kevin Miller, Chief Administrative Officer, Town of Nanton
Clayton Gillespie, Chief Administrative Officer, Town of Stavely
Cynthia Vizzutti, Chief Administrative Officer, Municipal District of Willow Creek



ALBERTA
MUNICIPAL AFFAIRS

*Office of the Minister
MLA, Leduc-Beaumont*

AR88776

March 14, 2017

His Worship Rick Everett
Mayor, Town of Nanton
PO Box 609
Nanton AB T0L 1R0

Dear Mayor Everett,

Through the Alberta Community Partnership (ACP) program, the Government of Alberta encourages strengthened relationships between municipalities and cooperative approaches to service delivery. By working in partnership with our neighbors, we help to build vibrant, resilient communities for the benefit of all Albertans.

I am pleased to inform you that the Town of Nanton has been approved for a grant of \$175,000 under the Intermunicipal Collaboration component in support of your Shared Water Distribution Study project.

As this grant is only for the water study phase of the initiative, it does not signify provincial support for the construction costs of a regional waterline or other recommendations based on the study's outcomes. Members of Alberta Transportation request to be involved in pertinent technical advisory committees as you undertake the study. Please contact Mike Yakemchuk, Program Advisor, Regional Services, Alberta Transportation, toll-free at 310-0000, then 780-644-3097.

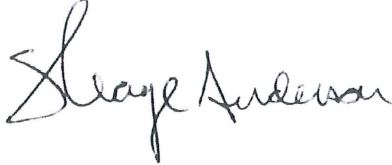
The conditional grant agreement will be mailed shortly to your chief administrative officer to obtain the appropriate signatures.

The provincial government looks forward to celebrating your ACP-funded project with you and your municipal partnership. I encourage you to please send invitations for these milestone events to my office. If you would like to discuss possible events and activities to recognize your ACP achievements, please contact Municipal Affairs Communications toll-free at 310-0000, then 780-427-8862, or at acp.grants@gov.ab.ca.

... /2

I congratulate the partnership on initiating this project, and I wish you every success in your efforts.

Sincerely,

A handwritten signature in black ink that reads "Shaye Anderson". The signature is written in a cursive style with a large initial 'S'.

Hon. Shaye Anderson
Minister of Municipal Affairs

cc: Mayor Rob Steel, Town of Claresholm
Mayor Rene Gendre, Town of Fort Macleod
Mayor Gentry Hall, Town of Stavely
Reeve Earl Hemmaway, Municipal District of Willow Creek
Kevin Miller, Chief Administrative Officer, Town of Nanton
Marian Carlson, Chief Administrative Officer, Town of Claresholm
Susan Keenan, Municipal Manager, Town of Fort Macleod
Clayton Gillespie, Chief Administrative Officer, Town of Stavely
Cynthia Vizzutti, Chief Administrative Officer, Municipal District of Willow Creek



ALBERTA
MUNICIPAL AFFAIRS

*Office of the Minister
MLA, Leduc-Beaumont*

AR88776

March 14, 2017

Her Worship Judy Dahl
Mayor, Town of Olds
4512 - 46 Street
Olds AB T4H 1R5

Dear Mayor Dahl,

Through the Alberta Community Partnership (ACP) program, the Government of Alberta encourages strengthened relationships between municipalities and cooperative approaches to service delivery. By working in partnership with our neighbors, we help to build vibrant, resilient communities for the benefit of all Albertans.

I am pleased to inform you that the Town of Olds has been approved for a grant of \$200,000 under the Intermunicipal Collaboration component in support of your 2017 Orthophotography project.

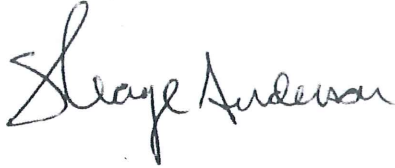
The conditional grant agreement will be mailed shortly to your chief administrative officer to obtain the appropriate signatures.

The provincial government looks forward to celebrating your ACP-funded project with you and your municipal partnership. I encourage you to please send invitations for these milestone events to my office. If you would like to discuss possible events and activities to recognize your ACP achievements, please contact Municipal Affairs Communications, toll-free at 310-0000, then 780-427-8862, or at acp.grants@gov.ab.ca.

.../2

I congratulate the partnership on initiating this project, and I wish you every success in your efforts.

Sincerely,

A handwritten signature in black ink, appearing to read "Shaye Anderson". The signature is written in a cursive, flowing style.

Hon. Shaye Anderson
Minister of Municipal Affairs

cc: Cameron Westhead, MLA, Banff-Cochrane
Mayor Tom Rose, Town of Bassano
Mayor Gordon Reynolds, Town of Bow Island
Mayor Maggie Kronen, Town of Cardston
Mayor Rob Steel, Town of Claresholm
Mayor Kim Craig, Town of Coaldale
Mayor Dennis Cassie, Town of Coalhurst
Mayor Rene Gendre, Town of Fort Macleod
Mayor Crystal Wilde, Town of Granum
Mayor Brian Spiller, Town of Innisfail
Mayor Russ Barnett, Town of Magrath
Mayor David Hawco, Town of Milk River
Mayor Rick Everett, Town of Nanton
Mayor Dennis Cooper, Town of Penhold
Mayor Wendy Jones, Town of Picture Butte
Mayor Don Anderberg, Town of Pincher Creek
Mayor George Bohne, Town of Raymond
Mayor Fred Nash, Town of Rocky Mountain House
Mayor Gentry Hall, Town of Stavely
Mayor Terry Leslie, Town of Sundre
Mayor Hendrick De Vlieger, Town of Taber
Mayor Margaret Plumtree, Town of Vauxhall
Mayor Thomas Grant, Town of Vulcan
Mayor Arlene E. Nelson, Village of Alix



ALBERTA
SERVICE ALBERTA

*Office of the Minister
MLA, Calgary-Varsity*

RECEIVED

MAR 31 2017

AR31494

March 27, 2017

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

Dear Mayor Steel:

As Minister of Service Alberta, I appreciate the opportunity to reach out to you personally about the work my ministry is undertaking with respect to SuperNet and the support of rural broadband in the province.

Our government understands the importance of maintaining vibrant and sustainable communities, and we know that community leaders like you believe that access to government services and quality internet are some of the keys. Keys to encouraging our youth to make a home in rural Alberta, retaining local skills and talent, attracting new industry and opportunity, and helping businesses to thrive. You have reached out to us about the importance of SuperNet and broadband through the recent Alberta Urban Municipalities Association (AUMA) and Association of Alberta Municipal Districts and Counties (AAMDC) surveys, fall conventions and resolutions, direct conversations with my department, and through correspondence with my colleagues in Cabinet. I thank you for the time you have taken to reach out, we have heard your concerns, and I can share that we are actively looking at how to provide support on these important issues.

Also recently, the Canadian Radio-television and Telecommunications Commission (CRTC) announced that broadband is a basic service that should be available to all Canadians, and both the federal government and CRTC are in varying stages of releasing broadband funding programs. We have spent time with both these groups, advocating on behalf of Albertans, and we support these important decisions. To that end, my department is already working with communities and Internet Service Providers (ISPs) across Alberta who are considering submitting applications for funding.

.../2

At the same time as many of you are looking into municipal solutions or partnerships to enable better internet for your rural residents, the current SuperNet operating agreement with Axia SuperNet Ltd. is expiring on June 30, 2018. While SuperNet is not the internet, and primarily connects public sector sites in the province; it is also one of the networks used by municipalities and ISPs to bring internet into rural Alberta. We need to take action, and considering the valuable stakeholder insights shared with us, our government has been looking at options for moving forward. Those key considerations, and some important background to help you understand SuperNet and the decisions we face, can be found on the attachment I have enclosed.

Our government values open communication and recognizes that many communities are making efforts to improve broadband at home. While this process unfolds and we confirm government's direction, we want to caution municipalities on signing long-term agreements with ISPs. The landscape and arrangements could change and we want to position you for success. If you are considering a municipal partnership or agreement with an ISP, please contact our SuperNet Secretariat toll-free for guidance. They can be reached at 1-888-777-4010.

The government will be discussing our approach for the future of SuperNet and potential rural broadband supports in early 2017, and we will ensure you are aware of those decisions.

Thank you for your continued efforts on behalf of the people of Alberta.

Sincerely,



Hon. Stephanie McLean
Minister of Service Alberta

Attachment – SuperNet Municipal Backgrounder

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

Honourable Deron Bilous, Minister of Economic Development and Trade

Honourable Shaye Anderson, Minister of Municipal Affairs

Tim Grant, Deputy Minister, Service Alberta

Stephen Bull, Assistant Deputy Minister, SuperNet Secretariat, Service Alberta

SUPERNET: THE WAY FORWARD AND MUNICIPALITIES

We know that community leaders and Albertans across the province believe that enabling broadband is key to ensuring vibrant and sustainable communities where businesses can thrive. We also know that many internet service providers (ISPs) in rural Alberta count on SuperNet today to deliver internet services to residents and businesses – and as we move forward – we’re working to ensure those services remain available to ISPs and municipalities alike.

On June 30th, 2018 the current SuperNet operating agreement with Axia SuperNet Ltd. expires. In light of the challenges facing SuperNet today, and considering the insights provided by our stakeholders - including municipalities - the Government of Alberta (GoA) has been reviewing options to move forward:

- ✓ Job 1 is ensuring service continuity for our indigenous offices, municipalities, public sector schools, hospitals, libraries and government facilities;
- ✓ While the GoA is not directly responsible for the delivery of internet services to rural Alberta, we must also continue to support ISPs who use the SuperNet today to deliver internet to Albertans, particularly in our rural and remote areas;
- ✓ We must examine ways to address the growing cost of SuperNet, while working to eliminate the issues and challenges raised to us by our many stakeholders;
- ✓ We must decide what role the new model for SuperNet should play in supporting rural broadband in Alberta, and what, if any, additional approaches should be considered to advance rural internet in the province – now and into the future; and
- ✓ We need to achieve these goals within our existing budget.

WHAT IS SUPERNET?

SuperNet is not the internet. It is a network of fibre optic cables, wireless towers, and electronics whose primary purpose is to digitally connect over 3,300 of our province’s hospitals, libraries, schools, government offices, and many municipal and indigenous offices, in 429 communities. SuperNet is also used by many independent ISPs to provide Albertans and businesses in your municipalities with access to the internet.

Like every network, SuperNet has evolved. It started 15 years ago with the GoA making an investment of \$193 million to construct and own a digital network to bring 402 rural and remote communities into the connected world. At that same time, Bell Canada (Bell) stepped up with \$102 million to enhance their existing network covering 27 urban centres within the province. The rural and urban networks became the SuperNet, and made Alberta the most connected province in the country.

In 2005, as SuperNet moved from construction into operations, the ownership arrangements and contracts for SuperNet were changed. Bell had invested more than \$300 million into completing the build of the rural network, and the GoA decided to give away ownership of that infrastructure, to Bell, in exchange for 10-years of free maintenance. Axia SuperNet Ltd. was also contracted to operate SuperNet.

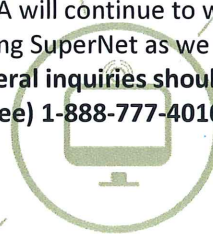
The GoA now holds rights to use Bell’s fibre and wireless infrastructure until 2045. From 2005 to 2015 maintenance of the Bell-owned infrastructure came at no cost to the GoA. As of 2015 the GoA now faces annual maintenance costs of over \$15 million and will have spent more than \$300 million, in maintenance fees alone, before having the opportunity in 2035 to purchase only the aged rural infrastructure for \$1.

As a result of the 2005 change in SuperNet ownership, increasing maintenance costs, and ongoing challenges with today’s SuperNet model, we face some difficult decisions in paving the way forward.

WHO CAN I CONTACT WITH QUESTIONS?

The GoA will continue to work with all municipalities to ensure we maintain clear and open communication regarding SuperNet as we move forward.

All general inquiries should be directed to the SuperNet Secretariat and Rural Broadband Line: (Toll-Free) 1-888-777-4010.





FEDERATION OF CANADIAN MUNICIPALITIES
FÉDÉRATION CANADIENNE DES MUNICIPALITÉS

RECEIVED

MAR 28 2017

04684

March 17, 2017

Dear Mayor and Members of Council,

For the past 20 years, FCM's Legal Defense Fund has been a critical tool in defending the national legal interests of Canada's municipalities. When a member calls on FCM to intervene in a court case of national importance, it's the Legal Defense Fund that makes this support possible. The Fund has been instrumental in setting important legal precedents on a number of issues that are of crucial importance to all municipalities. These include rights-of-way management, payments in lieu of taxes, environmental protection as well as the constitutional ability of municipalities to exercise their legislative powers.

After years of activity, FCM's Legal Defense Fund has been fully depleted. Now we need municipalities like the Town of Claresholm to help restore the long-term health of the Fund.

A robust Legal Defense Fund is more important than ever. As courts — particularly the Supreme Court — become more strict with regard to the number of intervening parties they will allow in any given case, FCM is consistently recognized as the sole municipal intervener in cases with national implications. That means the Fund is the most certain and cost-effective way of protecting municipal legal rights in bodies such as the Courts of Appeal (provincial and federal), the Supreme Court of Canada and administrative bodies like the CRTC. While the Fund is used specifically for costs incurred directly by FCM, its influence in setting national legal precedents benefits every municipality in Canada. A recapitalized Fund will enable FCM to continue its longstanding efforts to maintain adequate municipal control over local rights-of-way and to maximize cost-recovery — while also bringing the municipal voice to a broad range of legal issues. What's more, it will support a growing demand for FCM to seek out proactive legal opinions on emerging policy issues, such as marijuana legalization. This will help provide all municipalities with the best legal advice available at a fraction of the cost, while contributing to the development of a united municipal response on national issues.

FCM has established a long-term strategy to recapitalize the Legal Defense Fund annually — beginning with an immediate call for contributions to cover ongoing legal costs. While support is voluntary, we strongly encourage members to contribute. FCM's Board of Directors has established a set contribution formula of 2 cents per capita. Enclosed is a voluntary invoice that indicates the Town of Claresholm's proposed contribution for this year. This amount can be changed based on your budgetary situation. Starting next fall, municipalities will be invited to make an annual voluntary contribution to the long-term viability of the Fund as part of FCM's yearly membership drive.

All of us have a role to play in advancing the legal interests of Canada's municipalities. Thank you in advance for your immediate and ongoing support of the Legal Defense Fund. For more information, visit the membership page at fcm.ca or email info@fcm.ca.

Sincerely,

Clark Somerville
FCM President

**President
Président**
Clark Somerville
Councillor
Regional Municipality of
Halton, ON

**First Vice-President
Première vice-présidente**
Jenny Gerbasi
Councillor
City of Winnipeg, MB

**Second Vice-President
Deuxième vice-présidente**
Sylvie Goneau
Conseillère
Ville de Gatineau, QC

**Third Vice-President
Troisième vice-président**
Bill Karsten
Councillor
Halifax Regional
Municipality, NS

**Past President
Président sortant**
Raymond Louie
Acting Mayor
City of Vancouver, BC

**Chief Executive Officer
Chef de la direction**
Brock Carlton
Ottawa, ON

24, rue Clarence Street,
Ottawa, Ontario, K1N 5P3

T. 613-241-5221
F. 613-241-7440

www.fcm.ca





FEDERATION
OF CANADIAN
MUNICIPALITIES

FÉDÉRATION
CANADIENNE DES
MUNICIPALITÉS

Invoice / Facture

24, rue Clarence Street, Ottawa,
Ontario, K1N 5P3
T. 613-241-5221 F. 613-241-7440

Carlson, Marian
Town of Claresholm
45 Avenue West
Claresholm, Alberta T0L 0T0

Invoice / Facture: ORD-04684-K3K2H7

DATE: 03/01/2017

ACCOUNT/COMPTE: 286

DUE DATE/DATE 04/01/2017

LIMITE:

<u>ITEM/DESCRIPTION</u>	<u>QTY/QTE</u>	<u>RATE/TAUX</u>	<u>TAX/TAXE</u>	<u>TOTAL</u>
Legal Defense Fund/Fonds de défense juridique	3,758.00000	\$0.0230	\$4.32	\$90.76
			GST/TPS (5%):	\$4.32
			TOTAL:	\$90.76

PAYMENT/PAIEMENT

By cheque payable to:
Federation of Canadian Municipalities
Par chèque à l'ordre de:

Fédération canadienne des municipalités

24, rue Clarence Street

Ottawa, Ontario K1N 5P3

HST # / No. de TVH: 11891 3938 RT0001
QST # / No. de TVQ: 1202728231DQ0001

By Electronic Funds Transfer/Par transfert électronique de fonds

Royal Bank of Canada (RBC)

90 Sparks St, Ottawa, ON K1P 5T7

Transit Number/Numéro de transit: 00006

Account Number/Numéro de compte: 1006603

accountsreceivable@fcm.ca/comptesrecevables@fcm.ca

Ref No. / No. de 286
référence :

RECEIVED

MAR 28 2017



Workers'
Compensation
Board

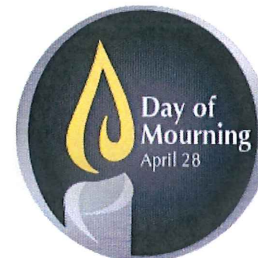
Alberta

Corporate Communications

9925 - 107 Street
PO Box 2415
Edmonton, Alberta T5J 2S5

Tel: (780) 498-8680
Fax: (780) 498-7875
WCB website: www.wcb.ab.ca

March 20, 2017



Dear Mayors, Reeves and Councillors:

RE: April 28 - National Day of Mourning

On April 28, we all come together to remember the workers who were killed, injured or disabled at work.

In 2016, we lost 144 women and men to workplace injury or illness in Alberta.

To remember them, we have developed a memorial poster (enclosed) in recognition of the day. This poster will appear at workplaces, public places and in ceremonies across the province as a remembrance and a tribute to the workers killed or injured on the job, and a reminder that we need to work together to make workplaces safer.

We have also included a small vinyl sticker to provide a tangible reminder of the significance of April 28. If you are interested in distributing them to visitors, we would be happy to provide you with a supply.

We ask that you display the poster and use it in any events marking Day of Mourning.

If you have any questions, need stickers or additional posters, please contact Dina DaSilva, WCB Corporate Communications at 780-498-8616 or dina.dasilva@wcb.ab.ca.

We will be lowering our flags to half-mast on April 28. We invite you to join us in marking this important day by doing the same.

Respectfully,

A handwritten signature in black ink that reads 'Dayna Therien'.

Dayna Therien
Director of Corporate Communications
WCB-Alberta

Encl.



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

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



REQUEST FOR DECISION

Meeting: April 10, 2017
Agenda Item: 11

MOWER PURCHASE OVER BUDGET

DESCRIPTION:

The 2017 budget approved the capital purchase of a new mower with cab for the parks department. The amount included in the budget was an estimate based on past experience rather than a quote and the estimate was low, largely due to the CDN dollar compared to the USD dollar.

BACKGROUND:

The parks department is replacing their 2007 John Deere TC1445 mower and it is the recommendation of the Director of Infrastructure to replace it with another John Deere so other attachments are still compatible with the new machine. Due to the specificity of the unit we were only able to get two quotes on the new machine (John Deere TC1575 which has replaced the old TC1445), both coming in for very similar amounts (\$42,072 and \$41,950).

This is approximately \$10,000 over budget due to the budget amount being determined from prior experience rather than quoted amounts. Prior experience was a poor indicator due to the change in the dollar over the last several years.

The one quote from Cervus Ag Equipment (local) is slightly more than the Western Tractor quote (Lethbridge), however the Cervus Ag Equipment dealer is also offering us our other mower that was in the 2017 water utility operating budget for \$3,561.20, which is nearly \$1,000 below budget (\$4,500) and they are giving us a great value on our trade-in, \$11,650, which is unbudgeted proceeds, which Western Tractor would not even accept on trade-in.

With the trade-in the net cash cost is below budget ($42,072 - 11,650 = 30,422$) however it will still show on the books as an overbudget purchase due how the transaction is recorded. As a result a motion is required to authorize the purchase for this overbudget expenditure.

RECOMMENDED ACTION:

Council pass a resolution to authorize the purchase of the quoted mower for the amount of \$42,072. Which is 10,072 over budget, as per the attached quote.

PROPOSED RESOLUTION:

Moved by Councillor _____ to approve the purchase of 2015 John Deere 1575 Mower for \$42,072.00 as quoted from Cervus Ag Equipment.

APPLICABLE LEGISLATION:

- Municipal Government Act, RSA 2000, Chapter M-26 Section 248
Expenditure of money
248(1) A municipality may only make an expenditure that is
(a) included in an operating budget, interim operating budget
or capital budget or otherwise authorized by the council.

PREPARED BY: Blair Bullock, CPA, CA – Director of Corporate Services

APPROVED BY: Marian Carlson, CLGM, CAO

DATE: April 7, 2017



REQUEST FOR DECISION

Meeting: April 10, 2017
Agenda Item: 12

PURCHASE OF FIRE COMMAND VEHICLE

BACKGROUND / DESCRIPTION:

Fire Chief Todd Heggie had requested a truck for emergency response calls in the 2017 budget. This request was deferred to the 2018 budget. Currently the MD of Willow Creek has a truck that is set up for emergency response coming for sale. The price for the vehicle is \$10,000.00. The unit is a 2012 Chev Silverado. The vehicle is currently decaled, and all emergency lights required with only the logo requiring changes. The unit has 250,000 kms. This proposed purchase was discussed at the Emergency Services Committee meeting on April 5, 2017. It was recommended that it be presented to Town Council with the full support of the committee for purchase when available.

COSTS/ SOURCE OF FUNDING (if applicable):

Council approved the budget for the new administrative vehicle at \$35,000.00. This has been purchased, with the final cost for the new administrative vehicle in at \$23,700.00. This leaves a budget surplus of \$11,300.00.

The request for the vehicle was initially postponed to the 2018 budget, however with this vehicle being available now and the surplus budget amount in fleet purchases, the vehicle could be purchased this year. This would create a savings in the 2018 budget. The cost to purchase a similar unit and set it up for this use will be approximately double in 2018.

PROPOSED RESOLUTIONS:

Purchase the 2012 Chev Silverado from the MD of Willow Creek.

RECOMMENDED ACTION:

Moved by Councillor _____ to purchase the Fire Command Vehicle from the MD of Willow Creek for \$10,000.00 with the surplus budget from the administrative vehicle.



ATTACHMENTS:

1.) N/A

APPLICABLE LEGISLATION:

1.) N/A

PREPARED BY: Mike Schuweiler, Director of Infrastructure Services

APPROVED BY: Marian Carlson, CLGM - CAO

DATE: April 7, 2017



REQUEST FOR DECISION

Meeting: April 10, 2017
Agenda Item: 13

RECYCLING CONTRACT – TOWN OF STAVELY

DESCRIPTION/BACKGROUND: The Town of Stavely has run their own recycling program for cardboard for the residents and asked if they could be a part of our program on a trial basis of three months. The trial took place from January 1 to March 31, 2017. A review was performed after this trial time taking into consideration costs of staff time and any other issues that arose so a viable contract could be created with Stavely for their recycling needs going forward. After the trial period, another meeting was held and the Town of Stavely came back with an alternate option to deliver cardboard only to the Claresholm recycling center for \$0.50 per kilogram. They would deliver the remainder of their recyclables to the City of Lethbridge. It is recommended to have another trial period with their alternate option starting April 1, 2017 to December 31, 2017.

DISCUSSION/OPTIONS: The Town of Claresholm has successfully been running a recycling program and has the ability to include the Town of Stavely's cardboard recycling loads. Stavely would bring the cardboard to Claresholm, for processing.

COSTS/ SOURCE OF FUNDING (if applicable): The cost presented to Stavely was per the latest analysis done by the Town of Claresholm: \$0.50 cents per kg. We will weight all loads and charge the Town of Stavely for every kg. We are currently selling cardboard at \$200.00 / per Tonne.

PROPOSED RESOLUTIONS: To include Town of Stavely's cardboard into our recycling program. We would assess if the proposed .50 cents is a viable fee based on weight as a cost to the Town of Stavely and present a contract/agreement to them for their consideration after the trial period ends.

RECOMMENDED ACTION:

Moved by Councillor _____ to include Town of Stavely at the cost of \$0.50 cents per kg in our recycling program on a trial basis, for cardboard only, from April 1 to December 31, 2017, and to review costs at that time for a possible more permanent contact for recycling.

ATTACHMENTS:

APPLICABLE LEGISLATION:

1.) N/A

PREPARED BY: Mike Schuweiler, Infrastructure Department

APPROVED BY: Marian Carlson, CLGM CAO

DATE: April 7, 2017

Town of Claresholm**Statement of Operations****For the month ended January 31, 2017**

	2017	2017 Budget
Revenue		
Net municipal taxes	(455)	3,113,376
User fees and sales of goods	16,230	2,052,470
Government transfers for operating	29,900	404,995
Investment income	10,038	58,000
Penalties and costs of taxes	34,545	121,100
Licenses and permits	18,671	41,400
Proceeds from disposal of capital assets	-	-
Franchise and concession contracts	14,030	202,538
Rental	3,063	112,150
Oher	1,827	137,300
Family and community support services	59,819	240,605
	\$ 187,667	\$ 6,483,934
Expenses		
Legislative	301	113,500
Administration	231,698	1,220,098
Fire	423	301,612
Bylaw enforcement	14,166	129,778
Common and equipment pool	47,283	518,564
Roads, streets, walks and lighting	22,594	768,242
Airport	2,114	18,379
Storm sewers and drainage	56	138,545
Water supply and distribution	18,366	1,955,421
Wastewater treatment and disposal	883	529,856
Solid waste management	17,391	571,040
Family and community support services	17,650	236,905
Day care	3,184	38,202
Cemeteries and crematoriums	183	51,680
Other public health and welfare	9,000	27,000
Economic and agricultural development	6,442	219,554
Subdivision land and development	14,977	189,503
Parks and recreation	61,549	904,162
Culture - libraries, museum and halls	61,158	408,844
	\$ 529,416	\$ 8,340,885
Deficiency of revenue over expenses before other	\$ (341,749)	\$ (1,856,951)
Other		
Government transfers for capital	-	5,310,478
Excess (deficiency) of revenue over expenses	\$ (341,749)	\$ 3,453,527
Capital project expenditures to date	(62,707)	(5,434,711)



INFORMATION BRIEF

Meeting: April 10, 2017

Agenda Item: 15

COUNCIL RESOLUTION STATUS

Description		Assigned	Comments	Status
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 - November 28, 2016				
8	RFD: Community Futures Business Improvement Loans MoU - Referred to the Economic Development Committee to provide Council will an all-encompassing solution for business revitalization incentives.	Justin	Will be discussed with EDC.	In progress
Regular Scheduled Meeting - December 12, 2016				
13	INFO BRIEF: CFEP & CIP Grants - Referred to Administration to prepare grant applications for the Claresholm Arena and Multi-use Community Building and Town Hall.	Denise/Karine	Committee has met about the Arena application, which will be delayed until Oct 2016. Town Hall application submitted by Jan 15, 2017 deadline.	In progress
Regular Scheduled Meeting - February 27, 2017				
3	CORRES: Minister of Municipal Affairs RE: Minister's Awards for Excellence - Moved by Councillor Cutler to submit an application to the 16th Annual Minister's Awards for Municipal Excellence for the economic development and Unstoppable Conversations initiatives, as well as the CPO Partnership with the Town of Fort Macleod. CARRIED MOTION #17-013	Karine	Info brief on Agenda for March 13th. Application for CPO Partnership submitted March 29, 2017.	Complete
7	RFD: RCMP Memorandum of Understanding - Moved by Councillor O'Neill to approve the Memorandum of Understanding between the Town of Claresholm and the Royal Canadian Mounted Police for the period January 1, 2017 through December 31, 2021, as presented. CARRIED MOTION #17-014	Marian	Signed and forwarded to RCMP for signatures	In progress
Regular Scheduled Meeting - March 13, 2017				

7	CORRES: Claresholm & District FCSS RE: Volunteer Appreciation Event, April 25, 2017 - Council to provide their intentions to attend by April 11, 2017.	Karine	Names submitted to FCSS of those Council members who responded.	Complete
Regular Scheduled Meeting - March 27, 2017				
1	BYLAW #1625 - Moved by Councillor Cutler to give Bylaw #1625, a Land Use Bylaw Amendment regarding Annexation, 2nd Reading. CARRIED Moved by Councillor Ford to give Bylaw #1625, a Land Use Bylaw Amendment regarding Annexation, 3rd & Final Reading. CARRIED	Tara	Bylaw printed & signed. Sent to ORRSC to update LUB.	Complete
2	BYLAW #1627 - Moved by Councillor O'Neill to give Bylaw #1627, the Cat Bylaw, 2nd Reading. CARRIED	Karine	To be on the April 10, 2017 Agenda.	Complete
3	BYLAW #1628 - Moved by Councillor Ford to give Bylaw #1628, the Dog Bylaw, 2nd Reading. CARRIED	Karine	To be on the April 10, 2017 Agenda.	Complete
4	BYLAW #1629 - Moved by Councillor Cutler to give Bylaw #1629, a bylaw to repeal Borrowing Bylaw #1616, 1st Reading. CARRIED Moved by Councillor McAlonan to give Bylaw #1629, a bylaw to repeal Borrowing Bylaw #1616, 2nd Reading. CARRIED Moved by Councillor Cutler to give unanimous consent to give Bylaw #1629, a bylaw to repeal Borrowing Bylaw #1616, 3rd and Final Reading at this meeting. CARRIED Moved by Councillor Fieguth to give Bylaw #1629, a bylaw to repeal Borrowing Bylaw #1616, 3rd and Final Reading. CARRIED	Blair	Bylaw printed & signed.	Complete
5	DELEGATION RESPONSE: Claresholm Safe Grad Committee - Moved by Councillor Cutler to deny the request of the Claresholm Safe Grad Committee to use the Claresholm Arena or other Town facilities for their Safe Grad Event to potentially be held on June 30, 2017. CARRIED MOTION #17-022	Karine	Email sent.	Complete
12	RFD: Returning Officer - Moved by Councillor Ford to appoint Karine Wilhauk as the Returning Officer for the 2017 elections. CARRIED MOTION #17-023	Marian	Appointment completed.	Complete
13	RFD: Free Public Swim Initiative - Moved by Councillor Cutler to donate twenty-six (26) hours of pool rental time for the Claresholm Healthy Community Coalition's free public swim initiative for the term January 1 to March 31, 2017. CARRIED MOTION #17-024	Denise	Free swim to continue for 2017.	Complete

PREPARED BY: Karine Wilhauk, Finance Assistant / Communications Administrator

APPROVED BY: Marian Carlson, CLGM – CAO

DATE: April 6, 2017

INFORMATION ITEMS



TOWN OF CLARESHOLM

Cheque Listing For Account Payable

<u>Cheque #</u>	<u>Cheque Date</u>	<u>CEO CAO</u>	<u>Vendor #</u>	<u>Vendor Name</u>	<u>Batch #</u>	<u>Amount</u>
					19881	
53092	2017-03-14		655	ABSA		220.50
53093	2017-03-14		600	ALBERTA ASSOCIATION OF M.D.'S		7,381.20
53094	2017-03-14		787526	Alberta Municipal Services Corporation		41,166.87
53095	2017-03-14		1025	ALBERTA ONE CALL LOCATION CORP		63.00
53096	2017-03-14		786325	ALBERTA WATER & WASTEWATER, OPERATORS ASSOCIATION		1,228.50
53097	2017-03-14		2550	AUMA		57.75
53098	2017-03-14		786195	Benchmark Assessment Consultants Inc.		4,813.20
53099	2017-03-14		786578	CENTRAL SHARPENING LTD.		90.30
53100	2017-03-14		12350	CHINOOK COUNTRY TOURIST ASSOC.		787.50
53101	2017-03-14		126050	Cintas First Aid & Safety 030G		75.20
53102	2017-03-14		786724	CITY OF CALGARY, CITY CASHIER 8042		360.00
53103	2017-03-14		13175	CLARESHOLM COMMUNITY CENTRE HALL BOARD		2,725.00
53104	2017-03-14		13400	CLARESHOLM GLASS '88' LTD		1,543.50
53105	2017-03-14		786465	CLARESHOLM GOLF CLUB		1,500.00
53106	2017-03-14		13525	CLARESHOLM IGA		168.23
53107	2017-03-14		13660	CLARESHOLM LOCAL PRESS		2,465.98
53108	2017-03-14		14085	CLARESHOLM NAPA AUTO		142.64
53109	2017-03-14		13850	CLARESHOLM OVERHEAD DOORS		317.52
53110	2017-03-14		13900	CLARESHOLM PHARMACY LTD		17.22
53111	2017-03-14		786950	CLARESHOLM SELF STORAGE		367.50
53112	2017-03-14		786141	CLARESHOLM TAXI		1,181.25
53113	2017-03-14		14205	CLEAN BRITE CHEMICAL SERVICES LTD.		1,258.75
53114	2017-03-14		785951	COMMERCIAL AQUATIC SUPPLIES		210.05
53115	2017-03-14		786540	DIRECT ENERGY REGULATED SERVICES		227.04
53116	2017-03-14		786397	EPCOR		190.31
53117	2017-03-14		24060	EVCON FARM EQUIPMENT LTD.		4,006.80
53118	2017-03-14		26201	FERG'S SEPTIC SERVICE LTD		362.25
53119	2017-03-14		786000	FLOWERS ON 49th		42.00
53120	2017-03-14		786800	GDM ELECTRIC LTD.		1,162.55
53121	2017-03-14		786146	GODLEY'S JEWELLERY		10.50
53122	2017-03-14		786505	GRAPHCOM PRINTERS LTD.		351.93
53123	2017-03-14		49980	HARRY'S TIRE SALES (1984) LTD.		2,698.39
53124	2017-03-14		786777	HEMMAWAY, JASON		20.59
53125	2017-03-14		787522	HIFAB HOLDINGS LTD.		46.18
53126	2017-03-14		11310	HI-WAY 9 EXPRESS LTD.		51.14
53127	2017-03-14		36800	HOME HARDWARE		693.36
53128	2017-03-14		26900	IRON ROCK ENTERPRISES LTD		2,913.75
53129	2017-03-14		850	JOHN DEERE FINANCIAL		132.34
53130	2017-03-14		786448	LETHBRIDGE COLLEGE		1,947.75
53131	2017-03-14		787504	LETHBRIDGE TACTICAL SUPPLY		78.74
53132	2017-03-14		56155	LIFESAVING SOCIETY		651.00
53133	2017-03-14		786659	LIVINGSTONE RANGE SCHOOL DIVISION		534.20
53134	2017-03-14		56200	LOCAL AUTHORITIES PENSION PLAN		14,614.65
53135	2017-03-14		786704	MINISTER OF FINANCE (LT)		40.00
53136	2017-03-14		787523	MOWERS & BLOWERS (841057)		567.00
53137	2017-03-14		786872	MPE ENGINEERING LTD.		1,923.18
53138	2017-03-14		66100	NATIONAL SECRETARY-TREASURER		1,350.79



TOWN OF CLARESHOLM

Cheque Listing For Account Payable

Cheque #	Cheque Date	CEO CAO	Vendor #	Vendor Name	Amount
53139	2017-03-14		71400	Oldman River Regional Services Commission	7,928.75
53140	2017-03-14		786905	ONECONNECT SERVICES INC. T46194	52.02
53141	2017-03-14		787519	O'NEILL, LYAL	145.80
53142	2017-03-14		97050	PHARMASAVE	37.77
53143	2017-03-14		76400	PITNEYWORKS	452.14
53144	2017-03-14		786453	PRAXAIR CANADA INC.	2,163.41
53145	2017-03-14		80000	PUROLATOR INC.	432.43
53146	2017-03-14		786156	Q.E.D. ENTERPRISES LTD.	2,798.58
53147	2017-03-14		86300	RECEIVER GENERAL	66,513.07
53148	2017-03-14		86305	RECEIVER GENERAL	933.00
53149	2017-03-14		42321	RFS CANADA	76.42
53150	2017-03-14		786468	SHAW CABLE	346.25
53151	2017-03-14		786756	SHAW'S ENTERPRISES LTD.	63.00
53152	2017-03-14		786424	SKYLINE TOWING & RECOVERY	241.50
53153	2017-03-14		787533	SPENCER, DENISE	202.52
53154	2017-03-14		786111	STEEL, ROB	176.00
53155	2017-03-14		900	TELUS	3,650.93
53156	2017-03-14		786161	TETRA TECH CANADA INC.	1,244.86
53157	2017-03-14		97015	TOWN OF FORT MACLEOD	1,485.00
53158	2017-03-14		101400	UNITED FARMERS OF ALBERTA	637.03
53159	2017-03-14		111705	WC CLASS II REGIONAL LANDFILL	9,061.65
53160	2017-03-14		111280	WESCLEAN EQUIPMENT & CLEANING SUPPLIES	1,181.29
53161	2017-03-14		787544	YOUR DOLLAR STORE WITH MORE, (1743700 ALBERTA LTD)	392.31
53162	2017-03-14		900000	Alberta Assessors' Association	420.00
53163	2017-03-14		900000	CAPITAL H2O SYSTEMS INC.	4,361.49
53164	2017-03-14		900000	FAVRHOLDT, KEN	727.50
53165	2017-03-14		900000	GARTSHORE, JACQUELINE	97.50
53166	2017-03-14		900000	HR DOWNLOADS	519.75
53167	2017-03-14		900000	LETHBRIDGE COUNTY	150.00
53168	2017-03-14		900000	MCPHEE, IVAN	125.00
53169	2017-03-14		900000	POLICE VISION CPA/ACP	176.40
53170	2017-03-14		900000	SALLENBACK, DEAN	6,409.80
53171	2017-03-14		900000	The Legacy Human Capital Group Ltd.	8,078.27
53172	2017-03-14		900000	VAN LANGEN, CARLA	25.00
53173	2017-03-14		900000	WENLOCK, JOHN	600.00
53174	2017-03-14		900000	WESTERN PUMP	305.47
					224,970.01



TOWN OF CLARESHOLM

Cheque Listing For Account Payable

Cheque #	Cheque Date	CEO CAO	Vendor #	Vendor Name	Batch #	Amount
					19906	
53175	2017-03-27		13125	AHS-CCMHA		42.00
53176	2017-03-27		650	ALBERTA BLUE CROSS		7,915.56
53177	2017-03-27		786903	Alberta Municipal Enforcement Association		60.00
53178	2017-03-27		786517	AMSC INSURANCE SERVICES LTD.		3,845.95
53179	2017-03-27		787528	ASSOCIATED ENGINEERING		12,682.09
53180	2017-03-27		6390	BISHOFF AUTO & AG CENTRE		374.32
53181	2017-03-27		786417	BISHOP, D. GRANT		330.83
53182	2017-03-27		11250	CANADIAN LINEN SUPPLY		654.40
53184	2017-03-27		786578	CENTRAL SHARPENING LTD.		72.45
53185	2017-03-27		787529	CHUBB EDWARDS		853.10
53186	2017-03-27		126050	Cintas First Aid & Safety 030G		125.98
53187	2017-03-27		786657	Claresholm & District Transportation Society		5,000.00
53188	2017-03-27		13250	CLARESHOLM CHILD CARE SOCIETY		3,183.50
53189	2017-03-27		13175	CLARESHOLM COMMUNITY CENTRE HALL BOARD		10,000.00
53190	2017-03-27		786483	CLARESHOLM CONTINUOUS EAVESTROUGHING LTD.		3,754.31
53191	2017-03-27		786465	CLARESHOLM GOLF CLUB		25,000.00
53192	2017-03-27		13600	CLARESHOLM PUBLIC LIBRARY		119,740.00
53193	2017-03-27		786141	CLARESHOLM TAXI		1,119.83
53194	2017-03-27		787556	CLM DISTRIBUTION		3,050.25
53195	2017-03-27		786450	COPE, KRIS		110.24
53196	2017-03-27		87032	FITZGERALD, BRUCE		80.89
53197	2017-03-27		11310	HI-WAY 9 EXPRESS LTD.		68.89
53198	2017-03-27		51050	KAZ'S SERVICE		209.81
53199	2017-03-27		56155	LIFESAVING SOCIETY		769.58
53200	2017-03-27		56200	LOCAL AUTHORITIES PENSION PLAN		29,388.19
53201	2017-03-27		58000	LOOMIS EXPRESS		27.11
53202	2017-03-27		786339	MACKILLOP LAWN CARE LTD.		3,150.00
53203	2017-03-27		787523	MOWERS & BLOWERS (841057)		672.00
53204	2017-03-27		786423	NEW WEST FREIGHTLINER INC.		4,438.32
53205	2017-03-27		786635	ORKIN CANADA CORPORATION		131.25
53206	2017-03-27		787553	OSSA TERRA LTD		148,253.91
53207	2017-03-27		786697	Productivity Plus Account		5,778.59
53208	2017-03-27		80000	PUROLATOR INC.		185.52
53209	2017-03-27		4090	PVH CANADA, INC.		3,187.70
53210	2017-03-27		86300	RECEIVER GENERAL		21,353.28
53211	2017-03-27		786730	ROCKY MOUNTAIN PHOENIX		1,318.80
53212	2017-03-27		91265	SCHUWEILER, MIKE		149.25
53213	2017-03-27		786468	SHAW CABLE		41.95
53214	2017-03-27		787533	SPENCER, DENISE		34.88
53215	2017-03-27		787555	TENATO STRATEGY INC.		8,400.00
53216	2017-03-27		786501	TOM HARRIS CELLULAR		84.00
53217	2017-03-27		97002	TOWN OF CLARESHOLM (Petty Cash)		26.35
53218	2017-03-27		97015	TOWN OF FORT MACLEOD		990.00
53219	2017-03-27		787515	WATT & STEWART COMMODITIES INC		756.00
53220	2017-03-27		111280	WESCLEAN EQUIPMENT & CLEANING SUPPLIES		1,456.92
53221	2017-03-27		786187	Western Canada Welding Products Ltd.		190.97
53222	2017-03-27		900000	ALBERTA REVIEWS		498.75
53223	2017-03-27		900000	CRS CRANESYSTEMS INC.		777.00



TOWN OF CLARESHOLM

Cheque Listing For Account Payable

Cheque #	Cheque Date	CEO CAO	Vendor #	Vendor Name	Amount
53224	2017-03-27		900000	CUTLER, DENELLE	104.47
53225	2017-03-27		900000	DEMPSEY, DR. ROISIN	4,500.00
53226	2017-03-27		900000	GFOA	67.20
53227	2017-03-27		900000	GLENBOW MUSEUM	315.00
53228	2017-03-27		900000	MAGNUM FIREWORKS	3,000.00
53229	2017-03-27		900000	MILLER, ROBERT	157.50
53230	2017-03-27		900000	SMIG'S PLUMBING	123.72
					<hr/>
					438,602.61
<hr/>					
53231	2017-03-28		76150	CAReS Animal Rescue	
					Batch # 19912
					6,700.00
					<hr/>
					6,700.00
<hr/>					
					Total 670,272.62

*** End of Report ***



MUNICIPAL PLANNING COMMISSION MINUTES

March 10, 2017

Town of Claresholm – Council Chambers

Attendees: Lyal O'Neill - Council Member (Chairperson)
Jamie Cutler- Council Member
Jeff Kerr – Member-at-Large
Sharon Duncan - Member-at-Large

Regrets: Shelley Ford - Council Member

Staff: Tara VanDellen – Development Officer
Darlene Newson – Infrastructure Admin Assistant

Public Present: Rob Vogt - Claresholm Local Press

8:00 am	Call to Order /Adoption of Agenda	Motion to adopt Agenda by Jeff Kerr
		CARRIED

Adoption of Minutes

- February 17, 2017

**Motion to adopt the
Meeting Minutes
by Jeff Kerr**

**Seconded by
Councillor Cutler**

CARRIED

Item 1: ACTION	DEVELOPMENT PERMIT	Motion to approve With amended conditions By Councilor Cutler
	File: D2017.020 Applicant: Shirley Sjodin Owner: Shirley Sjodin Civic: 4921 4 Street West Legal: Block 62, Plan 147N Regarding: As-Built variance to side yard setback dimension (LUB No. 1525)	Seconded by Sharon Duncan
		CARRIED

Item 2: DISCUSSION	LAND USE BYLAW AMENDMENT – SECONDARY SUITES	Taken for information
---------------------------	--	------------------------------

Adjourn 8:22 am

**Motion
to Adjourn
By Councillor Cutler
CARRIED**

Next meeting date: March 31