



TOWN OF CLARESHOLM
PROVINCE OF ALBERTA
REGULAR COUNCIL MEETING
MARCH 27, 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 13, 2017
PUBLIC HEARING: BYLAW #1625 – Land Use Bylaw Amendment (Annexation)

ACTION ITEMS:

1. BYLAW #1625 – Land Use Bylaw Amendment (Annexation)
RE: 2nd & 3rd Readings
2. BYLAW #1627 – Cat Bylaw
RE: 2nd Reading
3. BYLAW #1628 – Dog Bylaw
RE: 2nd Reading
4. BYLAW #1629 – Bylaw to Repeal Borrowing Bylaw #1616
RE: All Readings
5. DELEGATION RESPONSE: Claresholm Safe Grad Committee
RE: Claresholm Arena Rental
6. CORRES: Hon. Shave Anderson, Minister of Municipal Affairs
RE: Municipal Sustainability Initiative (MSI) Capital Funding
7. CORRES: Hon. Shave Anderson, Minister of Municipal Affairs
RE: MSI Capital Funding
8. CORRES: Hon. Shave Anderson, Minister of Municipal Affairs
RE: MSI Operating Funding
9. CORRES: Hon. Shave Anderson, Minister of Municipal Affairs
RE: Alberta Community Partnership (ACP) Program Application
10. CORRES: AEP Watershed Resiliency and Restoration Program
RE: WRRP Grant Recipient Southern Showcase
11. REQUEST FOR DECISION: Claresholm Bantam Football Association Application
12. REQUEST FOR DECISION: Returning Officer
13. REQUEST FOR DIRECTION: Free Public Swim Initiative
14. INFORMATION BRIEF: Pitch-in Canada Week 2017
15. INFORMATION BRIEF: CAO Report
16. INFORMATION BRIEF: Council Resolution Status
17. ADOPTION OF INFORMATION ITEMS
18. IN CAMERA: Contract (2); Legal; Land

INFORMATION ITEMS:

1. Highway #3 Twinning Development Association Meeting Minutes – February 3, 2017
2. Chinook Arch Regional Library System Newsletter “Horizons” – March 2017
3. Claresholm & District Chamber of Commerce Meeting Minutes – January 18, 2017
4. Alberta Urban Municipalities Association (AUMA) – 2016 Year in Review
5. 2017 Provincial Budget Analysis by AUMA – March 16, 2017

ADJOURNMENT



TOWN OF CLARESHOLM
PROVINCE OF ALBERTA
REGULAR COUNCIL MEETING MINUTES
MARCH 13, 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 – FEBRUARY 27, 2017

Moved by Councillor Ford that the Regular Meeting Minutes February 27, 2017 be accepted as amended.

CARRIED

DELEGATIONS: CLARESHOLM SAFE GRAD COMMITTEE
RE: Claresholm Arena Rental

Louise Nelson, a member of the Claresholm Safe Grad Committee, was present to speak to Council with the request to use the Claresholm Arena for the celebration party for the graduates to be held on June 30, 2017.

ACTION ITEMS:

1. BYLAW #1624 – Land Use Bylaw Amendment (Secondary Suites)
RE: 1st Reading

Moved by Councillor Ford to give Bylaw #1624, a Land Use Bylaw Amendment regarding Secondary Suites, 1st Reading.

CARRIED

2. BYLAW #1627 – Cat Bylaw
RE: 1st Reading

Moved by Councillor Cutler to give Bylaw #1627, the Cat Bylaw, 1st Reading.

CARRIED

3. BYLAW #1628 – Dog Bylaw
RE: 1st Reading

Moved by Councillor O’Neill to give Bylaw #1628, the Dog Bylaw, 1st Reading.

CARRIED

4. CORRES: Hon. Deron Bilous, Minister of Economic Development & Trade

RE: Community and Regional Economic Support (CARES) Program

Received for information.

5. CORRES: Alberta Urban Municipalities Association
RE: Building Canada Fund

Received for information.

6. CORRES: Claresholm Public Library
RE: Women’s Conference – April 8, 2017

Received for information.

7. CORRES: Claresholm & District FCSS
RE: Volunteer Appreciation Event – April 25, 2017

Received for information.

8. CORRES: Claresholm Arts Society
RE: Letter of Support

MOTION #17-016 Moved by Councillor Fieguth to write a letter of support for the Claresholm Arts Society’s application to the Community Foundation of Lethbridge and Southwestern Alberta to complete stage improvements at the Claresholm Community Centre.

- CARRIED**
- 9. CORRES: Porcupine Hills Classic Cruisers**
RE: 25th Annual Show 'N' Shine – August 13, 2017
- MOTION #17-017 Moved by Councillor Cutler to allow the Porcupine Hills Classic Cruisers to host their event at the Centennial Park Ball Diamonds on August 13, 2017.
- CARRIED**
- 10. CORRES: Claresholm Lacrosse Association**
RE: 2017 Arena Rate Proposal
- MOTION #17-018 Moved by Councillor Cutler to allow Claresholm Minor Lacrosse to use the Arena concrete surface for \$90 per week plus GST for practices for May to July 2017 and charge them \$57 per hour plus GST for Saturday and Sunday games as needed.
- CARRIED**
- 11. REQUEST FOR DECISION: Budget 2017**
- MOTION #17-019 Moved by Councillor Cutler to approve the 2017 Operational and Capital Budgets as presented.
- CARRIED**
- 12. REQUEST FOR DECISION: Conditional Offer to Purchase**
- MOTION #17-020 Moved by Councillor Fieguth to accept the conditional offer to purchase the property described as Lot 16, Block 63, Plan 0110064 located at 4 Skyline Crescent, in the amount of \$520,000.00.
- CARRIED**
- 13. REQUEST FOR DECISION: Respectful Workplace Policy**
- MOTION #17-021 Moved by Councillor McAlonan to adopt Policy #GA 03-17, the Respectful Workplace Policy, effective March 13, 2017.
- CARRIED**
- 14. INFORMATION BRIEF: Canada Day / Fair Days**
- Received for information.
- 15. INFORMATION BRIEF: Minister's Awards for Municipal Excellence**
- Received for information.
- 16. INFORMATION BRIEF: Council Resolution Status**
- Received for information.
- 17. ADOPTION OF INFORMATION ITEMS**
- Moved by Councillor O'Neill to adopt the information items as presented.
- CARRIED**
- 18. IN CAMERA: Contract; Legal**
- Moved by Councillor Cutler that the meeting go In Camera at 7:59 p.m.
- CARRIED**
- Moved by Councillor McAlonan that this meeting come out of In Camera at 8:59 p.m.
- CARRIED**
- ADJOURNMENT:** Moved by Councillor Ford that the meeting adjourn at 9:00 p.m.
- CARRIED**

Mayor – Rob Steel

Chief Administrative Officer – Marian Carlson

ACTION ITEMS



**TOWN OF CLARESHOLM
PROVINCE OF ALBERTA
BYLAW # 1625**

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 Town of Claresholm is in receipt of Municipal Government Board Order in Council 004/2017 which approved the annexation of certain lands to the Town. The Town has determined that those lands take the land use designation legally described as follows:

**A portion of the W1/2 25-12-27 W4M;
NW 24 12-27 W4M
Plan 1212346 Block 5 Lot 1PUL
Plan 7510394 Block OT
Plan 9211776 Block 1 Lot 1**

And as shown on Schedule 'A' attached hereto, from "Rural General (RG)" to "Agricultural/ Transitional A/T"; and

Block 3,4 and 5 Plan 731633

And as shown on Schedule 'A' attached hereto, from "Rural Small Holdings (RSH)" to "Agricultural/ Transitional A/T"; and

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

1. Amendments to Land Use Bylaw # 1525 as per "Schedule A" attached.
2. This Bylaw shall take effect on the date of final passage.
3. That Bylaw #1625 be consolidated with Bylaw #1525.
4. Bylaw #1525 is hereby amended.

Read a first time in Council this **27** day of **February** 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



INFORMATION BRIEF

Meeting: March 27, 2017
Agenda Item: 1

BYLAW No. 1625

BACKGROUND / DESCRIPTION:

Bylaw No. 1625 was given first reading at the regularly scheduled Council meeting held February 13, 2017. 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. Notifications were sent out regarding the public hearing. The Public Notice regarding the hearing has been advertised in the Local Press March 15 and March 22, 2017.

Since first reading the map and legal descriptions have been amended to provide further clarity. Within the W1/2 25-12-27 W4M there is a public utility lot that has its own legal land description, as well as, a subdivided parcel (south of the School Division office). These are within the above legal land description, but have been added with their own legal land descriptions to provide clarity to the bylaw.

Also within the NW 24-12-27 W4M the MD owns a portion for the water vault. This portion is again within the legal land description, but has also been listed with the individual legal land description to provide clarity to the bylaw. The land encompassed within the Bylaw has not changed, just the legal land descriptions have been separated out from the rural land description.

ATTACHMENTS:

- 1.) Bylaw No. 1625
- 2.) Map

APPLICABLE LEGISLATION:

- 1.) MGA Section 692, 606

PREPARED BY: Tara VanDellen, Development Officer

APPROVED BY: Marian Carlson, CLGM - CAO

DATE: March 23, 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 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



**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



**BYLAW #1629
TOWN OF CLARESHOLM
PROVINCE OF ALBERTA**

A Bylaw of the Town of Claresholm to repeal Bylaw #1616, being a bylaw to incur indebtedness by the issuance of debenture(s) in the amount of \$217,960 for the purpose of pavement overlay local improvement projects.

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 Bylaw #1616; and

WHEREAS Council has determined the Local Improvement tax for the purpose of pavement overlay shall not proceed.

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 Bylaw #1616 be repealed as there is no intent to utilize borrowed funds for the purpose of the pavement overlay local improvement projects.
2. This Bylaw comes into full force and effect upon third and final reading.

Read a first time in Council this day of 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: March 27, 2017
Agenda Item: 4

Bylaw #1629 – Repeal Bylaw #1616 – Borrowing

DESCRIPTION:

Due to a decision to fund the pavement overlay local improvement project through grant funding instead of through local improvement tax levy, Administration requires Council to give three readings to the proposed Bylaw #1629 to repeal Bylaw #1616, the Borrowing Bylaw relative to the local improvement.

BACKGROUND:

On October 11, 2016 Council directed administration to refer the 2016 Infrastructure projects to the 2017 budget discussions, which was in reference to the Sewer main replacement – 200 block of 52nd Ave W – and 4 blocks of pavement overlay. As part of the 2017 budget discussions it was decided that this project would be funded through MSI Capital Grant funding rather than through local improvement tax/debt for the pavement overlay portion of the project. On March 13, 2017 Council made a motion to approve the 2017 budget, which included this project being funded through MSI Capital Grant Funding.

Council gave 2nd and 3rd Readings to Bylaw #1616 on September 26, 2016. This bylaw is regarding borrowing from the ACFA, in the amount of \$217,960, for the completion of the pavement overlay local improvement project as proposed for 47 Avenue West and 52nd Avenue West that was to be funded through local improvement tax.

As a result of the direction received from council on October 11, 2016 and the subsequent approved 2017 budget on March 13, 2017, there is no longer any intent to borrow funds from the ACFA to fund the local improvement project, and the Borrowing Bylaw #1616 must be repealed.

As per the *Municipal Government Act*, RSA 2000, Chapter M-26 (MGA) Section 191(2) Amendment and Appeal:

The amendment or repeal must be made in the same way as the original bylaw and is subject to the same consents or conditions or advertising requirements that apply to the passing of the original bylaw, unless this or any other enactment provides otherwise.

Generally borrowing bylaws are advertised, however Section 263(2) Local Improvements exempted us from this requirement when passing Bylaw #1616 due to 92.6% of the borrowing was to be financed by the local improvement tax. The *Municipal Government Act*, RSA 2000, Chapter M-26 (MGA) Section 263(2) Local Improvements reads:

The borrowing bylaw that authorizes the borrowing does not have to be advertised if the amount to be financed by the local improvement tax to pay for the local improvement is equal to or greater than the amount that the municipality will contribute to pay for the local improvement other than through the local improvement tax.

Therefore, Bylaw #1629 does not need to be advertised either.

Notices of Intent were sent out to all the residents that would have been affected by this local improvement levy back in June 2016. A follow-up letter has been sent out to these same residents to inform them that the pavement overlay project will still happen in the 2017 year however due to concern some of the residents expressed council has decided to fund the project through grant funding rather than through local improvement levy.

RECOMMENDED ACTION:

Council give Bylaw #1629 all 3 readings.

PROPOSED RESOLUTIONS:

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

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

Moved by _____ for unanimous consent to give Bylaw #1629, a bylaw to repeal Bylaw #1616, 3rd and Final Reading.

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

Attachments:

Bylaw #1616 and DRAFT Bylaw #1629.

Applicable Legislation: MGA Sections 254 and 263.

PREPARED BY: Blair Bullock, Director of Corporate Services

APPROVED BY: Marian Carlson, CLGM, CAO

DATE: March 23, 2017

March 7, 2017

Mayor and Town Council:

On behalf of the volunteers for the Claresholm Safe Grad, we would like to request to rent the Claresholm Arena for the Safe Grad Party on June 30, 2017. We would like to use the ice surface area, which would enable us to keep the participants in a safe, confined area for the festivities. We would pay for the rental as well as a cleaning fee. We feel that this venue would be a great place to monitor the participants as they would be on the arena surface and volunteers could easily monitor each exit. There would only be one way in and out of the arena. They would also be out of the elements being in an inside venue. The arena has always been the pick-up point for the start of the party for many years. This would eliminate having to bus the kids to and from another venue, as well as having volunteers at different drop off points. We have faced concerns in the past about insurance, and although we have looked into this, we are unable to secure insurance due to the age of the participants. We have in place a waiver/liability form that each participant and their parent must sign to attend. Their parents also have to be the ones to sign for them to pick them up and no one leaves unless that parent is there. The Claresholm RCMP is always notified and aware of the party well beforehand. This has been a long-standing event for the graduating classes for many years now. There are dates back 10 years or more for Safe Grad. Our main concern is to provide a safe environment for the participants, and it would be beneficial to the participants to have the party in our own community.

We thank you for considering our request.

Sincerely,

Claresholm Safe Grad Committee



INFORMATION BRIEF

Meeting: March 27, 2017

Agenda Item: 5

DELEGATION RESPONSE: CLARESHOLM SAFE GRAD COMMITTEE CLARESHOLM ARENA RENTAL

DESCRIPTION:

Louise Nelson appeared at the March 13, 2017 regular Council meeting on behalf of the Claresholm Safe Grad Committee to request renting the Claresholm Arena for Safe Grad, to be held on June 30, 2017.

BACKGROUND:

Administration has spoken to our insurance company, AMSC Insurance, regarding this event. As it is considered to be an illegal event with the service of alcohol to minors, our insurance would not be applicable in this case. The insurance company understands that all participants will sign waivers, however they state that a waiver may not absolve the Town of Claresholm of responsibility in the event of a lawsuit. If the Town of Claresholm allowed such an event to take place in our facility, it would not void our insurance altogether. It would just mean that our insurance company would not cover us for the evening in question at that facility.

PREPARED BY: Karine Wilhauk, Finance Assistant

APPROVED BY: Marian Carlson, CLGM – CAO

DATE: March 24, 2017



ALBERTA
MUNICIPAL AFFAIRS

*Office of the Minister
MLA, Leduc-Beaumont*

RECEIVED

MAR 15 2017

AR87814C

March 8, 2017

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

Dear Mayor Steel,

The Alberta Government is committed to making the lives of Albertans better. By providing significant funding to our municipal partners through the Municipal Sustainability Initiative (MSI), we continue to assist municipalities in building strong, safe, and resilient communities while respecting local priorities.

I am pleased to accept the following eligible project submitted by your municipality under the MSI capital program.

CAP-8498	Community Centre Upgrades	\$72,360
----------	---------------------------	----------

My ministry welcomes the opportunity to celebrate your MSI project milestones with you, so please send invitations for these events to my office. If you would like to discuss possible project recognition events and activities, as outlined in the program guidelines, please contact Municipal Affairs Communications, toll free at 310-0000, then 780-427-8862, or at ma.msicapitalgrants@gov.ab.ca.

As partners in supporting Alberta's communities, I look forward to working together to move your infrastructure priorities forward.

Sincerely,

Hon. Shaye Anderson
Minister of Municipal Affairs

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



ALBERTA
MUNICIPAL AFFAIRS

*Office of the Minister
MLA, Leduc-Beaumont*

AR88244A

March 8, 2017

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

Dear Mayor Steel,

The Alberta Government is committed to making the lives of Albertans better. By providing significant funding to our municipal partners through the Municipal Sustainability Initiative (MSI), we continue to assist municipalities in building strong, safe, and resilient communities while respecting local priorities.

I am pleased to accept the following eligible projects submitted by your municipality under the MSI capital program.

CAP-8615	Sander Purchase	\$ 45,000
CAP-8616	Sidewalk Construction	\$140,000

My ministry welcomes the opportunity to celebrate your MSI project milestones with you, so please send invitations for these events to my office. If you would like to discuss possible project recognition events and activities, as outlined in the program guidelines, please contact Municipal Affairs Communications, toll free at 310-0000, then 780-427-8862, or at ma.msicapitalgrants@gov.ab.ca.

As partners in supporting Alberta's communities, I look forward to working together to move your infrastructure priorities forward.

Sincerely,

Hon. Shaye Anderson
Minister of Municipal Affairs

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



ALBERTA
MUNICIPAL AFFAIRS

*Office of the Minister
MLA, Leduc-Beaumont*

AR87900

February 28, 2017

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

Dear Mayor Steel,

The Alberta government is committed to making the lives of Albertans better. By providing significant funding to our municipal partners through the Municipal Sustainability Initiative, we continue to assist municipalities in building strong, safe, and resilient communities while respecting local priorities.

I am pleased to inform you that the operating spending plan submitted by your municipality has been accepted. You may proceed to apply your municipality's 2016 operating allocation and any estimated 2015 carry-forward to the priorities identified in your plan.

As partners in supporting Alberta's communities, I look forward to working together to move your local priorities forward.

Sincerely,

Hon. Shaye Anderson
Minister of Municipal Affairs

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



ALBERTA
MUNICIPAL AFFAIRS

*Office of the Minister
MLA, Leduc-Beaumont*

RECEIVED
MAR 21 2017

AR89280

MAR 14 2017

His Worship Rene Gendre
Mayor
Town of Fort Macleod
PO Box 1420
Fort Macleod AB T0L 0Z0

Dear Mayor Gendre,

Thank you for your partnership's application for a grant under the Mediation and Cooperative Processes component of the 2016/17 Alberta Community Partnership (ACP) program. I am pleased to inform you that the Town of Fort Macleod has been approved for a grant of \$110,000 in support of the collaborative regional agreements project.

The Government of Alberta is committed to making life better for Albertans. By supporting the regional and capacity building priorities of our municipal partners, we can help strengthen communities and quality of life across the province. We encourage strong working relationships between communities and regional approaches to municipal service delivery through programs like the ACP program. Your partnership with towns of Claresholm, Granum, Nanton, and Stavely, and the Municipal District of Willow Creek exemplifies this type of relationship.

The conditional grant agreement will be mailed shortly to your Chief Administrative Officer to obtain the appropriate signatures.

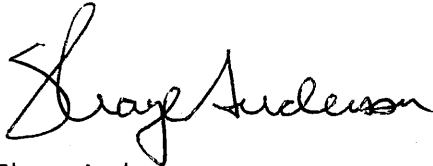
.../2

Mayor Rene Gendre

- 2 -

I congratulate the towns of Fort Macleod, Claresholm, Granum, Nanton, and Stavely, and the Municipal District of Willow Creek for working on this important initiative. I wish you every success in your efforts as we work together to strengthen Alberta communities.

Sincerely,

A handwritten signature in black ink, appearing to read "Shaye Anderson". The signature is fluid and cursive, with the first name "Shaye" being more prominent and the last name "Anderson" following in a similar style.

Hon. Shaye Anderson
Minister of Municipal Affairs

cc: Mayor Rob Steel, Town of Claresholm
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
Susan Keenan, Municipal Manager, Town of Fort Macleod
Marian Carlson, Chief Administrative Officer, Town of Claresholm
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

From: Micaela Gerling [<mailto:micaela.gerling@gov.ab.ca>]

Sent: Friday, March 17, 2017 1:59 PM

Subject: You're invited to WRRP Grant Recipient Southern Showcase (7 Apr 2017)

You are invited to the following event:

WRRP GRANT RECIPIENT SOUTHERN SHOWCASE



Event to be held at the following time, date, and location:

Friday, 7 April 2017 from 9:30 AM to 4:00 PM (MDT)

**Lethbridge Lodge Hotel and
Conference Centre**

320 Scenic Drive South
Anton's Ballroom
Lethbridge, AB T1J 4B4
Canada

[View Map](#)

[Attend Event](#)

This event is password-protected. Register with the password above to attend this event.

The Watershed Resiliency and Restoration Program (WRRP) is eager to celebrate the work done by our partners to improve watershed resiliency in southern Alberta, by showcasing this important work in a one-day event in Lethbridge, Alberta.

Opening the day will be The Honourable Shannon Phillips, Minister of Environment and Parks, our provincial champion and supporter of the program. She will host a Question & Answer session which will be followed by presentations throughout the

day from grant recipients. Please join us to celebrate the great work being supported by the WRRP.

Agenda will include:

- Research, data and information for decision makers including beaver co-existence tools, wetland and riparian assessment methods, and river vegetation dynamics
- Restoration and enhancement of natural watershed functions for flood and drought mitigation, including conservation efforts of riparian lands and construction of rain gardens
- Promoting ongoing stewardship including barriers to restoration efforts and social science to remove barriers

[Click here to view Agenda](#)

Coffee and Tea will be provided as well as a light lunch.

If you wish to participate in the Minister's Q&A, please forward your questions so that we can compile them in advance.(See registration)

We look forward to sharing these projects in the first WRRP Showcase event.

We hope you can make it!

AEP Watershed Resiliency and Restoration Program



Draft Agenda, subject to change

Watershed Resiliency and Restoration Program (WRRP) Grant Recipient Southern Showcase
Anton's Ballroom, Lethbridge Lodge, 320 Scenic Drive, Lethbridge, Alberta
Friday, April 7th, 2017
9:30 AM to 4:00 PM

Objective of the day: Celebrate the work done by grant recipients and partners to improve waters resiliency in southern Alberta and promote ongoing stewardship.

- 9:30 AM Coffee, Tea, Network
- 10:00 AM Welcome
- 10:15 AM Minister's Address and Q&A, The Honourable Shannon Phillips, Minister of Enviror and Parks
- 10:45 AM Presentations from WRRP Grant Recipients

Theme: Research, data and information for decision makers

- Riparian vegetation regeneration and flow regimes - *University of Lethbridge*
- East Slopes Riparian Project: a tool and protocol for assessing forested riparian areas - *fRI Rese*
- Inventory of riparian armoring in Bow River tributaries - *Trout Unlimited Canada*
- Beaver Co-existence Tools - *Miistakis Institute*

Theme: Restoration and enhancement of natural watershed functions for flood and drought mitiga

- Accomplishments and functional values to Albertans from WRRP investment of DUC restored wetlands - *Ducks Unlimited Canada*
- How to build an urban rain garden to capture residential rooftop runoff - *Alberta Low Impact Development Partnership*
- Landowner-led agricultural best management practices for watershed resiliency - *Jumpingpo Creek Watershed Partnership and Milk River Watershed Council Canada*
- Integrated stormwater management with constructed wetlands - *Taber Irrigation District*

Theme: Promoting ongoing stewardship

- Restoration and community outreach in Dutch Creek watershed - *Oldman Watershed Council*
- Alberta's Living Laboratory project reverse auction and social research on attitudes toward we restoration - *Alberta Land Institute*
- Highwood Riparian Project - *Foothills Land Trust*

Adjourn by 4:00 PM



REQUEST FOR DECISION

Meeting: March 27, 2017

Agenda Item: 11

Community Priorities Grant through the Lethbridge Community Foundation

DESCRIPTION:

The Claresholm Bantam Football Association is requesting the Town of Claresholm pass a motion to submit a grant application on behalf of the Claresholm Bantam Football Association. The Municipality would submit an application to the Community Priorities Grant through the Lethbridge Community Foundation.

BACKGROUND:

The Claresholm Bantam Football Association has to replace the existing score clock because repair parts are no longer available and the clock is having some functionality issues. This field supports programs for youth of all ages and programs that range from Elementary School flag football to High School Football and hopefully soccer. The Claresholm Bantam Football Association was formed by parents and coaches to upgrade the field, provide programs and build community sport initiatives. The proposed score clock would function for soccer and football to allow for future expansion and incorporation into a multi-use facility.

- The clock will cost approximately \$11,000.00 + installation
- The goal is to apply for a \$5000.00 grant
- The Claresholm Bantam Football Association will put in the remaining funds
- The Claresholm Bantam Football Association has hired a grant writer to assist with this project
- Only Municipalities can apply for the grant.

RECOMMENDATION:

Moved by Councilor _____ that the Town of Claresholm apply for grant funding from the Community Priorities Grant through the Lethbridge Community Foundation on behalf of the Claresholm Bantam Football Association.

ATTACHMENTS:

- 1.) Letter from Claresholm Bantam Football Association

PREPARED BY: Jason Hemmaway, Peace/Bylaw Officer

APPROVED BY: Marian Carlson, CLGM - CAO

DATE: March 22, 2017

March 22, 2017

To: Town of Claresholm Council

RE: Score Clock Replacement

On behalf of the Claresholm Bantam Football Association, I am writing to request the Town of Claresholm apply for the Community Priorities Grant through the Lethbridge Community Foundation for the Claresholm Bantam Football Associations' Score Clock Project.

The Claresholm Bantam Football Association has to replace the existing score clock located at the WCCHS field because the clock is having some functionality issues and repair parts are no longer available. This field supports programs for youth of all ages such as High School, two minor football teams and now a Flag Football League, which on average hosts twenty home games a year. If we do not have a functional clock, these games cannot be played in Claresholm. The Claresholm Bantam Football Association was formed by parents and coaches to upgrade the field, provide programs and build community sport initiatives. The proposed score clock would function for soccer and football, to allow for future expansion and incorporation into a multi-use facility.

- The clock will cost approximately \$11,000.00 + installation.
- The goal is to apply for a \$5,000.00 grant.
- The Claresholm Bantam Football Association will put in the remaining funds.
- The Claresholm Bantam Football Association has hired a grant writer to assist us with this project, specifically the grant writing process.
- Only municipalities can apply for the grant.

Please consider this request as we endeavor to upgrade the recreational and sport facilities in Claresholm.

Regards,

Jeff Perry

Treasurer
Claresholm Bantam Football Association





REQUEST FOR DECISION

Meeting: March 27, 2017
Agenda Item: 12

RETURNING OFFICER

DESCRIPTION:

The Municipal Election is set for Monday, October 16, 2017. Administration is looking for Council to appoint the Returning Officer and Deputy Returning Officers for the Town of Claresholm as per the *Local Authorities Election Act*.

Per Section 13 of the Act:

13(1) An elected authority may, by resolution, appoint a returning officer for the purposes of conducting elections under this Act.

13.1(1) A returning officer must be independent and impartial when performing the duties of a returning officer.

(2) No local jurisdiction, its officers or any other person shall obstruct or attempt to influence the returning officer in the carrying out of the duties of a returning officer.

14(3) A returning officer may delegate any of the returning officer's powers and duties to a constable, presiding deputy or deputy and may impose conditions and restrictions on the delegation.

Administration is requesting that Karine Wilhauk act as Returning Officer.

PROPOSED RESOLUTION:

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

APPLICABLE LEGISLATION:

- Local Authorities Election Act, RSA 2000, Chapter L-21.

PREPARED BY: Marian Carlson, CLGM, CAO

APPROVED BY: Marian Carlson, CLGM, CAO

DATE: March 22, 2017



REQUEST FOR DECISION

Meeting: March 27, 2017
Agenda Item: 13

FREE PUBLIC SWIM INITIATIVE

DESCRIPTION:

The Town of Claresholm has been supporting the Free Public Swim Initiative, created by the Claresholm Healthy Community Coalition, since 2009. This initiative has become very successful and is the most highly attended swim at the Aquatic Centre during any given month. The continuation of this initiative is very important for the continued physical activity of our citizens.

BACKGROUND:

In October of 2009, the Claresholm Healthy Community Coalition, in partnership with our local Primary Care Network (PCN), approached the Town of Claresholm asking for a reduced rate at the Aquatic Centre in order to offer a free public swim. The Coalition had already secured some funding from the PCN and hoped to offer as many free swims as possible. Council made a motion to donate ten (10) hours of pool time up to a total cost of \$1,500.

In 2010 the Coalition once again requested support of the free swim initiative and Council passed a motion to donate sixteen (16) hours of pool time.

In 2011 and 2012, a reduced number of free public swims were held (typically one or two per month) and the swim was funded with support by the PCN.

In January of 2013, the Coalition requested the Town's support of the free public swim. At that time Council passed a motion to donate sixteen (16) hours of pool time. With the support of community groups, the free public swim was held twenty-three (23) Saturdays in 2013.

In December of 2013, the Coalition again requested support of the free swim initiative and Council passed a motion to donate sixteen (16) hours of pool rental time. In 2014 the free public swim was offered every Saturday with support from community groups.

In 2015 the Town of Claresholm covered 12 free Saturday swims, (24 hours) at \$75.00 per hour, with a cost of \$1800. That year the Coalition received a grant which covered the cost of the remaining 32 swims (\$4800) for 2015.

In October of 2015 the Coalition was approached by the Claresholm Kinsmen club, Claresholm Kinettes, and Count on Cowboys (Chad Besplug) who expressed their continued support of the Free Swim Saturday, and stated they would like to help fund this initiative for 2016 and beyond. The Town of Claresholm donated 26 hours for 2016, which covered January 1 to March 31, 2016.

The free swim continues to be well attended each week and has become an important part of our community's offerings of physical activity. The free swim has continued from January 1st to the present and the Kinsmen, Kinettes and Count on Cowboys Service Clubs are asking what portion the Town is prepared to cover for 2017 as they are prepared to cover the remainder of the year.

COSTS/ SOURCE OF FUNDING (if applicable):

The charge for one hour of pool rental for the Free Swim Initiative is \$75

The free swim runs from 2:00 to 4:00 pm for a total of \$150 per Saturday.

PROPOSED RESOLUTION:

Moved by Councillor _____ 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.

PREPARED BY: Denise Spencer, Recreation Manager

APPROVED BY: Marian Carlson, CLGM, CAO

DATE: March 22, 2017



INFORMATION BRIEF

Meeting: March 27, 2017

Agenda Item: 14

PITCH-IN CANADA WEEK 2017

DESCRIPTION:

Pitch-in Canada Week is April 22 – 29, 2017. The Town of Claresholm has held a town-wide clean-up every year for many years to help clean-up our community.

BACKGROUND:

For Pitch-in Canada Week, Administration has designated Saturday, April 29, 2017 as our town-wide clean-up day. Our meeting place is the downtown parking lot at 10:00 am where bags are distributed as well as t-shirts and gloves supplied by our local Tim Hortons. Roger and Darleen Reid from Tim Hortons have been supporting our clean-up efforts for several years, and in 2016 Tim Hortons became the national sponsor for Pitch-in Canada. The Town of Claresholm has registered with Pitch-in Canada to receive more garbage bags this year, the 50th Anniversary.

Public works will be placing dumpsters in target areas for refuse, depending on participation from the community. The Town is asking community groups to come forward to clean-up specific areas of our Town. In the past, we have had different groups come forward to help out including Lacrosse, Cubs, Scouts and Girl Guides. We are hoping to include Centennial Park, the Highway corridor, Museum grounds, Amundsen Park, and the area around the new administration building. The fields east of the town boundary are in need as well as along 5th Street East. This area was last targeted in 2012 with the help of ATCO Gas following a very windy winter and spring that year.

Any members of Town Council that can donate some time to participate would be much appreciated.

COSTS/ SOURCE OF FUNDING (if applicable):

Tipping fees at the landfill should be our only cost. We have some bags left-over from past years, and the gloves and t-shirts are donated by Tim Hortons. Public works will be putting out the dumpsters and picking them up during their regular hours. Staff typically donate their time during the actual clean-up, but there may be some costs associated with traffic control should volunteers come forward.

ATTACHMENTS:

None

APPLICABLE LEGISLATION:

None

PREPARED BY: Karine Wilhauk, Finance Assistant

APPROVED BY: Marian Carlson, CLGM – CAO

DATE: March 22, 2017



CAO REPORT

March 27, 2017

The following report is designed to provide Council with an update on the activities and projects of the Town. The report is not intended to provide an all-encompassing review of Town activities, but to provide Council with a brief update on some of the more noteworthy activities and events.

CMML Course

I began the Certificate in Municipal Management and Leadership course in January 2017. I have attended 2 sessions to date and have found the subject matter very valuable. Topics covered have been Core Leadership Values, Building a Community, Change in Residents Expectation of Municipal Government, Models of Leadership and Management Styles. There are 6 sessions in total and I will complete the certificate program in June 2017.

BYLAW ENFORCEMENT

[See enclosed report](#)

DEVELOPMENT

[See enclosed report](#)

ECONOMIC DEVELOPMENT

[See enclosed report](#)

HR & TAXATION

[See enclosed report](#)

INFRASTRUCTURE SERVICES

[See enclosed report](#)

RECREATION

[See enclosed report](#)

UTILITY SERVICES

[See enclosed report](#)

Respectfully submitted by

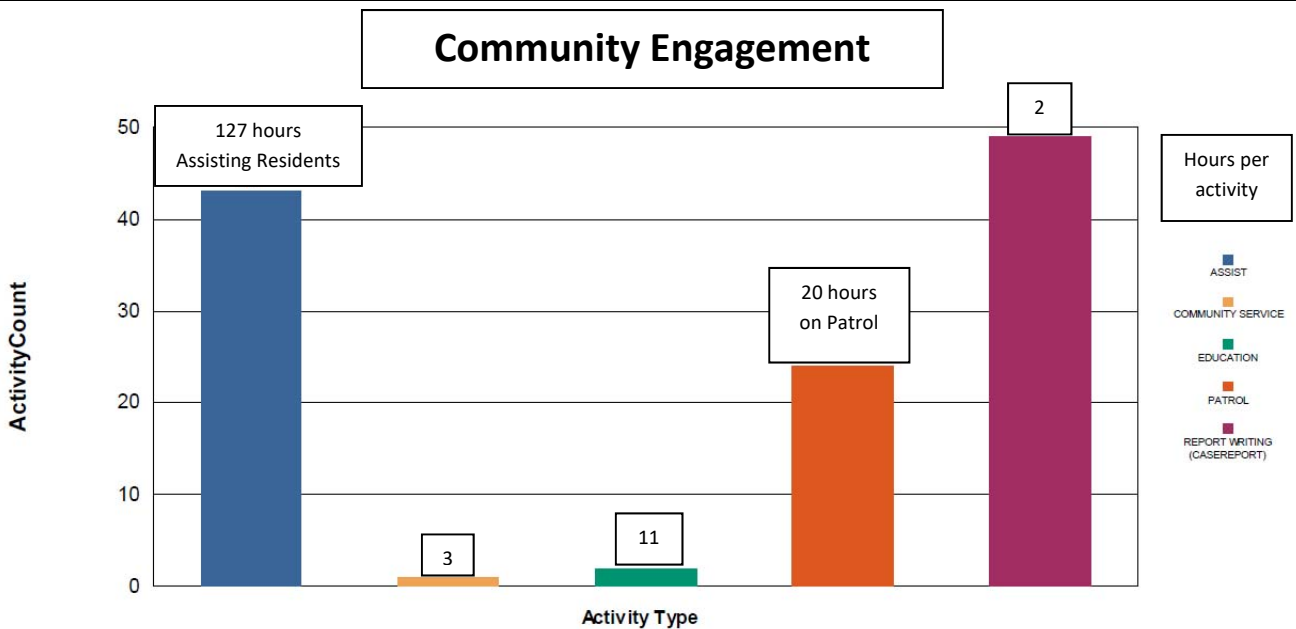
Marian Carlson, CLGM
CAO



INFORMATION BRIEF

Meeting: March 27, 2017
 Agenda Item: CAO REPORT

FEBRUARY BYLAW ENFORCEMENT REPORT



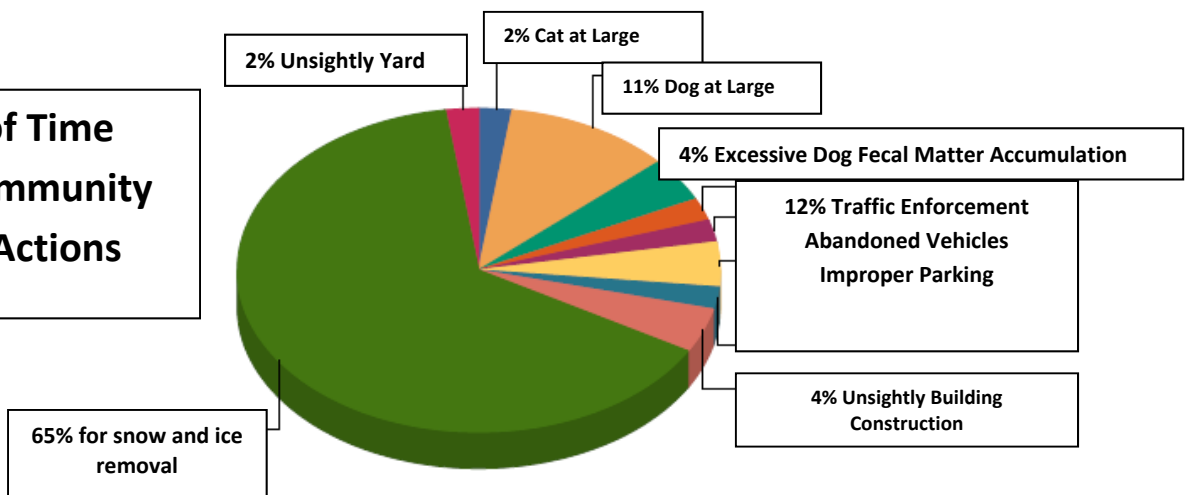
February Newspaper Focus:

1. Please report Animal Control concerns to the office and/or the bylaw officer.

February Enforcement Highlights:

1. Majority of time was spent on Sidewalk Snow Removal verbal warnings and notices, with the Enforcement Contractor hired 19 times.
2. Parking infractions and vehicles parked for extended periods were asked to be moved to assist with street snow removal process.
3. Several loose dog concerns and verbal warnings issued to dog owners for failure to pick up after their dog.
4. Successful day with the grade nine students and the Risk Reduction Workshop.
5. Initial plans started for the bike rodeo event to be held in Clareholm this spring.
6. Encouraging participation in Unstoppable Conversations with many community efforts being initiated and prioritized.

The Percent of Time Allocated to Community Enforcement Actions



DEVELOPMENT OFFICER REPORT

For: 2/17/2017 - 3/23/2016



Development Permits

- ❖ 9 permit applications received.
- ❖ 5 development permits closed.

Compliance Requests

- ❖ 6 compliance requests processed.

Miscellaneous

- ❖ Many business license questions asked. March 1st was the deadline for existing businesses to renew prior to a late fee being added at renewal. This is a new component in the Bylaw and will assist timely renewals to alleviate the Bylaw Officers time and administrative costs with sending additional reminder letters. This was also added to the Town News as a reminder for businesses.
- ❖ MPC meeting held March 10, 2017.
- ❖ Continue to work with TetraTech Engineering regarding the Non-operating Landfill Setback.

Continued projects/events

Land Use Bylaw Amendment

- ❖ Continued work on secondary suites land use bylaw amendment. (First reading presented March 13, 2017) Public Hearing scheduled for April 10, 2017.
- ❖ Public notice in local press for Bylaw No. 1525 amendment.

Tax Recovery Sale - 4 Skyline Cres.

- ❖ Working with Real Estate Agent regarding information and sale of property.

Annexation

- ❖ Notification letters sent to landowners and the MD of Willow Creek in regards to the Public Hearing of the annexation lands zoning bylaw amendment.

*Submitted by
Tara VanDellen
Development Officer*



Claresholm Economic Development

Monthly Report

March, 2017

Prepared & Submitted By;
Economic Development Officer

Economic Development Officer (EDO)

- Currently completing the following University of Calgary Courses as part of the Economic Developers accreditation;
 - Business Management
 - Human Behaviour in Organizations
- Attended Economic Developers of Alberta Conference
 - Mar 22 - Mar 24, 2017
- Participated in 27 meetings between February 24 and March 21 to help move the current projects forward

Economic Development Committee (EDC)

- Claresholm: Defining a Promise
 - March 2, Creative Brief & Approval
 - March 6, Brand Vision, Creative Brief Revisiting & Finalizing
 - March 14, Consumer & Industrial Targets
 - March 16, Advertising & Promotions Media
 - March 20, EDC & Council on Logos & Slogans
- Capacity Building
 - Social Media Training for Business
 - Ran March 1 & March 8
 - Lethbridge College - Claresholm Campus
 - 13 Participants in Total
 - Co-funded by participants, EDC, Community Futures Alberta Southwest & Claresholm & District Chamber of Commerce

Events

- Current Events Coordinator is well underway on Canada Day & Fair Day
 - Working with Granum to foster a regional approach
 - Canada Day celebrations moved to Centennial Park
 - Canada Day Fireworks moved to Fair Days
 - Working under limited guidance of EDO to facilitate handoff of responsibilities

Broadband

- Axia Fibre
 - Still awaiting final announcement following completion of engineering report
- Shaw Business
 - Strong uptake in industrial areas out Alberta Road and south of route 520
 - Proposal being presented to Shaw Operations Week of March 20
 - Potential investment in coaxial to exceed \$400 000 and will improve the back end service to all Shaw customers in Claresholm

Other Activities

- Discovery Days
 - EDO leading entrepreneurial program out of West Meadow Elementary School
 - Every Friday for 1.5 hours for 5 weeks

March 2017 HR Report/Taxation Report

From: Lisa Chilton



Human Resources

- Audit will commence on March 27, 28 & 29th.
- The hiring process has begun for the summer staff for 2017.
- Welcome to Blair Bullock our new Director of Corporate Services. He started with us on March 13th.
- We will be meeting with this week with 2 members of the Mental Health Facility who will give us some insight into what it is like to have mental health issues and how we, as fellow employees, can recognize and help others where necessary.



Taxation

- Taxes past due, and in arrears at March 22, 2017 are:
\$196,302.80

Summary of outstanding taxes:

\$ 49,965.44 Tax recovery property - #4 Skyline

\$ 26,489.62 Tax Arrears List for 2016 (subject to sale after March 31st, 2017)

\$ 0.00 Property on Tax Agreement with the Town (Paid in full)

\$119,847.74 Other outstanding taxes after December 31, 2016 deadline.

- It appears, at this point, there will be at least 2 properties for tax sale in 2017 from the 2016 Tax Arrears List. Of the remaining 3 properties, 2 have paid in full and one has paid \$2,000.00 towards the arrears so far with a balance of \$4,381.62 remaining.
- The one property we had on a tax agreement was paid in full on February 24th, 2017.
- The 2017 Tax Arrears List is being prepared this week for submission to Land Titles before March 31st, 2017
- We received our 2016 assessment for the 2017 tax levy. Logan Wehlage came to meet with Marian, Blair and myself to explain the changes in assessment for 2016.
- Our goal for mailing of tax notices for 2017 is May 12th. That date is dependent on the passing of the mill rate bylaw for 2017 for both the Town of Claresholm and the MD of Willow Creek now that we have the annexed properties to consider.

TOWN OF CLARESHOLM INFRASTRUCTURE SERVICES REPORT



3/21/2017

Report for February/March 2017

Buildings Regular weekly inspections and minor maintenance is completed as required.

Sidewalks No issues to report.

Streets PW has spread 280 metric tonnes (44 truckloads) of salted sand on the Town streets this winter for traffic control. Work is underway to sweep this up. We will clean streets and boulevards in all areas. Tree trimming of our boulevard trees is complete, and 11 trees were removed due to various issues.

Sanitary Sewers Monthly maintenance continues on the sanitary sewer system. (last Friday of every month.) No sewer backups have been reported this month.

Water Distribution No current problems to report. One resident and one business had their curb stops replaced due to malfunction. PW focus will be on the replacement of 12 water main valves this year, as time and money permits.

Storm Sewer Drainage The PW crew has removed over 700 cubic meters of silt from the golf course's first pond at the storm water's entrance into the golf course. The storm water pond project is projected to be completed in the middle of May according to the latest info from our contractor.

Parks/Arena The arena shut down is scheduled for the 26th of March and the ice will be removed on the 28th. Header replacement will be scheduled as soon as possible for completion during the off season. Thirty-six gopher bait stations are being installed in various areas in town again to control the pests.

Recycling The program is operating well. Training for recycling employees and management with mental health professionals has been completed.

Garbage Our Collection program is running well. No problems reported.

Equipment Maintenance and repairs are done daily as needed.

Staff No problems to report.

This Report by
Mike Schuweiler
Director of Infrastructure
Town of Claresholm

RECREATION DEPARTMENT

February-March 2017



TOWN OF CLARESHOLM

March 21, 2017

Authored by: Denise Spencer



February-March 2017

General Overview Facilities

Arena:

1. Jason Bishoff is waiting on quotes for the Arena Restoration project. With the quotes the MD of Willow Creek will confirm the amount they will contribute to this venture, which will enable him to move forward with the Grant application process. Jason also has Mark Maloney with Global Sports Academy hosting a Kids Sport themed "Give Back To The Community" event May 3rd. Keep an eye out for posters in the community.
2. Claresholm Minor Hockey playoffs began February 24, finishing up March 19, 2017. On March 10, 2017 they received a cheque from MLA Pat Stier for a grant that will update the audio system and bathrooms at the arena.
3. The fountain at the arena has now tracked approximately 2000 water bottles since its installation in late December.
4. Ryan Rasmussen, who ran Drop in Adult Shinny (\$10/person, every 2nd Sunday October 2016-March 2017) presented me with \$110 that was left over after paying ice rental fees. This money will go into a fund marked Recreation. The goal is to use this money to purchase pinnies that can be used at the Arena for Ball Hockey, Hockey etc. Ryan will be hosting a Men's Hockey Tournament in October of this year, I will be assisting with some promotion of this event.
5. The Rockmen Lacrosse group is interested in hosting adult drop in shinny if there is time available in their rental slots this season. Stay tuned.
6. We are working to have arena times available for drop in ball hockey and pickle ball in the summer months

Aquatic Centre:

1. The JLC Vikings raised a total of \$3,133 pool in our 1st Annual Swim-a-Thon on February 10, 2017. The Stavely Elks club sponsored 10 of our JLC member's entry fees with a \$700 cheque on February 21, 2017.

On March 18 & 19 our small club of 17 members attended the Junior Lifesaving Provincial Championships in Lethbridge, where they won 18

medals, and broke 2 provincial records, finishing off our first year of competition with an impressive record.

2. Registrations for our programs and lessons have held strong in 2017, with overall attendance and revenue higher than 2016. Our Spring/Summer program guide was released March 15, with registrations commencing at this time. We have added another set of Swimmer 1 & 2 and 3 & 4 lessons to our Monday, Wednesday, Friday afterschool lesson session April 10-28 due to demand.

3. This month we purchased a new Dolphin (pool vacuum) as the dolphin we have had has had a lot of repairs and issues in the last year. We have sent our old dolphin for repairs to ensure there is always a backup when issues arise.

4. We are potentially losing 2 senior staff members and 3 juniors this summer, due to their schooling and new career opportunities. Hiring for summer and fall will be a priority shortly.

5. Coaching 101 with Swim Alberta is booked March 24-26, with 10 registrants. Swim Alberta will pay for 2 of our staff members to take the course.

Parks:

1. CARES is investigating the fencing of the East Side dog park, and is currently gathering quotes. They believe it can be done at a low cost, and are preparing to apply for a grant.

2. The Kinsmen Club has presented a plan for a potential path system. This pathway could be utilized by bikers, runners, snowshoers and cross country skiers. This is being discussed as part of the Recreation Master Plan. More information will be coming in the future.

Marketing / Promotion

1. Program and Lesson Guide for May through August at the Claresholm Aquatic Centre is out March 15, with registrations commencing at this time.

2. Look for our summer lessons in the Spring section of the Local Press.

Progress

Master Plan: Initial review is complete, formatting and more research is phase 2 before draft presentation to Council and public consultation.

Unstoppable Conversation Workshop: Friday February March 10 & 11

Claresholm Champions: Economic Develop Branding meeting February 16

WHMIS: Trained to instruct Global Harmonized Standards WHMIS on March 16

Community Fitness Challenge/ Run: North and Company are on board for assisting in fall

SARA: Southern Alberta Recreation Association had its Time-ins on March 14. This was an opportunity to touch base with the Brooks Summer Games Chair persons in regards to events they are hosting. This is to assist with their planning, and help them anticipate things/issues before they arise



UTILITY SERVICES REPORT



February 2017

**3700 8th Street West
Box 1000 T0L-0T0
Claresholm, Alberta**

**Work# 1-403-625-3100
Cell # 1-403-625-1687
Fax # 1-403-625-3869**

**brad.burns@townofclaresholm.com
www.townofclaresholm.com
Utility Services Manager, Brad Burns**

Summary

The following monthly report is a review of operation in the Utility Services Department and all related areas.

- Regional Water Treatment Plant.....pg. 3, 4
- Pumping Stations and Reservoirs.....pg. 5
- Water Distribution.....pg. 5, 6
- Lagoon and Waste Water Collection.....pg. 6
- Raw Water Supply.....pg. 7

REGIONAL WATER TREATMENT PLANT

MAINTENANCE

Along with regularly scheduled maintenance and testing the following work has been completed:

- Jan 22nd replace sodium hypochlorite fitting in Kmn04 room.
- Jan 23rd replace chlorine injector and clean SHP 74941 line and pump tube.
- Jan 23rd clean CL 17 (chlorine analyzer) and change solutions.
- Jan 23rd replace AIT 1522 pH probe.
- Jan 24th mix chemical batch for EFM.
- Jan 25th EFM membrane rack 1 & 2 clean.
- Jan 26th rinse CIP tanks.
- Jan 27th run backup generator.
- Jan 30th calibrate lab bench meters.
- Feb 1st MPE service engineer online working with Cus04 scale calculation.
- Feb 1st clean raw water online meters.
- Feb 2nd MPE online working with SCADA reports (AEP).
- Feb 2nd calibrate CO 2 meter.
- Feb 2nd online/bench meter verification.
- Feb 2nd CHAMCO pumps onsite to supply pump information.
- Feb 3rd grease pumps and check motor oil reservoirs and packings.
- Feb 6th plow snow at all utility buildings and lagoons.
- Feb 9th Strainer STR 3201A stuck in motion (removed motor and readjusted limit switch).
- Feb 13th clean caustic line to process and change pump tubes.
- Feb 15th install sodium hypochlorite scale in Kmn04 room for transfer pumps to UFA reservoir.
- Feb 16th clean CL 17 and change solutions (online free chlorine monitor).
- Feb 17th unplug coagulant line to process.
- Feb 17th clean DAF area online raw meters.
- Feb 21st mix chemical batch for EFM.
- Feb 21st calibrate all online meters and change tubing.
- Feb 21st calibrate bench lab meters.
- Feb 22nd EFM both racks.
- Feb 22nd drain CIP tanks.

TESTING/MONITORING REQUIRMENTS

- Daily lab testing of treated water as per the approval in accordance with schedule 2&3.
- Distribution samples for free chlorine residual throughout town.
- Bacteriological samples have been absent of total coliforms and E coli.

GOVERNMENT COMPLIANCE

- Jan 25th schedule 4 water samples sent to EXOVA Labs
- Feb 27th annual water works report delivered to Lethbridge AEP Provincial building.

SAFTEY

- Jan 23rd onsite safety meeting.
- Feb 1st monthly safety meeting at public works shop.
- Feb 15th onsite safety meeting.
- Feb 16th employee hearing tests at shop.
- Feb 22nd check eyewash/shower stations.
- Feb 22nd test emergency lighting.

CHEMICAL

- Jan 26th transfer citric acid.
- Feb 15th transfer sodium hypochlorite.

PUMPING STATIONS AND RESERVOIRS

HIGHWAY PUMP STATION

- Jan 18th contact AQUATECH diving services to quote HPS reservoir cleaning.
- Jan 19th check VFD's and vertical turbine pumps.
- Feb 8th AQUA TECH Diving Services onsite to clean reservoir.
- Feb 16th grease pumps, check oil reservoirs and packings.

AIRPORT PUMP STATION

- Feb 15th run backup Chrysler (no issues).

UFA RESERVOIR

- Overflow ditch is clear of debris.
- Feb 16th check reservoir site and telemetry equipment.

WEST WATER PLANT (decommissioned)

- No signs of trespassing.
- Building and fences are secure.

WATER DISTRIBUTION

UNIVERSAL METERING

- Monthly meter reading as requested by the office.
- Replace/check ERT's and inspected meters as requested by office.
- Jan 25th monthly town meter reading.
- Feb 14th meter inspections for office.

GOVERNMENT COMPLIANCE

- 8 Bacteriological samples have currently been taken in February within the town's distribution system showing no Total Coliforms or E coli. Samples are ongoing and to date have had no issues.
- Free chlorine checked at numerous locations around outer town limits meet.

TOWN OF GRANUM/SUPPLY LINE

- Feb 9th check meter vault.
- Feb 16th check supply line and manholes.

METER VAULTS

- Feb 10th bleed air from West-Coop pressure regulator to increase psi.

DISTRIBUTION LINES

- Chlorine grab samples continue to be satisfactory within the distribution system.

LAGOON AND WASTE WATER COLLECTION

HARVEST SQUARE LIFT STATION

- Waiting on final as built drawings from CICON Engineering.
- Feb 2nd run backup generator.

LAGOON

- Jan 17th check control vaults and flow.
- Feb 8th sent AEP annual lagoon report.

RAW WATER SUPPLY

PINE COULEE

- The recent snowfall is encouraging in respect to filling Pine Coulee reservoir with spring runoff.
- Feb 16th check supply line, service valves and hydrants.

RAW WATER STORAGE RESERVOIR

- Jan 23rd start filling onsite reservoir.
- Feb 7th stop filling onsite reservoir.

GOLF COURSE

- Backwash water from process continues through the neutralization system to the holding ponds.



UTILITY SERVICES REPORT



March 2017

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Utility Services Manager, Brad Burns

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- Pumping Stations and Reservoirs.....pg. 4, 5, 6, 7

- Water Distribution.....pg. 7, 8

- Lagoon and Waste Water Collection.....pg. 8

- Raw Water Supply.....pg. 9, 10

REGIONAL WATER TREATMENT PLANT

MAINTENANCE

Along with regularly scheduled maintenance and testing the following work has been completed:

- Feb 23rd drain and rinse CIP tanks.
- Feb 24th rack # 2 off line to inspect and repair module #35 clear coupling upper PALL membrane.
- Feb 27th inspect and clean hydronic heating system components.
- Feb 28th inspect fire extinguishers.
- March 1st clean Y strainer and coagulant feed line to process.
- March 4th clean roller tube compression system on chlorine pump in KMnO4 room.
- March 6th replace STENNER pump head on chlorine pump for transfer pump to HPS and UFA reservoir.
- March 8th clean and calibrate all online meters.
- March 8th flush DAF # 1 & 2 lines to online instruments.
- March 9th calibrate lab equipment and verify validation of online meters.
- March 9th onsite septic holding tank emptied.
- March 10th calibrate carbon dioxide meter and check equipment.
- March 10th replace pH meter AIT 1722 flow cell and change lines.
- March 14th M.D computer technician onsite checking PC and connections.
- March 15th disassemble STENNER chlorine pump, clean and replace tube head.
- March 15th clean PAC room, feed bowl and check electrical equipment prior to start up.
- March 20th mix chemical batch for clean in place (CIP) membrane clean.
- March 20th issue with SC-1000 instrumentation power supply.
- March 21st CIP both PALL membrane racks.
- March 22nd rinse CIP tanks and check neutralization tank chemical feed.
- March 22nd change fittings on chlorine day tank chemical pump.
- March 23rd HACH technician onsite to replace SC-1000 power supply.

TESTING/MONITORING REQUIRMENTS

- Daily lab testing of treated water as per the approval in accordance with schedule 2&3.
- Distribution samples for free chlorine residual throughout town.
- Bacteriological samples have been absent of total coliforms and E coli.

GOVERNMENT COMPLIANCE

- Feb 27th annual water works report delivered to Lethbridge AEP Provincial building.
- March 1st contacted by AEP about annual water works report (asked questions about EXOVA lab results) no issue.

SAFETY

- March 1st onsite safety meeting.
- March 1st monthly safety meeting at public works shop.
- March 15th check all WTP fire extinguishers.
- March 22nd check all eye wash/showers.
- March 23rd check emergency lighting.

INSTRUMENTATION

- March 9th calibrate HQ 40d verify 2100N Turbidimeter and validate online/bench equipment.
- March 10th & 13th calibrate 2100N Turbidimeter.

CHEMICAL

- March 14th change chlorine bottles and test CL2 call out alarm system.
- March 20th transfer citric acid and sodium hydroxide.

PUMPING STATIONS AND RESERVOIRS

HIGHWAY PUMP STATION

- Feb 8th AQUATECH Diving Services onsite to clean reservoir. The reservoir was found to contain a light brown layer of sediment ranging in depth from 2" or less. Piping and pump bowls looked ok and the reservoir roof looked to be in good condition. Overall the reservoir appeared to be in good condition having no major cracks, chipping or broken pipes.

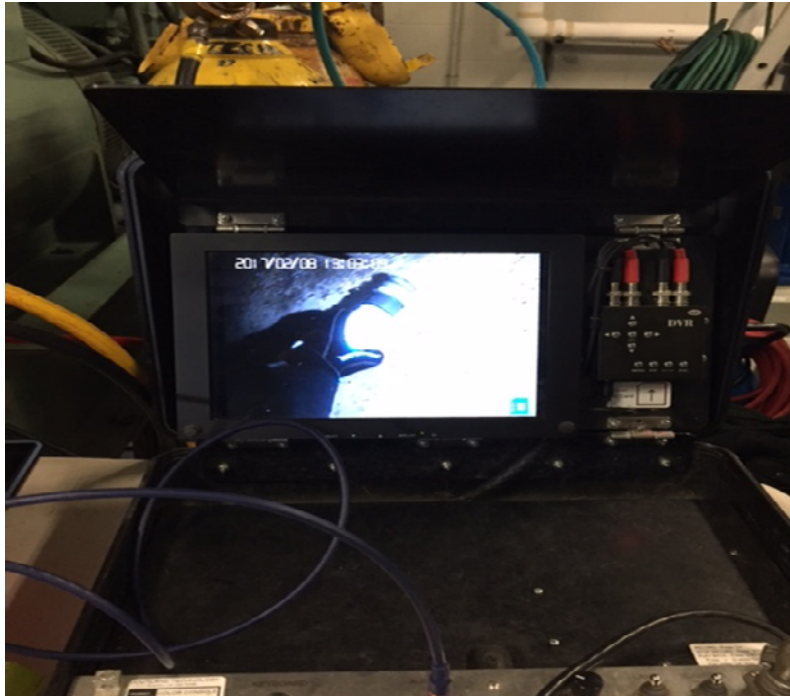
Diver preparing to enter HPS reservoir for cleaning



Diver entering North West hatch inside HPS building



Video communication recording diver in HPS reservoir



Objects removed from the HPS reservoir



- Feb 28th run backup generator.
- March 7th clean CL-17 and change solutions.

AIRPORT PUMP STATION

- March 8th run backup Chrysler (no issues).
- March 14th clean pump station building and check pumps.

UFA RESERVOIR

- Overflow ditch is clear of debris.
- March 16th check reservoir site and telemetry equipment. Sump pump adjusted and working fine.

WEST WATER PLANT (decommissioned)

- No signs of trespassing.
- Building and fences are secure.

WATER DISTRIBUTION

UNIVERSAL METERING

- Monthly meter reading as requested by the office.
- Replace/check ERT's and inspected meters as requested by office.
- Feb 23rd monthly town meter reading.

GOVERNMENT COMPLIANCE

- 6 Bacteriological samples have currently been taken in March within the town's distribution system showing no Total Coliforms or E coli. Samples are ongoing and to date have had no issues.
- Free chlorine checked at numerous locations around outer town limits.

TOWN OF GRANUM/SUPPLY LINE

- Jan 24th check meter vault.
- March 7th check supply line and meter vault.
- March 22nd Granum power loss (low chlorine alarm).

METER VAULTS

- March 1st contacted by AEP drinking water specialist about West Water Co-op.
- March 7th check meter vault and PRV to acreages.
- March 7th check meter vault and double back check valves to West Water Co-op.

DISTRIBUTION LINES

- Chlorine grab samples continue to be satisfactory within the distribution system.
- March 2nd unthaw service line on west plant grounds to run water to increase free chlorine residual on west water co-op line.

LAGOON AND WASTE WATER COLLECTION

HARVEST SQUARE LIFT STATION

- Waiting on final as built drawings from CICON Engineering.
- Feb 28th check wet well and telemetry equipment.
- March 7th check backup generator.
- March 23rd run backup generator.

LAGOON

- Feb 28th run backup generator.
- March 2nd exercise valves for control vaults and anaerobic directional flow.
- March 6th clean lagoon building and check pumps.

RAW WATER SUPPLY

PINE COULEE

- The recent snowfall is encouraging in respect to filling Pine Coulee reservoir with spring runoff.
- March 3rd email AEP about current conditions requiring information on Pine Coulee fill.
- March 15th contacted AEP Pine Coulee operator. Chain lakes is ready to release and the head water pond prior to Pine Coulee is full. Water is being released into the canal at a minimum in order to melt ice and avoid backups in canal culverts.

Pine Coulee canal flow from head waters pond



Pine Coulee inlet flow from canal



- March 16th check supply line, service valves and hydrants.

RAW WATER STORAGE RESERVOIR

- March 16th start filling onsite reservoir.
- March 23rd check blowers to lake.

GOLF COURSE

- Backwash water from process continues through the neutralization system to the holding ponds.



INFORMATION BRIEF

Meeting: March 27, 2017
Agenda Item: 16

COUNCIL RESOLUTION 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 in progress.	In progress
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				
1	Bylaw #1624 - Moved by Councillor Ford to give Bylaw #1624, a Land Use Bylaw Amendment regarding Secondary Suites, 1st Reading. CARRIED	Tara	Public Hearing Prepared for April 10, 2017.	Complete

2	Bylaw #1627 - Moved by Councillor Cutler to give Bylaw #1627, the Cat Bylaw, 1st Reading. CARRIED	Jason	On March 27, 2017 Agenda for 2nd Reading.	Complete
3	Bylaw #1628 - Moved by Councillor O'Neill to give Bylaw #1628, the Dog Bylaw, 1st Reading. CARRIED	Jason	On March 27, 2017 Agenda for 2nd Reading.	Complete
6	CORRES: Claresholm Public Library RE: Women's Conference April 8, 2017 - Councillor Ford to attend and bring greetings from the Town.	Karine	Email sent	Complete
7	CORRES: Claresholm & District FCSS RE: Volunteer Appreciation Event, April 25, 2017 - Council to provide their intentions to attend by April 11, 2017.	Karine	Waiting for all members of Council to respond.	In progress
8	CORRES: Claresholm Arts Society - Moved by Councillor Fieguth to write a letter of support for the Claresholm Arts Society's application to the Community Foundation of Lethbridge and Southwestern Alberta to complete stage improvements at the Claresholm Community Centre. CARRIED MOTION #17-016	Karine	Letter sent	Complete
9	CORRES: Porcupine Hills Classic Cruisers - Moved by Councillor Cutler to allow the Porcupine Hills Classic Cruisers to host their event at the Centennial Park Ball Diamonds on August 13, 2017. CARRIED MOTION #17-017	Karine	Letter sent	Complete
10	CORRES: Claresholm Lacrosse Association - Moved by Councillor Cutler to allow Claresholm Minor Lacrosse to use the Arena concrete surface for \$90 per week plus GST for practices for May to July 2017 and charge them \$57 per hour plus GST for Saturday and Sunday games as needed. CARRIED MOTION #17-018	Karine / Marianna	Email sent	Complete
11	RFD: Budget 2017 - Moved by Councillor Cutler to approve the 2017 Operational and Capital Budgets as presented. CARRIED MOTION #17-019	Blair	Budget has been implemented.	Complete
12	RFD: Conditional Offer to Purchase - Moved by Councillor Fieguth to accept the conditional offer to purchase the property described as Lot 16, Block 63, Plan 0110064 located at 4 Skyline Crescent, in the amount of \$520,000.00. CARRIED MOTION #17-020	Tara/Marian	Avison Young notified.	Complete
13	RFD: Respectful Workplace Policy - Moved by Councillor McAlonan to adopt Policy #GA 03-17, the Respectful Workplace Policy, effective March 13, 2017. CARRIED MOTION #17-021	Lisa	Copies distributed	Complete

PREPARED BY: Karine Wilhauk, Finance Assistant / Communications Administrator

APPROVED BY: Marian Carlson, CLGM – CAO

DATE: March 23, 2017

INFORMATION ITEMS

HIGHWAY #3 TWINNING DEVELOPMENT ASSOCIATION

February 3, 2017 Meeting Minutes

Culver City Room, Lethbridge City Hall, Lethbridge AB

In attendance:

Barney Reeves	ID #4 Waterton
Bill Chapman	Town of Coaldale
Blair Painter	Crowsnest Pass
Brent Feyter	Town of Fort Macleod
Brian Brewin	MD Taber
Chantel Timmons	County of Forty Mile
Darrell Turner	Village of Barnwell
Dennis Cassie	Town of Coalhurst
Don Anderberg	Town of Pincher Creek
Gordon Reynolds	Town of Bow Island
Henk De Vlieger	Town of Taber
Jim Turner	City of Medicine Hat
Ken Perlich	Lethbridge Chamber of Commerce
Kim Welby	Chinook Community Futures
Marie Logan	Horizon School District
Nikolaus Wyslouzil	Chinook Country Tourist Association
Richard Oster	Cypress County
Tim Weinberger	Medicine Hat Chamber of Commerce
MLA David Schneider	MLA Little Bow
MLA Pat Stier	MLA Livingstone Macleod
MLA Maria Fitzpatrick Rep – Arie deValois	MLA – Lethbridge East
MP Racheal Harder Rep - Becky Dykshoorn	Lethbridge
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

MOTION: Don Anderberg

To accept the Agenda as amended.

CARRIED

4. Adoption of Minutes

Add Darrell Turner as an attendee.

MOTION: Tim Weinberger

That the minutes of the January 6, 2017 minutes be approved with corrections.

CARRIED

5. Business Arising from Minutes

- 5.1 Kien Tran Study** – The Draft version will be available for our April Meeting. In working with Alberta Transportation we needed a final report date. Dr. Tran responded with a draft on March 31, 2017 and the final report in April 30, 2017

6. MLA Report

MLA Maria Fitzpatrick –Sends her regrets. Arie will report back to her the details of our meeting.

MLA David Schneider – Getting ready for the spring session.

MLA Pat Stier – Not currently in session. MLA Stier is the critic for Municipal Affairs and has been quite busy.

MP Racheal Harder – Becky Dykshoorn reported the house resumed this past Monday. Not a lot to report as of yet. The Parliamentary Budget came out yesterday and not too many funds available for infrastructure spending.

7. MP Report–

8. President's Report – The last twelve months has been busy for this organization. Thanks to Gloria Roth, Town of Taber, Trevor Lewington from EDL, Mayor Spearman and the City of Lethbridge, MLA Maria Fitzpatrick and the Opposition MLA's for their support over the past year. Thanks to Brent Feytor for initiating a fee structure for the organization last year that was accepted by our members. We met with Brian Mason, Minister of Transportation. We formed a sub committee to review the Highway 3 priorities for Alberta Transportation. We had 2 RFP's for the update to the Cost Benefit Analysis and Dr. Tran was successful. We thanked Brian Mason for the work in Fort Macleod and the Crowsnest Pass. We look forward to reviewing the study by Dr. Tran and move forward with our mission once that is received.

MOTION: Blair Painter

That the President Report be received as presented.

CARRIED

9. Administrator Report – Gloria Roth attended the Place Brand Study Luncheon put on by the Economic Development Association. She is still working on arranging for a presentation by Department of Parks in regard to Castle Management Plan. Have been working with Alberta Transportation to finalize the contract for the \$9,999 for the Cost Benefit Analysis.

10. Finance Report – We currently have 31,484.00.

That the Financial report be accepted as presented.

MOTION: Darrell Turner

Carried

11. Delegation – No delegation this month

12. New Business

12.1 Directors

The slate of Directors that were accepted at the Annual General Meeting is accepted.

Motion Richard Oster

Carried

13. Information Items

Croswnest Pass Update – Animal fence was installed and the sheep were smarter than the fence. The fence is not long enough as the animals are getting through. Alberta Transportation installed a large concrete brick to protect mountain slough off that is posing some hazard as it gets covered by snow. The traffic light went live last week and it has been working well at 20th Avenue and Highway 3. The Budget was 500,000. AB transportation has agreed to a Functional Study with an open house in June. By March 2019 the Functional Study should be completed. There will be a fourth Open House in October 2018. An alternate route from Blairmore to the Border is being considered.

Richard Oster asked if Alberta Transportation picked up the tab. Cypress County has asked for lights as well on Highway 1, and was told they did not meet the criteria. Gordon Reynolds suggested the using of fatalities as a metric of part of the criteria to work on a highway, is not the right way to go.

Highway 3 was in the news yesterday about it coming into Lethbridge, particularly about the intersection of Bridge Drive on Highway 3.

Arie mentioned that the intersection is in discussion. He asked about the Coalhurst Corner, and Mayor Cassie said it has decreased accidents there. He attributed the success of correcting that corner to the Highway 3 Twinning Development Association. Concerns were raised about the rumored future Casino and Hotel development on the Stand Off corner on Highway 3.

So moved that the Association send a letter to Lethbridge County, Blood Tribe and Alberta Transportation to ask about details and possible issues to Highway 3. Suggest to the Blood Tribe to work with us on Highway 3 issues regarding the Casino development.

MOTION Dennis Cassie

CARRIED

14. Next Meeting – Friday, March 3, 2017 - 10:30 am Culver City Room, City Hall, Lethbridge

15. Adjournment

MOTION: Darrell Turner

The motion to adjourn was made at 11:36 AM

CARRIED

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.*

Recognizing 33 Years of Library Service

Kathy Davies, manager of the Claresholm Library and instrumental member of the Chinook Arch Regional Library System Board, will be retiring in 2017 after 33 years of remarkable service to the residents of Claresholm and area.

Kathy got her start in libraries after being inspired by the school librarian at Granum school, where she was working at the time. Kathy opted to get her library training at SAIT, and was hired by the Claresholm Library in February 1984 as Program Coordinator/Cataloguer. Her third daughter was three months old at the time, and she would come to work with Kathy, sometimes sleeping on the floor in a corner! After two years, Evelyn Volstad, the library manager for 32 years, retired and Kathy was asked to be Library Manager.

In 2002 plans for a new library were launched, and construction started in 2013. There was no general contractor, so Kathy put on a hard hat and steel-toed boots to conduct daily site visits.

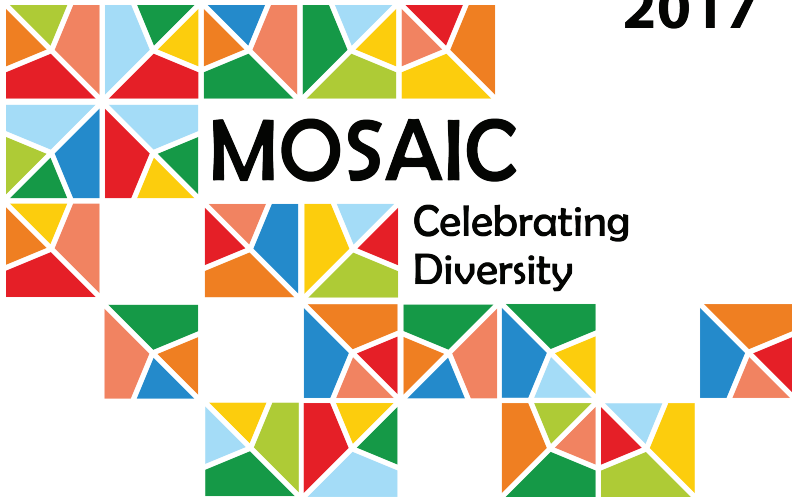
Kathy also became involved in municipal politics, serving four consecutive terms on the Claresholm town council, from 1989 to 2001.

Kathy believes that libraries are the best places to work, because the sky is the limit. It has been her goal to learn two new things every day – something that's easy to do when working in the library. Kathy is thoughtful, kind, collaborative, smart, and cares deeply about public libraries. We are very glad to be able to continue to work with Kathy in her capacity on the Chinook Arch Library Board, but the southern Alberta library community as a whole will miss her greatly. Please join us in thanking Kathy for her service and congratulating her on her upcoming retirement.



8TH ANNUAL

Southern Alberta Library Conference 2017



The 8th annual Southern Alberta Library Conference was a great success, with over 170 registrants, 35 session presenters, and 12 sponsors. Highlights included the Library Boards: Never Boring Panel, library trivia with Teenbrarian Paige McGeorge, Monique Woroniak's timely and important keynote, learning about the successful programs of our member libraries and community partners in the Connections Gallery, Lisa J. Lawrence's author reading, visiting with library staff and board members, and the ever popular door prizes!

Thank you for learning and sharing with us!



2017 READ Awards

Chinook Arch Regional Library System is pleased to announce the recipients of the seventh annual Rewards of Excellence and Distinction. READ Awards recognize and celebrate Chinook Arch member libraries who have displayed excellence in the areas of: service, collaboration, innovation, future focus, and community benefit. The Chinook Arch Marketing and Communications Committee was pleased to present five libraries with READ Awards at a dinner held at the Southern Alberta Library Conference on March 3rd at the Lethbridge Lodge.



Lethbridge Public Library received a READ Award for Read On: First Nations, Métis, and Inuit Partnership Programs

To connect with and deliver services for under-served First Nations, Métis, and Inuit residents of Lethbridge, the Read On Program at Lethbridge Public Library initiated three separate partnership programs aimed at supporting several Truth and Reconciliation Calls to Action. The programs focus on early childhood literacy, community building, cultural learning with Elders, and support for Indigenous children living in child care or with non-Indigenous foster parents. The library has partnered with Red Crow Community College, Kanaiwa Children's Services, the University of Lethbridge, School District #51, and Lethbridge Police Services to deliver these programs.



Lomond Community Library was recognized by the READ Awards for its Heritage Garden Project

Community and Library Board volunteers worked together to build a Heritage Garden at the Lomond Library. Historical markers and maps recognize community history, including the location of former schools in the area, names of local armed services personnel, and names of all elected officials who have served the community since the village was incorporated in 1916. The project has helped expand the scope of existing local archives and is keeping Lomond's history preserved, alive, and visible.



Milk River Municipal Library was recognized by the READ Awards for its We are MORE than books! Marketing Campaign

The library capitalized on Milk River's 100th anniversary in 2016 to launch a multi-pronged marketing campaign aimed at local residents. The library created and distributed a leaflet about its services, became involved in local activities, advertised in Milk River's community newsletter and with the local television station, and became more proactive in fundraising. With limited financial resources and a staff of one, the library reached its goal of 100 new memberships before the end of the year, and greatly increased the visibility of the library in the community.



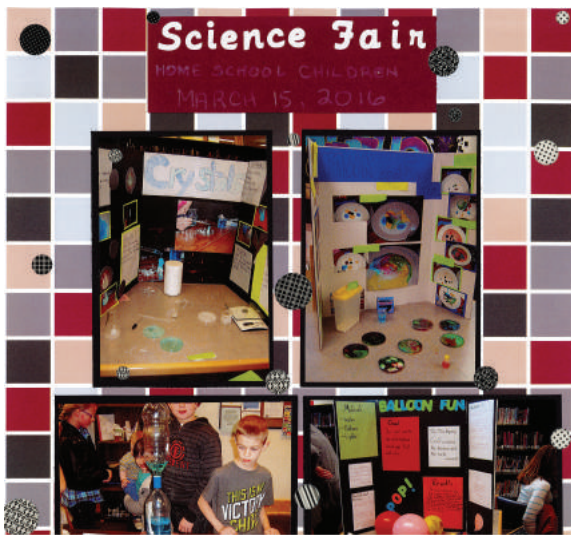
2017 READ Awards

Nanton Thelma Fanning Library was recognized by the READ Awards for its Tales From Home program

Tales from Home is a partnership-based program that empowers immigrant community members to tell about their country of origin. Attendees learn about another culture and experience its traditions and foods through the lens of immigrant Canadians. Through this program, the library is creating a welcoming environment for immigrant families, and fostering new relationships between longtime Nanton residents and newcomers. The library has partnered with Willow Creek Community Adult Learning Society, Project Read, and Foothills Community Immigrant Services to deliver this program.



Presented in partnership with:



Taber Public Library was recognized by the READ Awards for its Science Fair

In March of 2016, the Taber library hosted a science fair for homeschooled children in the community. There were 20 experiments presented by 30 students of all ages. The public was invited to the library to vote on their favourite experiment, and students were awarded prizes. The program reflects the larger interest of libraries to promote the creating and sharing of ideas and knowledge in science, technologies, engineering, and math (STEM), and Taber Public Library's commitment to preparing children for living and working in these economies. The library partnered with Hope Christian School homeschooling system to deliver this program.

Congratulations to all the nominees and recipients of the 2017 READ Awards!



Crowsnest Community Library

BRAT Pack Presents...

Guest Storytellers

Jenny Cofell & Barbara Longair

Join us at BRAT Pack for many exciting and interactive stories with our guest storytellers from the Lethbridge Public Library, Jenny Cofell, and Barbara Longair! Make sure you bring your listening ears and imaginations... See you there!

February 21st, 2017
10 to 11 am
 Crowsnest Community Library
 2114, 127th St. Blairmore
 Children Ages 0-12 welcome
 Call 403-562-8393
 for more information

On February 21, Jenny Cofell and Barbara Longair from Lethbridge Public Library Children's Services department were guest storytellers at Crowsnest Community Library's BRAT Pack Program. A big thank you to Jenny and Barbara - this was a great resource sharing opportunity for Crowsnest Community Library!



Warner Memorial Library

SPAGHETTI DINNER *and* LIVE AUCTION FUNDRAISER

MARCH 23RD 2017
WARNER ELKS HALL
DINNER 5:30 PM
AUCTION 6:30 PM
 AUCTIONEER HOLDEN HEPPLER

ADULT	YOUTH (6-17)	FAMILY
\$10.00	\$7.00	\$35.00

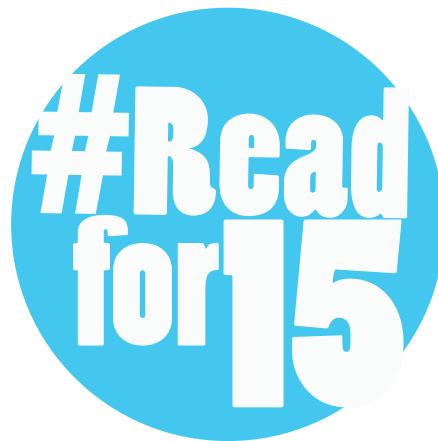
3 AND UNDER FREE

ALL PROCEEDS GO TO THE WARNER MEMORIAL LIBRARY



Milk River Municipal Library

On January 27th Milk River Municipal Library participated in the province-wide #Readfor15 competition. The goal was to encourage the citizens of Milk River to read for just 15 minutes that day, then report their numbers to Kay Cahoon, Library Manager. Kay then reported the number of readers, along with the population of Milk River, to the competition organizers so they could calculate the percentage of readers in town. Milk River has a population of 892 people, and 442 readers participated. That gave the community a total of 49.55% participation! In the library's first year of participation in this awesome program, Milk River came in 2nd in the entire province! The library is enormously proud of the community's enthusiasm for reading. Look out Donald!... Milk River plans to be 1st next year!



Picture Butte Municipal Library

Picture Butte has started a Cyber Seniors program, using a free course written by student volunteers and offered through the Net Literacy organization. The courses are designed for instructors to work one on one with seniors in institutions. There are four courses offered in English, Russian or Spanish: Computer Basics, Internet Basics, Email Basics and Social Media Basics.

Cheryl Garratt, Picture Butte Library Manager, offers the course at the library, and at the Piyami Lodge and Piyami Manor seniors' residences. The director of the Lodge asked the Library to create a poster to display and contacts Cheryl when a resident is interested. Cheryl hopes to get the program

established and then approach the local high school to take it over.

Cheryl worked with her first student in the library on March 8. The student is 91 and has some computer skills but wanted to have a better understanding of how it all works. They spent just under an hour together which allowed for the student to ask lots of questions and take notes.

If you are interested in using the Net Literacy courses in your library, visit <http://www.netliteracy.org/senior-connects/lesson-plans/>

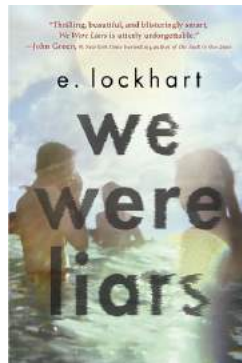
Milo Library



The lower level of the Milo Library has been completely restored after six months of repairs and renovations. Repairs to the structure of the building started in September 2016; with the help of several volunteers from the Board and community, the rooms were packed up to allow for ceiling and frame repairs, resulting in new drywall, tape, and paint. Some programming was displaced to the school and the church during repairs. Rooms were prioritized to get back into usable order, with the Museum/Videoconferencing room finally set up in March. Videoconferencing in this room is for small, adult-only groups; if a larger room is required, equipment can be moved into the Endeavour Meeting Room that can handle very large groups. Many thanks to last year's Summer Student, Adrienne Deitz, for arranging this room. Several pictures were taken to be able to replicate it and with the help of Kylee Booth over several Friday afternoons, it is finally completed.



Lethbridge Public Library - Crossings Branch



Do you know an adult who loves YA books? TimeTurners is the newest book club at the Crossings Branch, where grownups can get together each month to discuss a teen book. Participants can pick up the monthly book ahead of time from the Customer Service desk, and return it at that month's meeting.

Learn more at <http://www.lethlib.ca/node/6239>

Lethbridge Public Library - Main Branch

Just a Few Easy Steps for Customers to Return Items

As work continues on the Library's Main Branch Modernization Program (MBMP), we are happy to announce that the Main Branch has a brand new Lyngsoe automated handling system! As of February 24, customers were able to return their library material using the automated system. Materials returned are instantly checked in and customers can print a return receipt if they wish. There are two public return stations at the Main Branch; one on the main floor at the Stafford Drive entrance and the second one on the lower level in the Children's library. Come on down and try out the new return system. We love it and hope our customers will too!



Canada



Broaden Your Horizons with Some Great Films!

For the 23rd year in a row, the Lethbridge Public Library and the Lethbridge International Film Society will present The Lethbridge International Film Festival at the Main Branch on March 20-24 at 7pm and on March 25 as an afternoon matinee at 2pm. Featured films include Embrace of the Serpent, A Dark Room, Theeb, Requiem for the American Dream, Road to La Paz, and The Eagle Huntress. Details of the films are available in the Happening magazine online at www.lethlib.ca



Celebrate 20 years of Book Club Reads with us! Barb Gibson, Definitely Not Plato Book Club

On March 29, The Lethbridge Public Library's Definitely Not Plato Book Club will be celebrating its 20th year. Our celebration will include displays of all the books we've read over these years as well as a presentation of our Top 10. There will be draws for the Top 10 choices and other prizes, presentations, and refreshments.

Come and celebrate with us on March 29 at 7pm in the Main Branch Theatre Gallery. We also invite you to bring a list of the great books you have read so that we can compare notes and maybe get ideas for what to read next.



Lethbridge Public Library

Students Win Bragging Rights and Trophies

On February 11, Lethbridge Public Library hosted the 8th Annual Spelling Mini-Bee. There were 32 participants (all Grade 1, 2, and 3 students). The winner was Zara, a grade two student. Her anticipated championship word was 'RAPPOR'. She sat in chair #1 and she was #1! The necklace she wore is her lucky BEE necklace.



The 6th annual LPL Spelling Bee (for Grade 4, 5 and 6 students) followed on February 25. There were 28 participants and Fardeen Rahman, a Grade 5 student from Dr. Gerald Probe School, was the winner. His championship word was 'DIFFIDENCE'.

Thank you to The Engravers for donating our winners' trophies!

Library Sponsors Greatness in Leadership Conference

The Lethbridge Public Library believes in dreaming; pursuing a vision; and providing opportunities to learn, to play and to build connections, so we were excited to be one of the sponsors for the Lethbridge Greatness In Leadership conference on March 7.

Terra Plato, CEO, says: "We are continually looking at ways to move the Library forward into the future and by lending our support to Teamworks Training Institute for its 3rd annual event, we wanted to inspire the Library and the community to continue to pursue our dreams and vision for what is possible in our city." Plato notes this year's conference theme, Celebrating Milestones, Difference Makers and the Spirit of a Great Community, tied in closely to the new role that the Library is playing in our community as a force of positive transformative change: modeling and developing community leadership and partnering with businesses and organizations to meet community aspirations and needs.



Plato says that celebrating Lethbridge spirit and achievement is definitely something the Library enjoys doing: "We were excited to bring the enthusiasm of the Cheers 4 Lethbridge initiative to the conference." The Library operated a pop-up library at the event, provided tickets to our patrons through the Lethbridge Presents program, and offered business class library cards to event attendees.



Chinook Arch Regional Library System

Spotlight on Mango Languages and Niche Academy

For the month of March, we are promoting Mango Languages. If you don't already know all about Mango now is a great time to check it out: <http://www.chinookarch.ca/content/mango-languages-0>. Mango Languages creates loveable language-learning experiences for users of all ages. Choose from over 60 languages and learn by listening to words and repeating phrases in Mango's interactive program. Mango is also available for mobile devices through the Apple App Store and Google Play.



For the month of April, we are promoting Niche Academy. This resource provides quick and easy tutorials on how to use many of the digital services Chinook Arch provides, including OverDrive, hoopla, Zinio, Flipster, and more! The lessons are each under two minutes, and great for library staff and patrons alike. Check out Niche Academy at <https://my.nicheacademy.com/v2/chinookarch>



Library To You - Library Service, Delivered!



Library to You (L2U) service is for people who are unable to use a public library or who live far from a public library. With a valid library card, patrons can sign up for L2U service which sends them up to six paperback books at a time, right to their doorstep!

Chinook Arch offers this service in partnership with Marigold Library System. If you have a patron who would benefit from this program, visit <http://www.chinookarch.ca/content/library-you-l2u> for the registration form or contact your Public Services Librarian for more information.

Bibliographic Services Staff Changes

Some exciting new changes have recently been made in Bibliographic Services.

In Interlibrary Loans, Jenn Latham has taken on a new role as Circulation Lead. In her new role Jenn is primarily responsible for circulation-related tasks including coordinating the Inventory project. Questions related to WorkFlows, circulation procedures and reports, and requests for an inventory of your library collection can be directed to Jenn.

Trevor Hatfield has been promoted to Interlibrary Loan Technician and is now managing most of the ILL work. To support Trevor, a part time Interlibrary Loans Assistant position has been created which we are in the process of filling. As well, Jenn will continue to provide ILL training for both Chinook Arch and the province and compile ILL statistics.

In Acquisitions, Tracey Sawatsky has made a change to her work hours. Her new hours are 7:30am to 2:25pm. As Acquisitions Lead, Tracey will continue to support you in all of your acquisitions needs.

Library Extension for Google Chrome



Library Extension is a free add-on for your Google Chrome web browser - it adds library records to Amazon, Goodreads, and other book purchasing and tracking sites, allowing patrons to immediately see if their library collection has the book they are searching for online. If the title is available at their local library, they'll know instantly, on the same page they are browsing, and be able to conveniently link to the library catalogue to place a hold!

Check out Library Extension and add it to Chrome for free by visiting <https://www.libraryextension.com/>





Claresholm & District Chamber of Commerce General Meeting

Wednesday, January 18th, 2017

MINUTES

Casa Roma Restaurant

Present: Kelsie Bowen-Preeete, Justin Sweeney, Betty Fieguth, Ken Favrholt, Rob Vogt, Keith Armstrong, Beatrice Johnson, Tom Barnes, Lori Beazer, Rod Dyrholm, Ed Hood, Gail Hood, Brian Chartrand, Iqbal Nurmohamed, Amanda Zimmer, Lorraine Norgard, Marilyn Curry and Val Umscheid.

1. Call Meeting to Order

Vice President Kelsie Bowen-Preeete called the meeting to order at 12:05 p.m.

2. Acceptance/Additions to Agenda

The agenda was accepted with a correction that the minutes to be accepted are November 16 (not 21), 2016. New item 8.5 "Axia Update" was added, and agenda was left open for more new business.

3. Acceptance of Minutes

The minutes of November 16, 2016's general meeting were accepted as presented.

4. Financial Report

Lorraine read the current bank balances for both the Chamber and the Trade Fair accounts. Tony Walker will meet with her to review the books. The Chamber now has a portable bank machine for processing memberships and trade fair booths.

5. Introduction of Business Membership

Round table introductions were held.

6. Committee Reports

6.1 Trade Fair January 27 & 28 Claresholm Community Centre

Lori Beazer reminded us to contact her if we have Silent Auction items for the upcoming Trade Fair. Everything is happening fast and in good order. Set-up will take place Thursday afternoon at the Community Centre. Brian Chartrand volunteered to help with the Trade Fair.

7. Old Business

7.1 Web site

The website is now live and all members are asked to check the directory and to let Donna know of corrections or new ideas for it. Those that have seen it, find it user friendly and appealing.

8. New Business

8.1 Make request to members for Elections

Kelsie reminded everyone of upcoming AGM in February and that there are many positions on the board available to fill.

8.2 Online & Social Media Marketing Course

Justin spoke on the upcoming “Online & Social Media Marketing Course” being offered in Claresholm March 1 and 8, 6-9 pm each night. The first night is an introduction to social media and the second session goes into more detail of creating your own media. Cost is \$20 per person, per session. Exact location will be announced when determined. Lorraine will email info to all when established.

8.3 Rick Milliken’s Resignation

Kelsie announced Rick Milliken’s recent resignation as a director, and we all wish him well.

8.4 Membership Renewal Time

Lorraine reminded everyone that it membership renewal time.

8.5 Axia Update

Justin provided us with a brief update on the progress of Axia in Claresholm. He has a sign-up sheet for anyone interested.

8.6 Citizen of the Year Program

Amanda Zimmer reported that the Citizen of the Year was previously run by the Rotary Club before the Chamber took it over. The deadline for nominations is the end of March for both categories (adult and youth). The youth portion is partnered with the Credit Union. Last year we budgeted \$500 for the project. Betty Fieguth suggested that we enhance it with “Business of the Year” as well.

8.7 Learn About our Business Members

Keith Armstrong asked “how do we get to know the businesses of our fellow-members?” There are many that would like to take the opportunity to give a brief presentation at our general meetings, and all agreed it was a great idea. It’s a great opportunity for us to learn about the business within our community. Suggested a 10 minute presentation at beginning of each meeting. The Executive will organize and arrange.

9. **Next Meeting**

The next meeting will be our Annual General Meeting held on Wednesday, February 15th, 2017 at Casa Roma, 6pm including a speaker. A schedule has been set and circulated of 2017’s general meetings including dates, times and locations.

10. Adjournment

Betty Fieguth moved the meeting be adjourned at 12:55 p.m.

2016 Year in Review

Message From President Holmes

This past year was one of unprecedented activity for AUMA as we developed relationships with new federal and provincial governments, built consensus and advocated for MGA amendments, and achieved some key wins with increasing the amount of government grants for water, transit, summer temporary employment and renewable energy. As well, we secured the province's commitment to continue MSI funding in 2017 and to work with our association to develop a replacement program. Despite a very busy period of policy development and advocacy, we also continued our tradition

of providing tools for municipalities and launched new resources spanning economic development, housing, and police governance to mention just a few. As part of the new leadership at AUMA, we pursued organizational change so we could strengthen our client focus and reduce costs. As a result, I am pleased to confirm that AUMA was able to keep its membership fees flat for 2017 while reducing early bird convention fees by 25% to make it even more affordable for our members. I also want to celebrate the high satisfaction ratings that you have expressed with our services.

How did we do in 2016?

The following is a summary of our members' assessment of our ability to provide solution-based services:

Satisfaction with Advocacy Impact - 89% (90% target)

Satisfaction with Information and Advocacy Resources - 86% (85% target)

Satisfaction with Employee Benefits - 98% (90% target)

Satisfaction with General Insurance and Claims - 98% (90% target)

Satisfaction with Utilities - 99% (90% target)

Provincial and Federal Advocacy: pressing for municipal needs in policy and legislation

2016 was a busy year in terms of advocacy efforts on provincial and federal matters and, as we've featured in this *Year in Review* snapshot, our efforts paid off in areas of major importance to municipalities such as the MGA, affordable housing, the cost sharing formula for new federal infrastructure funding, investments in water and wastewater infrastructure, Family and Community Support Services (FCSS), rail safety, and changes to the municipal viability review process. AUMA's advocacy hasn't stopped there. We have worked with our members and provincial and federal governments to see progress on a much wider range of matters that affect Alberta's municipalities. Provincial matters pertained to the provincial budget, Local Authorities Election Act, Climate Change Leadership Plan (impact of the phase out of coal and carbon levy on municipalities), broadband, transit, provincial police funding, emergency dispatch and response times, payday lending, provision of land for school sites, engagement of municipalities in regional land use planning, removing barriers to brownfield redevelopment, and updating provincial solid waste regulations.

Federal matters spanned the federal budget, temporary foreign workers, asset management, National Inquiry into Missing and Murdered Indigenous Women and Girls, preventing the spread of mountain pine beetle, and unmanned aerial vehicles.

Moving into 2017, AUMA will continue to be a strong voice to government on the issues that impact municipalities the most.

Infrastructure Funding: advocating for crucial funding to address municipal infrastructure deficit

AUMA is pleased that the federal government accepted our proposal for the 50/40/10 federal/provincial/municipal cost sharing formula for Alberta's \$250 million share of the new water and waste water funding. We are calling for greater municipal engagement in the development of future infrastructure programs and for a more timely flow of funding and greater transparency in how projects are selected. We continue to press for a flow-through funding model, similar to the Gas Tax Fund, to replace the application process and reduce the administrative burden for all levels of government.

In terms of provincial infrastructure, AUMA secured a commitment from the province that an MSI type of program will continue, and we have provided some suggested principles for the replacement program. This will be a key priority for AUMA in 2017 and we will be inviting input from members at our March 2017 Mayors' Caucus.

In the interim, we are pleased that the province responded to our call for increased investments in water and wastewater infrastructure and increased the 2016 budget by \$75 million.

Municipal Government Act (MGA) Review: modernizing municipal governance

AUMA provided timely and comprehensive support for the MGA, which included our analysis of impacts immediately after Bill 21 (the Modernized Municipal Government Act) was released, and question and answer documents on what we learned on upcoming changes. We developed a comprehensive submission on Bill 21 that was done in collaboration with AAMDC and indicated areas of support and where further revisions were required.

As much of the necessary detail for the MGA will be provided through regulations, AUMA participated in MGA regulation working group meetings throughout the fall using input from our CAO working group. We will respond to the draft regulations as they are released in 2017. AUMA will be developing change management tools so that members will not need to hire expensive consultants and trainers to comply with the legislation (e.g. will provide the required elected officials training, develop tools and templates to assist with code of conduct, mandatory plans, etc).

Check out our MGA webpage at www.auma.ca.

2016 Year in Review

Family and Community Support Services (FCSS): ensuring increased funding for disadvantaged Albertans

AUMA has been relentless in our call for sufficient funding to support FCSS. Our persistence was rewarded when the 2016 budget was increased by \$25 million. AUMA participated in the FCSS regulatory review and continues to profile the importance of indexing this funding to keep pace with demand from those vulnerable Albertans who depend on this help.

New Member Resources and Hubs: providing free resources to build municipal capacity

- **Municipal Planning Hub:**
Outlines the purpose and principles of land use planning, provincial and municipal land use plans and legislation including the impact of MGA amendments and links to tools and resources.
- **Property Assessment and Taxation Hub:**
Provides an overview of Alberta's property assessment and taxation system as well as best practices in communicating information to property owners.
- **Brownfield Redevelopment Hub:**
Provides information on legislation, policies, best practices, case studies, and resources related to brownfield redevelopment.
- **Economic Development Hub:**
Provides small municipalities with information on economic development resources, including toolkits to facilitate small business growth and strategically improve tourism.
- **Policing Hub:**
Provides information on legislation, funding and other resources to support municipalities in ensuring effective police governance and services.
- **Affordable Housing Hub:**
Enables small and mid-size municipalities to advance affordable housing through resources that span strategies for affordable housing, tools for tracking progress, and information on available funding from other levels of government.

These resources and many others are available at www.auma.ca.

Municipal Climate Change Action Centre: realizing energy efficiency and cost savings for municipalities

Through a provincial grant, AUMA and AAMDC's Municipal Climate Change Action Centre is providing \$2.5 million to support 50-100 municipal energy efficiency retrofit projects, which are expected to achieve lifetime GHG reductions of 125,000 tonnes. As well, we have received a grant to fund municipal solar projects which is expected to result in an estimated 5,100 to 8,400 tonnes of GHG reductions over the life of the projects. If you have not yet applied, see information at www.mccac.ca.

Emergency Management: supporting communities in their emergency preparedness and disaster recovery

As a result of AUMA's work with the Federation of Canadian Municipalities, we have made good progress in improving rail safety, including better information sharing between railways and municipalities for the purposes of emergency planning, an accelerated phase out of the type of rail tank cars involved in the Lac-Mégantic train derailment, and the establishment of minimum insurance requirements for railway companies.

Following the wildfires that devastated the Regional Municipality of Wood Buffalo, AUMA created the Assist Wood Buffalo registry. Through the AUMA website, municipalities can register their offer of assistance through personnel, equipment, materials, funding, and other resources. In addition, AUMA's insurance and employee benefits programs provided support as the community dealt with the aftermath and began the journey of rebuilding.

Putting Women's Issues at the Forefront: building awareness and advancing solutions

AUMA's 2016 Status of Women Taskforce provided input into the process for the review of Missing and Murdered Indigenous Women and advocated for sustainable funding for domestic and sexual assault services. They convened a panel discussion on building leadership skills and undertook initiatives to encourage the participation of women in municipal government. While the Task Force's work is complete, AUMA's Elected Officials Professional Development Committee will continue to develop supports to attract and support women in local government. For example, using resources that were fundraised at AUMA Conventions, we will be advancing campaign resources for women running in the 2017 election.

Affordable Housing: enhancing supports to end homelessness and enable affordable housing

AUMA provided input on the provincial affordable housing strategy and new inclusionary housing provisions in the MGA. AUMA's advocacy led to a \$3.4 million increase in provincial funding for homeless and outreach support services, which brings annual funding to \$127 million. In addition, \$1.1 billion will be provided over five years for affordable, social, and supportive housing. We continue to advocate for the reinstatement of Grants in Lieu of Taxes; last year, we provided a toolkit of materials to support local level advocacy. We will also continue to advocate for the amendment of the Mobile Homes Site Tenants Act to offer Dispute Resolution Services to mobile home site tenants, and prohibit the practice of "economic eviction" of tenants.



AUMA's President Lisa Holmes and Vice-President Jim Stevenson present to government MLA' during an AUMA-hosted open house.

2016 Year in Review



Market Access: campaigning for secure and reliable pipeline infrastructure to move Alberta's resources to market

At our March 2016 Mayors' Caucus, AUMA conducted an advocacy campaign to profile the importance of the Energy East pipeline to move bitumen, crude oil and natural gas to domestic and foreign markets, while not endangering the environment or our citizens. The AUMA convention included resolutions relating to the importance of market access for the economy of Alberta and Canada. The work of AUMA and other organizations advocating for the importance of our energy industry is having an impact on federal decisions, with the approval of energy projects such as the Trans Mountain Express Project and the Line 3 Replacement Project. We will continue to put forward our perspectives to the federal and provincial governments on the importance of improved market access for our energy resources.



Premier Rachel Notley with President Holmes during the launch of the Energy East campaign at the 2016 March Mayors' Caucus.

Convention and Mayors' Caucuses: engaging members and advancing dialogue with other orders of government

AUMA's 2016 Convention provided an opportunity for more than 1,000 municipal leaders from across Alberta to learn, develop solutions, and build relationships with each other and with provincial and federal colleagues. Attendees had the opportunity to hear Premier Rachel Notley, the Minister of Municipal Affairs and the federal Minister of Infrastructure and Communities, as well as participate in

three Minister dialogue sessions. The three day event also included remarks from the leaders of the Wildrose Party and the Progressive Conservative Party, Board and Committee reports, a variety of educational breakout sessions, resolutions voting, a review of the MGA, and a tribute to the Regional Municipality of Wood Buffalo to celebrate and thank all those who fought the wildfire and supported the region during the evacuation and aftermath. The 2017 Convention will be a "must attend" event, especially for newly elected officials.

The two Mayors' Caucuses in 2016 saw record attendance and very positive feedback. Due to increased attendance, we have moved the 2017 spring Mayors' Caucus to a new location at the Shaw Conference Centre in Edmonton on March 7-8, with an increased opportunity to dialogue with Ministers and decision makers, have zone meetings, and discuss top-of-mind municipal issues. New for 2017 is the opportunity for you to bring your colleagues from municipal districts and counties on March 7.

Business Services

As a wholly-owned subsidiary of the AUMA, AMSC services continue to provide municipalities and community organizations with substantial value through economies of scale, outstanding service and support, and expertise in understanding your needs in the following:

Employee Benefits

Group health, dental, disability and life insurance

Participating Employers: 375

Employees Served: 14,000

Retirement Services

Pensions and savings programs

Employees Covered: 2,000

Assets Under Management: \$91.9M

General Insurance

& Risk Management

Property, auto and liability

Participants Insured: 900

Property Insured: \$11B

Utility Services

Electricity, natural gas, water and wastewater

Sites Served: 25,000

The modest profits for these services are reinvested in member services as they are used to fund a significant amount of AUMA's policy and advocacy work, including our toolkits and services that span a range of economic development, environmental stewardship, social initiatives and municipal governance.

Through this contribution, we have been able to hold our membership fees at a low cost. As well, in 2016 members collectively received \$500,000 in loyalty rebates for participating in two or more of our core services.

Helping Reduce Your Purchasing Costs

Don't miss the opportunity to access our complimentary group purchasing program which offers a wide range of products and services at discounted rates including equipment, office supplies, fuel, and telecommunications services. As well, members can access the services of a procurement specialist, reduce their administration costs, and receive cash back from the purchases made on their p-card. For more details and to register for a p-card, contact clientdevelopment@auma.ca.



President Holmes addressing delegates during the AUMA 2016 Convention and Tradeshow.

WE ARE
economies

WE ARE THE
support

WE ARE THE
experts

WE ARE YOUR
advocate



2017 Provincial Budget Analysis by AUMA

March 16, 2017



WE ARE
economies
OF SCALE

WE ARE THE
support
YOU NEED

WE ARE THE
experts
IN MUNICIPALITIES

WE ARE YOUR
advocate

Budget 2017 – Working to Make Life Better

The provincial budget was released on March 16th, 2017. It has the following three components within the theme of making the lives of Albertans better:

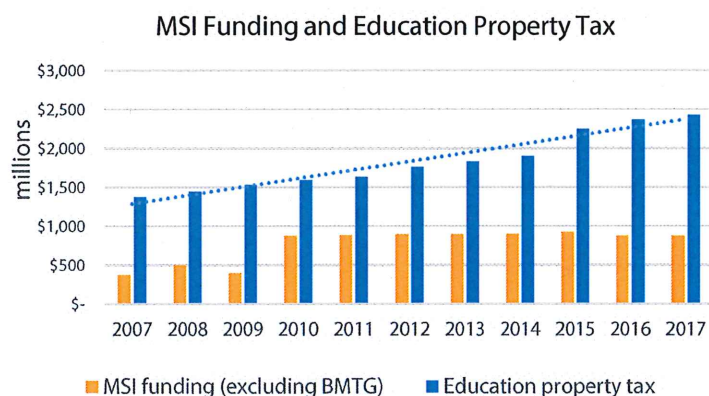
- **Practical changes that make life more affordable for Albertans** such as reducing fees in the K-Grade 12 education system, the tuition freeze in post-secondary institutions, a rate ceiling on electricity prices, and carbon rebates for lower and middle-income Albertans.
- **Creating good jobs and building a diversified economy** by investing in modern and green infrastructure, as well as focusing on ways to help encourage job creation and economic diversification.
- **Protecting and improving the services and supports that make a difference in the lives of Albertans** by providing stable funding for health, education, income support programs and social services.

The province continues to increase the debt to \$45 billion in the coming year. The debt is forecasted to hit \$71.1 billion by 2019-20 with no plan to return to balanced budgets by 2023. This year's deficit remains over \$10 billion and about \$500 million less than last year's budget deficit.

Advocacy for Municipal Infrastructure

AUMA has been persistent in its advocacy to the Government of Alberta on the importance of municipal infrastructure, with repeated calls for continued provincial investment as we work towards a new, long-term sustainable funding model for municipalities. We are pleased that the province maintained its investment in MSI Capital for Budget 2017, allocating \$846 million through this envelope for municipal infrastructure. The MSI funding, along with \$335 million through the Basic Municipal Transportation Grant (BMTG), (which is \$35 million less than committed as a result of lower gas volume sales), a reinstated \$35 million Strategic Transportation Infrastructure Program (STIP), and an honoured commitment to water and wastewater funding allows municipalities to move ahead with projects for the next year.

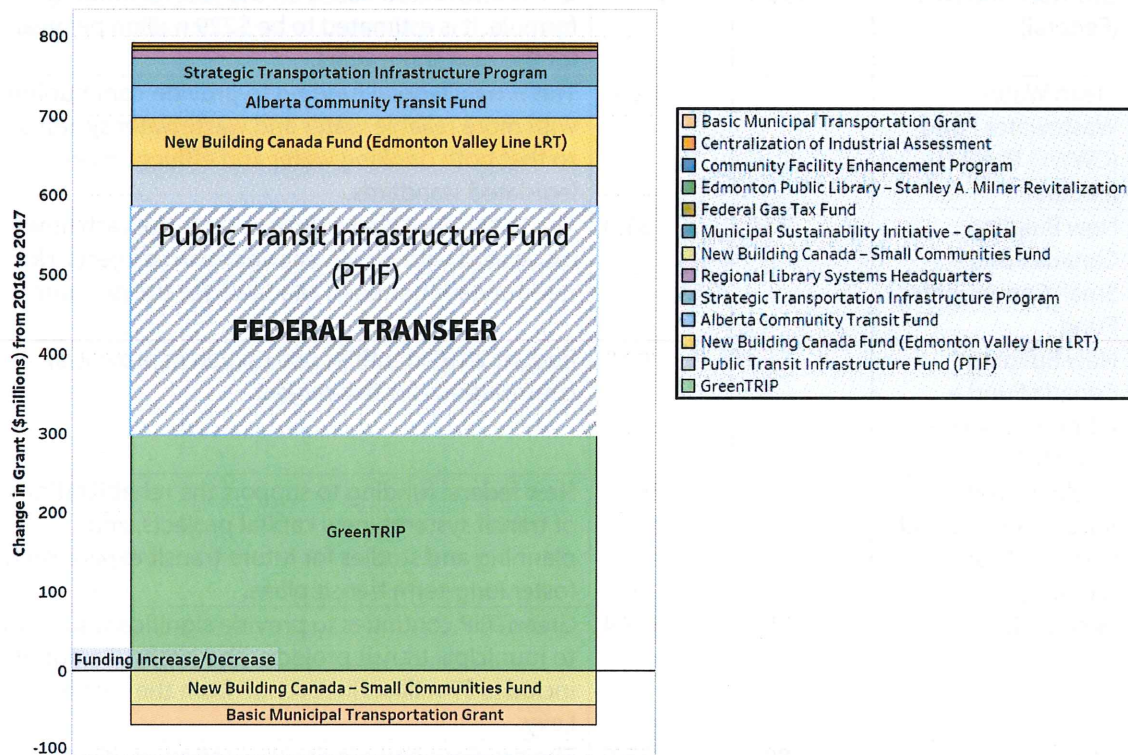
While pleased with the one-year assurance offered by Budget 2017, AUMA is concerned that future funding for municipalities remains uncertain, particularly in light of rising education property taxes. AUMA has shared some suggested approaches for a new funding model with the Minister of Municipal Affairs, and we are ready to partner now on a new way forward.



Provincial and Federal Investments

Municipalities appreciate the investment in all types of public infrastructure, as there is a great need for not only municipal infrastructure, but also new schools and health care facilities in our communities. However, only allocating 26 per cent of the total public infrastructure budget to municipalities, (who own 60 per cent of public infrastructure) will not provide a long term solution to the municipal infrastructure deficit.

Although the province indicates that Budget 2017 provides a 43 per cent increase in municipal infrastructure, a portion of this funding relates to federal transfers. For example, if wholly federally funded programs such as the Public Transit Infrastructure Fund (PTIF) and the Gas Tax Fund (GTF) are removed from the equation, the increase in funding to municipalities from Budget 2016 is actually closer to 30%. This is reduced even further when the previously approved projects under the New Building Canada are removed. The PTIF and GTF do not encompass the totality of federal infrastructure transfers, and as such the actual change from Budget 2016 may be even lower. The chart below shows the change in funding from Budget 2016 to Budget 2017 for capital grants, and illustrates that one of the largest contributors to the increase is a federal transfer.



Summary of Municipal Impacts

The following chart provides a clearer picture of how funding has changed.

Core Capital Grants to Municipalities (\$ millions)

Capital Grant	Budget 2016-17	Budget 2017-18	Comment
Municipal Sustainability Initiative (MSI) Capital	846.0	846.0	The province met its promise to maintain funding levels for MSI Capital at \$846 million for 2017. While it is estimated to remain at \$846 million per year for the next four years, this is subject to an annual budget decision and the program itself is to be replaced.
Basic Municipal Transportation Grant (BMTG)	359.5	335.0	2017-18 funding is \$25 million less than in Budget 2016 and \$35 million less than what was previously committed for 2017-18. Funding is forecasted to increase by \$9 million per year for the next three years.
Gas Tax Fund (GTF) (Federal)	219.1	222.0	GTF is distributed based on the federal funding formula. It is estimated to be \$229 million per year for the next three years.
Clean Water Wastewater Fund (CWWF) Phase 1 (Federal)	-	165.0	This is new federal funding to provide communities with more reliable water and wastewater systems so that both drinking water and effluent meet legislated standards.
New Building Canada Fund – Small Communities Fund	74.0	31.0	The 2017-18 budget simply reflects the cash flows associated with previously approved projects. No new funding has been allocated for the program.
New Building Canada Fund – Edmonton Valley Line LRT)	-	60.0	Budget 2016 identifies \$60 million in provincial contributions for this project.
Public Transit Infrastructure Fund (PTIF) – Phase 1 (Federal)	-	285.0	New federal funding to support the rehabilitation of transit systems, new capital projects, and planning and studies for future transit expansion to foster long-term transit plans.
GreenTRIP	125.0	477.4	GreenTRIP continues to provide significant support to municipal transit projects. The 2017-18 amount includes \$7 million in revenue from the Carbon Levy.
Water for Life	80.0	55.0	The province had previously confirmed that it would reduce funding to \$55 million for 2017. Funding is estimated to increase to \$105 million in 2018 and \$80 million in 2019.

Capital Grant	Budget 2016-17	Budget 2017-18	Comment
Municipal Water and Wastewater Program	50.0	50.0	The province met its commitment to maintain funding at \$50 million for 2017; however, it is estimated to decrease to \$45 million in 2018 and \$25 million in 2019.
Strategic Transportation Infrastructure Program (STIP)	-	35.0	The province met its commitment to restart STIP funding in 2017. Funding is estimated to decrease to \$30 million in 2018 before returning to \$35 million in the following year.
Alberta Community Transit Fund	-	40.0	This is a new funding program that was formerly known as the Municipal Transit Initiative. 2017 funding is \$60 million less than the pledge made in Budget 2016 but future funding is estimated to increase to \$85 million in 2018 and \$155 million in the following year. The criteria will be announced at a future date.
Flood Recovery / Mitigation	89.9	25.1	This funding is linked to the 2013 flood recovery. The 2017-18 amount represents \$5 million for school recovery and \$20.1 million for Community Stabilization.
Access to Regional Drinking Water Systems (UNDRIP)	-	25	A new funding program in support of the United Nations Declaration on the Rights of Indigenous Peoples (UNDRIP). The criteria will be announced at a future date.
Total	\$1,843.5	\$2,651.5	

Core Operating Grants to Municipalities (\$ millions)

Operating Grant	Budget 2016-17	Budget 2017-18	Comment
Municipal Sustainability Initiative (MSI) Operating	30.0	30.0	The province maintained MSI Operating at \$30 million, which is particularly important for smaller municipalities.
Alberta Community Partnership	20.0	18.5	2017-18 funding was decreased to equal the province's forecasted expenditure for 2016-17.
Family and Community Support Services (FCSS)	100.7	100.7	The province maintained the funding at the 2016 levels, which reflected a significant increase from previous years' budgets.
Police Assistance Grant	55.8	55.8	Funding has been maintained at the prior year's level.

Operating Grant	Budget 2016-17	Budget 2017-18	Comment
New Police Officer Program	30.0	30.0	The province maintained its commitment to provide \$30 million in 2017-18.
Emergency Preparedness Grant	0.2	0.2	Municipalities will continue to have access to funding for fire services and emergency management training.
Flood Recovery / Mitigation	3.8	-	The zero-funding in 2017-18 represents the completion of recovery funding for the 2013 flooding in High River.
Grants in Place of Taxes (GIPOT)	56.5	59.3	The province maintained its 2015 decision to not provide GIPOT funding for properties owned by the Alberta Social Housing Corporation.
Total	\$ 297.0	\$ 294.5	

Education Property Tax

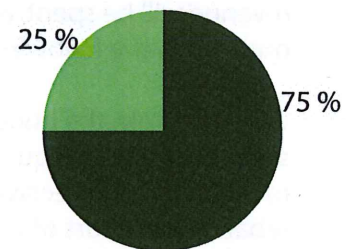
Since 2013, the amount of education property tax has been fixed at 32 per cent of provincial education operating costs. However, in Budget 2017, the province used a ratio of about 31 per cent because of the large increase in education operating costs. Although the property tax rate was frozen (no change from prior year rates), there will be an additional \$32 million in property taxes due to a growth in assessment base.

The residential/ farmland rate will remain at \$2.48 per \$1,000 of equalized assessment and the non-residential rate will remain at \$3.64.

Education Property Tax Requisition* (\$ millions)			
Fiscal year	2016-17	2017-18	Per cent change
Residential	1,470	1,492	1.5
Non-Residential	944	954	1.1
Total	2,414	2,446	1.3
Calendar year	2016	2017	Per cent change
Residential	1,444	1,493	3.4
Non-Residential	927	939	1.3
Total	2,371	2,432	2.6

*Sources: Alberta Treasury Board and Finance and Municipal Affairs

Distribution of Property Tax



■ Municipal ■ Provincial

Since 2016, municipalities will no longer have to transfer education property taxes on properties covered by the Grants in Place of Taxes (GIPOT). Through MGA amendments in Bill 21, these properties have been removed from the equalized assessment and therefore no longer pay education property tax. This change removes the need for municipalities to receive a grant from the province for GIPOT properties and remit it back to the province. This change resulted in about 0.58 per cent of the \$2.4 billion education property tax requisition (about \$14 million) being distributed amongst property tax payers.

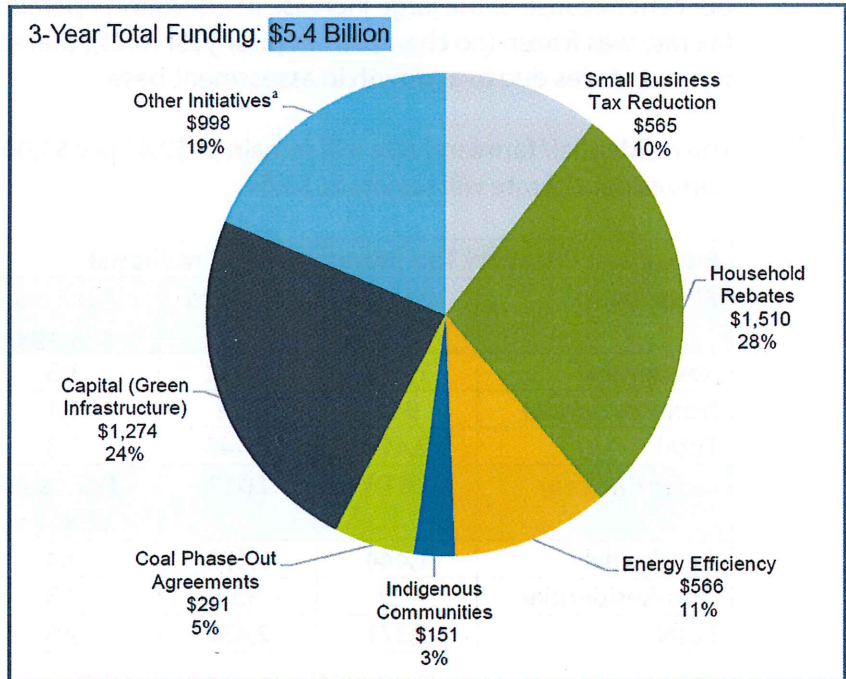
Implementation of the Climate Leadership Plan

Over the next three years the province estimates that it will collect \$3.8 billion through the carbon levy on fuels, in addition to the \$1.6 billion that will accrue from the carbon pricing applied to large emitters such as electricity producers.

Budget 2017 includes a very high level overview of how this revenue will be spent, as outlined in the following chart.

Unfortunately, the budget is silent on AUMA's request for municipalities to receive a rebate for the cost of the levy they incur in order to neutralize the levy's approximately \$20 million annual impact on municipal operating budgets.

Climate Leadership Funding (millions of dollars)



^a Revenue recycling into bioenergy, renewable energy, innovation and technology, coal community transition and other Climate Leadership Plan implementation initiatives.

The province indicates that Budget 2017 allocates funding to a number of program areas that will directly support municipalities in the transition to a low carbon economy. However, details are still to come. For example, of the estimated \$214 million that will be invested in "green infrastructure" in 2017, \$7 million has been allocated to the GreenTRIP program. AUMA will continue to call on the province to engage municipalities in determining how the remainder will be allocated.

AUMA is also working with the province to determine how the Municipal Climate Change Action Centre can facilitate the equitable allocation of a portion of the \$187 million earmarked for energy efficiency and small scale renewables in 2017 to municipalities.

In addition, AUMA has called on the province to support municipalities impacted by the phasing out of coal-fired electricity generation, and looks forward to the release of a report by the Advisory Panel on Coal Communities in spring 2017. We hope the panel's report will provide clear recommendations on how some of the almost \$200 million budgeted to "other initiatives" in 2017 can be used to support the long-term viability of these communities.

Budget 2017 – Fiscal Plan

Provincial Economic Outlook

Consolidated Revenue:
\$45 B

Consolidated Expense
\$54.9 B

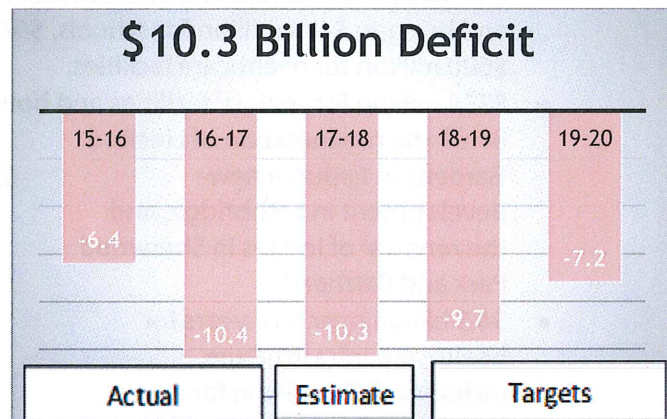
Consolidated Deficit
\$10.3 B

Budget 2017 – Key Fiscal Metrics (billions of dollars)

	2015-16 Actual	2016-17 Budget	2016-17 Forecast	2017-18 Estimate	2018-19 Target	2019-20 Target
Total Revenue	42.5	41.4	42.9	45.0	47.6	51.8
Total Expense	48.9	51.1	53.7	54.9	56.7	58.0
Risk Adjustment	-	(0.7)	-	(0.5)	(0.7)	(1.0)
Surplus / (Deficit)	(6.4)	(10.4)	(10.8)	(10.3)	(9.7)	(7.2)
Other Key Metrics:						
Capital / Other Non-financial Assets	47.3	51.2	50.1	53.4	55.9	58.5
Heritage Fund Year-end Balances	15.2	15.4	15.4	15.7	16.0	16.3
Contingency Account Year-end Balances	3.6	-	2.3	-	-	-
Capital Plan liabilities/ Fiscal Plan borrowing	20.0	30.5	32.6	45.0	58.7	71.1
Debt to Nominal GDP Ratio	6.1%	9.6%	10.6%	13.8%	17.1%	19.5%

Source: Alberta Treasury Board and Finance

The consolidated deficit will drop this year to \$10.3 billion with a forecasted drop to \$9.7 billion in 2018-19 and \$7.2 billion in 2019-20. This forecast is based on the WTI oil price averaging US \$55/bbl in 2017-18, \$59 in 2018-19 and \$68 in 2019-20.



Source: Alberta Treasury Board and Finance

Energy and Economic Assumptions

	2015-16 Actual	2016-17 Budget	2016-17 Forecast	2017-18 Estimate	2018-19 Target	2019-20 Target
WTI Oil (US\$/bbl)	45.00	42.00	48.00	55.00	59.00	68.00
Light-Heavy Differential (US\$/bbl)	13.40	15.20	14.20	16.00	18.00	18.60
WCS@Hardisty (Cdn\$/bbl)	40.86	36.40	44.50	51.30	53.00	63.40
Natural Gas (Cdn\$/GJ)	2.21	2.40	2.15	2.90	2.90	3.00
Conventional Crude Oil Production (000s barrels/day)	508	524	436	416	403	394
Raw Bitumen Production (000s barrels/day)	2,489	2,668	2,488	2,906	3,195	3,296
Exchange Rate (US\$/Cdn\$)	76.3	73.5	76.0	76.0	77.5	78.0
Real GDP (% change)	(3.6)	(1.4)	(2.8)	2.6	2.2	2.4
Population (% change)	1.7	1.2	1.8	1.3	1.4	1.4

Source: Alberta Treasury Board and Finance

Budget 2017 – Fiscal Plan (continued)

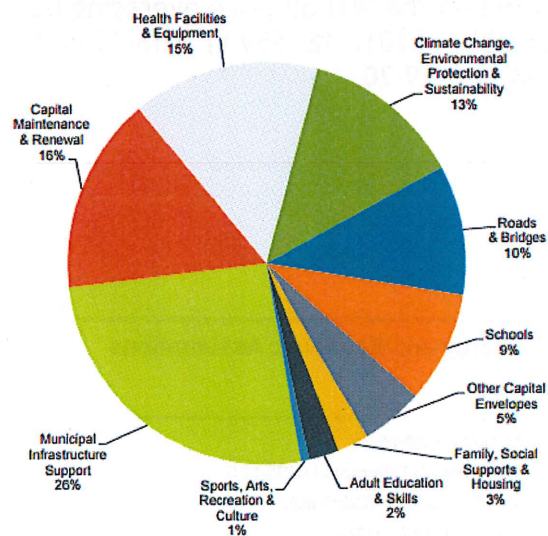
2017-2020 Provincial Capital Plan

The Budget 2017 Capital Plan supports \$29.5 billion in projects over four years, continuing the infrastructure investment that began with Budget 2016. This investment is intended to stimulate the economy, keep people working, and address the province’s infrastructure deficit.

Highlights include:

- \$7.6 billion for municipal infrastructure as outlined in the table on pages 3-4.
- \$320 million for new regional water and wastewater projects through the Water for Life program, and \$145 million for existing systems through the Municipal Water and Wastewater Program.
- \$100 million in new funding to support Albertans living on reserve that do not have access to clean drinking water, by integrating Indigenous communities into regional drinking water systems.
- \$4.7 billion for the renewal of provincial infrastructure, including \$2.1 billion for roads and bridges; \$473 million for schools; \$676 million for post-secondary facilities; and \$600 million for healthcare facilities.
- \$239 million for seniors’ facilities and housing, including the Deer Lane project in Banff, the regeneration of Linsford Gardens in Lethbridge, a new development in Lethbridge, and the renewal of lodges in Sherwood Park and Barrhead.
- \$4.5 billion over four years for healthcare infrastructure, including \$400 million for a new hospital in Edmonton and \$131 million to build a new continuing care facility in Calgary.
- \$500 million for new school projects over the next four years, with an additional \$488 million for future school projects starting in 2018-19.
- \$97 million for a new Red Deer Justice Centre.

Budget 2017 Capital Plan – Allocation by Envelope
(% of Total Capital Plan)



Source: Alberta Treasury Board and Finance

Capital Plan Details, continued

(millions of dollars)

	2017-18 Estimate	2018-19 Target	2019-20 Target	2020-21 Projected	4-Year Total
Municipal Infrastructure Support					
Centralization of Industrial Assessment	3	-	-	-	3
Community Facility Enhancement Program	38	38	38	38	152
Edmonton Public Library – Stanley A. Milner Revitalization	2	-	-	-	2
Federal Gas Tax Fund	222	229	230	229	910
Grande Prairie – Highway 43 De-designation	-	5	5	5	15
GreenTRIP	477	220	141	10	848
Municipal Sustainability Initiative:					
Municipal Sustainability Initiative – Capital	846	846	846	846	3,384
Basic Municipal Transportation Grant	335	344	353	363	1,395
Alberta Community Transit Fund	40	85	155	25	305
New Building Canada – Small Communities Fund	31	17	10	-	58
New Building Canada Fund (Edmonton Valley Line LRT)	60	30	30	-	120
Public Transit Infrastructure Fund (PTIF)	285	35	-	-	320
Regional Library Systems Headquarters	11	-	-	-	11
Strategic Transportation Infrastructure Program	35	30	35	-	100
Total Municipal Infrastructure Support	2,385	1,879	1,843	1,516	7,623

Source: Alberta Treasury Board and Finance

Most of the \$7.6 billion in municipal and community capital funding over four years is for municipalities. This includes \$3.4 billion for MSI; \$1.4 billion for the Basic Municipal Transportation Grant; \$1.6 billion for transit and other transportation related projects, including \$848 million through GreenTRIP; \$320 million through the Public Transit Infrastructure Fund (federal dollars); \$100 million through the Strategic Transportation Infrastructure Program; and \$305 million through the new Alberta Community Transit Fund (criteria to be determined). GreenTRIP increased from \$125 million in 2016-17 to \$477 million in 2017-18. Seven million dollars of this increase was funded through carbon levy revenue.

Note that the table above excludes municipal funding that is shown under other categories of the capital plan (e.g., nearly \$465 million in water and wastewater funding is listed under climate change and environmental sustainability and there is also funding for disaster recovery and mitigation). Additionally, municipalities are not eligible for the Community Facility Enhancement Program shown in this table.

Budget 2017 - Fiscal Plan (continued)

Operating Expense

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

Health's expense is budgeted at \$21.4 billion in 2017-18, with operating expense budget increasing by 3.2%. A key focus is shifting from hospitals and facilities to more community-based care.

Education's expense is budgeted at \$8.2 billion in 2017-18. School fees will be reduced by \$54 million per year.

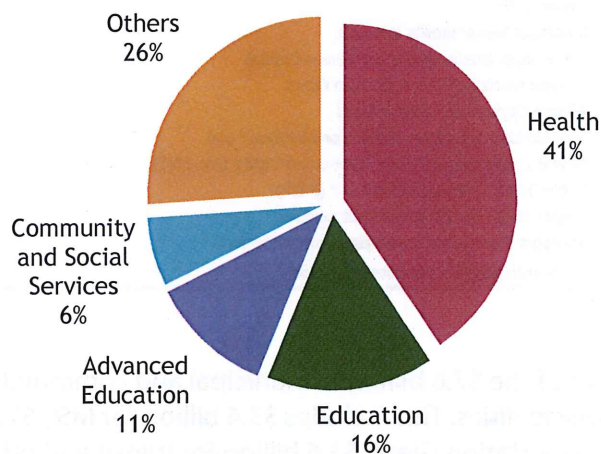
Advanced Education's expense is budgeted at \$6 billion in 2017-18. Tuition is frozen for the third year.

Culture and Tourism expense is budgeted at \$351 million in 2017-18 and will provide \$115 million for Community and Voluntary Support Services, including \$38 million under the Community Facility Enhancement Program and \$24 million in funding for Culture and Tourism infrastructure. The budget also provides \$77 million in support for creative industries, including the Alberta Media Fund, and \$61 million for tourism marketing and development.

Environment and Parks expense is budgeted at \$564 million in 2017-18. This provides \$132 million for ongoing water management and stewardship, and includes \$85 million for parks including funding to enhance the protection of the Castle Special Management area. There is \$76 million earmarked for provincial environmental monitoring, evaluation and reporting, and \$44 million for fish and wildlife, including support for provincial woodland caribou management and recovery as well as management of whirling disease.

Municipal Affairs expense is budgeted at \$1.7 billion in 2017-18. This budget provides \$1.2 billion to municipalities through the MSI, including \$335 million in Basic Municipal Transportation Grants. It also provides \$59 million for Grants in Place of Taxes and \$50 million for public library services.

Operating Expense By Ministry



Transportation expense is budgeted at \$2.3 billion in 2017-18. This includes \$429 million for provincial highway maintenance, and \$1.2 billion in capital grants to municipalities for programs including: GreenTRIP, Strategic Transportation Infrastructure Program, Alberta Community Transit Fund (formerly Municipal Transit Initiatives), Municipal Water Wastewater Program, Water for Life, UNDRIP – Access to Regional Drinking Water Systems, and the federal Public Transit Infrastructure Fund and Clean Water Wastewater Fund.

Public sector compensation for 2017-18 is budgeted at \$26.1 billion, which amounts to 55.8 per cent of total operating costs. There are increases in front-line staffing levels for schools boards and Alberta Health Services.

Conclusion

While the infrastructure investments are welcome news given the declining nature of municipally-owned public infrastructure, the province's present approach does not provide municipalities with the stability they require. Infrastructure funding, along with front-line policing resources, require long-term initiatives that provide predictable funding to communities across our province. It is unreasonable that the province expect municipalities to complete three-year operating plans and five-year capital plans when the amount of provincial grants change, without notice, each year.

Municipalities appreciate that the province is investing in much needed social programs, such as maintaining the FCSS investment, addressing homelessness and responding to the recommendations to improve our mental health and addictions systems. These investments are important to the quality of life of citizens and make a difference in the overall health of our communities.

The success of the province is unquestionably linked to the success of Alberta's urban municipalities. AUMA will continue to work alongside government partners, pressing for more stable and predictable funding sources. This includes advocating for core grants to be statutory and indexed for growth and for municipalities to have greater revenue powers.