



**TOWN OF CLARESHOLM  
PROVINCE OF ALBERTA  
REGULAR COUNCIL MEETING  
FEBRUARY 24, 2020  
AGENDA**

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

**NOTICE OF RECORDING**

**CALL TO ORDER**

**AGENDA: ADOPTION OF AGENDA**

**MINUTES: REGULAR MEETING – FEBRUARY 10, 2020**

**DELEGATIONS:**

1. **KATHY DAVIES & IRENE LEEDS**  
RE: Human Trafficking
2. **SGT. GREG STANNARD, Claresholm Detachment, RCMP**  
RE: Update

**ACTION ITEMS:**

1. **DELEGATION RESPONSE: Garth Stotts**  
RE: The Range – Gravel Cycling Classic
2. **NEWS RELEASE: Statement from Minister Shandro**  
RE: Physician negotiations
3. **CORRES: SouthGrow Regional Economic Development**  
RE: Broadband Connectivity
4. **CORRES: AUMA**  
RE: Local Authorities Elections Act Feedback
5. **CORRES: FortisAlberta**  
RE: 2020 FortisAlberta Approved Rates
6. **REQUEST FOR DECISION: Letter of Support – Claresholm Arts Society**
7. **REQUEST FOR DECISION: Loader Tenders**
8. **REQUEST FOR DECISION: Kin Week Proclamation**
9. **REQUEST FOR DECISION: Porcupine Hills Classic Cruisers**
10. **REQUEST FOR DECISION: Land Sale Closing Date Extension**
11. **INFORMATION BRIEF: CAO Report**
12. **INFORMATION BRIEF: Council Resolution Status**
13. **ADOPTION OF INFORMATION ITEMS**
14. **IN CAMERA:**
  - a. **Intergovernmental Relations – FOIP Section 21**

**INFORMATION ITEMS:**

1. Municipal Planning Commission Meeting Minutes – December 13, 2019

**ADJOURNMENT**



**TOWN OF CLARESHOLM**  
**PROVINCE OF ALBERTA**  
**REGULAR COUNCIL MEETING MINUTES**  
**FEBRUARY 10, 2020**

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

**COUNCIL PRESENT:** Mayor Doug MacPherson; Councillors: Kieth Carlson, Mike Cutler, Gaven Moore, Brad Schlossberger, Lise Schulze and Craig Zimmer

**ABSENT:** None

**STAFF PRESENT:** Director of Corporate Services: Blair Bullock, Finance Assistant: Karine Keys

**MEDIA PRESENT:** None

**NOTICE OF RECORDING:** Mayor MacPherson provided notice that live streaming and recording of the Council meeting would begin immediately at 7:00 p.m. and that recording would continue until such time as the meeting goes In Camera and/or is adjourned.

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

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

**CARRIED**

**MINUTES:** REGULAR MEETING – JANUARY 27, 2020

Moved by Councillor Zimmer that the Regular Meeting Minutes of January 27, 2020 be accepted as presented.

**CARRIED**

**DELEGATION:** GARTH STOTTS

**RE: The Range – Gravel Cycling Classic**

Garth Stotts was present to speak to Council regarding his upcoming venture called “The Range – Gravel Cycling Classic” that will be taking place west of Claresholm on July 25, 2020.

**ACTION ITEMS:**

1. DELEGATION RESPONSE: Dr. Jeff Jones & Dr. Roisin Dempsey  
**RE: Physician Income Cuts**

Mayor MacPherson updated Council on the meeting that was held on Tuesday, January 28<sup>th</sup>, 2020 between the physicians and Mayors and Reeves from within the Municipal District of Willow Creek on the proposed cuts.

2. NEWS RELEASE: Alberta Government  
**RE: Consultation Opens on Local Election Rules**

Received for information.

3. CORRES: Office of the Lieutenant Governor  
**RE: The Alberta Order of Excellence**

Received for information.

4. CORRES: Alberta Infrastructure  
**RE: Planning for Growth Program Application**

Received for information.

5. CORRES: Alberta Municipal Affairs  
**RE: Minister’s Awards for Municipal Excellence**

MOTION #20-027 Moved by Councillor Carlson to submit an application to the Minister’s Award for Municipal Excellence in the categories of Building Economic Strength and Smaller Municipalities for the Rural & Northern Immigration Pilot Project.

**CARRIED**

6. CORRES: Alberta Urban Municipalities Association (AUMA)  
**RE: Spring 2020 Municipal Leaders’ Caucus**

MOTION #20-028 Moved by Councillor Schulze to send the Chief Administrative Officer and up to three members of Council to AUMA’s Spring 2020 Municipal Leaders’ Caucus on March 25 & 26, 2020 in Edmonton.

**CARRIED**

7. CORRES: Alberta Urban Municipalities Association (AUMA)  
**RE: AUMA Outreach Continues After President’s Summit**

Received for information.

**8. REQUEST FOR DECISION: Infrastructure Master Plan & Water Study Proposals**

MOTION #20-029

Moved by Councillor Cutler to accept the proposal for the Framework for Growth Project to Associated Engineering Alberta Ltd. in the amount of \$118,953.00 plus GST.

**CARRIED**

**9. INFORMATION BRIEF: Welcoming Claresholm Initiative**

Received for information.

**10. INFORMATION BRIEF: Rural Broadband & High Speed Internet**

Received for information.

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

Received for information.

**12. ADOPTION OF INFORMATION ITEMS**

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

**CARRIED**

**13. IN CAMERA:**

**a. LAND – FOIP Section 16**

Moved by Councillor Carlson to go In Camera at 8:04 p.m. for the following items:

**a. LAND – FOIP Section 16**

**CARRIED**

**NOTICE OF RECORDING CEASED:** Mayor MacPherson stated that the live stream has ended at 8:04 p.m.

Moved by Councillor Cutler to come out of In Camera at 8:30 p.m.

**CARRIED**

**NOTICE OF RECORDING:** Mayor MacPherson provided notice that live streaming and recording of the Council meeting would begin again at 8:30 p.m.

**CARRIED**

**ADJOURNMENT:** Moved by Councillor Carlson that the meeting adjourn at 8:30 p.m.

**CARRIED**

**NOTICE OF RECORDING CEASED:** Mayor MacPherson noted that recording ceased at 8:30 p.m.

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Mayor – Doug MacPherson

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Chief Administrative Officer – Marian Carlson

# DELEGATIONS

Kathy Davies  
Box 2971  
Claresholm, AB.  
T0L 0T0



November 15, 2019

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

**Re: Human Trafficking Awareness Presentation to Council**

Dear Mayor MacPherson and Council,

Irene Leeds and I volunteered at a Human Trafficking Conference held in Calgary in September. We would like to present some of the information we learnt on either **December 9, 2019 or January 13, 2020**, thus bringing Council up-to-date on the largest criminal activity in the world.

Our main focus would be in Education for Trafficking Prevention from the perspective of helping children and youth to know the signs of sex trafficking, and how to help them look out for a friend. Our thoughts are on working with local organizations to define available resources and initiating education classes/presentations.

We have a tremendous opportunity to help children and youth avoid being recruited into this fastest growing crime. It's preventable!

Thank for your consideration in this matter.

Yours truly,

A handwritten signature in blue ink that reads "K. Davies".

Kathy Davies  


# Human Exploitation and Trafficking



# Committee

Sgt. Greg Stannard

Irene Leeds

Allison McKee

Christine Wagenaar-Van Huffel (Ranchland Victims Services)

Kathy Davies

# **AWARENESS** **CONVERSATION!!!**

People are uncomfortable to talk about Human Trafficking!!!

But, It **is** time!!!

Our Goal is to work in collaboration with Town Services and the Livingstone School Division to educate Claresholm and Area residents.



According to the United Nations, human trafficking affects every country in the world.

It is the fastest growing organized criminal activity in the world;

And **YES**, it affects us even in Claresholm!

Human trafficking is a global and multi-faceted phenomenon. This modern form of slavery is characterized by the exploitation of women, men and children who are deprived of liberty. The United Nations has stated that human trafficking is tied with illegal arms sales and the sale of illegal drugs.

Human Trafficking -

Not Human Smuggling

# Human Trafficking

- ▶ Involves the exploitation of people through force, coercion, fraud or deception and may include acts generally defined as human rights abuses.
- ▶ Victims may be forced into labour, prostitution or some other form of servitude.
- ▶ The relationship between trafficker and victim does not end upon arrival at destination, as the victim may be subjected to debt bondage.
- ▶ Unlike smuggling, Human Trafficking occurs both across international borders and within national boundaries.

# Domestic Human Trafficking

- ▶ Vulnerable, economically challenged and socially dislocated sectors of the Canadian population represent a potential pool of trafficking victims.
- ▶ This includes runaway teens, as well as those who may be lured to urban centres or who migrate there voluntarily.

Advocates report a growing trend of traffickers using online social media platforms to recruit and advertise targets of human trafficking.

The average age a teen enters the sex trade in the US is 12 to 14 years old.  
Many victims are runaway girls who were sexually abused as children.

Estimates suggest that about 50,000 people are trafficked into the US each year, most often from Mexico and the Philippines.

In 2018, over half (51.6%) of the criminal human trafficking cases active in the US were sex trafficking cases involving only children. Reports indicate that a large number of child sex trafficking survivors in the US were at one time in the foster care system.

Human trafficking earns global profits of roughly \$150 billion a year for traffickers, \$99 billion of which comes from commercial sexual exploitation.

Globally, an estimated 71% of enslaved people are women and girls, while men and boys account for 29%.



*“Modern Slavery Fact Sheet.” Anti-Slavery International.  
Accessed July 31, 2019.*

It's estimated that internationally there are between 20 million and 40 million people in modern slavery today. Assessing the full scope of human trafficking is difficult because so many cases so often go undetected, something the United Nations refers to as “the hidden figure of crime.”

Estimates suggest that, internationally, only about .04% survivors of human trafficking cases are identified, meaning that the vast majority of cases of human trafficking go undetected.

## Police-reported human trafficking violations, by province and territory, 2009 to 2016

Province and territory	Human trafficking violations	
	number	percent
Ontario	723	65.8
Quebec	149	13.6
Alberta	90	8.2
Nova Scotia	63	5.7
British Columbia	35	3.2
Manitoba	21	1.9
Saskatchewan	11	1.0
New Brunswick	3	0.3
Newfoundland and Labrador	2	0.2
Northwest Territories	1	0.1
Nunavut	1	0.1
Prince Edward Island	0	0.0
Yukon	0	0.0
<b>Canada</b>	<b>1099</b>	<b>100.0</b>

# Convictions in Alberta

## Labour Trafficking Charges:

- Ki hew Energy Services Ltd. (St. Paul)
- Demote Cleaning Co. Inc. (Edmonton)
- Econo Lodge (Red Deer)

## Sex Trafficking Charges:

- Amanda McGee (Calgary)
- Louisa Wallis & Michael Moffat (Edmonton)

# Age of Consent / Protection

Age of consent laws apply to all forms of sexual activity, ranging from kissing and fondling to sexual intercourse.

**All sexual activity without consent is a criminal offence, regardless of age.**

These are serious offences that carry serious penalties, including mandatory minimum penalties.

# What is the age of consent in Canada?

- ▶ 11 and under cannot consent
- ▶ 12 & 13 - within 2 years older
- ▶ 14 & 15 - within 5 years older
- ▶ 16 and above - anyone; unless a person is in a position of trust or authority

# No Means No: Understanding Consent to Sexual Activity

To consent to sexual activity means to agree freely. The law requires that a person take reasonable steps to find out whether the other person is consenting.

# Are They Victims?

- Are they doing the work and being paid what was promised?
- Are they being forced or pressured to work?
- Do they have access to their papers/travel documents/identifications?
- Are they or a person known to them being threatened?
- Are they free to go where they please?

## Victim's Mindset

- ▶ Not self-identify as victims of human trafficking - have a place to live, food, what they think is a paying job;
- ▶ Are taught to distrust outsiders, especially law enforcement;
- ▶ Feel better in current situation than where they came from , even if they are being exploited;
- ▶ Do not know their rights or have been misinformed;
- ▶ Fear for their families or someone known to them.



# Affects on Claresholm and Area

# Sexual Exploiters

Sexual exploiters are people who seek out and bring youth into sexual exploitation and human trafficking.

This can include hotel rooms, ads, driving them for purposes of exchanging sex for money or goods.

Exploiters can be anyone: rich, or poor, male or female, young or old. They can pose as a girlfriend or boyfriend and are manipulative.

Once a youth is forced to trade sex for goods or money it becomes difficult for them to leave the situation. They may feel isolated from friends, family and community. Physical violence and threats of harm may keep them from leaving.

If you suspect **your child** may be at risk of being sexually exploited, trust your instinct and **seek help**

## ***Be Aware***

Of exploiters, they take advantage of a youth's innocence and live off the profits.

## Tips for Parents

*Always attempt to know who your child's friends are*

Education and healthy relationships are the best way to protect your child against sexual exploitation.

Have open conversations with your child about healthy relationships and sexuality, drugs, and internet safety and luring. You can never know too much when it comes to protecting your child.

# Facts

Exploiters tend to seek out their victims through



Online luring or your boyfriend /girlfriend

Even a peer can try to recruit and exploit others

Whether you live in a big city or in a small town, chances are there are young people being sexuality exploited!

*You might not see it*



Because it happens at parties, on the internet, in social media, apps and chat sites which are being used as tools in sexually exploiting children and youth.

# take action

Together we can stop the abuse

Programs on prevention and public awareness can help reduce the incidences of youth being sexuality exploited.



## Presentations / Education:

- Town Council
- MD Council
- School Board
- Parent Advisory Councils
- Ministerial Association
- Interagency Meeting
- Other Organizations
- Hold Public Meetings

## Guest Speakers:

- K-Division
- City of Calgary Vice Officer
- City of Lethbridge Coordinator for the Sexual Assault Centre

## Resources:

- List what resources are available (brochures)
- Collaboration between Service Providers
- Media Resources



**Town of Claresholm - Claresholm Detachment**  
**Crime Statistics (Actual)**  
**January - December: 2016 - 2019**

All categories contain "Attempted" and/or "Completed"

January-07-20

CATEGORY	Trend	2016	2017	2018	2019	% Change 2016 - 2019	% Change 2018 - 2019	Avg File +/- per Year
Homicides & Offences Related to Death		1	0	0	0	-100%	N/A	-0.3
Robbery		3	0	1	2	-33%	100%	-0.2
Sexual Assaults		0	19	3	8	N/A	167%	0.8
Other Sexual Offences		3	21	1	3	0%	200%	-2.0
Assault		41	47	48	40	-2%	-17%	-0.2
Kidnapping/Hostage/Abduction		2	2	4	3	50%	-25%	0.5
Extortion		1	1	1	0	-100%	-100%	-0.3
Criminal Harassment		11	22	11	12	9%	9%	-0.8
Uttering Threats		19	21	27	9	-53%	-67%	-2.4
<b>TOTAL PERSONS</b>		<b>81</b>	<b>133</b>	<b>96</b>	<b>77</b>	<b>-5%</b>	<b>-20%</b>	<b>-4.9</b>
Break & Enter		17	16	16	24	41%	50%	2.1
Theft of Motor Vehicle		12	12	17	10	-17%	-41%	-0.1
Theft Over \$5,000		2	3	2	3	50%	50%	0.2
Theft Under \$5,000		105	77	84	62	-41%	-26%	-12.2
Possn Stn Goods		11	19	6	7	-36%	17%	-2.5
Fraud		112	53	51	70	-38%	37%	-12.8
Arson		1	0	0	0	-100%	N/A	-0.3
Mischief To Property		80	50	53	49	-39%	-8%	-9.0
<b>TOTAL PROPERTY</b>		<b>340</b>	<b>230</b>	<b>229</b>	<b>225</b>	<b>-34%</b>	<b>-2%</b>	<b>-34.6</b>
Offensive Weapons		4	6	10	7	75%	-30%	1.3
Disturbing the peace		15	21	21	13	-13%	-38%	-0.6
Fail to Comply & Breaches		30	35	46	23	-23%	-50%	-1.0
<b>OTHER CRIMINAL CODE</b>		<b>19</b>	<b>12</b>	<b>19</b>	<b>16</b>	<b>-16%</b>	<b>-16%</b>	<b>-0.2</b>
<b>TOTAL OTHER CRIMINAL CODE</b>		<b>68</b>	<b>74</b>	<b>96</b>	<b>59</b>	<b>-13%</b>	<b>-39%</b>	<b>-0.5</b>
<b>TOTAL CRIMINAL CODE</b>		<b>489</b>	<b>437</b>	<b>421</b>	<b>361</b>	<b>-26%</b>	<b>-14%</b>	<b>-40.0</b>

**Town of Claresholm - Claresholm Detachment**  
**Crime Statistics (Actual)**  
**January - December: 2016 - 2019**

All categories contain "Attempted" and/or "Completed"

January-07-20

CATEGORY	Trend	2016	2017	2018	2019	% Change 2016 - 2019	% Change 2018 - 2019	Avg File +/- per Year
Drug Enforcement - Production		1	0	0	1	0%	N/A	0.0
Drug Enforcement - Possession		11	20	15	5	-55%	-67%	-2.3
Drug Enforcement - Trafficking		3	3	5	2	-33%	-60%	-0.1
Drug Enforcement - Other		0	1	0	0	N/A	N/A	-0.1
<b>Total Drugs</b>		<b>15</b>	<b>24</b>	<b>20</b>	<b>8</b>	<b>-47%</b>	<b>-60%</b>	<b>-2.5</b>
Cannabis Enforcement		0	0	0	0	N/A	N/A	0.0
Federal - General		8	1	0	1	-88%	N/A	-2.2
<b>TOTAL FEDERAL</b>		<b>23</b>	<b>25</b>	<b>20</b>	<b>9</b>	<b>-61%</b>	<b>-55%</b>	<b>-4.7</b>
Liquor Act		4	4	6	4	0%	-33%	0.2
Cannabis Act		0	0	0	0	N/A	N/A	0.0
Mental Health Act		45	42	54	35	-22%	-35%	-1.8
Other Provincial Stats		9	67	76	55	511%	-28%	14.7
<b>Total Provincial Stats</b>		<b>58</b>	<b>113</b>	<b>136</b>	<b>94</b>	<b>62%</b>	<b>-31%</b>	<b>13.1</b>
Municipal By-laws Traffic		0	1	4	2	N/A	-50%	0.9
Municipal By-laws		2	16	26	16	700%	-38%	5.2
<b>Total Municipal</b>		<b>2</b>	<b>17</b>	<b>30</b>	<b>18</b>	<b>800%</b>	<b>-40%</b>	<b>6.1</b>
Fatals		0	0	0	0	N/A	N/A	0.0
Injury MVC		1	3	1	3	200%	200%	0.4
Property Damage MVC (Reportable)		2	48	47	40	1900%	-15%	11.3
Property Damage MVC (Non Reportable)		0	12	14	6	N/A	-57%	2.0
<b>TOTAL MVC</b>		<b>3</b>	<b>63</b>	<b>62</b>	<b>49</b>	<b>1533%</b>	<b>-21%</b>	<b>13.7</b>
<b>Provincial Traffic</b>		<b>13</b>	<b>154</b>	<b>132</b>	<b>135</b>	<b>938%</b>	<b>2%</b>	<b>34.4</b>
<b>Other Traffic</b>		<b>2</b>	<b>3</b>	<b>6</b>	<b>7</b>	<b>250%</b>	<b>17%</b>	<b>1.8</b>
<b>Criminal Code Traffic</b>		<b>17</b>	<b>11</b>	<b>23</b>	<b>18</b>	<b>6%</b>	<b>-22%</b>	<b>1.5</b>
<b>Common Police Activities</b>								
False Alarms		0	60	59	24	N/A	-59%	7.1
False/Abandoned 911 Call and 911 Act		0	12	7	6	N/A	-14%	1.3
Suspicious Person/Vehicle/Property		0	68	77	49	N/A	-36%	15.6
Persons Reported Missing		1	28	17	18	1700%	6%	4.0

# ACTION ITEMS



# DELEGATION RESPONSE

Meeting: February 24, 2020  
Agenda Item: 1

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## The Range-Gravel Experience – DELEGATION RESPONSE

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At the regularly scheduled meeting held February 10, 2020 a presentation was made in regards to The Range, Gravel Experience cycling event being hosted in Claresholm July 25, 2020, with set up July 24, 2020. Below is a link to the website <https://thegravelexperience.com/> and where to register as a participant or volunteer [https://events.com/r/en\\_US/registration/the-range-claresholm-july-774654](https://events.com/r/en_US/registration/the-range-claresholm-july-774654)

February 3, 2020: Email with local campground information and contacts sent for registrants of the event

February 11, 2020: call out for volunteers was been posted on the Claresholm Rec Facebook page

February 12, 2020: the Organizer, Garth Stotts met with the MD of Willow Creek with his presentation. The response was positive.

Volunteers will be needed in 4 key categories:

1. ERP – Emergency Response Plan
2. Race Logistics – This includes sweep vehicles (follow the last rider of each group), marshalling at intersections, course marking and pick-up, aid station servers, timing.
3. Post Event/Finish Line – Finish line helpers, BBQ and Beer Tent. Grillers, beer pourers, servers.
4. Set up and tear down – Expo tables, start/finish line, music equipment, podium.

There may be opportunities for community groups in other capacities. If this event is a success his hope is for it to become an annual event, which will have a lasting impact on the community of Claresholm and area.

February 14, 2020: An email was sent to Craig White, Fire Chief in regards to a coordinated Emergency Response Plan with the MD of Willow Creek

February 14, 2020: Suggestion made to reach out to the Ag Society to request the use of the field to the north of the Community Hall as an overflow camping area.

February 20, 2020: Spoke with Brady Schnell regarding Brochures promoting Claresholm for participants in the event, can commit to 300.

February 20, 2020: Response to an email sent regarding the current status by the organizer: "Registrations are ticking upwards (48 registrants), and business and volunteers are reaching out. I am working on a volunteer database so that I have everyone contact info, interest and commitment". He is looking to meet with the MD of Willow Creek and Town of Claresholm again before the event.

We will continue to work with the organizer in whatever capacity we can to ensure the success of The Range-Gravel Experience in the hopes it will become an annual event.

### ATTACHMENTS:

- 1.) N/A
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PREPARED BY: Denise Spencer, Recreation Manager

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APPROVED BY: Marian Carlson, CLGM – CAO

DATE: February 20, 2020

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**From:** [alberta.news@gov.ab.ca](mailto:alberta.news@gov.ab.ca) <[alberta.news@gov.ab.ca](mailto:alberta.news@gov.ab.ca)>

**Sent:** February 14, 2020 5:45 PM

**To:** Marian Carlson <[Marian@claresholm.ca](mailto:Marian@claresholm.ca)>

**Subject:** News Release: Physician negotiations: Statement from Minister Shandro

# Physician negotiations: Statement from Minister Shandro

February 14, 2020 [Media inquiries](#)

Minister of Health Tyler Shandro issued the following statement on physician negotiations:

“The Government of Alberta is spending more than ever before on our public health care system and we will maintain current spending.

“In order to ensure that our public health care system remains sustainable, we must act to maintain physician spending at current levels.

“Unfortunately, efforts to achieve this goal were unsuccessful during voluntary mediation with the Alberta Medical Association. Our government will take this time to carefully consider all options at our disposal.

“Cost overruns are forecast to amount to \$2 billion over the next three years – this is unacceptable. Any savings that will be achieved through our efforts to curtail costs of physician compensation will be reinvested into front-line services such as reducing surgical wait times, addressing mental health and addictions issues, and investing in continuing care.

“Our government believes we can address these priorities, while also keeping our hardworking and dedicated physicians amongst the highest paid in Canada.”

## Related information

- [Physician spending facts](#)

## Media inquiries

**Steve Buick**

780-288-1735  
Press Secretary, Health

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**From:** [alberta.news@gov.ab.ca](mailto:alberta.news@gov.ab.ca) <[alberta.news@gov.ab.ca](mailto:alberta.news@gov.ab.ca)>

**Sent:** February 20, 2020 2:15 PM

**To:** Marian Carlson <[Marian@claresholm.ca](mailto:Marian@claresholm.ca)>

**Subject:** News Release: New physician funding framework announced

# New physician funding framework announced

February 20, 2020 [Media inquiries](#)

Alberta will maintain physician funding at \$5.4 billion, the highest level ever, and implement its final offer to the Alberta Medical Association (AMA) to avoid \$2 billion in cost overruns.

Existing terms will remain in place until March 31, 2020. A new funding framework will then be introduced, in a multi-year process that will require consultation with the AMA at all stages. The new framework will make changes proposed during negotiations to prevent cost overruns, align benefit programs and administrative fees with those of comparable provinces, and improve services for patients.

The [eleven consultation proposals](#) will also be implemented on March 31. This includes phasing in changes to complex modifiers, reducing the rate physicians can charge for this billing code to \$9 from \$18, for a period of one year before the code is removed in 2021-22. In summer 2020, at the direction of the Minister of Health, the Government of Alberta will also introduce a new alternative relationship plan (ARP) with built-in transition benefits to encourage physicians to move from fee-for-service to a three-year contract.

“Our province is facing cost overruns of \$2 billion in the next three years due solely to physician compensation. If left unaddressed, these costs would impede efforts to reduce surgical wait times, improve mental health and addiction services, and expand the number of continuing care beds. Despite repeated efforts, the AMA failed to put forward alternatives that would hold the line on physician compensation. The new framework announced today will prevent cost overruns, allow our province to improve services for patients, and still ensure that Alberta’s doctors are amongst the highest paid physicians in all of Canada.”

*Tyler Shandro, Minister of Health*

## Background

- The new funding framework will maintain government's current level of spending on physicians at \$5.4 billion.
- The new funding framework avoids anticipated cost overruns of \$2 billion over the next three years.
- Alberta has been spending more on physician salaries than other provinces, yet most of its health outcomes are below national averages.
- A doctor in Alberta earns approximately \$90,000 more than a doctor in Ontario and physicians' fees have almost tripled since 2002.

## Elements of the new funding framework

- Changes to Alberta's complex modifier billing system. The rate physicians are able to charge for complex modifiers will be reduced to \$9 from \$18 for a period of one year before this billing code is removed in 2021-22. Once the new framework is fully phased in, physicians will be able to bill an additional fee after spending 25 minutes with a complex patient case. Alberta remains the only province in Canada that allows for a top-up payment for complex visits.
- Removal of the comprehensive annual care plan from the list of insured services. Currently, physicians can also bill for a similar consultation called a comprehensive annual visit. No other province in Canada compensates physicians twice for annual care consultation.
- Implementation of a new daily cap, modelled after a cap in place in British Columbia, of 65 patients per day. Large patient loads can contribute to physician burnout and may compromise patient safety and quality of care.
- Removing physician overhead subsidies from all hospital-based services. Physicians who work in AHS facilities should not be billing for overhead costs that their community physician colleagues face, such as leases, hiring staff and purchasing equipment.
- Ending of clinical payments, or stipends, by AHS to physicians. This change ends duplication of payments to contracted physicians.

## Timeline



- In September 2019, government provided notice to the AMA that it intended to begin negotiations on the AMA Agreement. The notification provided time for the AMA to prepare its proposals.
- In November 2019, negotiations began with the AMA to reach a new agreement; government began consultations on 11 proposed changes to the schedule of medical benefits (SOMB, or “insured services”).
- In January 2020, negotiations and consultations proceeded with no agreement reached. Mediation, on both the negotiation and consultation proposals, began January 31 and continued into February.
- The parties were not able to reach an agreement during mediation.
- Government will implement its final offer from the negotiating table, including the 11 consultation proposals, on March 31.

## Related information

- [Physician funding framework](#)

## Media inquiries

**Steve Buick**

780-288-1735  
Press Secretary, Health

RECEIVED  
FEB 10 2020

February 6, 2020

**Mayor Doug MacPherson**  
Town of Claresholm  
221 45<sup>th</sup> Avenue West  
Claresholm, AB  
T0L 0T0

Dear Mayor MacPherson,

**RE: Broadband Connectivity**

Following the release of our game-changing Cost-Benefit Analysis of Alberta Rural Broadband in October, the SouthGrow Regional Initiative is on a mission to achieve the highest level of digital connectivity of any region in Western Canada by helping our municipal members to achieve local broadband offerings of at least 50 mbs/s download and 10 mbs/s upload speed by 2025. 13 out of our 26 member communities currently can offer these speeds, and there are legitimate paths forward to attaining this outcome for the remaining communities.

At the December 2019 Quarterly meeting, the SouthGrow Board, with representatives from all of our communities, approved the expense of member reserves to fund the Broadband Finish Line Project (attached) to help these communities reach our goal.

Please note that this matching fund is open to all SouthGrow communities, and even though your community has already achieved the goal, there are different ways your community can access this fund to provide your residents and businesses with new connectivity solutions.

Some ideas include:

- Public wi-fi hot spots for the downtown, parks, or historical sites and museums
- A project to extend broadband into newly developed residential or business areas
- A partnership project with your rural neighbors
- New backhaul access for town services and businesses
- Any other idea that increases connectivity for your community.

I encourage you to review the project summary and have your people give me a call to further discuss how we can support your community to increase connectivity.

Sincerely,



Peter Casurella  
Executive Director  
SouthGrow Regional Initiative  
peter.casurella@southgrow.com  
403-394-0615

Note: Our Cost-Benefit Analysis of Alberta Rural Broadband is available on our website at [www.southgrow.com](http://www.southgrow.com)

## Crossing the Broadband Finish Line

### The last mile for SouthGrow Communities

Prepared by Peter Casurella

for

The SouthGrow Member Communities

**SOUTHGROW**  
REGIONAL ECONOMIC DEVELOPMENT  
GROWTH • INNOVATION • PROSPERITY



## Project Background

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For several years, SouthGrow Regional Economic Development has been engaged in assisting our members to deploy world-class broadband infrastructure. It is clear, that digital infrastructure is essential for Canadians to participate in society and commerce, and the divide between those communities who have and do not have excellent connectivity is becoming a social and economic division of the highest importance.

In October of 2019, SouthGrow released the results of a year-long research project that sought to quantify the Cost-Benefit ration for Alberta Rural Broadband. This impactful study showed that the *absolute minimum return on investment to society from deploying this infrastructure, was 3 to 1*, and the conclusions of the study implied that the actual return is much higher. This benefit formula is turning the cost discussion from prohibitive to palatable, prudent, and possible for communities across Alberta.

As we enter the 3<sup>rd</sup> decade of the 21<sup>st</sup> century, investing in Broadband infrastructure is necessary, prudent, and achievable.

In response to this reality, the Board of Directors of SouthGrow is willing to release member funds to support the final effort to realize a fully connected economic region. It is our hope that as many of our members as possible can access the matching funds detailed below to help advance their own connectivity towards this goal.

### Timeline of SouthGrow Broadband Projects

- 2015 SouthGrow hires Taylor Warwick Consulting Ltd. to map the broadband infrastructure of the region.
- 2017 SouthGrow hires Kimberley Lyall to build a Broadband Master Plan for the region which identified gaps and opportunities for the communities in the region, and laid out a roadmap for infrastructure completion.
- 2019 SouthGrow hires Taylor Warwick Consulting Ltd. to take this project further by recommending specific projects for completion to the unconnected communities.
- 2019 SouthGrow also releases a rigorously researched report called 'A Cost Benefit Analysis for Alberta Rural Broadband' which details the economic returns for deploying high-speed broadband networks.

## Project Summary

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This project is a **matching and matchmaking** project. To assist in the progress of our member communities towards achieving local broadband offerings of at least 50 mb/s download speed, and at least 10 mb/s upload speed, SouthGrow will provide the following supports to our member communities:

- a.) **Up to \$3000 per community in matching funding** to be used to hire a consultant, or other qualified service provider, to help guide the community from the list of possible broadband projects (provided in 2019) to a selected, contracted, and/or shovel ready build. (Other expense items that contribute to clear progress towards the goal will also be considered).
- b.) **Matchmaking assistance** from our staff to pair the community with the right consultant / service provider to help them get shovel ready.
- c.) **On-demand advice and support** from our staff in navigating the intricacies of these projects and in your dealings with contractors / service providers.

## Eligibility Criteria

- a. Only per-capita paying municipal members of the alliance will be eligible to access this service
- b. The project the community intends to pursue must get them access to internet speeds that meet or exceed the CRTC recommended minimums for 2030 (50/10)
- c. Members must access this service within 18 months of the intake opening
- d. The community must sign an agreement to begin their 'build' within 24 months of taking advantage of this program, or the money will need to be re-paid to SouthGrow

## Terms and Conditions

- a. This is matching funding, meaning that SouthGrow will match the community's contribution up to 50%, to a maximum of \$3000 per community. This means that if a community pays \$2000 to a consultant, SouthGrow will reimburse the community for \$1000. If the community pays \$10,000, SouthGrow will reimburse for only \$3000.
- b. Funds will be distributed as reimbursements upon the receipt of copies of the invoice sent to the community by their contractor or service provider and accompanying documentation proving that the project is moving ahead.
- c. The final project must begin within 24 months of the community receiving reimbursement from SouthGrow or an invoice will be issued to recover SouthGrow's contribution.
- d. Members who already exceed the CRTC mandated speeds may take advantage of the program if they are doing additional broadband work in their community, such as building public mesh networks, or upgrading infrastructure. These projects will be favorably considered by the Board on a case-by-case basis.
- e. Due to the varied nature of what constitutes progress, reimbursements may be offered for a wide range of expense claims on a case-by-case basis. Contact the office for further information and to

see if your expenses would qualify. (e.g. You have qualified staff who can advance the project without having to access an outside consultant.)

## How to Access

Our hope is to make this program as administratively light for our members as possible. In order to access this funding for your community, please contact the SouthGrow Office to discuss. SouthGrow staff are available to advise you if you are not sure how or where to begin.

**SouthGrow Office**  
Peter Casurella  
Executive Director  
403-394-0615  
[peter.casurella@southgrow.com](mailto:peter.casurella@southgrow.com)

## The Goal

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The goal is for all SouthGrow Communities to realize local broadband speeds of at least 50 mb/s download and 10 mb/s upload speed before 2025. The realization of this goal would set our region apart as an advanced and heavily connected rural region that will be competitive in the changing infrastructure environment of the 21<sup>st</sup> century.

**From:** President <[President@auma.ca](mailto:President@auma.ca)>  
**Sent:** February 14, 2020 2:28 PM  
**Subject:** Municipal Elections Don't Need Party Politics or Big Money

Dear Mayors, Councillors, and CAOs,

The provincial government has launched consultations on the *Local Authorities Election Act (LAEA)*, which governs elections for municipalities and school boards.

Municipal Affairs released a [survey](#) and indicated they will finish consultations on March 4. Although AUMA is uncertain of the motivation and timing behind proposing further changes to the LAEA given that amendments were just made in 2018, we have developed the attached feedback document based on the survey questions with the principles that local elections are:

1. **Democratic** - enable rule by the people.
2. **Inclusive** - ensure every eligible person can participate as a voter or candidate with minimal barriers.
3. **Fair** - provide an even playing field for each candidate regardless of whether they are an incumbent, a returning, or a first-time candidate.
4. **Transparent** - voters should have access to interim disclosure of contributions to candidates and third-party advertisers before the elections.
5. **Nonpartisan** - candidates are elected to represent and be accountable to municipal residents as a whole, not a political party.

We will share the feedback document with Municipal Affairs during an invite only, in-person consultation session taking place on February 19<sup>th</sup>. We will also be sharing it directly with the Minister of Municipal Affairs. The document mirrors the questions posed in the survey. I encourage you to look at our proposed responses and complete the [survey](#), or provide a [submission](#) on the consultation if you have not done so already.

I have been hearing from our members that there is an increasing concern that partisan politics are going to play a greater role in the next municipal elections and that the proposed changes to the LAEA are intended to facilitate this. Based on our principles above, we don't want party politics or big money in our municipal elections.

We, as a collective of municipal leaders, need to continue to advocate that the LAEA enables fair, transparent, non-partisan local elections that meet the democratic standards our citizens expect.

If you have any comments or questions about our feedback, please send them to Rachel de Vos at 780-409-4313 or at [rdevos@auma.ca](mailto:rdevos@auma.ca).

As always, if you have any questions or concerns about our advocacy, please feel free to reach out to me directly at 403-363-9224 or at [president@auma.ca](mailto:president@auma.ca).

Sincerely,

**Barry Morishita** | President  
Mayor, City of Brooks

---

C: 403.363.9224 | [president@auma.ca](mailto:president@auma.ca)

Alberta Municipal Place | 300 8616-51 Ave Edmonton, AB T6E 6E6



Toll Free: 310-AUMA | [www.auma.ca](http://www.auma.ca)



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# Local Authorities Election Act – Consultation Feedback

## Principles

Any further changes to the *Local Authorities Election Act* should ensure that local elections are:

- Democratic - enable rule by the people.
- Inclusive - ensure every eligible person can participate as a voter or candidate with minimal barriers.
- Fair - provide an even playing field for each candidate regardless of whether they are an incumbent, a returning, or a first-time candidate.
- Transparent - voters should have access to interim disclosure of contributions to candidates and third-party advertisers before the elections.
- Nonpartisan - candidates are elected to represent and be accountable to municipal residents as a whole, not a political party.
  - The MGA states in part 5, Division 3 that councillors have the statutory duty to: consider the welfare and interests of the municipality as a whole and to bring to council’s attention anything that would promote the welfare or interests of the municipality. Councillors are “expected to place the community’s interests above all else – each member of council is a spokesperson for the entire community – not themselves or any individual group.”

## Feedback

Consultation topic and background from the province’s online survey	AUMA’s submission to the 2018 LAEA consultation	Proposed responses to questions provided by Municipal Affairs to guide discussion at an invite only, in-person consultation session taking place on February 19
<b>Question 5- Campaign Period</b>		
<p>The campaign period is when candidates may receive contributions and spend funds to support their campaign. The Act defines this period as January 1 to December 31 in the election year. In the case of by-elections, the campaign period is from when the by-election is called to 60 days immediately after election day.</p> <p>Outside of the campaign period, candidates may only accept up to \$2,000 in contributions and spend up to \$2,000 in support of their candidacy.</p>	<p>The campaign period should be explicitly defined so it can be consistently applied.</p>	<p><i>Is the current time period for campaign period sufficient?</i></p> <p><b>The campaign period of January 1 to December 31 in an election year, which was introduced in the last amendment to the Act, is reasonable and should remain the same.</b></p> <p>This period provides the right balance between limiting the advantage of incumbents and enabling enough time for candidates to organize, raise money and raise awareness of the local elections.</p> <p><b>The \$2,000 limit on spending outside the campaign period could be adjusted on a per capita basis to enable expenditures that reflect the size of the constituency.</b></p>

Questions 6 & 7- Nomination Period		
<p>In the year of a municipal or school board general election, nominations begin January 1 and remain open until six weeks before election day. For by-elections, nominations begin the day the by-election is called, and remain open until six weeks prior to election day.</p> <p>Currently, the nomination period aligns with the beginning of the campaign period. If the campaign period becomes longer, the nomination period would also have to be extended, or separate campaign and nomination periods would have to be introduced. Previously, candidates were required to submit a notice of intent to run in order to engage in the campaign period (i.e. collecting contributions and expending funds), along with separate requirements to submit a formal nomination form in order to be a candidate in the election.</p>	<p>Provide the same time between the nomination date and election date as the timeframe for federal and provincial elections (i.e. at least five weeks).</p> <p>Allow municipalities to adopt a bylaw to create a nomination period with a set deadline rather than a nomination day.</p> <p>Require candidates to complete an orientation on council and read and agree to comply with the council’s code of conduct as part of filing nomination papers.</p>	<p><i>Should the campaign period and nomination period have separate time periods and notice requirements?</i></p> <p><b>The nomination period adopted in the most recent amendments to the Act should remain.</b></p> <p><b>Maintain that candidates must be nominated before incurring campaign expenses.</b></p> <p>The Government of Alberta should work with AUMA and RMA to provide prospective candidates with access to an online Munis 101 style course so that they are aware of the roles and responsibilities of councillors ahead of the election.</p>
Question 8- Candidate Surplus		
<p>All municipal and school board candidates must file a campaign disclosure statement following a general election or by-election. If a candidate has a surplus, the funds are held in trust by the municipality or school board.</p> <p>The funds remain with the municipality or school board until a candidate files nomination papers in a by-election or the next general election. If a candidate does not run in the next general election, the candidate must direct the municipality or school board to donate the funds to a registered charity within six months of election day. If the candidate does not provide direction to the municipality or school board, the money becomes the property of the municipality or school board.</p>	<p>Provide clear and comprehensive definitions and timeframes for campaign contributions, allowable campaign expenditures, campaign period, and campaign surplus and campaign deficit.</p> <p>Word the legislation to make it clear that surplus and deficit amounts must be reported regardless of whether candidate is running in the next election.</p>	<p><i>If a candidate has a surplus following a general election or by-election, what should be done with these funds?</i></p> <p><b>All campaign surpluses should be donated to the municipality or to a registered charity after the election, regardless of whether a candidate runs again in a future election, in order to give future challengers an equal playing field.</b></p>

**Questions 9-14 - Campaign Contribution Limits**

Only residents of Alberta may make campaign contributions to a candidate, and only during the campaign period. Corporations and unincorporated organizations, including trade unions and employee organizations are not eligible to contribute to a candidate's campaign. Any individual who does not live in Alberta is prohibited from contributing to a candidate's campaign.

According to the current legislation, any Albertan may contribute up to \$4,000 in total, province-wide, to candidate campaigns. They may also contribute up to \$4,000 in total, province-wide, to school board trustee candidate campaigns. These limits apply to the one-year campaign period.

While AUMA appreciates that the intention of the province-wide \$4,000 per donor limit is to align municipal and provincial rules, this system will not function properly at the local level due to differences in municipal elections. Given the lack of a central body like a party, there is no clear mechanism for tracking and monitoring contributions as they are made. This would make it administratively difficult or impossible to fairly implement the change. As well, this change would compound with the potential ban on corporate and union donations to have the cumulative impact of severely limiting local election campaign activities across the province. It may also have the unintended impact of forcing self-funded candidates to carry out fundraising, given that their self-contribution would drop from \$10,000 to \$4,000.

Enable tax credits for individual donations to campaigns. Given that a tax credit is already in place for contributions in both provincial and federal elections, it would be more fair and transparent to create a matching one in local elections. This would also give more Albertans of varying financial means the ability to contribute towards campaigns. While we appreciate that the fiscal situation in Alberta is challenging, we believe that it is essential to align the contribution system with provincial elections in the interest of democracy and fairness.

Donations from provincial and federal political parties should be banned in addition to corporate and union donations.

*How should the campaign contribution limits be applied? What would be an acceptable limit on contributions?*

**The maximum contribution should remain \$4,000 but be applied at the municipal level not the provincial level, in order to make enforcement feasible.**

**Donations from provincial and federal political parties should be banned in addition to corporate and union donations**

The LAEA currently has a provision that municipalities may pass bylaws requiring candidates to file pre-election disclosure statements. This should be turned into a requirement so that voters in every municipality in Alberta have access to pre-election disclosure statements.

Questions 15-17- Campaign Expense Limit		
<p>Currently, there are no limits on campaign expenses in local elections in Alberta. Any candidate in any local election can spend any funds they wish, with no limit. The Government of Alberta has the authority to establish limits on local election campaign spending by way of regulation; however, no regulation is currently in place.</p>	<p>Municipalities should be enabled to set limits through municipal bylaws as an option.</p> <p>It is not appropriate to set a province-wide campaign spending limit when the type and scope of campaign activities vary according of the size of the constituency. For example, the activities of a candidate in a city ward with tens of thousands of residents will be very different from a candidate who is running in a village election.</p>	<p><i>Should there be a limit on campaign expenses in local elections established through a regulation under the LAEA? If maximum limits on local campaign expenses are established by regulation, what should be considered in setting the limit?</i></p> <p><b>Either enable municipalities to set a limit through bylaw or establish a common base amount with a per capita escalator so that spending is appropriate to the size of the constituency.</b> For example, there could be a base amount of \$2,000 plus \$0.75 per resident.</p> <p><i>If an individual entirely self-funds their campaign, should they have a different limit from those that who collect contributions?</i></p> <p><b>No. Having the same limit reduces the advantage of personal wealth.</b></p>
Questions 18- 23-Third-Party Advertising		
<p>A third-party advertiser is any individual, corporation or group, excluding a candidate, that engages in election or political advertising. A group includes an unincorporated group of individuals or corporations acting together for a common purpose, and includes trade unions and employee organizations, as well as any combination of individuals, corporations, trade unions or employee organizations.</p> <p>Election and political advertising include campaigning for or against a candidate, including an advertising message that takes a position on a municipal election issue. Currently, the only difference between election and political advertising is that election advertising is specific to the period of May 1 in the year of a general election to the close of voting stations on election day, whereas political advertising may occur any time.</p>	<p>AUMA supports the establishment of disclosure provisions for third party lobby groups through LAEA and/or through other legislation consistent with the requirements of the <i>Election Finances and Contributions Act</i>.</p> <p>In instances where a third party advertises for or against a specific candidate, provisions could be set out for contributions limits and disclosure.</p>	<p><i>Is a distinction needed between election period advertising and political advertising?</i></p> <p><b>Maintain provisions that distinguish between election-period advertising and political advertising should be maintained.</b></p> <p><i>When should third-party advertisers be required to register with local jurisdictions?</i></p> <p><b>Maintain the current requirement to register once they have reached or intend to reach \$1,000 in expenses.</b></p> <p><i>Should third-party advertisers be required to file disclosure statements with the local jurisdiction?</i></p> <p><b>Third party advertisers should be required to make quarterly disclosures of their organizers, directors and contributors and expenses when their spending reaches, or is intended to reach, \$1,000.00.</b></p>

<p>Third parties participating in political and election advertising must register with the jurisdiction where they intend to advertise when they have reached, or intend to reach, \$1,000 in expenses or contributions.</p> <p>There are no limits on the maximum amount of contributions to third party advertisers.</p> <p>Every third party is required to appoint a chief financial officer who authorizes any expenses incurred by the third party.</p> <p>Third parties are required to file disclosure statements with the local jurisdiction annually for political advertising, and by March 1 in the year following a general election for election advertising.</p> <p>Third parties are also required to identify themselves in political or election advertising, including authorization for the advertisement, name, and contact information. This mirrors the requirement of third-party identification during provincial elections. The government is required to establish guidelines for identification of third parties in advertisements.</p>		<p><i>Should there be a maximum limit on third party advertising expenses?</i></p> <p><b>Campaign contribution and expense limits for third party advertisers should align to limits for candidates.</b></p> <p>Additional consideration should be given to preventing third party advertisers from using interconnected organizations (e.g. subsidiaries) to circumvent disclosure requirements as well as contribution and spending limits.</p>
<p><b>Questions 24-25 Elected Official Recall</b></p>		
<p>Recall is the ability for eligible voters to remove current elected officials through a defined process, such as a petition and a special recall vote.</p> <p>Currently, Alberta legislation does not provide for the recall of local elected officials. Recall provisions are more widely available in the United States. Recall is also available in British Columbia, but only for provincial elected officials.</p>	<p>Not applicable.</p>	<p><i>Should recall legislation be established for municipal and school board elected officials?</i></p> <p><b>Any recall legislation for local elected officials should align with recall provisions for provincial elected officials, with consideration that thresholds for petitions or other recall mechanisms should vary based on the size of the constituency.</b></p>



February 12, 2020

**RE: Approved FortisAlberta 2020 Distribution Rates**

As a follow up to our correspondence of September 2019, FortisAlberta has received approval from the Alberta Utilities Commission (AUC) for FortisAlberta's distribution rates, effective January 1, 2020. In addition, the AUC has approved transmission rider rates effective January 1, specifically the Balancing Pool Allocation Rider, Base Transmission Adjustment Rider and the Quarterly Transmission Adjustment Rider. FortisAlberta collects and flows through all transmission costs billed by the Alberta Electric System Operator (AESO) as approved by the AUC.

The attached chart illustrates the estimated percentage and average changes for each rate class based on estimated consumption and demands between a December 2019 and January 2020 bundled bill from your retailer. The bundled bill percentages indicated on the attached chart will vary slightly compared to the version you received in September, as it reflects the transmission rider rate adjustments.

The Maintenance Multiplier under Rate 31 was approved to be reduced from 1.09 to 1.08 for those streetlights identified in FortisAlberta's LED conversion program. In addition, adjustments were approved by the AUC for the Maximum Investment Levels effective January 1, 2020. The chart reflecting these approved levels is also included in this correspondence.

The AUC also approved an update for Option D - Flat Rate Option on an interim basis. This offer would accommodate the connection of multiple low wattage, customer-owned and installed, non-lighting devices at multiple disparate locations without attracting a rate minimum charge and retailer administration charge for each device connected. This offer is upon agreement with the customer and at the discretion of FortisAlberta.

We thank you for the opportunity to advise you of these updates. Please feel free to contact me or your Stakeholder Relations Manager should you have any questions or require further information.

Sincerely,

A handwritten signature in black ink, appearing to read "Dave Hunka".

Dave Hunka, Manager, Municipalities & Key Accounts North  
P: (780) 464-8311  
C: (780) 868-7040  
E: [Dave.Hunka@FortisAlberta.com](mailto:Dave.Hunka@FortisAlberta.com)

**2020 Annual Rates  
Average Monthly Bill Impacts by Rate Class  
Including Energy, Retail, and DT Rates & Riders**

Rate	Rate Class Description	Consumption Usage	Demand Usage	Monthly/Seasonal Bill			
				Dec 2019 Bill	Jan 2020 Bill	\$ Difference	% Change
		300 kWh		\$74.91	\$73.27	-\$1.64	-2.2%
<b>11</b>	<b>Residential*</b>	<b>640 kWh</b>		<b>\$123.53</b>	<b>\$119.91</b>	<b>-\$3.62</b>	<b>-2.9%</b>
		1200 kWh		\$203.64	\$196.74	-\$6.90	-3.4%
		900 kWh	5 kVA	\$186.36	\$188.64	\$2.28	1.2%
<b>21</b>	<b>Farm*</b>	<b>1,400 kWh</b>	<b>10 kVA</b>	<b>\$308.58</b>	<b>\$314.00</b>	<b>\$5.42</b>	<b>1.8%</b>
		7,500 kWh	25 kVA	\$1,207.79	\$1,199.45	-\$8.34	-0.7%
		6,000 kWh	20 kW	\$1,524.48	\$1,408.41	-\$116.07	-7.6%
<b>26</b>	<b>Irrigation*</b>	<b>14,518 kWh</b>	<b>33 kW</b>	<b>\$3,112.71</b>	<b>\$2,804.72</b>	<b>-\$307.99</b>	<b>-9.9%</b>
		45,000 kWh	100 kW	\$9,518.92	\$8,560.99	-\$957.93	-10.1%
<b>31</b>	<b>Streetlighting (Investment)</b>	5,144 kWh	12,500 W	\$3,025.64	\$3,014.25	-\$11.39	-0.4%
<b>38</b>	<b>Yard Lighting</b>	5,000 kWh	12,000 W	\$1,991.56	\$1,963.26	-\$28.30	-1.4%
	Rates 31 and 38 is based on 100 HPS Lights in assorted fixture wattages.						
		1,083 kWh	5 kW	\$208.69	\$205.57	-\$2.76	-1.3%
<b>41</b>	<b>Small General Service*</b>	<b>2,165 kWh</b>	<b>10 kW</b>	<b>\$393.58</b>	<b>\$387.53</b>	<b>-\$6.05</b>	<b>-1.5%</b>
		10,825 kWh	50 kW	\$1,875.55	\$1,843.16	-\$32.39	-1.7%
		2,590 kWh	7.5 kW	\$448.87	\$457.19	\$8.32	1.9%
<b>44/45</b>	<b>Oil and Gas Service*</b>	<b>5,179 kWh</b>	<b>15 kW</b>	<b>\$863.89</b>	<b>\$877.04</b>	<b>\$13.15</b>	<b>1.5%</b>
		25,895 kWh	75 kW	\$4,122.09	\$4,167.24	\$45.15	1.1%
		32,137 kWh	100 kW	\$4,156.92	\$3,892.03	-\$264.89	-6.4%
<b>61</b>	<b>General Service*</b>	<b>63,071 kWh</b>	<b>196 kW</b>	<b>\$7,805.48</b>	<b>\$7,268.53</b>	<b>-\$536.95</b>	<b>-6.9%</b>
		482,055 kWh	1500 kW	\$54,200.50	\$49,870.85	-\$4,329.65	-8.0%
		824,585 kWh	2500 kW	\$96,391.19	\$89,469.48	-\$6,921.71	-7.2%
<b>63</b>	<b>Large General Service*</b>	<b>1,529,869 kWh</b>	<b>4638 kW</b>	<b>\$165,456.98</b>	<b>\$151,562.48</b>	<b>-\$13,894.50</b>	<b>-8.4%</b>
		3,298,338 kWh	10,000 kW	\$349,010.69	\$317,628.82	-\$31,381.87	-9.0%
<b>65</b>	<b>Transmission Connected Service</b>	The Distribution Component will increase from \$37.49/day to \$39.17/per day.		The Transmission Component is the applicable rate of the Alberta Electric System Operator (AESO).			

\*Typical average consumption based on rate class

Riders Included:

Municipal Franchise Fee (Average by Rate Class)  
Municipal Assessment Rider (0.94% on July 1, 2019)  
Base TAR & 2020 Base TAR  
2019 Q4 QTAR  
Jan 2019 BPAR & 2020 BPAR

Retail / Energy Price Assumptions:  
Rates 11 thru 44 -- Oct 2018 to Sep 2019 Average  
EEAI RRT Rates  
Rates 61 & 63 -- Aug 2018 to Jul 2019 Average EPCOR  
Default Supply Rates

**APPENDIX “B” – CUSTOMER CONTRIBUTIONS SCHEDULES \*\***

**Table 1  
Maximum Investment Levels for Distribution Facilities  
When the Investment Term is 15 years or more**

Type of Service	Maximum Investment Level
Rate 11 Residential	\$2,583 per service
Rate 11 Residential Development	\$2,583 per service, less FortisAlberta’s costs of metering and final connection
Rate 21 Farm and Rate 23 Grain Drying	\$5,860 base investment, plus \$839 per kVA of Peak Demand
Rate 26 Irrigation	\$5,860 base investment, plus \$933 per kW of Peak Demand
Rate 38 Yard Lighting	\$833 per fixture
Rate 31 Streetlighting (Investment Option)	\$3,016 per fixture
Rate 41 Small General Service	\$5,860 base investment, plus \$933 per kW of Peak Demand
Rate 45 Oil and Gas Service	\$5,860 base investment, plus \$933 per kW of Peak Demand  FortisAlberta invests as required per unmetered to metered service conversion program.
Rate 61 General Service (less than or equal to 2 MW)	\$5,860 base investment, plus \$933 per kW for the first 150 kW, plus \$117 for additional kW of Peak Demand
Rate 63 Large General Service (over 2 MW) (Distribution Connected)	\$106 per kW of Peak Demand, plus \$116 per metre of Customer Extension

\*\*Alberta Utilities Commission (AUC) Decision 24875-D01-2019, December 16, 2019  
Maximum Investment Levels are reduced if the expected Investment Term is less than 15 years.





# REQUEST FOR DECISION

Meeting: February 24, 2020  
Agenda Item: 6

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## LETTER OF SUPPORT CO-OP COMMUNITY SPACES GRANT

---

### **DESCRIPTION:**

The Claresholm Arts Society is hoping to continue to make upgrades to the Claresholm Community Centre. Currently, they are raising funds to renovate the entryway and the washrooms. They are seeking the support of Council in their efforts.

### **BACKGROUND:**

The Claresholm Arts Society is submitting an application to the Co-op Community Spaces grant, which awards \$1 million to projects across Western Canada each year and supplies up to \$150,000 per project. The deadline for applications is March 2, 2020. There are three main categories, one of which is recreation.

For further information regarding this grant, please visit their website <https://www.co-op.crs/communityspaces/funding>.

The Arts Society is not asking for any monetary commitment from the Town of Claresholm, only a letter of support at this time.

### **PROPOSED RESOLUTION:**

Moved by Councillor \_\_\_\_\_ to write a letter of support towards the Claresholm Arts Society's application to the Co-op Community Spaces Grant for the purpose of renovating and upgrading the entryway and washroom facilities at the Claresholm Community Centre.

### **ATTACHMENTS:**

- Email request from the Claresholm Arts Society
- Eligibility requirements and information regarding the Co-op Community Spaces Grant.

---

PREPARED BY: Karine Keys, CLGM, Finance Assistant

APPROVED BY: Marian Carlson, CLGM, CAO

DATE: February 18, 2020

---

## Karine Keys

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**From:** Carmelle Steel  
**Sent:** Monday, February 10, 2020 9:22 AM  
**To:** Karine Keys  
**Subject:** FW: requirements for Hall reno

Hi Karine,

I would like to ask for a letter of support for the Co-op Community Spaces grant, for the renovation to the entry and washrooms at the Claresholm Community Centre.

Some details are below, but please let me know if you need anything more.

Thanks

Carmelle

---

I am applying for a Co-op Community Investment grant for the Community Centre renovation to the entry and the washrooms totaling \$160,000 (based on a previous quote).

This grant requires a few things:

- Non-profit certificate of incorporation
- A letter of support from the local municipality
- A drawing, schematic or illustration of the proposed project is required

Can you each help me with these items? Deadline is March 2.

Thanks!  
Carmelle

---



# FUNDING

Co-op awards \$1 million to projects across Western Canada every year. The program helps build places for everyone to come together to meet, play, learn and share.

## PROGRAM OVERVIEW

The Co-operative Retailing System (CRS) is a network of over 170 member retail co-ops across Western Canada. Co-op Community Spaces is funding projects on behalf of co-ops across the CRS, to create spaces where people can come together. Since 2015, 115 projects have been supported with \$8.5 million dollars in capital funding.

## PROGRAM PURPOSE

The purpose of the Co-op Community Spaces Program is to improve community health and well-being by building places for Western Canadians to come together and build social connections. Three funding areas have been selected to ensure the program achieves its core objectives of enabling community development and bringing people together.

## ELIGIBILITY

**Applicants eligible for funding include:**

- Registered charities under the Canada Revenue Agency with valid registration numbers
- Registered non-profit organizations under their provincial government with proof of registration (e.g. letters of incorporation)
- Non-profit organizations partnered with their municipal government who will accept funding and issue receipts on their behalf
- Community service co-operatives

**Projects eligible for funding must:**

- Be available and accessible for community use
- Align with one of the three funding categories (recreation, environmental conservation or urban agriculture)
- Be completed within two years
- Be a capital project
- Be located in British Columbia, Alberta, Saskatchewan or Manitoba
- Provide the opportunity for permanent signage

**Projects ineligible for funding include:**

- Those that support religious or politically affiliated organizations
- Those that will have adverse environmental impacts
- Those that are third-party fundraising campaigns

## **FUNDING**

Projects can apply for between \$25,000 and \$150,000 in capital funding. See funding categories below.

**\$1M**  
**IN CAPITAL**  
**FUNDING**

**UP TO**  
**\$150K**  
**/PROJECT**

Co-op Community Spaces: Red Bench 2018



## The 2020 application period is now open.

2020 Applications will be accepted here from February 1 to March 2

For inquiries, please view our [Frequently Asked Questions \(/wcm/connect/www.co-op.crs26018/16b578c8-c7b0-40ae-a482-868d07e4296d/community-spaces-faq-2020.pdf?MOD=AJPERES&CVID=m.Ue9iq\)](/wcm/connect/www.co-op.crs26018/16b578c8-c7b0-40ae-a482-868d07e4296d/community-spaces-faq-2020.pdf?MOD=AJPERES&CVID=m.Ue9iq) or contact [communityspaces@fcl.crs \(mailto:communityspaces@fcl.crs\)](mailto:communityspaces@fcl.crs)

**[APPLY HERE \(HTTPS://FCL.SPONSOR.COM/\)](https://fcl.sponsor.com/)**

## **FUNDING CATEGORIES**



## Recreation

Creating spaces dedicated to increasing physical activity and exposure to arts and culture.

**[PAST RECIPIENTS \(/COMMUNITYSPACES/RECIPIENTS?CATEGORY=RECREATION\)](/COMMUNITYSPACES/RECIPIENTS?CATEGORY=RECREATION)**



## Environmental Conservation

Preserving the natural environment creating opportunities for exploring, learning, and restoring.

**PAST RECIPIENTS (/COMMUNITYSPACES/RECIPIENTS?  
CATEGORY=ENVIRONMENTALCONSERVATION)**





## Urban Agriculture

Increasing food security, food education and access to locally grown food through support of community gardening initiatives.

**[PAST RECIPIENTS \(/COMMUNITYSPACES/RECIPIENTS?CATEGORY=URBANAGRICULTURE\)](/COMMUNITYSPACES/RECIPIENTS?CATEGORY=URBANAGRICULTURE)**

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# REQUEST FOR DECISION

Meeting: February 24, 2020  
Agenda Item: 7

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## WHEEL LOADER PURCHASE

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### **BACKGROUND:**

Infrastructure Services posted an invitation to quote to Alberta Purchasing Connections (APC) for the purchase of a new wheel loader. The opportunity closed February 14, 2020. There were 8 proposals received. Infrastructure Services recommends accepting the proposal from Rocky Mountain Equipment for a new 2019 Case wheel loader. This is recommended as this loader exceeds the required specs and our current loader is the same brand. This company has supplied equipment for the Town in the past and we are happy with their service performance. There will be some value for the trade in of the existing loader so the net cost will be less than the purchase price. The details of the trade are still under negotiation.

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

Council approved the purchase of the new loader within the 2020 capital budget.

### **PROPOSED RESOLUTIONS:**

Council carry a resolution to purchase the recommended loader. The loader is under the approved 2020 budget (which was approved at \$265,000).

### **RECOMMENDED ACTION:**

Moved by Councillor \_\_\_\_\_ to purchase the loader from Rocky Mountain Equipment at a value of \$235,500 plus GST.

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PREPARED BY: Mike Schuweiler, Director of Infrastructure

APPROVED BY: Marian Carlson, CLGM, CAO

DATE: February 20, 2020

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# REQUEST FOR DECISION

Meeting: February 24, 2020  
Agenda Item:8

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## KIN CANADA WEEK PROCLAMATION

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### DESCRIPTION:

February 16-22 is Kin Week across Canada. This week marks 100 years since its founding on February 20, 1920. This is a week set aside to recognize the efforts of the groups and their devotion to community service. Claresholm is fortunate to have very active Kinsmen and Kinette clubs. A resolution of Council is required for a proclamation in recognition of the Kin Clubs of Claresholm.

In order to support and thank these volunteers for their efforts, projects and participation within the Community, please see the attached proclamation.

### PROPOSED RESOLUTION:

Moved by Councillor \_\_\_\_\_ to proclaim February 16<sup>th</sup>-22<sup>nd</sup>, 2020 Kin Canada Week & February 20<sup>th</sup>, Kin Canada Day.

Attachment:

1. Kin Canada Week Proclamation

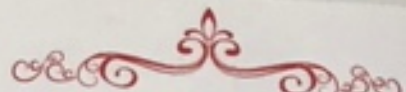
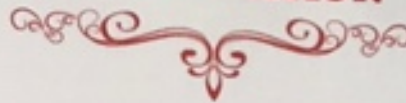
PREPARED BY: Tara VanDellen, Planner/Development Officer

---

APPROVED BY: Marian Carlson, CLGM, CAO

DATE: February 20, 2020

---

  
**PROCLAMATION**  


Whereas, Kin Canada has been a vibrant, responsible, all-Canadian association of service clubs devoted to the concept of serving its communities throughout Canada since its founding in Hamilton, Ontario, on February 20, 1920,

Whereas, Kin Canada has been dedicated to meeting the needs of our community and has diligently sought the development and completion of timely, relevant programs to meet the needs and challenges of our ever-evolving society,

Whereas, Kin Canada is celebrating its 100th anniversary on February 20, 2020,

Therefore, I, \_\_\_\_\_ of the \_\_\_\_\_ of \_\_\_\_\_, feel that each citizen would welcome the opportunity to pause and reflect with pride on the rich heritage of accomplishment throughout the 100 years Kinsmen, Kinette and Kin clubs have been in existence in Canada. And with the express idea of honouring our local club,

I DO HEREBY DECLARE

Thursday, February 20, 2020  
**Kin Canada Day**

and declare the week of

February 16 - 22, 2020  
**Kin Canada Week**

a Celebration of Kinsmen, Kinettes, and Kin in Canada  
and urge all citizens to salute their local Kinsmen, Kinettes, and Kin members.

IN WITNESS WHEREOF, I  
have here unto set my hand and caused the seal of the

\_\_\_\_\_  
to be affixed this \_\_\_\_ day of \_\_\_\_\_.

\_\_\_\_\_  
(Signature)





**Claresholm**

# REQUEST FOR DECISION

Meeting: February 24, 2020

Agenda Item:9

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## EVENT REQUEST – FAIR DAYS CAR SHOW ‘N’ SHINE

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### **DESCRIPTION:**

As per the attached request letter, the Porcupine Hills Classic Cruisers are once again planning for their annual car show and shine during Fair Days in August. They have asked to utilize the ball diamonds at centennial park for their event, Sunday August 9<sup>th</sup>, 2020. The event is always well received and attended. Town crew assist with barricades, but the club is responsible for all clean-up.

### **PROPOSED RESOLUTIONS:**

Moved by Councillor \_\_\_\_\_ to allow the Porcupine Hills Classic Cruisers to utilize Centennial Park ball diamonds on Sunday, August 9<sup>th</sup>, 2020 for the purpose of their 28<sup>th</sup> annual show and shine.

### **ATTACHMENT**

- 1.) Request letter

PREPARED BY: Tara VanDellen, Planner/Development Officer

---

APPROVED BY: Marian Carlson, CLGM - CAO

DATE: February 20, 2020

---

RECEIVED

FEB 19 2020



Town of Claresholm  
P.O. Box 1000  
Claresholm, AB  
TOL 0T0

February 11, 2020

Honorable Mayor & Councillor Members:

The members of the Porcupine Hills Classic Cruisers car club will be hosting their 28<sup>th</sup> Annual Show 'N' Shine on Sunday, August 9, 2020.

With your permission and approval, we would like to host our event during the "Fair Days" weekend at the Centennial Park Ball Diamonds. We trust our club has left everything in order from past shows and we appreciate the opportunity to host our event there. The area is ideal because of the enclosed fencing which provides control of the number of cars for our show. Thank you for considering our request and we look forward to your reply. Our club appreciates the town employees and councillors that have supported and assisted us in our past Show 'N' Shine events.

Yours truly,

Valerie Ritzen  
Treasurer  
Porcupine Hills Classic Cruisers  
P.O. Box 2014  
Claresholm, AB TOL 0T0



# REQUEST FOR DECISION

Meeting: February 24, 2020  
Agenda Item: 10

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## AIRPORT LAND - CLOSING DATE EXTENSION REQUEST

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### DESCRIPTION:

The closing date for the airport land sale has been set as March 5<sup>th</sup>. Administration received a request from the purchaser to change the date until March 17<sup>th</sup>. He is currently away working on equipment purchase for his new facility (for on those lands). He has requested the extension until he returns. The subdivision application is being reviewed by the MD on March 12<sup>th</sup> 2020. It would be important to have the agreement (development conditions of permit application and commencement of construction within 1 year) registered on title prior to subdivision finalization. In this case that would still be sufficient timing as registering the subdivision for finalization will take more time than this proposed closing date.

### OPTIONS:

1. Accept the new date of March 17<sup>th</sup>.

Or

2. Charge a per diem for those dates in between March 5<sup>th</sup> until closing.

### RECOMMENDED ACTION

As there are two separate purchase agreements, two resolutions are required. Administration recommends to extend the closing date until March 17<sup>th</sup> as the purchaser has moved forward with subdivision and plans for development on the lands.

### POTENTIAL RESOLUTION

Moved by Councillor \_\_\_\_\_ to extend the closing date for the sale of the property described as Lots 1, 2, 3 & 4, Block 10, Plan 7910032 until March 17<sup>th</sup>, 2020.

Moved by Councillor \_\_\_\_\_ to extend the closing date for the sale of the property described as Lot 1, Block 11, Plan 7910032 until March 17<sup>th</sup>, 2020.

### ATTACHMENTS:

- 1.) N/A

PREPARED BY: Tara VanDellen Planner/Development Officer

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APPROVED BY: Marian Carlson, CLGM – CAO

DATE: February 20, 2020

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# CAO REPORT

February 24, 2020

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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.

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## **BYLAW ENFORCEMENT**

[See enclosed report](#)

## **CORPORATE SERVICES**

[See enclosed report](#)

## **DEVELOPMENT**

[See enclosed report](#)

## **ECONOMIC DEVELOPMENT**

[See enclosed report](#)

## **FCSS**

[See enclosed report](#)

## **FIRE**

[See enclosed report](#)

## **HR/TAXATION**

[See enclosed report](#)

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# INFRASTRUCTURE SERVICES

[See enclosed report](#)

# RECREATION

[See enclosed report](#)

# UTILITY SERVICES

[See enclosed report](#)

Respectfully submitted by

Marian Carlson, CLGM  
CAO

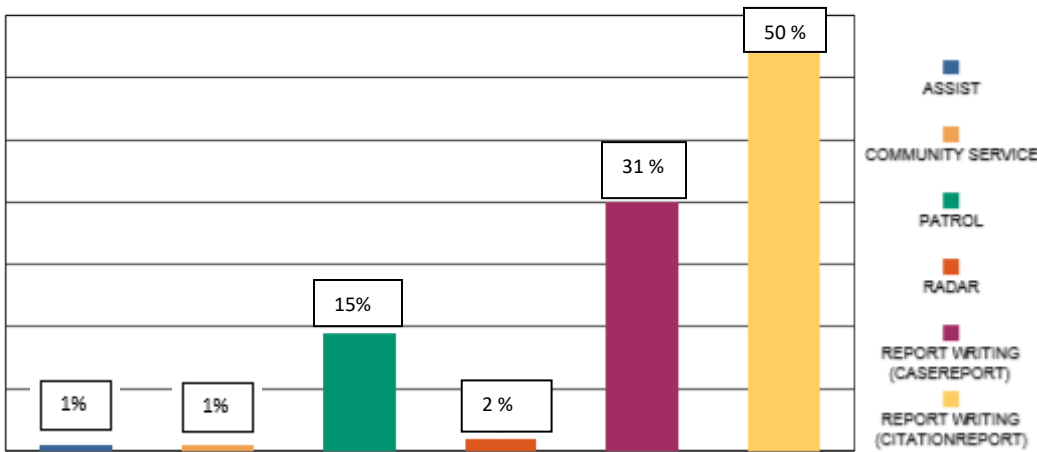


# INFORMATION BRIEF

Meeting: February 24, 2020  
 Agenda Item: CAO REPORT

## BYLAW ENFORCEMENT REPORT January 2020

### Community Engagement in January 2020



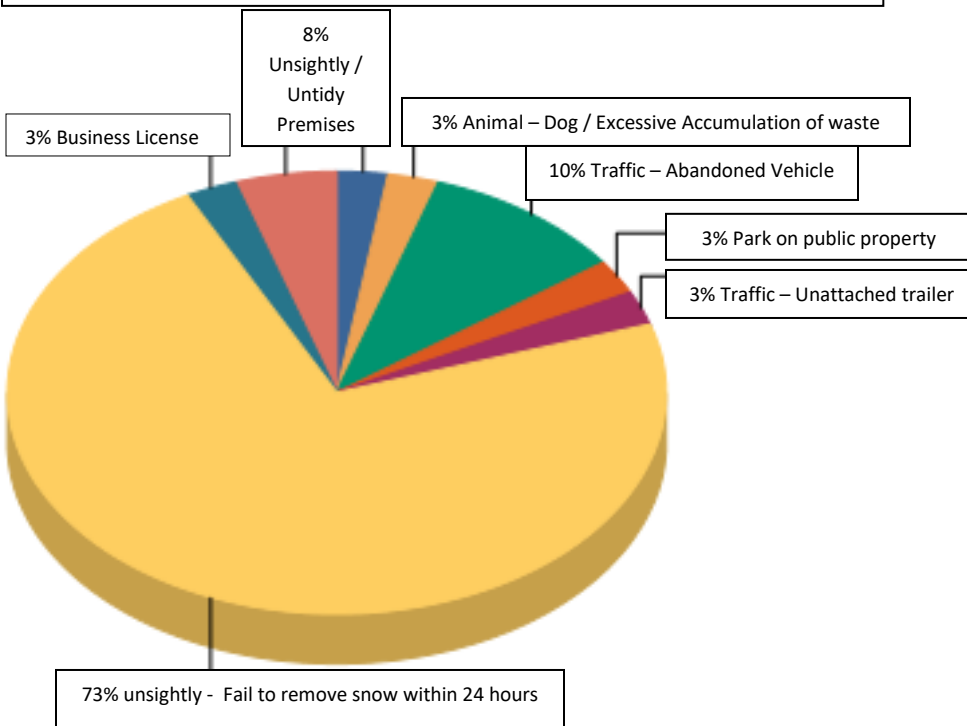
#### January newspaper Highlights:

- Reminder to clear snow and ice from the sidewalk within 24 hours of a snow deposit.
- Reminder on Dog & Business Licenses

#### January Enforcement Highlights:

1. Work with RCMP on speed operation
2. TSA tickets issued = \$1242.00
3. Moved speed information signs to random locations to try and slow down traffic to posted speed limit.
4. Risk Reduction Workshop was January 8th, Grade 12 presentation was on text Anxiety – Recognize and prepare.
5. Served many notices for Snow removal. A few had to be cleared by contractor.
6. Worked with Fish and Wildlife about an injured skunk on the golf course.
7. Attended court to defend TSA ticket

### Bylaw Infractions/Complaints/Actions in January



## DIRECTOR OF CORPORATE SERVICES - UPDATE



*For: 1/27/2020 - 2/21/2020*

### **Claresholm**

#### **Financial**

- Auditors were here on February 13 and 14<sup>th</sup> to complete the fieldwork for our 2019 yearend audit. Everything went smoothly and we expect to have audited financials ready for presentation to Council for the March 23<sup>rd</sup>, 2020 Council meeting.
- Onboarding of new Employee Benefits Provider occurred on February 1, 2020. There were a couple hiccups however things seem to be going smoothly at this point.
- The Town office now has a new debit machine as we continue to work with BMO on our transition in banking and work towards more paperless processes. New machines have also been rolled out to the Museum, and Campground. The pool will receive a new machine as well once some other technical upgrades are complete.
- Working with a company called Rise to move our time sheets and accruals (i.e. sick time, vacation, etc.) to an online system to simplify the administration and approvals of time sheets, time off requests, and tracking of accruals. Live date for this was postponed due to switching benefits providers and other issues. We will be moving forward on this in the next month.
- A number of 2020 Capital Budget projects have started to move forward in the new year, including the 2020 paving project (North Industrial Area), Multi-use Building Project, and loader purchase.

#### **General**

- Dissolution of Granum occurred, effective Feb 1. Working with the MD to finalize the Town of Granum's 2019 yearend and Audit as well as their stub period of January 1, 2020 to January 31, 2020.
- Working with our Community Peace Officer on a number of bylaw updates on solid waste management and other unsightly enforcement concerns that will be presented to the Admin Services Committee within the next month.
- Policy review and updates have been put on hold as time related to the year end and audit have taken precedence.

Submitted by  
Blair Bullock, CPA, CA  
Director of Corporate Services

# DEVELOPMENT OFFICER REPORT

*For: 1/13/2020 - 2/20/2020*



## ***Development Permits***

- ❖ 8 permit applications received.
- ❖ 15 development permits closed.

## **Compliance Requests**

- ❖ 3 compliance requests received.

## **Miscellaneous**

- ❖ Annual Newsletter – 2019 highlights compiled and sent out with utility bills.
- ❖ February 5, 2020 – Claresholm Connect training (automated call/email/text system).
- ❖ February 14, 2020 – MPC meeting. 2 subdivision applications approved.
- ❖ Local Press Ads: MPC approved developments ads, business license renewal notices, development permit requirements.
- ❖ Interviewing complete for Administrative Assistant to begin February 24<sup>th</sup>, 2020.
- ❖ Continued work on land sales, contracts, transfers, etc.

## **On-going projects**

- ❖ Planning for Growth Project – working with a commercial/industrial appraiser to investigate land values. Off-site levy bylaw drafted.
- ❖ Amundsen Park – WSP has completed further work including detailed design plans, site grading, site layout, planting plan and typical details sheet. Additional grant funding being sourced.
- ❖ Framework for Growth project (Infrastructure Master Plan & Water Study) awarded. Investigative work has commenced.
- ❖ Multi-use Community Building Project contract was reviewed and Town's supplementary conditions submitted to the firm. Final designs being completed. Open house date set for February 27, 2020; materials prepared for the public.
- ❖ Intermunicipal Development Plan meetings held Jan 27, Feb 10 & Feb 19, 2020. Document draft being prepared for upcoming Council agenda.

*Submitted by  
Tara vanDellen  
Planner/Development Officer*



# 2019 ANNUAL NEWSLETTER



2019 was a rewarding year for Claresholm Town Council. Council held four Open Houses in 2019 with topics ranging from the 2019 Budget, the new Water & Sewer Utility Bylaw, Amundsen Park, the new Recycling Program, the Multi-Use Community Buildings and the Rural and Northern Immigration Pilot Project. Council found each Open House to be very worthwhile, and is committed to continuing regular Open Houses in 2020.

Council wishes to thank the everyone for your input and participation in the Vote of the Electors held September 30, 2019 in which the community decided to go forward with a borrowing bylaw in order to construct new Multi-use Community Buildings. Council is excited to see this project come to fruition.

Council appreciates the commitment of our citizens to the betterment of our community, in whatever capacity that may be. We look forward to continued growth in 2020. As always, Council is available to discuss any questions, comments or concerns. Thank you for your continued support.

~Mayor Doug MacPherson

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*"Community is much more than belonging to something; it's about doing something together that makes belonging matter." – Brian Solis.*

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## FAMILY & COMMUNITY SUPPORT SERVICES

2019 welcomed two new staff to FCSS. This was our second year of collaboration to offer help at Christmas; 129 food hampers were organized, and Little Shop of Wonders looked after helping 166 children receive gifts. Five volunteers prepared 419 tax returns for low income families and seniors. We continue to work closely with Emergency Management to prepare ourselves and the community in the case of a disaster. Youth of Tomorrow have moved into Mackin Hall along with The Station. Women's Conference tackled the women's health and wellness topics this year and was a success. The Roots of Empathy Program celebrated five years with two wonderful facilitators, making the program successful.

## MUSEUM & VISITOR INFORMATION CENTRE

2019 was a big year for the museum. In addition to hiring a new Executive Director the museum celebrated its 50th Anniversary. Our highlight was the Lieutenant Governor of Alberta, the Honorable Lois Mitchell officially opening the Louise McKinney Gallery (Famous Five) and Women in Agriculture Exhibit. That exhibit was a collaborative project with the United Farmers Historical Society. Another highlight was the commissioning of a video on Claresholm's own WW2 spitfire pilot Ben Scaman. That video now accompanies a new exhibit on Ben in the Main Exhibit Hall. We also opened a Selfie Photo Booth (period costumes) in the Station and entered a fun float in the Fair Days parade which, we must add, won best overall entry!!

## UTILITY SERVICES

The Airport Pump Station was decommissioned after 60 years of service and water to the airport is now being supplied directly from town. The water meter reading system was also updated to improve capability. Another highlight for the Utility Department in 2019 included the new Supervisory Control and Data Acquisition (SCADA) programming being commissioned. The Town utilizes this system to centrally monitor and control water distribution and wastewater collection sites.

## PLANNING & DEVELOPMENT

Planning for upgrades to Amundsen Park and preparations for Starline Business Park were completed in 2019. Work continues with community groups and grant applications to fund those and other community projects. Over 104 permits were issued in 2019 with development of just over \$2.4 million dollars taking place within Claresholm. The Development Department looks forward to 2020 and the multi-use buildings project completion along with all new/completed development.

## PARKS & RECREATION

2019 saw the community working together to offer more recreation opportunities for youth and adults. 2019 brought further pathway expansions, linking from Westlynn Dr. to the Kin Trail, and Frog Creek Storm Ponds. Claresholms pathway systems have increased significantly in the past two years, with more than four kms of trails. Amundsen Park has not seen significant changes since the early 90's. With a committee of Town representatives, community organizations, and community engagement, a plan has been set forward to begin a major rehabilitation of the park. This will include revamping the existing washroom facility, new playground, creation of a xeriscape garden, pergola, promenade pathway, and parking. The vision of this park will ensure it flourishes and is enjoyed in the years to come.

## BYLAW

In 2019 The Risk Reduction safety and educational program was recognized by the Provincial Government for its excellence, but without community collaboration it would not be possible. The Town can't thank everyone enough for your assistance in making Claresholm a great place to live, work and play. The majority of the 541 files created had quick resolution. Thank you again to the community for sharing your concerns, questions and solutions. Together we continue to make Claresholm a great place to call home.

## INFRASTRUCTURE SERVICES

Infrastructure services worked hard to coordinate and complete the maintenance and repairs to our water and sewer systems in the short 2019 construction season. They responded to 186 customer requests for services and 256 Alberta 1-Calls for locates of infrastructure. 840 metric tons of garbage were collected and hauled to the landfill, and an additional 252 tons of recycling collected.

Completed projects include: the replacement of two blocks of sanitary sewer piping, 620 meters of sidewalk was replaced, 700 m of new paved pathways, two blocks of pavement replacement & two blocks of pavement overlay. Town staff also installed a new 60 niche columbarium at the cemetery, the new recycling program was implemented, and the storm water pond project was officially completed.

## ECONOMIC DEVELOPMENT

2019 there were a total of 177 commercial/industrial business licenses and 93 home occupation licenses issued. The Town holds dual membership in both Alberta Southwest and SouthGrow to expand Claresholm's economic development network. Following the installation of two 17-foot welcome sign LED's, a shingle-sign program for downtown was launched, and there have been 12-local businesses participating in the Billboard Advertising Program.

Claresholm is the only community in Alberta to be a part of the 3 year Rural & Northern Immigration Pilot. The Economic Development Committee, Southwest Community Futures, and the Chamber of Commerce, were awarded \$83,000 for an 18-month labor Market Partnership grant to address labor force and employment issues at a local level; identifying barriers, and creating pathways to employment, within Claresholm.



### Town of Claresholm

221, 45 Ave West  
Phone: 403-625-3381  
[www.claresholm.ca](http://www.claresholm.ca)

# Economic Development Officer's Report

Town of Claresholm

February 19, 2020



Prepared by Brady Schnell for the CAO of the Town of Claresholm, and its Council.

Since the submission of the January 23, 2020 report I continue to perform my duties and responsibilities as outlined in my employment contract, and as directed by the Chief Administrative Officer and Economic Development Committee. This report provides a summary of the committee operations as well as highlights for significant projects, when appropriate.

## Economic Development Officer

The responsibilities required to maintain current Economic Development activities is reaching capacity for the EDO. This requires prioritization of efforts, and looking for assistance where available.

- Given the number of grants and stakeholders involved in 2020, the Director of Corporate Services agreed to assist with budget and record keeping.
- A local contractor has been sourced to perform the installation and removal of billboard signage for the Community Advertising Program.
- Given the removal of the provincial STEP program, the EDC budgeted all expenses for a full-time summer-student in 2020.
- The EDO has approached a recent EDC committee applicant about volunteering on specific projects
- Remote access to the Welcome Sign LED's will be investigated to save time, improve function, and increase the safety of the operator.

## Economic Development Committee (EDC):

The EDC met on February 18, 2020, with nine of the ten members in attendance. Preparations and training for the Rural and Northern Immigration Pilot (RNIP) selection committee are complete, and the group seems confident in the task ahead. The EDC will review the first RNIP applications at the March 17<sup>th</sup> meeting. In anticipation for this federally legislated pilot the EDC has begun to review a privacy and confidentiality agreement that was provided by Economic Development Lethbridge. Adopting an agreement such as this came at the recommendation of the Town of Claresholm EDO, and is prudent for the private information of candidates to the RNIP program, and for the protection of the selection committee members themselves.

## Labour Market Partnership

South-west Community Futures, the Claresholm & District Chamber of Commerce, and the Economic Development Committee have adopted a terms of reference for the Labour Market Partnership Steering Committee, and appointed members and alternates from each organization.



The new group has set a monthly meeting schedule, and the next steps will be to circulate an RFP for project management of the 18-month plan.

Claresholm; A Dynamic Labour Market will include research and analysis of: industry, labour-force, and workforce using a comprehensive business visitation program, focus groups, mail-out surveys, and public events. It also includes funding for an employment conference, strategic planning support, and marketing dollars (website) for the Claresholm RNIP.

### **Rural and Northern Immigration Pilot**

The Claresholm website now includes an RNIP landing page, a candidate sub-page, a participating employer's sub-page, and links to additional resources.

On January 22<sup>nd</sup>, in partnership with the Claresholm & District Chamber of Commerce the 4<sup>th</sup> Opportunity for Growth took place. The event was focused on Rural Immigration, with guest speakers from Immigration Refugee and Citizenship Canada, and the Foothills Community Immigration Services. More than 80-people attended, and the question period ran 1-hour.

On February 6<sup>th</sup> the first Claresholm RNIP Employer Orientation training sessions were held, once in the afternoon, and again that evening. Twelve (12) businesses completed the training and the EDO is working to verify all requirements are met before the jobs are posted.

On February 10<sup>th</sup> the Claresholm RNIP Employment Portal went live, and has averaged more than 350 new profiles every day since. These are unique profiles where potential immigrants to Canada provide their contact information, resume, cover-letter, and English, education and other supporting documents. Eligible employment opportunities will be posted and managed on the portal by the Economic Development Officer. Employers that do not already have a desired candidate can use this portal to find individuals that meet the federal criteria, community criteria, and have the skills and education for the job at hand.

The AB Ministry of Labour and Immigration has approved the joint application to the Settlement Integration and Languages Program that was submitted in partnership with the Calgary Catholic Immigration Services. The funding will be managed by CCIS and has come with some amendments to the project, more details to come.

### **Other Updates and Activity**

- The Recreation Coordinator and EDO implemented new drop-down menus on the Town website for a better user experience, and improvements to the arena-community calendar.
- The Claresholm Health & Safety Committee met on January 30<sup>th</sup> of which, I am an employer representative, and secretary.
  - Created an awareness poster
  - Leading an inquiry into the first complaint received by the HSC.
- Attended the Lethbridge Local Immigration Partnership Employment subcommittee meeting, having been invited by Lethbridge County EDO Martin Ebel.

- Accepted invitation to sit on the Lethbridge Immigration Partnership Council permanently, and attended on February 11<sup>th</sup>. *This group meets quarterly.*
- Assisted 4-small business owners with aspects of their operations
  - Advice on advertising the sale of a business and managing offers
  - Ran a branding session to develop name and logo for a new downtown business
  - Explored grant opportunities and collaboration with a new downtown business
  - Seeking more square-footage for a growing business that started in 2019
- Met with the owners/developers of Harvest Square residential subdivision
- Attended the Trade Show on behalf of the Town of Claresholm
- Assisted and attended Winterfestival on behalf of the Town of Claresholm
- Promoting the sale of the Fields building with 2-different foreign investors, ongoing.
- The Taber EDO and Claresholm EDO submitted a joint letter of nomination for Executive Director of SouthGrow, Peter Casurella be awarded Economic Developer of the Year at the upcoming Economic Developers Alberta conference in April 2020.

Submitted,

Brady Schnell, Economic Development Officer

## FCSS REPORT FOR COUNCIL

- Holly and I watched a Seniors Scams webinar and received all the tools from the organization to be able to host our own workshop for Claresholm seniors. We are looking at dates in March. The program and material is from USA so some of the content is not relatable but we will find Canadian comparable to use.
- Looked at the floorplans for the new Multi-Use building. Deciding where the best place for FCSS to have offices.
- Held two Caregiver Support Groups this month. Still have about 8 to 10 people attending along with Lynn Heward and also Lori Hoff (hospital social worker). The participants enjoy sharing information and things that they are struggling with. We have been talking about things that they enjoy doing and also mindfulness.
- Attended the two day training along with Gabrielle Kirk (our animator) to begin the Rural Mental Health project.

The Rural Mental Health project supports CMHA's vision of "mentally healthy people in a healthy society". The project aims to build the capacity of rural communities to consider their communities' wellness, mental health, and mental illness. By coming together, grassroots coalitions can support community wellbeing activities that reflect on the assets, values, and priorities of the community. A trained local Animator will facilitate these grassroots coalitions to identify broad areas of strength, concerns and opportunities, and support communities to identify and work to build local projects and capacity. Rural communities can connect with Rural Mental Health Network to share, support, and learn from one another while having access to additional resources and funding.

- Met with Jason to discuss the new ESS binder and go over the job organization chart we are working on.
- Winter Festival 2020 was a great success. The weather cooperated and many people attended the festivities. The scavenger hunt went well. We added more things to the list to look for so it took about 1 hour before the first team returned. They really loved the items on the list this year and all teams said they would return again next year.
- Attended The Station meeting and AGM. We have put off voting in a new board until the agencies have heard about the Children's Services Granting as the existence of some of the agencies is dependent on that funding. We are looking at grants to install a ramp for the outside, have been given a new pedestal sink which will be installed soon and are looking at other grants available. Teens are enjoying the space they have in the basement. We are looking at getting some carpets and furniture for them as well.
- Holly has been participating in the Wellness Challenge meetings and will be helping when the time comes. It will be held from April 19<sup>th</sup> to May 30<sup>th</sup>.

- Met with Sarah Bruinsma, the Program Coordinator of Wild Rose Food Connections in High River. Sarah has been successfully running the food recovery program in High River and is now working with FCSS to get one started in Claresholm. We have found a space (donated by Kieth Carlson) over by Willow Creek Gymnastics and she has applied for grants in order to buy fridges and freezers, staff (one person) and it will soon be up and running. Sarah would be happy to come to council as a delegation if anyone would like more information.
- We hosted Family Day Skate again this year. We had 150 participants and 20 volunteers. Some of the Youth of Tomorrow helped with set up and take down. There were 8 ladies from the Baptist Church that helped with the food. Early Childhood Coalition (PHECC) set up a play area for the younger kids and the face painter was steady throughout the day. We have such a generous community; we received donations from IGA, El Molino and Tim Hortons. Our survey showed out of 22 responses all were positive replies to the event.



## Claresholm Fire report

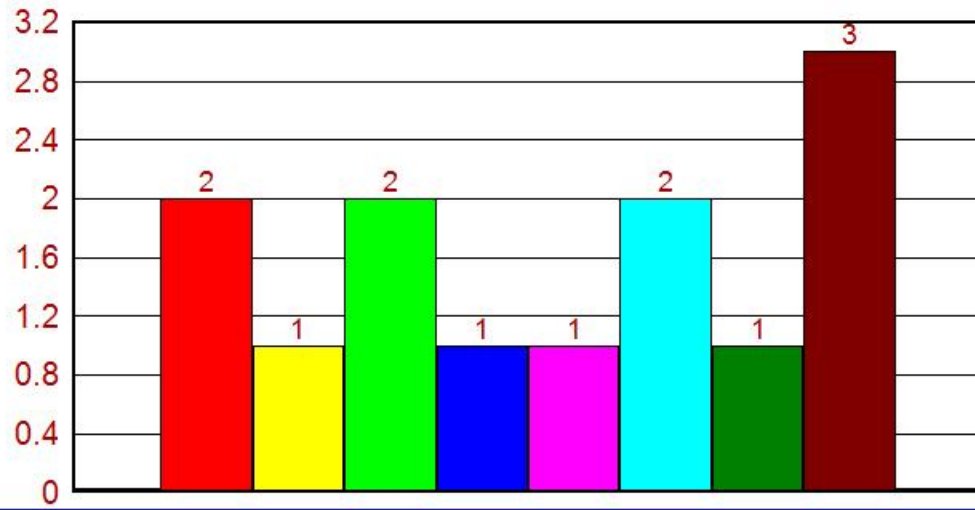
Feb 19<sup>th</sup> 2020

### Miscellaneous:

1. Craig White assumed FT Chief position as of February 10<sup>th</sup> 2020.
2. New Deputy Chief is Dallas Woodman, former Lt on the department, returned after a 1-year leave of absence. Dallas is a 10-01 Level 2 certified firefighter as well as a primary care paramedic with AHS in Claresholm, and has strong ties to the community.
3. Claresholm Fire is currently hosting the 10-01 Level 2 course, with 3 of our members in attendance – this course will run until late May / early June.
4. There are 0 safety code files / investigations open
5. We are still sitting at two vacancies, of the previous two vacancies one was filled by DC Woodman, we then had a member resign so we are now back at two – recruitment efforts are ongoing.
6. Calls attended from January 21<sup>st</sup> 2020 until February 19<sup>th</sup> attached below; as you will see this was a relatively quiet month with 13 calls.

# Claresholm Fire Responses

From Jan 21 20 to Feb 19 20



■ Alarm No Fire - detector activated - 2	■ Alarm No Fire - miscellaneous - 1
■ Fire Outside - 2	■ Fire Structure - 1
■ Gas Leak - miscellaneous - 1	■ Medical - EMS - 2
■ Public Service - miscellaneous - 1	■ Vehicle Accident - 3

# FEBRUARY 2020 H/R TAXATION REPORT

Prepared by Lisa Chilton

## Human Resources

February 28<sup>th</sup> will be Darlene Newson's last day. All the best to her in her retirement.

Administration has completed the hiring process and has hired Tracy Stewart to fill the vacancy. She will start on February 24<sup>th</sup>. Stop in and introduce yourself our newest team member when you have a minute.

The auditors were here and, thanks to Blair, we were organized and all went smoothly on our end.

## Assessment and Taxation

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Benchmark Assessments will declare our assessment to Asset by February 28<sup>th</sup> and we will soon receive our new assessments.

Below are the current outstanding taxes, except for the Tax Installment Payment Plan participants, at February 20<sup>th</sup>, 2020.

Taxes outstanding are **\$129,013.97** summarized as follows:

\$ 86,920.59	Arrears including penalties
\$ 39,218.69	Properties on 2019 Tax Arrears List. Subject to auction in 2020.
\$ 2,874.69	Property under tax agreement

There were 15 properties on the list last year. Ten properties have been paid in full or are within current outstanding amounts.

The 2020 Tax Arrears List will be at The Land Titles office by March 31<sup>st</sup> and will be registered in early April.

# Infrastructure Services



**February 2020**

**TOWN OF CLARESHOLM**

**Mike Schuweiler**

**Director of Infrastructure**



### **Airport**

Runways are operational with all lighting working. No issues to report on active runway or taxi strip at this time. Plowing done as required, when either 10cm depth or drifting is present. Runways are inspected after every snowfall.

### **Arena**

Everything is working well with the ice plant. No issues to report.

### **Town Buildings**

The regular monthly inspection of Town owned buildings continues. Winter is typically interior maintenance time and this year painting of the inside of the shop was completed.

The geotechnical site investigations for the new Town building sites, have been contracted out and drilling boreholes on site is scheduled for Tuesday Feb. 25<sup>th</sup>.

### **Cemetery**

As always, the winter frost is a problem for digging at the cemetery and it takes considerably longer to complete full graves and cremation holes.

### **Equipment**

Maintenance and repairs are ongoing. The sanding truck was broken down for two weeks while we waited for parts. All equipment is operational at this time.

### **Garbage**

Our collection program is working well. No complaints to report.

### Sidewalks

Some complaints about heaving of the sidewalks with the frost so deep have been received. There is not much the Town can do regarding this. The only improvement to the problem would be to improve drainage across the boulevard.

### Streets

No reported problems at this time. Frost depths were 52 inches at the end of Jan. Public works have been behind for weeks because of pothole repairs.

### Sanitary Sewers

One house had a sewer blockage. Monthly flushing of the sewer system in the Town's problem areas continues.

### Water Distribution

One water main break occurred in the last month, caused by ground movement and temperature change. It has been repaired. Two curb stops were replaced for requested customer shutoff.

### Storm Water Drainage

Ice covered catch basins are being cleaned as needed. There are no problems or frozen storm sewer lines at this time to report.

### Parks

We are continuing to remove broken or dead limbs from Town owned boulevard trees. Elm maintenance to be completed by end of March.

### **Recycling**

There is still some schedule confusion. We are working to inform everyone of days and time for collection. Also, we are having collection issues still with missed streets. We are working on a solution.

### **Staff**

No issues to report on at this time.

# CLARESHOLM RECREATION

January-February 2020



Authored by: Denise Spencer



CLARESHOLM RECREATION

## ARENA

- Definitions for Open Skate, Public Skate and Shinny advertised in paper as there was a concern from a parent regarding pucks during an open skate.
  - Open skate: an unsupervised public skate time. Arena staff will put up barriers if needed when they are at the facility to provide shared, but separated spaces. Pucks are allowed.
  - Family Skate: Parents and guardians attend with youth & children.
  - Public skate: Open to any age, no pucks.
  - Shinny: Appropriate hockey equipment should be worn for the safety of the participants.
- Arena Meeting January 22, feedback from Arena Staff
  - Signage for September 2020; Helmets recommended for youth 17 and under during Public Skate; helmets mandatory for Youth and adults playing Shinny Hockey
  - Concerns about some users not cleaning up after themselves. Recommend getting phone numbers of parents/guardians and writing incident reports so we can follow up.
- Spring-Summer Bookings
  - Claresholm Gun Show: April 18-19, set up April 17
  - CARES Garage Sale is booked for May 22-23, set up May 21
  - Gymnastics Showcase: May 31, 2020
- Lacrosse: Still no word if they will be running this season
- Tournament feedback; Organizer of the Glenlake Peewee Tournament February 15 & 16 had rave reviews regarding the organization, patience and helpfulness of the arena staff
- Pricing comparisons of Arena fees have been updated, recommendations to follow



**CHILD FREE SWIM PASS**  
**CLARESHOLM MINOR HOCKEY**  
**INITIATION HOCKEY TOURNAMENT PARTICIPANT**

FAMILY SWIM SATURDAY & SUNDAY 1-2PM  
PUBLIC SWIM 2-4PM FRIDAY, SATURDAY, SUNDAY  
SCHEDULE AT CLARESHOLM.CA OR CHECK OUT CLARESHOLM REC ON FACEBOOK  
**VALID FEBRUARY 1-FEBRUARY 29**

CLARESHOLM AQUATIC CENTRE  
Phone 403 625-2172  
212 Fairway Dr. West

Children 3-7 \$2.00 ~ Youth 8-17 \$3.25 ~ Adult 18-54 \$5.50 ~ Senior 55+ \$4.00  
7 and under must be with someone 14+ within arms reach



## CAC

- The Claresholm Center for Mental Health went through a change to their security system January, resulting in Pass Cards for unlocking the facility doors. The result was a temporary procedure to enter the pool if the system was not working, this lasted on and off for a week until the system was fully operational and the timers on the door were calibrated correctly.
- Lessons for February reading break filled, while after school lessons continue to be slow. Offering private lessons for the session that didn't fill,
- We had to adjust a weeklong session of lessons as the school backed out stating cultural reasons and exposure to mainstream society as the basis for doing so. There is now a Homeschool swimming lesson week in place of the rental.
- Raffle Basket Request Dates: February 2 & 3, M.H. Initiation Tournament, March 7 & 8, M.H. Novice Tournament, March 19 & 22, M.H. Atom B Provincial Tournament, March 14, Skating Club Carnival
- Swim Pass Donation Requests: January 24-25, Junior Bonspiel, February 2-3, M.H. Tournament, March 19-22, Atom B Provincial Tournament
- Followed up with Awesome Adventures about Basic Intro to Scuba Diving. They had reached out to us in November. I offered them a few dates for the year as it would generate interest. They would rent our facility for the program, and we would assist in promoting it.
- Staff are looking into becoming a Charter member with the Special Olympics. Not sure about how many participants in the surrounding area would participate. Requested staff to research fully for what our commitment would be, and numbers of who would be interested in participating
- CAC is branching into offering the following Red Cross programs, The Babysitters Course, and Stay Safe (Home Alone).

## Community Wellness Challenge

- The Claresholm Community Wellness Challenge

- Registration March 25 & 26 at WMES Reg. Fair 3-7pm, cut off April 15
- April 19-May 30 Challenge
- June 13 Walk/Run 8:30-9:30 at Frog Creek Wetlands, Pancake Breakfast 9:30-finish

### Willow Creek Soccer

- Changed from the Foothills league to CKSA League for the older competitive youth in Claresholm. This is an earlier season, with a cost savings to parents, communities include Nobleford, Picture Butte, Fort Macleod, Iron Springs
- Coaches are needed within our community for U13 & U15
- Poster created for posting on FB

### SASG-Southern Alberta Summer Games

- Alberta Sport Connect, a supporter of the Southern Alberta Summer Games has been disbanded by Alberta Sport Council which has cut outside funding. This will impact the amount of funds granted to host communities by S.A.R.A.
- Budgets for the coming years for the games will be impacted as S.A.R.A. will not be able to allot host communities the funds for medals and culture, \$17,000
- Claresholm Summer Games Society held an organizational meeting February 25, 2020

### The Range Gravel Experience

- July 25, 2020 distances of 53km, 110km, and 160km
- Event starts in Claresholm at the Community Hall
- This initiative by organizer Garth Stotts has the potential to become an annual event, which should create more tourism dollars in Claresholm
- Promoting this event within the community to create awareness
- Volunteers will be needed

### WILLOW CREEK SOCCER

#### Competitive League Update, big changes:

- Please message Megan McClung or comment on this post if your child would like to play competitive soccer this season!
- Registration cut off February 25, please confirm by Feb 14 if your child will be playing!
- Competitive teams will be moved to CKSA League
- Registration night February 20, 5-8pm at the Bill Simpson Room at the Library for the coming week dependent on the numbers of youth wanting to play!
- Soccer for those playing competitively will run March 30\*-June 8, wrap up tournament Saturday June 6

U11- born 2009-2010 Coached by Megan McClung  
Games Wednesdays at 6 pm, practices Tuesdays or Thursdays

U13-2007/2008  
Games Monday at 7 pm -coach needed

U15- 2005/2006  
Games Tuesday at 6 pm -coach needed

U18- 2002/2004  
Games Thursday 7 pm  
Travel for this league is Nobleford, Picture Butte, Fort Macleod, Iron springs and Claresholm



#### Willow Creek Soccer Meeting Thursday

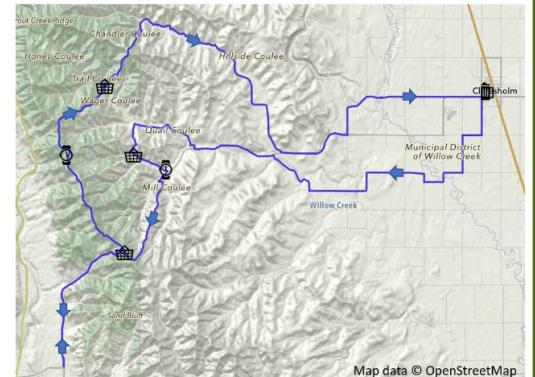
February 13, at 7 pm at the Library!

Please attend as our local league will not run in 2020 without the commitment of board members!

### THE RANGE Route



- **The Range: Gravel Cycling Classic**
- **Distance: 160 km Elevation: 2415m**
- **Start/Finish: Claresholm, AB**
- **Date: July 25, 2020 - 7:30 am Start**
- **Aid Stations: 4**
- **Time Cut-Offs: 2 (Ave 14 km/hr)**
- **Entry Limit: 300**
- **Creek Crossings: 2**
- **Site: thegraveexperience.com**



12/30/2019

The Gravel Experience

Map data © OpenStreetMap



# Claresholm

## Utility Services Report

February 2020

3700 8<sup>th</sup> Street West

Work# 1-403-625-3381

[brad.burns@claresholm.ca](mailto:brad.burns@claresholm.ca)

Box 1000 T0L-0T0

Cell # 1-403-625-1687

[www.claresholm.ca](http://www.claresholm.ca)

Claresholm, Alberta

Fax # 1-403-625-3869

Utility Services Manager, Brad Burns

# Regional Water Treatment Plant

## Maintenance

- Schedule 3 treated water quality limits daily monitoring, measuring and reporting frequency as per approval.
- Distribution free chlorine test taken daily.
- Calibrate lab testing equipment monthly.
- Inspect pumps, VFD's, piping, valves, and gauges daily.
- Check SCADA, electrical components and telemetry equipment daily.
- Check chemical rooms and DAF area equipment and process daily.
- Clean chlorine analyzer and change solutions monthly.
- Test onsite backup generator monthly.
- Inspect Water Plant Roof for Ice buildup on Venting Systems.
- Work on Building management System (B.M.S) Radiant Heater Solenoids.
- Yard Maintenance at all Utility Services locations.
- Install threshold for distribution area overhead door.
- MPE technician online setting up caustic transfer tag numbers.
- MPE technician online working on annual report summary updates for AEP.
- CHAMCO onsite working on SULLAIR compressor issues.
- Carbon Dioxide (Co2) control board issues.

## Co2 Alarm Indicates a Presence of Co2 in the Atmosphere when the Co2 Gas Displaces Oxygen in the Co2 Room





## Co2 Control Board Controls the Electronic Instrument Panel Device



### Alberta Parks and Environment Requirements

- Schedule 3 treated water quality limits daily monitoring, measuring and reporting frequency as per approval.
- Daily lab testing of treated water as per the approval in accordance with schedule 2&3.
- Distribution samples for free chlorine residual throughout town continue to be compliant.
- Bacteriological samples within the distribution system showing no Total Coliforms or E coli.
- AEP innovation meeting on lead management plans (MAC) for drinking water systems implementing new lower MAC's.
- Schedule 4, HAA 5, THM, and Microsystin testing sent into ELEMENT for biannual testing.
- AEP yearend report due February 28<sup>th</sup> 2020.

### Meetings

- Bi-weekly management meetings.
- Monthly Public Works safety meetings.
- Monthly onsite safety meetings.
- M.D Willow Creek Service Agreement Meetings as requested.

## Safety

- Check SCBA monthly.
- Check fire extinguishers monthly.
- Monthly Public Works safety meetings.
- Monthly onsite safety meetings.
- Check eyewash and shower stations monthly.
- Test chlorine alarm detector monthly.
- Check Co2 detector monthly.
- Check emergency lighting monthly.
- Complete required hazard assessments.
- Tool box meetings for weekly jobs to be done.
- Fire extinguisher inspected all buildings.

## Chemical

- Transfer chemicals to day tanks as required.
- Change gas chlorine bottles as required.
- Order and delivery of chemicals as required.

# Pumping Stations and Reservoirs

## Highway Pump Station

- Schedule 3 treated water quality limits daily monitoring, measuring and reporting frequency as per approval.
- Distribution free chlorine test taken daily.
- Inspect pumps, VFD's, piping, valves, and gauges daily.
- Check SCADA links, electrical components and telemetry equipment daily.
- Clean chlorine analyzer and change solutions monthly.
- Test onsite backup generator monthly.
- Human Machine Interface (HMI) issue to be determined.

### East Side Reservoir (UFA)

- Check SCADA links, electrical components and telemetry equipment weekly.
- Check sump pump and onsite manholes.
- Check reservoir overflow and drainage ditch.

## M.D Willow Creek

### Chlorine Booster Station

- Distribution free chlorine and required test taken as per Code of Practice for a Waterworks System Consisting Solely of a Water Distribution System.
- Bacteriological, THM and Lead samples as per AEP code of practice.
- Check building daily and record as per AEP code of practice.
- Clean chlorine line and replace pump tube as required.

### Airport

- Airport Pump Station building checks weekly.
- Delivery of Fire Backup fuel tank onsite.

### West Water CO-OP

- Distribution free chlorine and required test taken as per Code of Practice for a Waterworks System Consisting Solely of a Water Distribution System.
- Check PRV and double check valves biweekly.

## Water Distribution

### Universal Metering

- Meter readings as requested by the office.
- Replace/check ERT's and inspected meters as requested by office.
- Monthly town meter reads.
- New ITRON Mobile Reading system update working great.

### Government Compliance

- Schedule 3 treated water quality limits daily monitoring, measuring and reporting frequency as per approval.

### Town of Granum and Supply Line

- Check supply line monthly.

### Meter Vaults

- Check acreage meter vault bi-weekly.
- Check Granum meter vault (in Claresholm) bi-weekly.

### Distribution Lines

- Two Bacteriological samples sent to Provincial Health Lab for testing once per week.
- Distribution free chlorine test taken once per week.

# Lagoon and Wastewater Collection

## Government Compliance

- Code of practice for wastewater systems using a wastewater lagoon daily monitoring requirements.

## Harvest Square Lift Station

- Check lift station online daily.
- Check SCADA pack, electrical components and telemetry equipment weekly.
- Test onsite backup generator monthly.

## Lagoons

- Check lift station daily.
- Check SCADA, electrical components and telemetry equipment daily.
- Test onsite backup generator monthly.
- Inspect piping, vales and gauges daily.
- Concrete from school demolition hauled and placed onsite around facultative cells.
- MPE technician onsite replacing and programing analog input card.

## Analog Input Cards Control Process Signals of Standard Magnitude 4-20mA



## Raw Water Supply

### Pine Coulee Reservoir

- Pine Coulee Reservoir 52% level 1047.88 geodetic meters.
- Chain Lakes Reservoir 100% 1297.18 geodetic meters.

### Raw Water Storage Reservoir

- Schedule 2 raw water daily monitoring, measuring and reporting frequency as per approval.
- Onsite raw water reservoir 64% 6062 mm.
- Check blowers to lake daily.

### Golf Course

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

## COUNCIL RESOLUTION STATUS

Regular Scheduled Meeting - November 25, 2019				
1	BYLAW #1678 - Moved by Councillor Schlossberger to get a commitment from Willow Creek Funeral Services to purchase and install an additional columbarium at the cemetery for engraving. CARRIED MOTION #19-181	Mike/Blair	Location to be identified and approved upon an upcoming agenda in the spring.	Complete
4	CORRES: Claresholm Golf Club RE: Bridge by Holes 6 & 7 - Referred to Administration to determine cost of repairing the bridge.	Mike	Bridge will be removed, repaired and re-installed.	Complete
Regular Scheduled Meeting - December 9, 2019				
16	RFD: Summer Games Administration - Moved by Councillor Carlson to approve the Service Agreement for the Southern Alberta Summer Games Administrator position with the municipalities in the MD of Willow Creek for 2019 as presented. CARRIED MOTION #19-192	Blair	Contract is being passed around to participant communities for signing	In progress
Regular Scheduled Meeting - January 13, 2020				
19	RFD: Multi-use Buildings Project Proposals - Moved by Councillor Schlossberger to award the contract for the Multi-use Community Buildings Project to Tricon Developments Inc. in the amount of \$3,038,333.00 plus GST. CARRIED MOTION #20-012	Blair	Contract has been reviewed by legal and all changes complete.	Complete
Regular Scheduled Meeting - January 27, 2020				
2	Delegation Response: Claresholm Skatepark Association - Moved by Councillor Moore to rescind Motion #19-038. CARRIED MOTION #20-016 Moved by Councillor Schulze to support locating the new skatepark on the site of the new Multi-use Community Building at 5318 – 2nd Street West. CARRIED MOTION #20-017	Mike/Denise	Conversations ongoing	In progress
Regular Scheduled Meeting - February 10, 2020				
5	CORRES: Alberta Municipal Affairs - Moved by Councillor Carlson to submit an application to the Minister's Award for Municipal Excellence in the categories of Building Economic Strength and Smaller Municipalities for the Rural & Northern Immigration Pilot Project. CARRIED MOTION #20-027	Brady/Karine	Application process initiated.	In progress
6	CORRES: AUMA - Moved by Councillor Schulze to send the Chief Administrative Officer and up to three members of Council to AUMA's Spring 2020 Municipal Leaders' Caucus on March 25 & 26, 2020 in Edmonton. CARRIED MOTION #20-028	Karine		In progress

8	RFD: Infrastructure Master Plan - Moved by Councillor Cutler to accept the proposal for the Framework for Growth Project to Associated Engineering Alberta Ltd. in the amount of \$118,953.00 plus GST. CARRIED MOTION #20-029	Tara	Notification letter sent	Complete
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PREPARED BY: Tara VanDellen, Planner/Development Officer

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APPROVED BY: Marian Carlson, CLGM – CAO

DATE: February 20, 2020

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# INFORMATION ITEMS



# MUNICIPAL PLANNING COMMISSION MINUTES

**December 13, 2019**  
**Town of Claresholm – Council Chambers**

**Attendees:** Doug MacPherson – Mayor  
Brad Schlossberger - Council Member (Chairperson)  
Jeff Kerr – Member-At-Large  
Doug Priestley - Member-at-Large

**Regrets:** Kieth Carlson – Council Member

**Staff:** Tara VanDellen – Planner/Development Officer  
Darlene Newson, Infrastructure Admin Assistant

**Public Present:** Rob Vogt, CLP

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<b>8:30 a.m.</b>	<b>Call to Order /Adoption of Agenda</b>	<b>Motion to adopt the agenda by Doug Priestley</b>
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**Seconded by Jeff Kerr**

**CARRIED**

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**Adoption of Minutes**

- November 8, 2019

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

**Seconded by Councillor Schlossberger**

**CARRIED**

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<b>Item 1: ACTION</b>	<b>DEVELOPMENT PERMIT</b>	<b>Motion to approve with conditions by Jeff Kerr</b>
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File: D2019.099  
ORRSC File: 2019-0-162  
Applicant: Halma Thompson Land Surveys Ltd.  
Owner: Cottonwood Village Ltd, Pillar Homes (1991) Ltd.  
Legal: Lots 1 & 2, Block 7, Plan 7911185 & lot 14, Block 7, Plan 9910869 within NW ¼ 23-12-27-W4M  
Regarding: Subdivision Application (Draft Resolution for Approval)

**Seconded by Doug Priestley**

**CARRIED**

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<b>Item 2: ACTION</b>	<b>DEVELOPMENT PERMIT</b>	<b>Motion to approve with conditions by Jeff Kerr</b>
-----------------------	---------------------------	---

File: D2019.100  
Applicant: 1981447 Alberta Ltd.,  
Owner: M.R.E. Developments Ltd & Desiree Shannon  
Address: 81 Harvest Square, Claresholm

**Seconded by Doug Priestley**



# MUNICIPAL PLANNING COMMISSION MINUTES

December 13, 2019  
Town of Claresholm – Council Chambers

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Legal: Lot 16, Block 3, Plan 1014361

**CARRIED**

**Regarding: Side yard deck with variance to side yard setback dimensions.**

1. *The applicant shall obtain all relevant Safety Code Permits and approvals.*
2. *The applicant shall ensure that building materials and waste materials on the premises are removed or contained and secured in such a manner that prevents such material from being blown off or scattered from the property.*

**Note(s):**

3. *Any further changes to issued permits or site plans require prior approval by the Town of Claresholm before proceeding with any changes.*
4. *Special attention should be taken to provide privacy for neighbouring properties.*

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**8:57 a.m.**

**Motion to adjourn by  
Doug Priestley**

**CARRIED**

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