



**TOWN OF CLARESHOLM  
PROVINCE OF ALBERTA  
REGULAR COUNCIL MEETING  
JANUARY 23, 2023  
AGENDA**

**Time: 7:00 P.M.**

**Place: Council Chambers**

**Town of Claresholm Multi-Use Community Building, 111 – 55 Avenue West**

**Livestream: <https://www.youtube.com/channel/UCe3OPyLhTzPajvPVAtnLIKA/live>**

**NOTICE OF RECORDING**

**CALL TO ORDER**

**AGENDA: ADOPTION OF AGENDA**

**MINUTES: REGULAR MEETING – JANUARY 9, 2023**

**PUBLIC HEARING: BYLAW #1738 – Land Use Bylaw Amendment**

**ACTION ITEMS:**

1. **BYLAW #1738 – Land Use Bylaw Amendment**  
**RE: 2<sup>nd</sup> & 3<sup>rd</sup> Readings**
2. **BYLAW #1757 – Land Use Bylaw Amendment**  
**RE: 1<sup>st</sup> Reading**
3. **CORRES: Mayor Brian Holden, Town of Bon Accord**  
**RE: Ambulance Crisis**
4. **CORRES: Canadian Federation of Independent Business**  
**RE: 2023 Municipal Business Report**
5. **CORRES: Rowan House**  
**RE: Safe at Home Project**
6. **CORRES: National Police Federation**  
**RE: The NPF's Recommendations for a Safer Alberta – Budget 2023**
7. **CORRES: Claresholm & District Chamber of Commerce**  
**RE: 2023 Claresholm Trade Fair**
8. **REQUEST FOR DECISION: Renewal Stream Application**
9. **REQUEST FOR DECISION: Subdivision Application – Old Railway Lands**
10. **INFORMATION BRIEF: Amundsen Park Update**
11. **INFORMATION BRIEF: CAO Report**
12. **INFORMATION BRIEF: Council Committee Reports**
13. **INFORMATION BRIEF: Council Resolution Status**
14. **ADOPTION OF INFORMATION ITEMS**
15. **IN CAMERA:**
  - a. **Personnel – FOIP Section 17**

**INFORMATION ITEMS:**

1. **Claresholm & District Museum Board Meeting Minutes – October 18, 2022**
2. **Oldman River Regional Services Commission Executive Meeting Minutes – Nov 10, 2022**
3. **Claresholm & District Transportation Society Annual Meeting Minutes – Sept 15, 2022**
4. **Claresholm & District Transportation Society Meeting Minutes – October 13, 2022**
5. **Claresholm Public Library Board Meeting Minutes – November 22, 2022**
6. **Willow Creek Regional Intermunicipal Collaboration Framework Committee Meeting Minutes – April 20, 2022**

**ADJOURNMENT**



# Claresholm

## TOWN OF CLARESHOLM PROVINCE OF ALBERTA REGULAR COUNCIL MEETING MINUTES JANUARY 9, 2023

Place: Council Chambers  
Town of Claresholm Multi-Use Community Building, 111 – 55 Avenue West  
Livestream: <https://www.youtube.com/channel/UCe3OPyLhTzPajvPVAatNL1KA/live>

**COUNCIL PRESENT:** Mayor Chelsae Petrovic, Councillors: Kieth Carlson, Mike Cutler, Rod Kettles, Kandice Meister, Brad Schlossberger and Craig Zimmer

**ABSENT:** None

**STAFF PRESENT:** Chief Administrative Officer: Abe Tinney, Finance Assistant: Karine Keys

**MEDIA PRESENT:** None

**NOTICE OF RECORDING:** Mayor Petrovic 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 Petrovic.

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

**CARRIED**

**MINUTES:** **REGULAR MEETING – DECEMBER 12, 2022**

Moved by Councillor Meister that the Regular Meeting Minutes of December 12, 2022 be accepted as presented.

**CARRIED**

**ACTION ITEMS:**

1. **BYLAW #1737 – Road Closure Bylaw**  
**RE: 2nd & 3rd Readings**

Moved by Councillor Zimmer to give Bylaw #1737, a Road Closure Bylaw, 2nd Reading.

**CARRIED**

Moved by Councillor Cutler to give Bylaw #1737, a Road Closure Bylaw, 3rd & Final Reading.

**CARRIED**

2. **BYLAW #1756 – Water & Sewer Bylaw Amendment**  
**RE: 2nd & 3rd Readings**

Moved by Councillor Meister to give Bylaw #1756, the Water & Sewer Utility Bylaw Amendment, 2nd Reading.

**CARRIED**

Moved by Councillor Kettles to give Bylaw #1756, the Water & Sewer Utility Bylaw Amendment, 3rd & Final Reading.

**CARRIED**

3. **CORRES: Alberta Justice and Public Security and Emergency Services**  
**RE: Invite to Virtual Community Justice Centre Engagement Sessions**

Received for information.

4. **CORRES: Reeve Maryanne Sandberg, MD of Willow Creek No. 26**  
**RE: Annexation**

Received for information.

5. **CORRES: Reeve Maryanne Sandberg, MD of Willow Creek No. 26**  
**RE: Annexation**

Received for information.

6. **REQUEST FOR DECISION: Transportation of Medical Patients by Claresholm Fire**

MOTION #23-001 Moved by Councillor Kettles to adopt the document “Transportation of Medical Patients by Claresholm Fire Department” as presented, with the conditions outlined in the (draft) Operational Guideline as well as the On-Line Medical Consultation MFR Process.

**CARRIED**

7. **REQUEST FOR DECISION: Grant Application - NRED**

MOTION #23-002 Moved by Councillor Schlossberger to apply for the Northern Regional Economic Development Program (NRED) with an application as described, with \$23,000 coming from 2023 Land Reserves and \$12,000 being re-allocated from 2023 Economic Development Wages.

**CARRIED**

**8. REQUEST FOR DECISION: Canada Summer Jobs Grant**

MOTION #23-003 Moved by Councillor Cutler to direct administration to apply to the Canada Summer Jobs program for a part-time temporary Recreation Assistant for summer 2023, and that final approval of this project be determined during future budgetary discussions.

**CARRIED**

**9. REQUEST FOR DECISION: 2023 Open Houses**

MOTION #23-004 Moved by Councillor Meister to approve the proposed Open House dates and topics as presented for 2023.

**CARRIED**

**10. REQUEST FOR DIRECTION: Clean Energy Improvement Program**

Received for information.

**11. FINANCIAL REPORT: Statement of Operations November 30, 2022**

Moved by Councillor Zimmer to accept the Consolidated Statement of Operations for the month ended November 30, 2022 as presented.

**CARRIED**

**12. INFORMATION BRIEF: Economic Development in Rural Alberta**

Received for information.

**13. INFORMATION BRIEF: Business License Application Revision**

Received for information.

**14. INFORMATION BRIEF: Council Committee Reports**

Received for information.

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

Received for information.

**16. ADOPTION OF INFORMATION ITEMS**

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

**CARRIED**

**17. IN CAMERA:**

- a. Legal – FOIP Section 27
- b. Advice from Officials – FOIP Section 24
- c. Personnel – FOIP Section 17

Moved by Councillor Cutler to go In Camera at 7:56 p.m. for the following items:

- a. Legal – FOIP Section 27
- b. Advice from Officials – FOIP Section 24
- c. Personnel – FOIP Section 17

**CARRIED**

**NOTICE OF RECORDING CEASED:** Mayor Petrovic stated that the live stream has ended at 7:56 p.m.

Moved by Councillor Carlson to come out of In Camera at 8:32 p.m.

**CARRIED**

**NOTICE OF RECORDING:** Mayor Petrovic provided notice that live streaming and recording of the Council meeting would begin again at 8:32 p.m.

- a. Legal – FOIP Section 27

MOTION #23-005 Moved by Councillor Zimmer to ratify the CUPE Local 3023 contract with the Town of Claresholm, and all the agreed upon changes as presented for the years 2023-2026.

**CARRIED**

**ADJOURNMENT:** Moved by Councillor Kettles that the meeting adjourn at 8:33 p.m.

**CARRIED**

**NOTICE OF RECORDING CEASED:** Mayor Petrovic noted that recording ceased at 8:33 p.m.

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Mayor – Chelsae Petrovic

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Chief Administrative Officer – Abe Tinney

# PUBLIC HEARING



# NOTICE OF PUBLIC HEARING

## TOWN OF CLARESHOLM IN THE PROVINCE OF ALBERTA

### PROPOSED BYLAW NO. 1738

7:00 p.m., Monday, January 23, 2022  
Town of Claresholm Council Chambers  
111 - 55 Avenue West

PURSUANT to sections 216.4, 606 and 692 of the Municipal Government Act, Revised Statutes of Alberta 2000, Chapter M-26, as amended, the Council of the Town of Claresholm in the Province of Alberta has given first reading to Bylaw No.1738, which on final passage would amend the Town of Claresholm Land Use Bylaw No.1525.

**THE PURPOSE of proposed Bylaw No. 1738 is to designate a portion of land described as:**

**CLOSED ROADWAY, THAT PORTION ALL OF LANE SHOWN ON PLAN 6129 JK, CONTAINING 0.112 HECTARES, MORE OF LESS BE AMENDED BY CHANGING FROM NO DESIGNATION TO “PUBLIC – P”.**



**THEREFORE, TAKE NOTICE THAT** a public hearing to consider proposed Bylaw No. 1738 will be held in the Town of Claresholm Council Chambers at 7:00 p.m. on Monday, January 23, 2023.

**AND FURTHER TAKE NOTICE THAT** anyone wishing to make a presentation regarding the proposed bylaw should contact the Town Planner/Development Officer no later than 2:00 p.m. on January 19, 2023. Both written and/or verbal presentations may be given at the public hearing. A copy of the proposed bylaw may be emailed please inquiry at the Town office during normal business hours.

**DATED** at the Town of Claresholm in the Province of Alberta this 6 day of January, 2023.

*Abe Tinney*  
Chief Administrative Officer

# ACTION ITEMS



# REQUEST FOR DECISION

Meeting: January 23, 2023  
Agenda Item: 1

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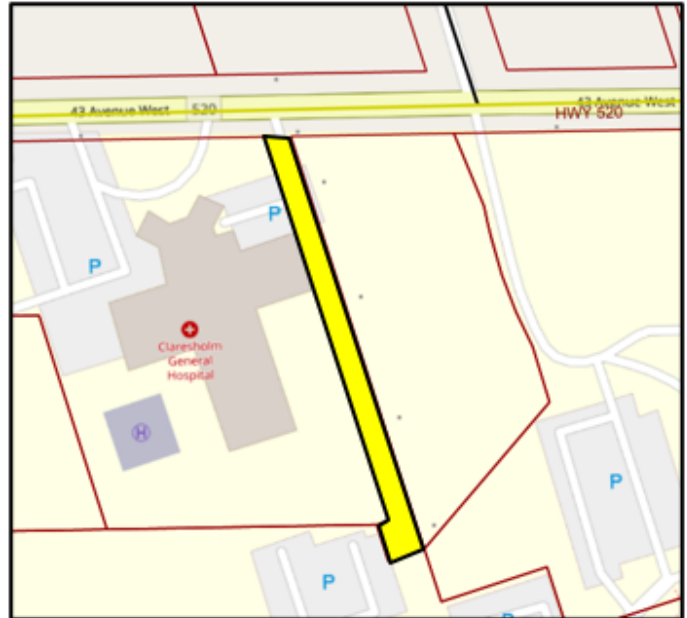
## BYLAW No. 1738 - LAND USE BYLAW No.1525 AMENDMENT

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### BACKGROUND / DESCRIPTION:

At the May 9, 2022 regular meeting, Town Council gave first reading to Bylaw No. 1738, a land use Bylaw amendment. This is a bylaw for the closed roadway (alley) adjacent to AHS (hospital). This bylaw allows for the land that currently has no zoning (no land use district), to be zoned public (P).

In accordance with the Municipal Government Act (MGA) Section 692, a public hearing is required prior to giving second reading and notice must be given in accordance with MGA Section 606. The notice of public hearing was circulated in the Local Press Town News January the 11<sup>th</sup> and 18<sup>th</sup>, 2022 and mailed to a wide neighborhood circulation. No comments were received from the neighborhood circulation.



### RECOMMENDED ACTION:

Council pass a resolution to give Bylaw No. 1738, 2<sup>nd</sup> and 3<sup>rd</sup> readings for the districting of the closed roadway after the Public Hearing.

### PROPOSED RESOLUTIONS:

Moved by Councillor \_\_\_\_\_ to give Bylaw No. 1738, a Land Use Bylaw Amendment, 2<sup>nd</sup> reading.

Moved by Councillor \_\_\_\_\_ to give Bylaw No. 1738, a Land Use Bylaw Amendment, 3<sup>rd</sup> and final reading.

### ATTACHMENTS:

- 1.) Bylaw No.1738

### APPLICABLE LEGISLATION:

- 1.) LUB No.1525
- 2.) Municipal Government Act, RSA 2000, Chapter M-26, Section 692 – Planning Bylaws.
- 3.) Municipal Government Act, RSA 2000, Chapter M-26, Section 606 – Requirements for Advertising.
- 4.) Municipal Government Act, RSA 2000, Chapter M-26, Section 230 – Public Hearings.

PREPARED BY: Tara VanDellen, Planner/Development Officer

APPROVED BY: Abe Tinney, CAO

DATE: January 19, 2023



**TOWN OF CLARESHOLM  
PROVINCE OF ALBERTA  
BYLAW # 1738**

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

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

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

**WHEREAS** the purpose of the amendment is to accommodate the change of use for closed roads from “No zoning” to “Public – P”.

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

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

**LAND USE DISTRICT MAP**

**CLOSED ROADWAY, THAT PORTION ALL OF LANE SHOWN ON PLAN 6129 JK, CONTAINING 0.112 HECTARES, MORE OF LESS BE AMENDED BY CHANGING FROM NO DESIGNATION TO “PUBLIC – P”.**

2. This Bylaw shall take effect on the date of final passage.
3. That Bylaw #1738 be consolidated with Bylaw #1525.
4. Bylaw #1525 is hereby amended.

Read a first time in Council this **9th** day of **May** 2022 A.D.

Read a second time in Council this      day of      2023 A.D.

Read a third time in Council and finally passed in Council this      day of      2023 A.D.

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Chelsae Petrovic, Mayor

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Abe Tinney, Chief Administrative Officer



# REQUEST FOR DECISION

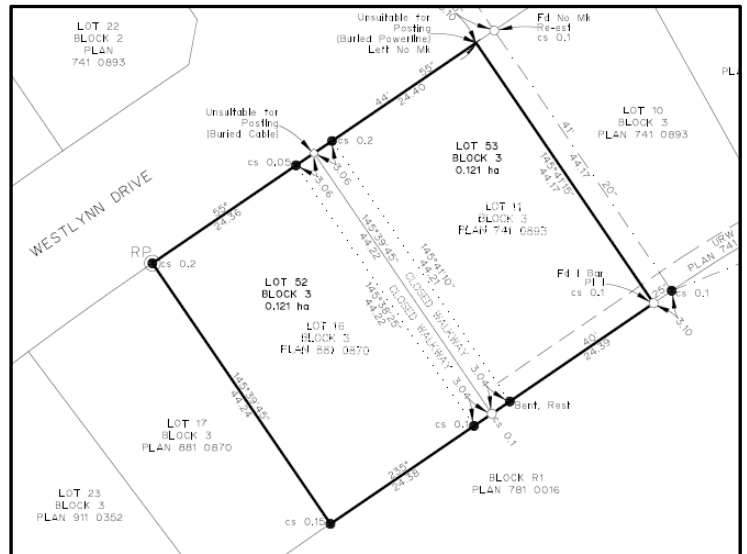
Meeting: January 23, 2023  
Agenda Item: 2

## BYLAW No. 1757 - LAND USE BYLAW No.1525 AMENDMENT

The Town of Claresholm has been working on a walkway closure adjacent to the golf course. As part of that process, the area will require zoning to R1 (single detached residential – once consolidated with the adjacent property). The road closure bylaw is currently in process and in anticipation of completion, the zoning bylaw can be given first reading in preparation for the public hearing prior to 2<sup>nd</sup> and 3<sup>rd</sup> readings.

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

The purpose of first reading is to get the land use amendment bylaw “on the books” so to speak, in anticipation of the public road closure bylaw being complete. This will expedite the process when the road closure bylaw is received from the Minister’s office.



### **RECOMMENDED ACTION:**

Moved by Councillor \_\_\_\_\_ to give first reading to Bylaw No. 1757, a bylaw to amend Land Use Bylaw No.1525.

### ATTACHMENTS:

- 1.) Draft Bylaw No. 1757

### APPLICABLE LEGISLATION:

- 1.) LUB No.1525 & MDP No.1644
- 2.) Municipal Government Act, RSA 2000, Chapter M-26, Section 606 – Requirements for Advertising.
- 3.) Municipal Government Act, RSA 2000, Chapter M-26, Section 230 – Public Hearings.

PREPARED BY: Tara VanDellen, Planner/Development Officer

APPROVED BY: Abe Tinney, CAO

DATE: January 19, 2023



**TOWN OF CLARESHOLM  
PROVINCE OF ALBERTA  
BYLAW # 1757**

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

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

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

**WHEREAS** the purpose of the amendment is to accommodate the change of use for closed roads from “No zoning” to “Single Detached Residential – R1”.

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

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

**LAND USE DISTRICT MAP**

**CLOSED WALKWAY**

**FIRSTLY**

**THAT PART OF**

**PLAN 7410893**

**BLOCK 3**

**WALKWAY**

**THAT FALLS WITHIN**

**PLAN \_\_\_\_\_**

**BLOCK 3**

**LOT 52**

**CONTAINING 0.013 HECTARES (0.03 ACRES) MORE OR LESS**

**EXCEPTING THEREOUT ALL MINES AND MINERALS**

**SECONDLY**

**THAT PART OF**

**PLAN 7410893**

**BLOCK 3**

**WALKWAY**

**THAT FALLS WITHIN**

**PLAN \_\_\_\_\_**

**BLOCK 3  
LOT 53  
CONTAINING 0.013 HECTARES (0.03 ACRES) MORE OR LESS  
EXCEPTING THEREOUT ALL MINES AND MINERALS**

**BE AMENDED BY CHANGING FROM NO DESIGNATION TO “SINGLE DETACHED RESIDENTIAL – R1”.**

#

2. This Bylaw shall take effect on the date of final passage.
3. That Bylaw #1757 be consolidated with Bylaw #1525.
4. Bylaw #1525 is hereby amended.

Read a first time in Council this            day of            2023 A.D.

Read a second time in Council this       day of       2023 A.D.

Read a third time in Council and finally passed in Council this       day of       2023 A.D.

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Chelsae Petrovic, Mayor

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Abe Tinney, Chief Administrative Officer

January 12<sup>th</sup>, 2023

The Honourable Jason Copping  
Minister of Health  
204, 10800 – 97 Avenue  
Edmonton, AB T5K 2B6

VIA EMAIL [health.minister@gov.ab.ca](mailto:health.minister@gov.ab.ca)

**Re: Ambulance Crisis**

Dear Minister Copping:

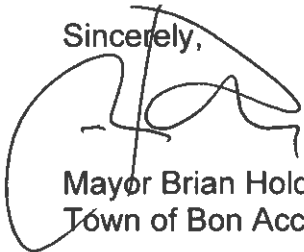
At the Regular Bon Accord Council Meeting on December 6, 2022, Council received a copy of correspondence from the Town of Ponoka to the Ministry of Health requesting support for their local fire department as first responders for emergency ambulance calls. Bon Accord Town Council fully stand with Ponoka in support of their request for better delivery of ambulance services across the province.

The incidents described in the letter show that ambulance service for rural Albertans is in severe crisis. What steps are being taken to remedy this detrimental situation for our communities? As Canadians, our section 7 Charter right to life, liberty, and security of person should be top priority. The current state of our ambulance service, or lack thereof, affirms instead that these rights hang in the balance.

These incidents, and others across the province, also show the value local fire departments bring to our communities. The lack of adequate ambulance service is placing unfair stress and expectations on volunteer firefighters and further putting the health and safety of Albertans in jeopardy.

These community volunteers and our communities deserve better. We hope your Ministry will make positive changes moving forward to uplift our communities during these difficult times.

Sincerely,



Mayor Brian Holden  
Town of Bon Accord

cc: Premier Danielle Smith  
Rachel Notley, Leader of the Opposition  
Alberta Municipalities  
Dale Nally, MLA – Morinville-St. Albert  
Pat Mahoney, Fire Chief – Town of Bon Accord



## Karine Keys

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**From:** Daniela Vazquez <Daniela.Vazquez@cfib.ca>  
**Sent:** January 9, 2023 1:55 PM  
**To:** Karine Keys  
**Subject:** Upcoming release of CFIB's 2023 Municipal Business Report  
**Attachments:** CFIB letter to Alberta Mayors on Municipal Business Report.pdf

Dear Mayor and council,

Please see the attached letter from the Canadian Federation of Independent Business regarding the upcoming release our first annual *Municipal Business Report*, which discusses the top municipal priorities of small businesses across eight western Canadian cities, including Calgary and Edmonton.

We look forward to working with you and welcome the opportunity to meet to discuss the priorities of our members, the report, and how to strengthen your municipality's small business environment. To arrange a meeting please contact us directly at [ms.alberta@cfib.ca](mailto:ms.alberta@cfib.ca).

### Annie Dormuth

Provincial Affairs Director  
British Columbia and Alberta  
C: 403-700-1945

[BC Twitter](#) | [Alberta Twitter](#)

**CFIB** – In business for your business.

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January 9, 2023

**Subject: Upcoming release of our 2023 Municipal Business Report**

Dear Mayor and council,

As you know, the Canadian Federation of Independent Business (CFIB) is Canada's largest business association, representing 95,000 small- and medium-sized enterprises (SME) across Canada, and 9,300 here in Alberta. In the province, we represent small businesses across all industries, with a large share in the retail, construction, personal services, and hospitality sectors. Most of our members in the province have 10 or less employees and generate less than \$1 million in sales a year.

We are writing today to draw your attention to the upcoming release of our *2023 Municipal Business Report*, which discusses the top municipal priorities of small businesses across eight western Canadian cities, including Calgary and Edmonton. This report evaluates three areas: municipal taxation of businesses, red tape reduction, and small business-friendliness policies. The report offers recommendations for best practices and ways to improve the small business environment within your municipality. It is our hope that this report is used as a benchmark for municipal governments to improve in these three areas and learn from other municipalities.

Small businesses are an integral part of the local economy with 88% of Alberta businesses stating that they employ members of the community, use products or materials from another local businesses (79%), and donate goods and services to charities or causes (70%). Businesses have also been coping with slow economic recovery, inflationary pressures, rising interest rates, overwhelming stress, and government cost increases. With these realities in mind, this year is an opportunity for council to focus on the priorities and challenges facing Alberta small businesses.

CFIB is pleased to offer its insights on the current state of small businesses in your municipality that will help guide policy decisions and programs that support economic growth. We hope we can continue to work together on these matters and request a meeting to share with you the report. To arrange a meeting please contact us directly at [ms.alberta@cfib.ca](mailto:ms.alberta@cfib.ca).

Sincerely,



Annie Dormuth  
Alberta Provincial Affairs Director



Andrew Sennyah  
Senior Policy Analyst, Legislative Affairs - Alberta

RECEIVED

DEC 07 2022

Dear Town of Claresholm,

On behalf of Safe at Home I would like to express my heartfelt gratitude to everyone that has been so supportive and welcoming of the Safe at Home program. The Town of Claresholm and FCSS have truly been instrumental in the development and launch of this new pilot project. Your unwavering support has allowed us to test a unique approach that will help families affected by domestic violence and abuse find healthier ways to end the cycle of violence.

Welcoming a new and somewhat controversial project into your town shows what a progressive group of people you have leading change for your community and the issue of domestic violence. We also greatly appreciate you supporting us with a grant to ensure our staff are able to keep their skills current through important training and development.

We have made the difficult decision to close the Claresholm facility and shift to an outreach model for the final year of our current funding. We believe we can support clients more effectively with services that can be accessed online. We hope to continue to support the population of Claresholm and surrounding area through this alternative approach and look forward to continued collaboration.

Please contact me if you have questions or concerns.

Sincerely,



Leah DeMarsh  
Safe at Home Team Lead  
[leahd@rowanhouse.ca](mailto:leahd@rowanhouse.ca)  
403-468-2042



November 8, 2022

## Karine Keys

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**From:** Maryanne King <mking@npf-fpn.com>  
**Sent:** January 13, 2023 9:17 AM  
**To:** Chelsae Petrovic  
**Cc:** Karine Keys  
**Subject:** The NPF's Recommendations for a Safer Alberta - Budget 2023

Good morning Mayor Petrovic,

We hope you are well, and that the Town of Claresholm is looking ahead to a prosperous 2023.

We continue to push back against the government's unnecessary, expensive, proposed provincial police service transition that is both unpopular and unfounded.

I'm connecting to share the National Police Federation's 2023 provincial pre-budget submission that was sent to the Government of Alberta earlier this month with you. Instead of spending the proposed \$371 million for one-time transition costs, we have made specific investment recommendations of the same amount to the Government of Alberta. Our recommendations direct this funding into concrete steps that the government can take toward improving public safety across the province today and into the immediate future.

Some highlights of our submission's recommendations include:

- \$164M to increase Regular Member strength by 633 additional positions, plus 250 administrative support staff;
- \$38M invested in proactive initiatives to reduce rural crime across the province, with an additional \$100M invested into areas across the public safety continuum to support rural and remote community access to services; and,
- \$4M in grant funding to municipalities in support of the implementation of Police Advisory Committees.

A release on our recommendations is [available for your reference](#), and a copy of our submission can be [accessed on our website for your consideration](#).

As we move toward a pivotal time for Alberta, we are asking the Government to listen to Albertans and invest in the critical services and programs they care about most.

If you have any questions or comments, please don't hesitate to connect.

Kind regards,

**Maryanne King**

Policy Advisor | Conseiller Politique

**National Police Federation | Fédération de la Police Nationale**

(587) 672-0695

[npf-fpn.com](http://npf-fpn.com)



**NATIONAL  
POLICE  
FEDERATION**

**FÉDÉRATION  
DE LA POLICE  
NATIONALE**



NPF coffee table book  
now available to pre-order!

***Why We Serve : Stories of  
Today's RCMP Members  
– Celebrating 150 Years***



Livre de prestige de la FPN maintenant  
disponible en précommande !

***Pourquoi nous servons :  
Histoires des membres de la GRC  
d'aujourd'hui – Célébrons 150 ans***

The mission of the National Police Federation is to provide strong, professional, fair and progressive representation to promote and enhance the rights of RCMP Members. La mission de la Fédération de la police nationale est de fournir une représentation forte, professionnelle, juste et progressive afin de promouvoir et faire avancer les droits des Membres de la GRC.

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## Karine Keys

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**From:** Claesholm Trade Fair <tradefair@claesholmchamber.ca>  
**Sent:** January 20, 2023 9:38 AM  
**To:** tradefair@claesholmchamber.ca  
**Cc:** info@claesholmchamber.ca  
**Subject:** Claesholm Trade Fair April 28 & 29, 2023  
**Attachments:** TradeFair pkg 2023.pdf

Hello,

The Claesholm Trade Fair is back! The wait is over and we are excited to see you again!

Early Bird Registrations are now open for the 2023 Claesholm Trade Fair.

- New Venue! Claesholm Arena
- New Date! Friday, April 28 & Saturday, April 29
- Larger Booths! Large Booth 20'x 10'; Full Booth 16'x 10' and Half Booth 8'x 10' Plus Market Table area!

Please complete the attached registration form and email it back to us. Don't delay – registration will be open to everyone next Friday.

Thank you,

*Sent by Sheila on behalf of...*

**Claesholm Trade Fair Committee**  
(Chairperson – Tony Walker)



Claesholm & District Chamber of Commerce  
Box 1092  
Claesholm, AB T0L 0T0  
Phone: 403-468-8043  
[www.claesholmchamber.ca](http://www.claesholmchamber.ca)

*If you no longer wish to receive promotional emails from The Claesholm Chamber, please reply with "Unsubscribe" in the subject line.  
Thank-You*



# 2023 CLARESHOLM TRADE FAIR



FRIDAY, APRIL 28 1 – 8 P.M.

SATURDAY, APRIL 29 10 A.M. – 4 P.M.



**NEW VENUE! NEW DATE! LARGER BOOTHS!**

**CLARESHOLM ARENA**  
**4918 2ND STREET EAST, CLARESHOLM**

**ADMISSION \$2/PERSON**  
**OR NON-PERISHABLE FOOD DONATION TO FOOD**  
**BANK**

*PRESENTED BY CLARESHOLM & DISTRICT CHAMBER OF*  
*COMMERCE*  
**CLARESHOLMCHAMBER.CA**



**Claresholm & District  
Chamber of Commerce**  
Box 1092, Claresholm, AB T0L 0T0  
tradefair@claresholmchamber.ca  
www.claresholmchamber.ca

# 2023 CLARESHOLM TRADE FAIR Vendor Registration:

## CONTACT/BILLING INFORMATION

Business/Organization \_\_\_\_\_

Contact Person \_\_\_\_\_

Mailing Address \_\_\_\_\_

Town \_\_\_\_\_ Province \_\_\_\_\_ Postal Code \_\_\_\_\_

Email \_\_\_\_\_ Phone \_\_\_\_\_

Booth Type	Base Price	Claresholm Chamber Members	Other Chamber Members	Please Circle Chosen Option & Write Qty
<b>LARGE BOOTH</b> (20 x 10) w/ 3 curtained walls, power and single table	\$400	\$350	\$375	
Additional Large Booth	\$350	\$300	\$325	
<b>FULL BOOTH</b> (16 x 10) w/ 3 curtained walls, power and single table	\$300	\$250	\$275	
Additional Full Booth	\$250	\$200	\$225	
<b>HALF BOOTH</b> (8 x 10) w/ 3 curtained walls, power and single table	\$200	\$150	\$175	
Non-Profit (8 x 10) 4 only	\$150	n/a	n/a	
Market Table (with single table, no power, no curtains)	\$100	n/a	n/a	

**POWER REQUIRED** \_\_\_ YES \_\_\_ NO

**WE ARE PLEASED TO OFFER DISCOUNTS TO CHAMBER MEMBERS!** \*Current members as of February 28 2023

## PASSPORT TO PRIZES

WE ARE OFFERING AN OPTIONAL BUY-IN FOR PASSPORT ADVERTISING.

Passports will be given to attendees to collect stamps at participating booths, then they enter completed passports to win prizes. Each vendor choosing to participate will receive a 3.75"x1.5" ad in the passport with a space for a stamp or signature.

**REFER ANOTHER BUSINESS TO PURCHASE A BOOTH TO RECEIVE YOUR PASSPORT AD FOR FREE\***! Email advertisement content to tradefair@claresholmchamber.ca

\*Referral must be paid in full before discount applied

**Booth Total \$** \_\_\_\_\_

**+ Passport Advertising \$25 (Optional)**

**TOTAL \$** \_\_\_\_\_

**METHOD OF PAYMENT**  Cash  eTransfer *Send to treasurer@claresholmchamber.ca, we have auto deposit, so password doesn't matter.*  
 Cheque *Make cheques payable to Claresholm & District Chamber of Commerce.*  Credit Card *available through PayPal invoice, must request.*





## Claresholm & District Chamber of Commerce

P.O. Box 1092,  
Claresholm, AB T0L 0T0

### TRADE EXPO TERMS AND CONDITIONS:

**Show Sponsor:** Claresholm & District Chamber of Commerce

**Contract for rental space:** Allocations of space will be on a first-come basis and confirmed once paid in full. To avoid conflict of interest, the Claresholm & District Chamber of Commerce reserves the right to allocate space.

**Payment Schedule:** Payment is due 20 days prior to the start of the show (April 8, 2023).

**The exhibitor will not be permitted either full of partial access to the rental space until payment has been made in full.**

**Cancellation:** Cancellation of a space by the exhibitor must be made in writing and received by the Show Sponsor no later than two weeks prior to the show dates.

**All cancellations are subject to a non-refundable \$100.00 cancellation fee, any cancellations after the two week period time frame may be subject to larger fees up to a maximum of the booth rental.** The Show Sponsor reserves the right to cancel the event within 21 days notice to the exhibitor.

**Staffing of Exhibits:** Exhibits must be staffed at all times during the scheduled times of the Show. *Children under 14 years of age are not allowed inside the exhibitor booth area.*

**Fire Rules:** All rules and regulations relative to the public buildings or as prescribed by the *Claresholm Fire Department* must be adhered to by all participants.

**Insurance:** Vendors should obtain their own vendor insurance.

**Damage and Liability:** Exhibitors are responsible for damage caused by them or their representatives to the facility, Municipal property, or display equipment. Neither the Chamber of Commerce nor the Claresholm Arena will be responsible for injury, loss, or damage to persons, exhibits, or decorations, by fire, accidents, theft or any other cause. This includes set up, take down, and duration of the show.

**No explosives or flammable substances shall be allowed.**

**Restrictions:** Exhibitor booths must be maintained in a neat and orderly manner throughout the duration of the Show. The Show Sponsor reserves the right to forbid or restrict exhibits that for any reason may cause safety hazards or are objectionable. Food products sold on the floor must not compete with the Show's concession and will be at the discretion of the Show Sponsor.

**Exhibitors must comply with Alberta Health Regulations.** In the event it becomes necessary to evict an offending Exhibitor, the Show Sponsor will not be liable to refund exhibit space rental or any other expenses incurred by the Exhibitor. *Exhibitors shall not sell tickets out of their own booth that directly conflict with the show sponsors ticket sales.*

**The Exhibitor Agrees:** To: 1) abide by all terms and conditions adopted by the Show Sponsor in the best interest of the Show, 2) agrees the Show Sponsor shall have the final decision in adopting any term of condition that is deemed necessary prior to, during, or after the show, and 3) to participate in the Claresholm and District Chamber of Commerce Trade Expo and Consumer Fair in accordance with the terms and conditions outlined in this brochure.

#### REMEMBER!

- Booth bookings are accepted on a first-come basis and confirmed once paid in full.
- Exhibitors are encouraged to offer demonstrations of their product(s) at their booth.
- Exhibitors offering product draws will be solely responsible for contacting the winners after the show.

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

# DISPLAY information

## DISPLAY SET UP:

Friday, April 28 between 8 a.m and 12 p.m.

★ **DOORS OPEN TO THE PUBLIC AT 1 PM FRIDAY, APRIL 28.**

## DISPLAY TAKE DOWN:

Display take down begins **Saturday, April 29** at 4:15pm. **NO EXCEPTIONS!**

**NO DISPLAY SHALL BE REMOVED UNTIL THE SHOW IS COMPLETE.**

Due to the exhaust fumes, any Exhibitor with gas powered machinery must not remove their machines until all other Exhibitors have left the venue on Saturday. *Thank you.*

## EXHIBIT SPACE OPTIONS:

### Large Booth 20' x 10'

Includes: 3 Curtained Wall • Power • One Table • Two (2) Chairs • WiFi Access

### Full Booth 16' x 10'

Includes: 3 Curtained Walls • Power • One Table • Two (2) Chairs • WiFi Access

### Half Booth - 8'x10'

Includes: 3 Curtained Walls • Power • One • Two (2) Chairs • WiFi Access

### Market Table

Includes: • One (1) Table • Two (2) Chairs • WiFi Access

**The Claresholm Local Press invites you to ADVERTISE in our SPECIAL TRADE FAIR SECTION.**

We are pleased to offer you a Trade Fair special on a 3.25 x 4" ad for \$65 + gst. The Local Press staff can design an ad for you!

**Book by April 20, 2023 to LET OUR COMMUNITY KNOW WHAT YOU HAVE TO OFFER!**

## ACCOMMODATIONS:



### **LAZY J MOTEL**

5211 - 1st Street West, HWY 2,  
Claresholm 888-625-3899  
[www.lazyjmotel.com](http://www.lazyjmotel.com)

### **BLUEBIRD MOTEL**

5505 - 1st Street West, Claresholm  
1-800-661-4891  
[www.bluebirdmotel.ab.ca](http://www.bluebirdmotel.ab.ca)



### **WILSHIRE INN**

11 Alberta Road, Claresholm  
403-625-4646  
[www.wilshireinn.com](http://www.wilshireinn.com)

### **BEST 7 INN**

4083 1A Street West, Claresholm  
403-625-3347  
[www.best7inn.com](http://www.best7inn.com)

## CONTACT INFORMATION:

Trade Fair Chair: Tony Walker

[P] 1-800-565-4418

email [tradefair@claresholmchamber.ca](mailto:tradefair@claresholmchamber.ca)

PO Box 1092

Claresholm, AB T0L 0T0



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

ZAMBONI

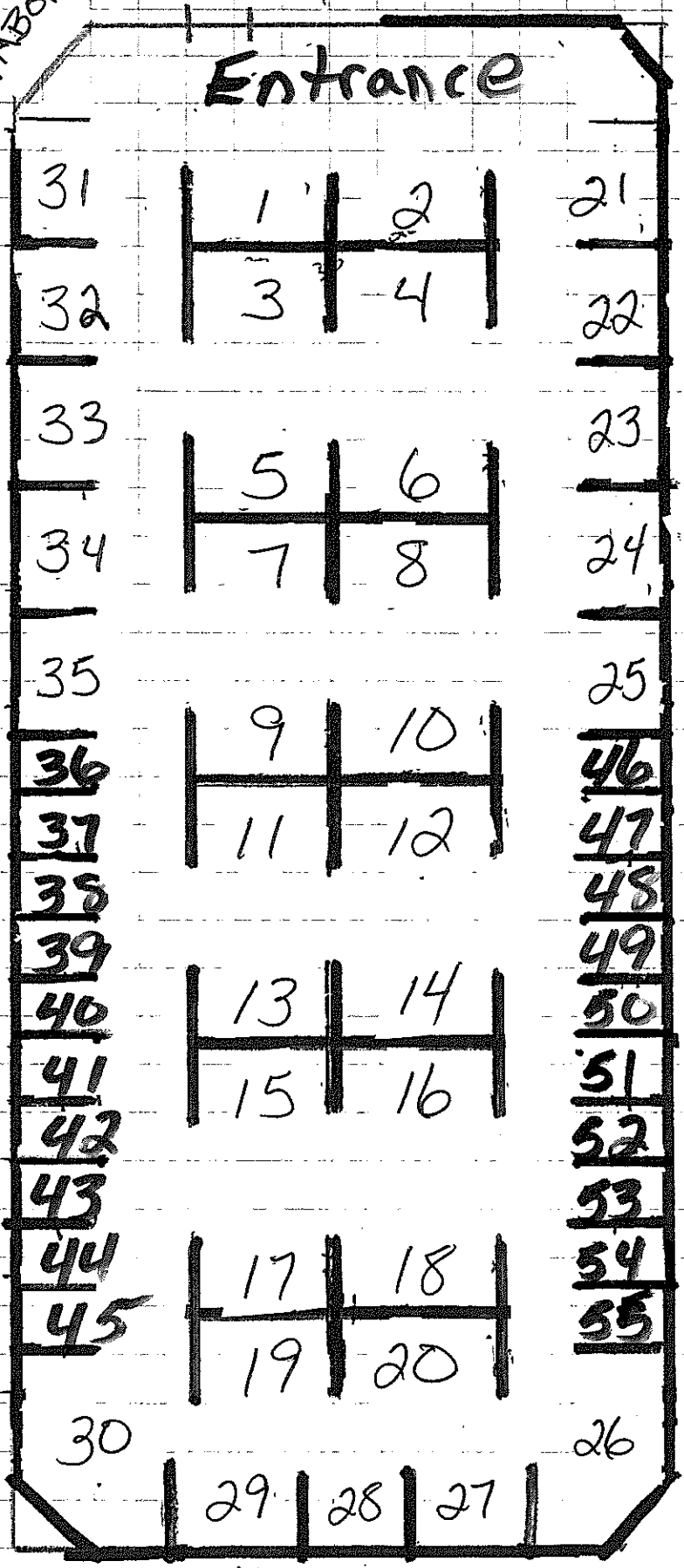
Entrance

Booths

1-20 Large  
(20 x 10)

21-35 Full  
(16 x 10)

36-55 Half  
(8 x 10)





**Claresholm**

# REQUEST FOR DECISION

Meeting: January 20, 2023  
Agenda Item: 8

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## RURAL IMMIGRATION; AB RENEWAL STREAM APPLICATION

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### **DESCRIPTION / BACKGROUND:**

The Alberta Government opened 2-new immigration pathways under the Alberta Advantage Immigration Program; the Rural Renewal and Rural Entrepreneur streams. As of January 2023, 14 communities have been approved for the Rural Renewal and more than 40 communities have been approved for the Rural Entrepreneur streams; approvals are for a 3-year term.

On October 11, 2022 Town Council directed Administration to apply to the Rural Entrepreneur stream, as it provides opportunity the Rural and Northern Immigration Pilot (RNIP) does not.

On January 16<sup>th</sup>, during the Rural Immigration Experience, the Workforce Consultant from the Ministry of Jobs Economy and Northern Development, explained that the province will stop accepting applications after February 11, 2023.

Because the RNIP program will end in 2024, it would be prudent to apply to both the Rural Renewal and Rural Entrepreneur Streams at the same time, before the application period ends. This would ensure that the Town of Claresholm can continue recommending immigrants for full-time employment in Claresholm for an additional 24 months beyond what is available using the RNIP.

### **COSTS/ SOURCE OF FUNDING (if applicable):**

Applications to the programs are \$500.00 each, payable to Service Alberta. To be taken out of Economic Development operational budget.

### **PROPOSED RESOLUTIONS:**

Moved by Councillor \_\_\_\_\_ to direct the Economic Development Officer to prepare and apply to the Alberta Advantage Rural Renewal Stream.

### **ATTACHMENTS/LINKS:**

- 1.) Alberta Advantage Immigration: <https://www.alberta.ca/aaip-rural-renewal-stream.aspx>

PREPARED BY: Brady Schnell, Economic Development Officer

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APPROVED BY: Abe Tinney, CAO

DATE: January 20, 2023

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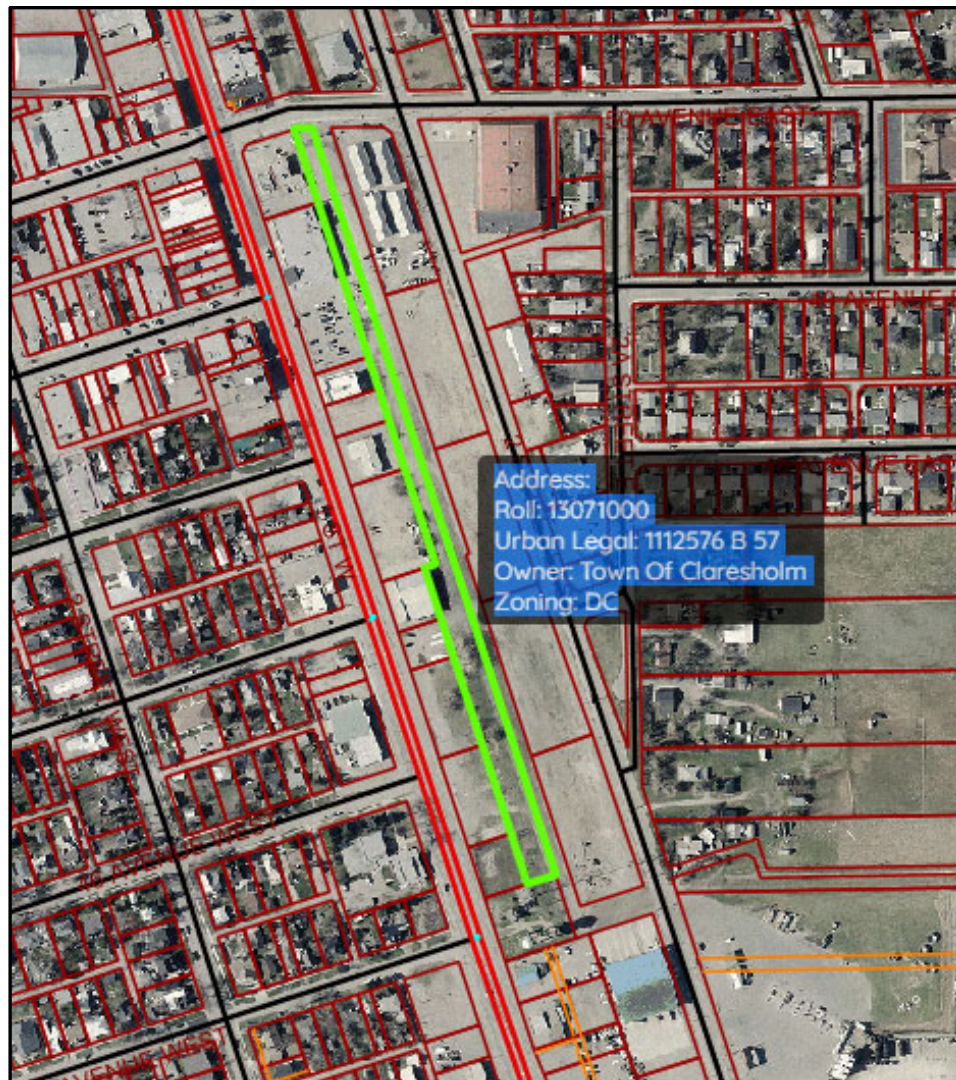


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## TOWN LAND – OLD RAILWAY LANDS: SUBDIVISION

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Presented for Council's consideration is a subdivision application (see attached). This is a Town project recommended by the Community Development Committee to dispose of a remnant parcel of the old railway, that can only be consolidated into the adjacent west properties. The land is zoned Direct Control and therefore all decisions are presented to Council for consideration. As per the map below, the old railway lands are adjacent to an alley (in the Town's Road plan). The Public Works department have plans to work on upgrading the alley this spring. This land previously owned by CPR had restrictive covenants on the lands that did not allow for any type of development, grade changes, etc. Those have been discharged. The adjacent landowners have expressed interest to utilize the lands. As per the attached application package the lands will be consolidated into the west portions and can then be utilized for development, storage, etc.



**RECOMMENDED ACTION:**

The Town is facilitating the project, but all costs associated will be borne by the property owners. Administration and the Community Development Committee recommends Council pass a resolution to approve the subdivision application as presented.

**PROPOSED RESOLUTIONS:**

Moved by Councillor \_\_\_\_\_ to approve the subdivision with conditions as presented.

ATTACHMENTS:

- 1.) ORRSC resolution

APPLICABLE LEGISLATION:

- 1.) LUB No.1525

PREPARED BY: Tara VanDellen, Planner/Development Officer

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APPROVED BY: Abe Tinney, CAO

DATE: January 20, 2023

---

## DRAFT RESOLUTION

Our File: 2022-0-173

January 9, 2023

Abe Tinney  
Chief Administrative Officer  
Town of Claresholm  
Box 1000  
Claresholm, Alberta  
T0L 0T0

Dear Mr. Tinney:

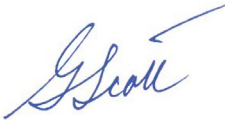
**RE: Lot 57, Block B, Plan 1112576; Lots 4 & 5, Block 9, Plan 9111358; Lot 1 & 2, Block 9, Plan 8811303; Block B, Plan 7810527 and Lots 1-5, Block B, Plan 147N all within SE1/4 26-12-27-W4M / Town of Claresholm**

With regard to the subdivision application noted above, please find attached a draft resolution for your Municipality's decision.

The Subdivision Authority should note that comments have not been received from the Livingstone Range School Division, AltaLink, AB Environment & Protected Areas - J. Cayford, AER and CPR.

After the Subdivision Approval Authority's consideration of the application, **please forward the signed resolution to the Oldman River Regional Services Commission at your earliest convenience in order for our staff to promptly notify the applicant of the decision.**

Please contact this office if you require any further information.



Gavin Scott  
Senior Planner

GS/jm  
Attachment

# RESOLUTION

2022-0-173

## Town of Claresholm

**Commercial & Direct Control** subdivision of Lot 57, Block B, Plan 1112576; Lots 4 & 5, Block 9, Plan 9111358; Lot 1 & 2, Block 9, Plan 8811303; Block B, Plan 7810527 and Lots 1-5, Block B, Plan 147N all within SE1/4 26-12-27-W4M

THAT the Commercial & Direct Control subdivision of Lot 57, Block B, Plan 1112576; Lots 4 & 5, Block 9, Plan 9111358; Lot 1 & 2, Block 9, Plan 8811303; Block B, Plan 7810527 and Lots 1-5, Block B, Plan 147N all within SE1/4 26-12-27-W4M (Certificate of Title No. 111 213 782, 011 227 039, 001 227 522, 011 227 522 +1, 011 227 522 +3, 181 011 950 +1, 181 011 950, 891 092 421, 911 292 925, 911 292 925 +1), to create 6 commercial lots of various sizes ranging from 1.48 acre (0.60 ha) to 0.23 acre (0.08 ha) by consolidation, from a title of 2.07 acres (0.84 ha) for commercial use; BE APPROVED subject to the following:

## RESERVE:

That the amount of Deferred Municipal Reserve contained on title 111 213 782 within registered caveat 111 252 136 be paid in its entirety and that the caveat be discharged from title.

## CONDITIONS:

1. That, pursuant to Section 654(1)(d) of the Municipal Government Act, all outstanding property taxes shall be paid to the Town of Claresholm.
2. That, pursuant to Section 655(1)(b) of the Municipal Government Act, the applicant or owner or both enter into and comply with a Development Agreement with the Town of Claresholm which shall be registered concurrently with the final plan against the title(s) being created.
3. That in accordance with Halma Thompson Land Surveys Ltd. file H23222T, the Certificate of Title 111 213 782 be consolidated with the adjacent titles 011 227 039, 001 227 522, 011 227 522 +1, 011 227 522 +3, 181 011 950 +1, 181 011 950, 891 092 421, 911 292 925, 911 292 925 +1 in a manner such that the resulting Certificate of Titles could not be subdivided without the approval of the Subdivision Authority.

## REASONS:

1. The proposed subdivision is consistent with the South Saskatchewan Regional Plan and complies with both the Municipal Development Plan and Land Use Bylaw.
2. The Subdivision Authority is satisfied that the proposed subdivision is suitable for the purpose for which the subdivision is intended pursuant to Section 9 of the Matters Related to Subdivision and Development Regulation.
3. The Subdivision Authority is satisfied that with the consolidation, the proposed subdivision is suitable for the purpose for which the subdivision is intended and meets the intent of the subdivision policies of the municipality's land use bylaw.

## INFORMATIVE:

- (a) Since the proposed subdivision complies with Section 663(d) of the Municipal Government Act, Reserve is not required provided that the deferred reserve is paid in its entirety.
- (b) That a legal description for the proposed parcel be approved by the Surveys Branch, Land Titles Office, Calgary.



- (c) The applicant/owner is advised that other municipal, provincial or federal government or agency approvals may be required as they relate to the subdivision and the applicant/owner is responsible for verifying and obtaining any other approval, permit, authorization, consent or license that may be required to subdivide, develop and/or service the affected land (this may include but is not limited to Alberta Environment and Protected Areas, Alberta Transportation, and the Department of Fisheries and Oceans.)
- (d) Telus Communications Inc has no objection.
- (e) Canada Post has no comment.
- (f) Alberta Transportation – Leah Olsen, Development/Planning Technologist:

“This will acknowledge receipt of your circulation regarding the above noted proposal. The subdivision application would be subject to the requirements of Sections 18 and 19 of the Matters Related to Subdivision and Development Regulation (The Regulation), due to the proximity of Highway(s) 2, 520

**Transportation and Economic Corridors offers the following comments with respect to this application:**

The requirements of Section 18 of the Regulation are not met. The department anticipates minimal impact on the highway from this proposal. Pursuant to Section 20(1) of the Regulation, Transportation and Economic Corridors grants approval for the subdivision authority to vary the requirements of Section 18 of the Regulation.

The requirements of Section 19 of the Regulation are not met. Pursuant to Section 20(1) of the Regulation, Transportation and Economic Corridors grants approval for the subdivision authority to vary the requirements of Section 19 of the Regulation. Access will remain to be direct highway access, which is consistent with the access management strategy for this stretch of highway.

Please contact Transportation and Economic Corridors through the RPATH Portal if you have any questions, or require additional information”

- (g) Thank you for contacting FortisAlberta regarding the above application for subdivision. We have reviewed the plan and determined that no easement is required by FortisAlberta.

FortisAlberta is the Distribution Wire Service Provider for this area. The developer can arrange installation of electrical services for this subdivision through FortisAlberta. Please have the developer contact 310-WIRE (310-9473) to make application for electrical services.

Please contact FortisAlberta land services at [landserv@fortisalberta.com](mailto:landserv@fortisalberta.com) or by calling (403) 514-4783 for any questions.

- (h) ATCO Gas has no objection
- (i) ATCO Transmission high pressure pipelines has no objections. Questions or concerns can be forwarded to [hp.circulations@atco.com](mailto:hp.circulations@atco.com).
- (j) Historical Resources – Barry Newton, Land Use Planner:

“We have reviewed the captioned subdivision application and determined that in this instance formal *Historical Resources Act* approval is not necessary, and submission of a Historic Resources application is not required.”

- (k) Alberta Health Services has no objection.

\_\_\_\_\_  
MOVER

\_\_\_\_\_  
CHAIRMAN

\_\_\_\_\_  
DATE



OLDMAN RIVER REGIONAL SERVICES COMMISSION

3105 - 16<sup>th</sup> Avenue North  
Lethbridge, Alberta T1H 5E8

Phone: (403) 329-1344  
Toll-Free: 1-844-279-8760  
E-mail: [subdivision@orrrsc.com](mailto:subdivision@orrrsc.com)  
Website: [www.orrrsc.com](http://www.orrrsc.com)

## NOTICE OF APPLICATION FOR SUBDIVISION OF LAND

**DATE:** December 6, 2022

**Date of Receipt:** November 15, 2022

**Date of Completeness:** November 16, 2022

**TO: Landowners:** The Town of Claresholm, 789580 Alberta Ltd, 2085436 Alberta Ltd., KMC Properties Ltd., P & K Investments Inc.

**Agent or Surveyor:** Michael A. Thompson, A.L.S.

**Referral Agencies:** Town of Claresholm, Livingstone Range School Division, AltaLink, FortisAlberta, TELUS, ATCO Gas, ATCO Pipelines, AB Health Services - Calgary, AB Environment & Protected Areas - J. Cayford, AB Transportation, Historical Resources Administrator, AER, Canada Post, CPR

**Adjacent Landowners:** 1384442 Alberta Ltd, 172965 Canada Limited, 2084097 Alberta Ltd, 2163358 Alberta Ltd, 7 - Eleven Canada Inc, 847799 Alberta Ltd, Akash Inc, Bank Of Montreal Corp. Real Estate, Chandpaul Holding Corp, CIBC - Claresholm Branch, Doad Investors Corp, Ernie Yuen Ling, Gayatri Investments Claresholm Inc, Ian Revel, Imperial Oil Ltd. Control Dept, John Lavon Sumption, Judith Campbell, Lisa C. Miller, Rhonda Sillito, Mile Mike Petrovic, Q.E.D. Enterprises Ltd., Southland Canada 16963, Town Of Claresholm, Ucano General Partners Inc, Vanessa Evelyn Koshney, XLRV Investments Ltd, Zemco Holdings Inc

**Planning Advisor: Gavin Scott**

The Oldman River Regional Services Commission (ORRSC) is in receipt of the following subdivision application which is being processed on behalf of the Town of Claresholm. This letter serves as the formal notice that the submitted application has been determined to be complete for the purpose of processing.

In accordance with the Matters Relating to Subdivision and Development Regulation, if you wish to make comments respecting the proposed subdivision, please submit them via email or mail no later than **January 3, 2023**. (Please quote our File No. 2022-0-173 in any correspondence with this office).

**File No:** 2022-0-173

**Legal Description:** Lot 57, Block B, Plan 1112576; Lots 4 & 5, Block 9, Plan 9111358; Lot 1 & 2, Block 9, Plan 8811303; Block B, Plan 7810527 and Lots 1-5, Block B, Plan 147N all within SE1/4 26-12-27-W4M

**Municipality:** Town of Claresholm

**Land Designation:** Retail Commercial – C1, Highway Commercial - C2,  
(Zoning) and Direct Control - DC

**Existing Use:** Direct Control

**Proposed Use:** Commercial & Direct Control

**# of Lots Created:** 6 (Boundary Line Adjustments)

**Certificate of Title:** 111 213 782, 011 227 039, 001 227 522, 011 227 522 +1, 011 227 522 +3, 181 011 950 +1, 181 011 950, 891 092 421, 911 292 925, 911 292 925 +1

**Proposal:** To create 6 commercial lots of various sizes ranging from 1.48 acre (0.60 ha) to 0.23 acre (0.08 ha) by consolidation, from a title of 2.07 acres (0.84 ha) for commercial use.

**Planner's Preliminary Comments:**

The purpose of this application is to create 6 commercial lots of various sizes ranging from 1.48 acre (0.60 ha) to 0.23 acre (0.08 ha) by consolidation, from a title of 2.07 acres (0.84 ha) for commercial use.

The proposal is to accommodate the subdivision of an existing title and consolidate portions with adjacent lots per the Tentative Plan provided by Halma Thompson Land Surveys Ltd (file H23222T). Access to the consolidated lots is from 1st Street W (Hwy 2) with an alley in the rear.

The former railway land is currently zoned Direct Control. A land use bylaw amendment will follow the subdivision process to zone the lands to its adjoining properties district designation. The lots proposed all meet the minimum size and dimensions required in accordance with the bylaw regulations.

This proposal complies with the criteria of the Town of Claresholm's Land Use Bylaw and the Subdivision Authority is hereby requested to consider the following when rendering a decision on this application:

1. Any outstanding property taxes shall be paid to the Town of Claresholm.
2. The applicant or owner or both enter into a Development Agreement with the Town of Claresholm to address any municipal servicing requirements.
3. Provision of a surveyors sketch to illustrate lot dimensions and improvements on site.
4. Consideration of adjacent landowners and referral agencies comments
5. That any easement(s) as required by utility companies, or the municipality shall be established.
6. That any conditions of Alberta Transportation shall be established prior to finalization of the application.
7. That in accordance with Halma Thompson Land Surveys Ltd. file H23222T, the Certificate of Title 111213782 be consolidated with the adjacent titles 011 227 039, 001 227 522, 011 227 522 +1, 011 227 522 +3, 181 011 950 +1, 181 011 950, 891 092 421, 911 292 925, 911 292 925 +1 in a manner such that the resulting Certificate of Titles could not be subdivided without the approval of the Subdivision Authority.

**RESERVE:** That the amount of Deferred Municipal Reserve contained on title 111213782 within registered caveat 111252136 be paid in its entirety and that the caveat be discharged from title.

**If you wish to make a presentation at the subdivision authority meeting, please notify the Town of Claresholm Municipal Administrator as soon as possible.**

**Submissions received become part of the subdivision file which is available to the applicant and will be considered by the subdivision authority at a public meeting.**



FOR OFFICE USE ONLY	
Zoning (as classified under the Land Use Bylaw): <u>DC - Direct Control</u>	
Fee Submitted: <u>\$1345.00</u>	File No: <u>2022-0-173</u>
APPLICATION SUBMISSION	
Date of Receipt: <u>November 15, 2022</u>	Received By: <u>[Signature]</u>
Date Deemed Complete: <u>November 16, 2022</u>	Accepted By: <u>[Signature]</u>

**APPLICATION FOR SUBDIVISION  
URBAN MUNICIPALITY**

**1. CONTACT INFORMATION**

Name of Registered Owner of Land to be Subdivided: Town of Claresholm

Mailing Address: Box 1000 City/Town: Claresholm

Postal Code: T0L 0T0 Telephone: 403-625-3381 Cell: \_\_\_\_\_

Email: tara@townofclaresholm.com Preferred Method of Correspondence: Email  Mail

Name of Agent (Person Authorized to act on behalf of Registered Owner): Halma Thompson Land Surveys Ltd.

Mailing Address: 200-410 Stafford Dr S City/Town: Lethbridge

Postal Code: T1J 2L2 Telephone: 403-381-1320 Cell: \_\_\_\_\_

Email: mthompson@htlandsurveys.ca Preferred Method of Correspondence: Email  Mail

Name of Surveyor: Halma Thompson Land Surveys Ltd.

Mailing Address: 200-410 Stafford Dr S City/Town: Lethbridge

Postal Code: T1J 2L2 Telephone: 403-381-1320 Cell: \_\_\_\_\_

Email: info@htlandsurveys.ca Preferred Method of Correspondence: Email  Mail

**2. LEGAL DESCRIPTION OF LAND TO BE SUBDIVIDED**

- All/part of the SE ¼ Section 26 Township 12 Range 27 West of 4 Meridian (e.g. SE¼ 36-1-36-W4M)
- Being all/part of: Lot/Unit 57 Block B Plan 1112576
- Total area of existing parcel of land (prior to subdivision) is: 0.465 hectares 1.15 acres
- Total number of lots to be created: 6 Size of Lot(s): See Plan
- Municipal/Civic Address (if applicable): \_\_\_\_\_
- Certificate of Title No.(s): 111 213 782

**3. LOCATION OF LAND TO BE SUBDIVIDED**

- The land is located in the municipality of Claresholm
- Is the land situated immediately adjacent to the municipal boundary? Yes  No   
If "yes", the adjoining municipality is \_\_\_\_\_
- Is the land situated within 1.6 kilometres (1 mile) of the right-of-way of a highway? Yes  No   
If "yes" the highway is No. 2
- Does the proposed parcel contain or is it bounded by a river, stream, lake or other body of water, or by a canal or drainage ditch? Yes  No   
If "yes", state its name \_\_\_\_\_
- Is the proposed parcel within 1.5 kilometres (0.93 miles) of a sour gas facility? Yes  No

### 3. LOCATION OF LAND TO BE SUBDIVIDED (Continued)

- f. Is the land the subject of a licence, permit, approval, or other authorization granted by the Natural Resources Conservation Board, Energy Resources Conservation Board, Alberta Energy Regulator, Alberta Energy and Utilities Board or Alberta Utilities Commission? Yes  No

If 'yes', please describe: \_\_\_\_\_

- g. Is the land the subject of the application is the subject of a licence, permit, approval, or other authorization granted by the Minister or granted under any Act the Minister is responsible for under section 16 of the Government Organization Act\*? Yes  No

If 'yes', please describe: \_\_\_\_\_

*\*The Minister is responsible for the following Acts: AB Land Stewardship Act, Environmental Protection Act, Public Lands Act, Surveys Act, Water Act.*

### 4. EXISTING AND PROPOSED USE OF LAND TO BE SUBDIVIDED

Describe:

- a. Existing use of the land Direct Control
- b. Proposed use of the land Retail Commercial

### 5. PHYSICAL CHARACTERISTICS OF LAND TO BE SUBDIVIDED

- a. Describe the nature of the topography of the land (flat, rolling, steep, mixed) Flat
- b. Describe the nature of the vegetation and water on the land (brush, shrubs, tree stands, woodlots, sloughs, creeks, etc.) Vacant
- c. Describe the kind of soil on the land (sandy, loam, clay, etc.) clay
- d. Is this a vacant parcel (void of any buildings or structures)? Yes  No   
If "no", describe all buildings and any structures on the land. Indicate whether any are to be demolished or moved.  
\_\_\_\_\_
- e. Are there any active oil or gas wells or pipelines on the land? Yes  No
- f. Are there any abandoned oil or gas wells or pipelines on the land? Yes  No

### 6. WATER SERVICES

- a. Existing source of water Municipal  Other   
If other, describe existing source of potable water None
- b. Proposed source of water Municipal  Other   
If other, describe proposed source of potable water \_\_\_\_\_

### 7. SEWER SERVICES


- a. Existing sewage disposal Municipal  Other   
If other, describe existing sewage disposal None
- b. Proposed sewage disposal Municipal  Other   
If other, describe proposed sewage disposal \_\_\_\_\_

**8. REGISTERED OWNER OR PERSON ACTING ON THEIR BEHALF**

I, Michael Thompson hereby certify that

I am the registered owner       I am authorized to act on behalf of the register owner

and that the information given on this form is full and complete and is, to the best of my knowledge, a true statement of the facts relating to this application for subdivision approval.

Signed: 

Date: November 15, 2022

**9. RIGHT OF ENTRY**

I, Michael Thompson, on behalf of Owner do  / do not  (please check one) authorize representatives of the Oldman River Regional Service Commission or the municipality to enter my land for the purpose of conducting a site inspection and evaluation in connection with my application for subdivision. This right is granted pursuant to Section 653(2) of the Municipal Government Act.



Signature of Registered Owner(s)

Personal information collected on this form is collected in accordance with Section 653 of the Alberta Municipal Government Act and Section 33(c) of the Freedom of Information and Protection of Privacy Act. Please note that such information may be made public. If you have any questions about the information being collected, contact the Oldman River Regional Services Commission FOIP Coordinator at 403-329-1344.





LAND TITLE CERTIFICATE

S  
LINC                                      SHORT LEGAL                                      TITLE NUMBER  
0034 906 396                                      1112576;B;57                                      111 213 782

LEGAL DESCRIPTION  
PLAN 1112576  
BLOCK B  
LOT 57  
EXCEPTING THEREOUT ALL MINES AND MINERALS  
AREA: 0.828 HECTARES (2.05 ACRES) MORE OR LESS

ESTATE: FEE SIMPLE  
ATS REFERENCE: 4;27;12;26;SE

MUNICIPALITY: TOWN OF CLARESHOLM

REFERENCE NUMBER: 111 210 915 +1

---

REGISTERED OWNER(S)				
REGISTRATION	DATE (DMY)	DOCUMENT TYPE	VALUE	CONSIDERATION
111 213 782	22/08/2011	SUBDIVISION PLAN		

OWNERS  
THE TOWN OF CLARESHOLM.  
OF 221 - 45 AVEUNE WEST  
CLARESHOLM  
ALBERTA T0L 0T0

---

ENCUMBRANCES, LIENS & INTERESTS		
REGISTRATION NUMBER	DATE (D/M/Y)	PARTICULARS
041 473 599	14/12/2004	EASEMENT AS TO PORTION OR PLAN: PORTION OVER AND FOR BENEFIT - SEE INSTRUMENT
041 473 600	14/12/2004	EASEMENT AS TO PORTION OR PLAN: PORTION OVER AND FOR BENEFIT - SEE INSTRUMENT
091 072 920	18/03/2009	CAVEAT

REGISTRATION

NUMBER      DATE (D/M/Y)      PARTICULARS

-----

RE : RIGHT OF WAY AGREEMENT  
CAVEATOR - TELUS COMMUNICATIONS INC.  
SULLIVAN STATION  
1ST FLOOR, 15079-64 AVENUE  
SURREY  
BRITISH COLUMBIA V3S3Z7  
AGENT - PROGRESS LAND SERVICES LTD.

111 252 136      30/09/2011 CAVEAT

RE : DEFERRED RESERVE  
CAVEATOR - THE TOWN OF CLARESHOLM.  
OLDMAN RIVER REGIONAL SERVICES COMMISSION  
3105 16 AVE NORTH  
LETHBRIDGE  
ALBERTA T1H5E8

TOTAL INSTRUMENTS: 004

THE REGISTRAR OF TITLES CERTIFIES THIS TO BE AN  
ACCURATE REPRODUCTION OF THE CERTIFICATE OF  
TITLE REPRESENTED HEREIN THIS 17 DAY OF  
OCTOBER, 2022 AT 11:41 A.M.

ORDER NUMBER:      45640841

CUSTOMER FILE NUMBER:      H23222



\*END OF CERTIFICATE\*

-----  
THIS ELECTRONICALLY TRANSMITTED LAND TITLES PRODUCT IS INTENDED  
FOR THE SOLE USE OF THE ORIGINAL PURCHASER, AND NONE OTHER,  
SUBJECT TO WHAT IS SET OUT IN THE PARAGRAPH BELOW.

THE ABOVE PROVISIONS DO NOT PROHIBIT THE ORIGINAL PURCHASER FROM  
INCLUDING THIS UNMODIFIED PRODUCT IN ANY REPORT, OPINION,  
APPRAISAL OR OTHER ADVICE PREPARED BY THE ORIGINAL PURCHASER AS  
PART OF THE ORIGINAL PURCHASER APPLYING PROFESSIONAL, CONSULTING  
OR TECHNICAL EXPERTISE FOR THE BENEFIT OF CLIENT(S).





LAND TITLE CERTIFICATE

S  
LINC                      SHORT LEGAL                      TITLE NUMBER  
0016 843 758        147N;B;1,2                      011 227 039

LEGAL DESCRIPTION  
PLAN 147N  
BLOCK B  
LOTS 1 AND 2  
EXCEPTING THEREOUT ALL MINES AND MINERALS

ESTATE: FEE SIMPLE  
ATS REFERENCE: 4;27;12;26

MUNICIPALITY: TOWN OF CLARESHOLM

REFERENCE NUMBER: 881 042 026

---

REGISTERED OWNER(S)					
REGISTRATION	DATE (DMY)	DOCUMENT	TYPE	VALUE	CONSIDERATION
011 227 039	10/08/2001	TRANSFER	OF LAND		SEE INSTRUMENT

---

OWNERS  
  
789580 ALBERTA LTD.  
OF P. O. BOX 38  
CLARESHOLM  
ALBERTA T0L 0T0

---

ENCUMBRANCES, LIENS & INTERESTS		
REGISTRATION	DATE (D/M/Y)	PARTICULARS
NUMBER		
6147IM .	21/08/1962	UTILITY RIGHT OF WAY GRANTEE - CANADIAN WESTERN NATURAL GAS COMPANY LIMITED. "SW 10 FT"

---

TOTAL INSTRUMENTS: 001

THE REGISTRAR OF TITLES CERTIFIES THIS TO BE AN  
ACCURATE REPRODUCTION OF THE CERTIFICATE OF  
TITLE REPRESENTED HEREIN THIS 17 DAY OF  
OCTOBER, 2022 AT 04:21 P.M.

ORDER NUMBER: 45646288

CUSTOMER FILE NUMBER: H23222



\*END OF CERTIFICATE\*

---

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PART OF THE ORIGINAL PURCHASER APPLYING PROFESSIONAL, CONSULTING  
OR TECHNICAL EXPERTISE FOR THE BENEFIT OF CLIENT(S).



LAND TITLE CERTIFICATE

S  
LINC                      SHORT LEGAL                      TITLE NUMBER  
0021 078 233        147N;B;3                      011 227 522

LEGAL DESCRIPTION  
PLAN 147N  
BLOCK B  
LOT 3  
EXCEPTING THEREOUT ALL MINES AND MINERALS

ESTATE: FEE SIMPLE  
ATS REFERENCE: 4;27;12;26

MUNICIPALITY: TOWN OF CLARESHOLM

REFERENCE NUMBER: 781 141 281

---

REGISTERED OWNER(S)					
REGISTRATION	DATE (DMY)	DOCUMENT	TYPE	VALUE	CONSIDERATION
011 227 522	10/08/2001	TRANSFER OF LAND			SEE INSTRUMENT

---

OWNERS  
  
789580 ALBERTA LTD.  
OF P. O. BOX 38  
CLARESHOLM  
ALBERTA T0L 0T0

---

ENCUMBRANCES, LIENS & INTERESTS		
REGISTRATION	DATE (D/M/Y)	PARTICULARS
6148IM .	21/08/1962	UTILITY RIGHT OF WAY GRANTEE - CANADIAN WESTERN NATURAL GAS COMPANY LIMITED. "SW 10 FT."
781 156 305	29/09/1978	CAVEAT CAVEATOR - CANADIAN IMPERIAL BANK OF COMMERCE.

TOTAL INSTRUMENTS: 002

THE REGISTRAR OF TITLES CERTIFIES THIS TO BE AN  
ACCURATE REPRODUCTION OF THE CERTIFICATE OF  
TITLE REPRESENTED HEREIN THIS 17 DAY OF  
OCTOBER, 2022 AT 04:21 P.M.

ORDER NUMBER: 45646288

CUSTOMER FILE NUMBER: H23222



\*END OF CERTIFICATE\*

---

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PART OF THE ORIGINAL PURCHASER APPLYING PROFESSIONAL, CONSULTING  
OR TECHNICAL EXPERTISE FOR THE BENEFIT OF CLIENT(S).



LAND TITLE CERTIFICATE

S  
LINC                      SHORT LEGAL                      TITLE NUMBER  
0019 074 392            9111358;9;5                      181 011 950

LEGAL DESCRIPTION  
PLAN 9111358  
BLOCK 9  
LOT 5  
EXCEPTING THEREOUT ALL MINES AND MINERALS

ESTATE: FEE SIMPLE  
ATS REFERENCE: 4;27;12;26;SE

MUNICIPALITY: TOWN OF CLARESHOLM

REFERENCE NUMBER: 081 391 029

---

REGISTERED OWNER(S)					
REGISTRATION	DATE (DMY)	DOCUMENT	TYPE	VALUE	CONSIDERATION
181 011 950	17/01/2018	TRANSFER OF LAND			\$190,000

---

OWNERS

2085436 ALBERTA LTD.  
OF 4002-49TH AVENUE  
INNISFAIL  
ALBERTA T4G 1J5

---

ENCUMBRANCES, LIENS & INTERESTS

REGISTRATION	DATE (D/M/Y)	PARTICULARS
NUMBER		
881 154 322	31/08/1988	UTILITY RIGHT OF WAY GRANTEE - FORTISALBERTA INC. 320 - 17 AVENUE S.W. CALGARY ALBERTA T2S2Y1 "PORTION AS DESCRIBED" (DATA UPDATED BY: TRANSFER OF UTILITY RIGHT OF WAY 001297850) (DATA UPDATED BY: CHANGE OF NAME 051022107)

( CONTINUED )

-----  
 ENCUMBRANCES, LIENS & INTERESTS

PAGE 2  
 # 181 011 950

REGISTRATION

NUMBER	DATE (D/M/Y)	PARTICULARS
181 055 753	13/03/2018	MORTGAGE MORTGAGEE - ATB FINANCIAL. 6794 50 AVE RED DEER ALBERTA ORIGINAL PRINCIPAL AMOUNT: \$100,000
181 055 754	13/03/2018	CAVEAT RE : ASSIGNMENT OF RENTS AND LEASES CAVEATOR - ATB FINANCIAL. 6794-50 AVENUE RED DEER ALBERTA T4N4E1 AGENT - CHAD J EVANS
221 201 958	22/09/2022	CAVEAT RE : BENEFICIAL OWNER CAVEATOR - RON BLAZENKO C/O EVANS LAW OFFICE 201, 4911-50 STREET PO BOX 6304 INNISFAIL ALBERTA T4G1T1

TOTAL INSTRUMENTS: 004

-----  
 PENDING REGISTRATION QUEUE

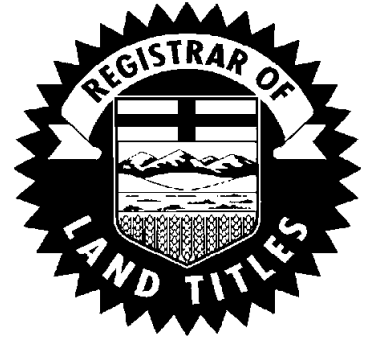
DRR NUMBER	RECEIVED DATE (D/M/Y)	CORPORATE LLP TRADENAME	LAND ID
D00AYMM	26/09/2022	CARSCALLEN LLP 403-298-9275 CUSTOMER FILE NUMBER: 28899.328	
001		CERTIFICATE OF LIS PENDENS	9111358;9;5

TOTAL PENDING REGISTRATIONS: 001

THE REGISTRAR OF TITLES CERTIFIES THIS TO BE AN  
ACCURATE REPRODUCTION OF THE CERTIFICATE OF  
TITLE REPRESENTED HEREIN THIS 17 DAY OF  
OCTOBER, 2022 AT 04:21 P.M.

ORDER NUMBER: 45646288

CUSTOMER FILE NUMBER: H23222



\*END OF CERTIFICATE\*

---

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OR TECHNICAL EXPERTISE FOR THE BENEFIT OF CLIENT(S).

IF MORE INFORMATION IS REQUIRED ON A PENDING REGISTRATION WHERE  
THE CONTACT INFORMATION DISPLAYS N/A PLEASE EMAIL LTO@GOV.AB.CA.





LAND TITLE CERTIFICATE

S  
LINC                      SHORT LEGAL                      TITLE NUMBER  
0012 864 401            8811303;9;1                      891 092 421

LEGAL DESCRIPTION

PLAN 8811303  
BLOCK NINE (9)  
LOT ONE (1)  
CONTAINING 0.463 HECTARES (1.14 ACRES) MORE OR LESS  
EXCEPTING THEREOUT  
THE MOST SOUTHERLY 66.14 METRES IN PERPENDICULAR  
WIDTH THROUGHOUT OF SAID LAND  
CONTAINING 0.258 HECTARE (0.64 ACRE) MORE OR LESS  
EXCEPTING THEREOUT ALL MINES AND MINERALS

ATS REFERENCE: 4;27;12;26;SE  
ESTATE: FEE SIMPLE

MUNICIPALITY: TOWN OF CLARESHOLM

---

REGISTERED OWNER(S)				
REGISTRATION	DATE (DMY)	DOCUMENT TYPE	VALUE	CONSIDERATION
891 092 421	24/05/1989			\$76,716

---

OWNERS

KMC PROPERTIES LTD.  
OF 324, 2425-90 AVE SW  
CALGARY  
ALBERTA T2V 4X8

(DATA UPDATED BY: CHANGE OF NAME 171048330)

---

ENCUMBRANCES, LIENS & INTERESTS

REGISTRATION NUMBER	DATE (D/M/Y)	PARTICULARS
781 180 696	07/11/1978	RESTRICTIVE COVENANT
891 092 422	24/05/1989	ORDER "GRANTING UTILITY RIGHT OF WAY TO THE TOWN OF CLARESHOLM, PORTION AS DESCRIBED, AMENDING

-----  
ENCUMBRANCES, LIENS & INTERESTS

PAGE 2  
# 891 092 421

REGISTRATION

NUMBER      DATE (D/M/Y)      PARTICULARS

-----

RESTRICTIVE COVENANT NO. 781180696"

891 118 484      24/06/1989 CAVEAT  
RE : LEASE  
CAVEATOR - SILCORP LIMITED.  
MAC'S CONVENIENCE STORES, DIVISION OF SILCORP  
LIMITED  
10655 SOUTHPORT ROAD, S.W., CALGARY  
ALBERTA  
AGENT - LINDA R FOSTER

891 165 980      22/08/1989 UTILITY RIGHT OF WAY  
GRANTEE - FORTISALBERTA INC.  
320 - 17 AVENUE S.W.  
CALGARY  
ALBERTA T2S2Y1  
"PORTION AS DESCRIBED"  
(DATA UPDATED BY: TRANSFER OF UTILITY RIGHT  
OF WAY 001299777)  
(DATA UPDATED BY: CHANGE OF NAME 051022734)

931 069 669      31/03/1993 UTILITY RIGHT OF WAY  
GRANTEE - FORTISALBERTA INC.  
320 - 17 AVENUE S.W.  
CALGARY  
ALBERTA T2S2Y1  
PORTION AS DESCRIBED  
(DATA UPDATED BY: TRANSFER OF UTILITY RIGHT  
OF WAY 001299777)  
(DATA UPDATED BY: CHANGE OF NAME 051028356)

TOTAL INSTRUMENTS: 005

THE REGISTRAR OF TITLES CERTIFIES THIS TO BE AN  
ACCURATE REPRODUCTION OF THE CERTIFICATE OF  
TITLE REPRESENTED HEREIN THIS 17 DAY OF  
OCTOBER, 2022 AT 04:21 P.M.

ORDER NUMBER:      45646288

CUSTOMER FILE NUMBER:      H23222



\*END OF CERTIFICATE\*

( CONTINUED )

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LAND TITLE CERTIFICATE

S  
LINC                      SHORT LEGAL                      TITLE NUMBER  
0011 138 369            8811303;9;1                      911 292 925

LEGAL DESCRIPTION

PLAN CLARESHOLM 8811303  
BLOCK NINE (9)  
THE MOST SOUTHERLY 66.14 METRES IN PERPENDICULAR  
WIDTH THROUGHOUT OF LOT ONE (1)  
CONTAINING 0.258 HECTARES (0.64 ACRE) MORE OR LESS  
EXCEPTING THEREOUT ALL MINES AND MINERALS

ATS REFERENCE: 4;27;12;26;SE  
ESTATE: FEE SIMPLE

MUNICIPALITY: TOWN OF CLARESHOLM

REFERENCE NUMBER: 891 167 697

---

REGISTERED OWNER(S)				
REGISTRATION	DATE (DMY)	DOCUMENT TYPE	VALUE	CONSIDERATION
911 292 925	31/12/1991	TRANSFER OF LAND		SEE INSTRUMENT

---

OWNERS

P & K INVESTMENTS INC.  
OF BOX 26  
WALSH  
ALBERTA T0J 3L0

---

ENCUMBRANCES, LIENS & INTERESTS

REGISTRATION	DATE (D/M/Y)	PARTICULARS
781 180 696	07/11/1978	RESTRICTIVE COVENANT "AMENDED BY ORDER 891 092 422 ENTERED 09/08/91"
911 148 415	10/07/1991	CAVEAT RE : LEASE CAVEATOR - OSHAWA HOLDINGS LIMITED.

-----  
ENCUMBRANCES, LIENS & INTERESTS

PAGE 2

# 911 292 925

## REGISTRATION

NUMBER      DATE (D/M/Y)      PARTICULARS  
-----C/O BISHOP & MCKENZIE, #2500, 10104 - 103 AVE.,  
EDMONTON

ALBERTA T5J1V3

AGENT - ROSS KNETEMAN

(DATA UPDATED BY: TRANSFER OF CAVEAT  
921223579)(DATA UPDATED BY: TRANSFER OF CAVEAT  
951079263)

911 224 732      03/10/1991 CAVEAT

RE : SEE INSTRUMENT

CAVEATOR - RICK HOLDINGS LTD.

C/O SIHVON, CARTER, FISHER &amp; BERGER

1733 DUNMORE RD SE

MEDICINE HAT

ALBERTA T1A1A8

AGENT - DONALD JAMES FISHER

181 235 940      02/11/2018 CAVEAT

RE : LEASE INTEREST

CAVEATOR - SOBEYS CAPITAL INCORPORATED.

ATTN: LEGAL DEPT.

PO BOX 864 STATION M

CALGARY

ALBERTA T2P2J6

AGENT - BIANCA KRATT

191 043 936      04/03/2019 CAVEAT

RE : ACCESS

CAVEATOR - SOBEYS WESTERN CELLARS INC.

ATTN: LEGAL DEPT

PO BOX 864 STATION M

CALGARY

ALBERTA T2P2J6

AGENT - RICHARD B MASK

TOTAL INSTRUMENTS: 005

( CONTINUED )

THE REGISTRAR OF TITLES CERTIFIES THIS TO BE AN  
ACCURATE REPRODUCTION OF THE CERTIFICATE OF  
TITLE REPRESENTED HEREIN THIS 17 DAY OF  
OCTOBER, 2022 AT 04:21 P.M.

ORDER NUMBER: 45646288

CUSTOMER FILE NUMBER: H23222



\*END OF CERTIFICATE\*

---

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OR TECHNICAL EXPERTISE FOR THE BENEFIT OF CLIENT(S).



LAND TITLE CERTIFICATE

S  
LINC                      SHORT LEGAL                      TITLE NUMBER  
0021 078 241            147N;B;4,5                      011 227 522 +1

LEGAL DESCRIPTION  
PLAN 147N  
BLOCK B  
LOTS 4 AND 5  
EXCEPTING THEREOUT ALL MINES AND MINERALS

ESTATE: FEE SIMPLE  
ATS REFERENCE: 4;27;12;26

MUNICIPALITY: TOWN OF CLARESHOLM

REFERENCE NUMBER: 781 141 281 A .

---

REGISTERED OWNER(S)					
REGISTRATION	DATE (DMY)	DOCUMENT	TYPE	VALUE	CONSIDERATION
011 227 522	10/08/2001	TRANSFER OF LAND			SEE INSTRUMENT

---

OWNERS  
  
789580 ALBERTA LTD.  
OF P. O. BOX 38  
CLARESHOLM  
ALBERTA T0L 0T0

---

ENCUMBRANCES, LIENS & INTERESTS		
REGISTRATION	DATE (D/M/Y)	PARTICULARS
NUMBER		
6148IM .	21/08/1962	UTILITY RIGHT OF WAY GRANTEE - CANADIAN WESTERN NATURAL GAS COMPANY LIMITED. "SW 10 FT."
781 156 305	29/09/1978	CAVEAT CAVEATOR - CANADIAN IMPERIAL BANK OF COMMERCE.
931 069 666	31/03/1993	UTILITY RIGHT OF WAY GRANTEE - ALTALINK MANAGEMENT LTD.

( CONTINUED )



-----  
ENCUMBRANCES, LIENS & INTERESTS

PAGE 2

# 011 227 522 +1

REGISTRATION

NUMBER      DATE (D/M/Y)      PARTICULARS

-----

2611 - 3 AVE SE

CALGARY

ALBERTA T2A7W7

PORTION OF LOT 5 AS DESCRIBED

(DATA UPDATED BY: TRANSFER OF UTILITY RIGHT  
OF WAY 021193429)

(DATA UPDATED BY: CHANGE OF ADDRESS 091109338)

TOTAL INSTRUMENTS: 003

THE REGISTRAR OF TITLES CERTIFIES THIS TO BE AN  
ACCURATE REPRODUCTION OF THE CERTIFICATE OF  
TITLE REPRESENTED HEREIN THIS 17 DAY OF  
OCTOBER, 2022 AT 04:21 P.M.

ORDER NUMBER:    45646288

CUSTOMER FILE NUMBER:    H23222



\*END OF CERTIFICATE\*

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OR TECHNICAL EXPERTISE FOR THE BENEFIT OF CLIENT(S).



LAND TITLE CERTIFICATE

S  
 LINC                      SHORT LEGAL                      TITLE NUMBER  
 0019 074 376          7810527;9                      011 227 522 +3

LEGAL DESCRIPTION

PLAN 7810527  
 THE MOST SOUTHERLY 149.94 METRES  
 IN PERPENDICULAR WIDTH THROUGHOUT  
 OF BLOCK 9  
 EXCEPTING THEREOUT:  
 PLAN 9011461 SUBDIVISION          CONTAINING 0.089 HECTARES MORE OR LESS  
 PLAN 9111358 SUBDIVISION          CONTAINING 0.226 HECTARES MORE OR LESS  
 EXCEPTING THEREOUT ALL MINES AND MINERALS

ATS REFERENCE: 4;27;12;26;SE  
 ESTATE: FEE SIMPLE

MUNICIPALITY: TOWN OF CLARESHOLM

REFERENCE NUMBER: 911 156 694 +2

REGISTERED OWNER(S)					
REGISTRATION	DATE (DMY)	DOCUMENT	TYPE	VALUE	CONSIDERATION
011 227 522	10/08/2001	TRANSFER OF LAND			SEE INSTRUMENT

OWNERS

789580 ALBERTA LTD.  
 OF P. O. BOX 38  
 CLARESHOLM  
 ALBERTA T0L 0T0

ENCUMBRANCES, LIENS & INTERESTS

REGISTRATION	NUMBER	DATE (D/M/Y)	PARTICULARS
881 154 322	31/08/1988	UTILITY RIGHT OF WAY GRANTEE - FORTISALBERTA INC. 320 - 17 AVENUE S.W. CALGARY	

-----  
ENCUMBRANCES, LIENS & INTERESTS

PAGE 2

# 011 227 522 +3

REGISTRATION

NUMBER      DATE (D/M/Y)      PARTICULARS

-----

ALBERTA T2S2Y1

"PORTION AS DESCRIBED"

(DATA UPDATED BY: TRANSFER OF UTILITY RIGHT  
OF WAY 001297850)

(DATA UPDATED BY: CHANGE OF NAME 051022107)

931 069 664      31/03/1993      UTILITY RIGHT OF WAY  
GRANTEE - ALTALINK MANAGEMENT LTD.  
2611 - 3 AVE SE  
CALGARY  
ALBERTA T2A7W7  
PORTION AS DESCRIBED  
(DATA UPDATED BY: TRANSFER OF UTILITY RIGHT  
OF WAY 021193429)  
(DATA UPDATED BY: CHANGE OF ADDRESS 091109338)

931 069 665      31/03/1993      UTILITY RIGHT OF WAY  
GRANTEE - FORTISALBERTA INC.  
320 - 17 AVENUE S.W.  
CALGARY  
ALBERTA T2S2Y1  
PORTION AS DESCRIBED  
(DATA UPDATED BY: TRANSFER OF UTILITY RIGHT  
OF WAY 001297850)  
(DATA UPDATED BY: CHANGE OF NAME 051028321)

TOTAL INSTRUMENTS: 003

THE REGISTRAR OF TITLES CERTIFIES THIS TO BE AN  
ACCURATE REPRODUCTION OF THE CERTIFICATE OF  
TITLE REPRESENTED HEREIN THIS 17 DAY OF  
OCTOBER, 2022 AT 04:21 P.M.

ORDER NUMBER:      45646288

CUSTOMER FILE NUMBER:      H23222



\*END OF CERTIFICATE\*

( CONTINUED )

THIS ELECTRONICALLY TRANSMITTED LAND TITLES PRODUCT IS INTENDED FOR THE SOLE USE OF THE ORIGINAL PURCHASER, AND NONE OTHER, SUBJECT TO WHAT IS SET OUT IN THE PARAGRAPH BELOW.

THE ABOVE PROVISIONS DO NOT PROHIBIT THE ORIGINAL PURCHASER FROM INCLUDING THIS UNMODIFIED PRODUCT IN ANY REPORT, OPINION, APPRAISAL OR OTHER ADVICE PREPARED BY THE ORIGINAL PURCHASER AS PART OF THE ORIGINAL PURCHASER APPLYING PROFESSIONAL, CONSULTING OR TECHNICAL EXPERTISE FOR THE BENEFIT OF CLIENT(S).



LAND TITLE CERTIFICATE

S  
LINC                      SHORT LEGAL                      TITLE NUMBER  
0019 074 384            9111358;9;4                      181 011 950 +1

LEGAL DESCRIPTION  
PLAN 9111358  
BLOCK 9  
LOT 4  
EXCEPTING THEREOUT ALL MINES AND MINERALS

ESTATE: FEE SIMPLE  
ATS REFERENCE: 4;27;12;26;SE

MUNICIPALITY: TOWN OF CLARESHOLM

REFERENCE NUMBER: 081 391 029 +1

---

REGISTERED OWNER(S)					
REGISTRATION	DATE (DMY)	DOCUMENT	TYPE	VALUE	CONSIDERATION
181 011 950	17/01/2018	TRANSFER OF LAND			\$190,000

---

OWNERS  
2085436 ALBERTA LTD.  
OF 4002-49TH AVENUE  
INNISFAIL  
ALBERTA T4G 1J5

---

ENCUMBRANCES, LIENS & INTERESTS		
REGISTRATION	DATE (D/M/Y)	PARTICULARS
881 154 322	31/08/1988	UTILITY RIGHT OF WAY GRANTEE - FORTISALBERTA INC. 320 - 17 AVENUE S.W. CALGARY ALBERTA T2S2Y1 "PORTION AS DESCRIBED" (DATA UPDATED BY: TRANSFER OF UTILITY RIGHT OF WAY 001297850) (DATA UPDATED BY: CHANGE OF NAME 051022107)

-----  
 ENCUMBRANCES, LIENS & INTERESTS

PAGE 2

# 181 011 950 +1

REGISTRATION

NUMBER	DATE (D/M/Y)	PARTICULARS
931 069 667	31/03/1993	UTILITY RIGHT OF WAY GRANTEE - FORTISALBERTA INC. 320 - 17 AVENUE S.W. CALGARY ALBERTA T2S2Y1 PORTION AS DESCRIBED (DATA UPDATED BY: TRANSFER OF UTILITY RIGHT OF WAY 001300107) (DATA UPDATED BY: CHANGE OF NAME 051028356)

181 055 753	13/03/2018	MORTGAGE MORTGAGEE - ATB FINANCIAL. 6794 50 AVE RED DEER ALBERTA ORIGINAL PRINCIPAL AMOUNT: \$100,000
-------------	------------	--

181 055 754	13/03/2018	CAVEAT RE : ASSIGNMENT OF RENTS AND LEASES CAVEATOR - ATB FINANCIAL. 6794-50 AVENUE RED DEER ALBERTA T4N4E1 AGENT - CHAD J EVANS
-------------	------------	--

221 201 959	22/09/2022	CAVEAT RE : BENEFICIAL OWNER CAVEATOR - RON BLAZENKO C/O EVANS LAW OFFICE 201, 4911-50 STREET PO BOX 6304 INNISFAIL ALBERTA T4G1T1
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TOTAL INSTRUMENTS: 005

-----  
 PENDING REGISTRATION QUEUE

DRR NUMBER	RECEIVED DATE (D/M/Y)	CORPORATE LLP TRADENAME	LAND ID
D00AYMM	26/09/2022	CARSCALLEN LLP 403-298-9275 CUSTOMER FILE NUMBER: 28899.328	
001		CERTIFICATE OF LIS PENDENS	9111358;9;4

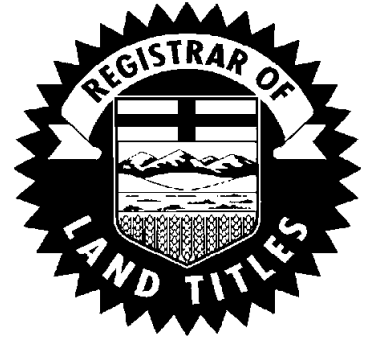
TOTAL PENDING REGISTRATIONS: 001

( CONTINUED )

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OCTOBER, 2022 AT 04:21 P.M.

ORDER NUMBER: 45646288

CUSTOMER FILE NUMBER: H23222



\*END OF CERTIFICATE\*

---

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OR TECHNICAL EXPERTISE FOR THE BENEFIT OF CLIENT(S).

IF MORE INFORMATION IS REQUIRED ON A PENDING REGISTRATION WHERE  
THE CONTACT INFORMATION DISPLAYS N/A PLEASE EMAIL LTO@GOV.AB.CA.





LAND TITLE CERTIFICATE

S  
LINC                      SHORT LEGAL                      TITLE NUMBER  
0012 864 419            8811303;9;2                      911 292 925 +1

LEGAL DESCRIPTION  
PLAN 8811303  
BLOCK 9  
LOT 2  
EXCEPTING THEREOUT ALL MINES AND MINERALS

ESTATE: FEE SIMPLE  
ATS REFERENCE: 4;27;12;26;SE

MUNICIPALITY: TOWN OF CLARESHOLM

REFERENCE NUMBER: 911 166 363

---

REGISTERED OWNER(S)					
REGISTRATION	DATE (DMY)	DOCUMENT	TYPE	VALUE	CONSIDERATION
911 292 925	31/12/1991	TRANSFER OF LAND			SEE INSTRUMENT

---

OWNERS

P & K INVESTMENTS INC.  
OF BOX 26  
WALSH  
ALBERTA T0J 3L0

---

ENCUMBRANCES, LIENS & INTERESTS		
REGISTRATION	DATE (D/M/Y)	PARTICULARS
781 180 696	07/11/1978	RESTRICTIVE COVENANT
831 193 331	20/10/1983	CAVEAT RE : SEE CAVEAT CAVEATOR - CALGARY AND EDMONTON RAILWAY COMPANY. 205-9 AVENUE S.E., CALGARY ALBERTA AGENT - COLIN LEE ADAMS
901 252 083	05/10/1990	UTILITY RIGHT OF WAY

-----  
ENCUMBRANCES, LIENS & INTERESTS

PAGE 2

# 911 292 925 +1

REGISTRATION

NUMBER DATE (D/M/Y) PARTICULARS  
-----

GRANTEE - CANADIAN WESTERN NATURAL GAS COMPANY  
LIMITED.

911 166 364 30/07/1991 CAVEAT  
RE : EASEMENT  
CAVEATOR - 385947 ALBERTA LTD.  
P.O. BOX 847  
CLARESHOLM  
ALBERTA  
AGENT - VINCENT A LAMMI

911 166 365 30/07/1991 CAVEAT  
RE : LEASE  
CAVEATOR - OSHAWA HOLDINGS LIMITED.  
C/O BISHOP & MCKENZIE, #2500, 10104 - 103 AVE.,  
EDMONTON  
ALBERTA T5J1V3  
AGENT - ROSS KNETEMAN  
(DATA UPDATED BY: TRANSFER OF CAVEAT  
921223580)  
(DATA UPDATED BY: TRANSFER OF CAVEAT  
951079264)

931 069 668 31/03/1993 UTILITY RIGHT OF WAY  
GRANTEE - FORTISALBERTA INC.  
320 - 17 AVENUE S.W.  
CALGARY  
ALBERTA T2S2Y1  
PORTION AS DESCRIBED  
(DATA UPDATED BY: TRANSFER OF UTILITY RIGHT  
OF WAY 001299777)  
(DATA UPDATED BY: CHANGE OF NAME 051028356)

181 235 940 02/11/2018 CAVEAT  
RE : LEASE INTEREST  
CAVEATOR - SOBEYS CAPITAL INCORPORATED.  
ATTN: LEGAL DEPT.  
PO BOX 864 STATION M  
CALGARY  
ALBERTA T2P2J6  
AGENT - BIANCA KRATT

191 043 936 04/03/2019 CAVEAT  
RE : ACCESS  
CAVEATOR - SOBEYS WESTERN CELLARS INC.  
ATTN: LEGAL DEPT  
PO BOX 864 STATION M  
CALGARY  
ALBERTA T2P2J6

( CONTINUED )

REGISTRATION

NUMBER      DATE (D/M/Y)      PARTICULARS

AGENT - RICHARD B MASK

TOTAL INSTRUMENTS: 008

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ORDER NUMBER:    45646288

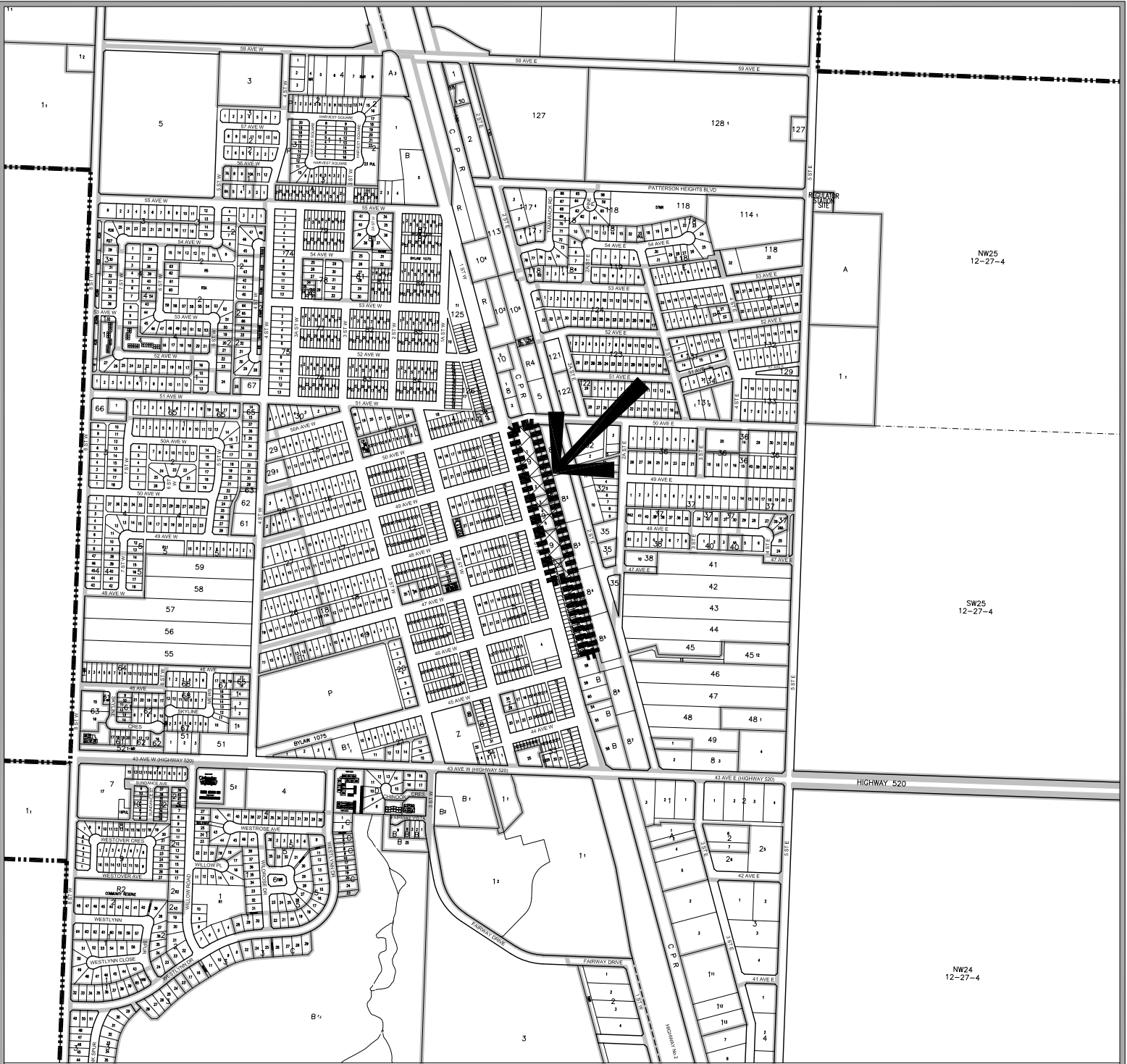
CUSTOMER FILE NUMBER:    H23222



\*END OF CERTIFICATE\*

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OR TECHNICAL EXPERTISE FOR THE BENEFIT OF CLIENT(S).



**SUBDIVISION LOCATION SKETCH**

**LOT 1 & 2, BLOCK 9, PLAN 8811303; LOT 4 & 5, BLOCK 9, PLAN 9111358;  
 BLOCK 9, PLAN 7810527; LOT 1 - 5, BLOCK 'B', PLAN 147N; LOT 57, BLOCK  
 'B', 1112576**

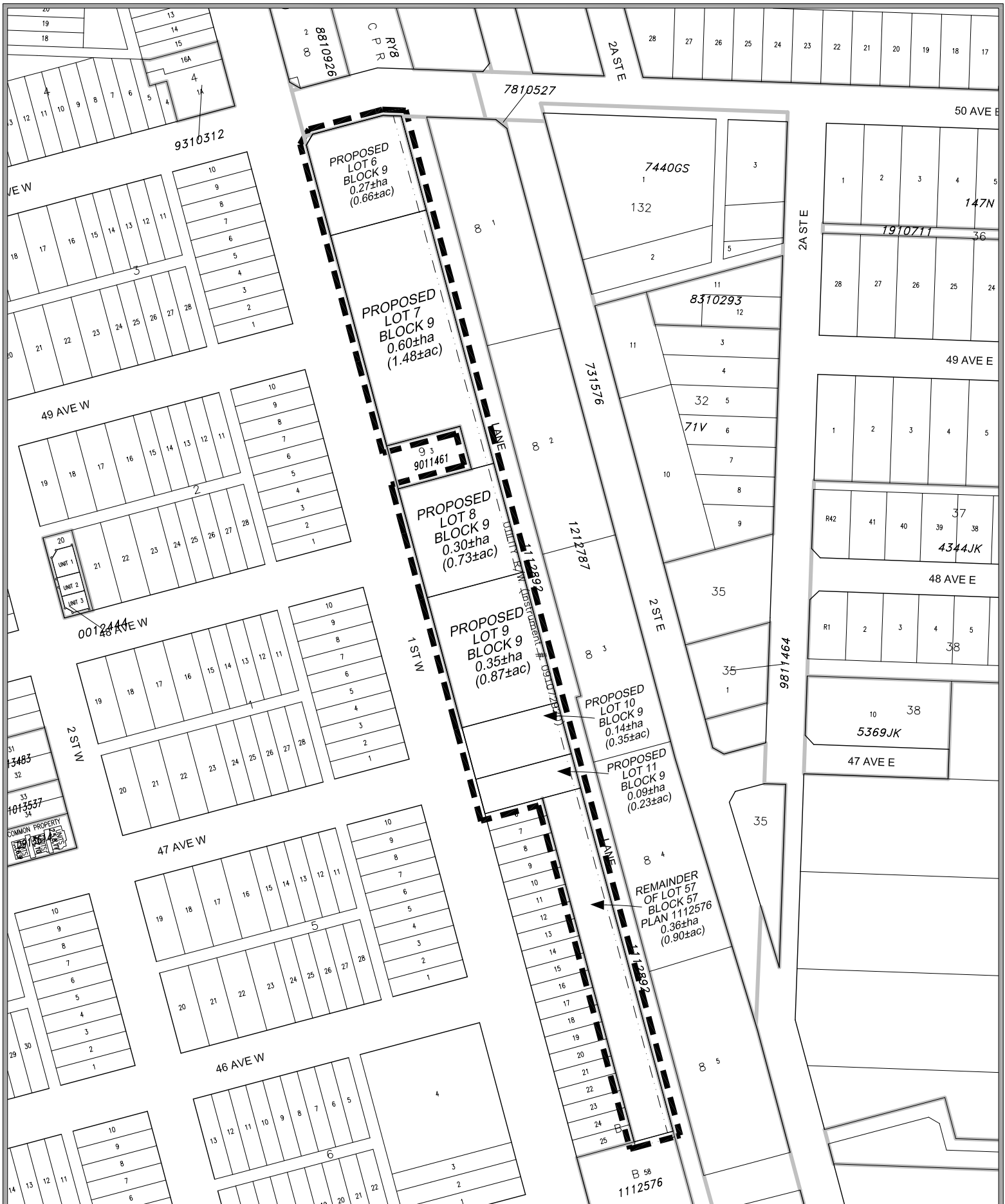
**ALL WITHIN SE 1/4 SEC 26, TWP 12, RGE 27, W 4 M**

**MUNICIPALITY: TOWN OF CLARESHOLM**

**DATE: NOVEMBER 22, 2022**

**FILE: 2022-0-173**





**SUBDIVISION SKETCH - PROPOSED**

LOT 1 & 2, BLOCK 9, PLAN 8811303; LOT 4 & 5, BLOCK 9, PLAN 9111358; BLOCK 9, PLAN 7810527; LOT 1 - 5, BLOCK 'B', PLAN 147N; LOT 57, BLOCK 'B', 1112576 ALL WITHIN SE 1/4 SEC 26, TWP 12, RGE 27, W 4 M MUNICIPALITY: TOWN OF CLARESHOLM  
 DATE: NOVEMBER 22, 2022  
 FILE: 2022-0-173

**TABLE OF AREAS**

<b>PROPOSED LOT 6, BLOCK 9</b>	
From LOT 57, BLOCK B, PLAN 1112576	= 0.06±ha(0.15±ac)
From LOT 1, BLOCK 9, PLAN 8811303	= 0.21±ha(0.51±ac)
<b>SUBTOTAL</b>	<b>= 0.27±ha(0.66±ac)</b>
<b>PROPOSED LOT 7, BLOCK 9</b>	
From LOT 57, BLOCK B, PLAN 1112576	= 0.16±ha(0.39±ac)
From LOT 1, BLOCK 9, PLAN 8811303	= 0.26±ha(0.65±ac)
From LOT 2, BLOCK 9, PLAN 8811303	= 0.18±ha(0.44±ac)
<b>SUBTOTAL</b>	<b>= 0.60±ha(1.48±ac)</b>
<b>PROPOSED LOT 8, BLOCK 9</b>	
From LOT 57, BLOCK B, PLAN 1112576	= 0.07±ha(0.17±ac)
From LOT 4, BLOCK 9, PLAN 9111358	= 0.09±ha(0.22±ac)
From LOT 5, BLOCK 9, PLAN 9111358	= 0.14±ha(0.34±ac)
<b>SUBTOTAL</b>	<b>= 0.30±ha(0.73±ac)</b>
<b>PROPOSED LOT 9, BLOCK 9</b>	
From LOT 57, BLOCK B, PLAN 1112576	= 0.08±ha(0.20±ac)
From BLOCK 9, PLAN 7810527	= 0.27±ha(0.67±ac)
<b>SUBTOTAL</b>	<b>= 0.35±ha(0.87±ac)</b>
<b>PROPOSED LOT 10, BLOCK 9</b>	
From LOT 57, BLOCK B, PLAN 1112576	= 0.06±ha(0.14±ac)
From LOT 1, 2 & 3, BLOCK B, PLAN 147N	= 0.08±ha(0.21±ac)
<b>SUBTOTAL</b>	<b>= 0.14±ha(0.35±ac)</b>
<b>PROPOSED LOT 11, BLOCK 9</b>	
From LOT 57, BLOCK B, PLAN 1112576	= 0.04±ha(0.09±ac)
From LOT 4 & 5, BLOCK B, PLAN 147N	= 0.05±ha(0.14±ac)
<b>SUBTOTAL</b>	<b>= 0.09±ha(0.23±ac)</b>



**SUBDIVISION SKETCH - EXISTING**

LOT 1 & 2, BLOCK 9, PLAN 8811303; LOT 4 & 5, BLOCK 9,  
 PLAN 9111358; BLOCK 9, PLAN 7810527; LOT 1 - 5,  
 BLOCK 'B', PLAN 147N; LOT 57, BLOCK 'B', 1112576  
 ALL WITHIN SE 1/4 SEC 26, TWP 12, RGE 27, W 4 M  
 MUNICIPALITY: TOWN OF CLARESHOLM  
 DATE: NOVEMBER 22, 2022  
 FILE: 2022-0-173





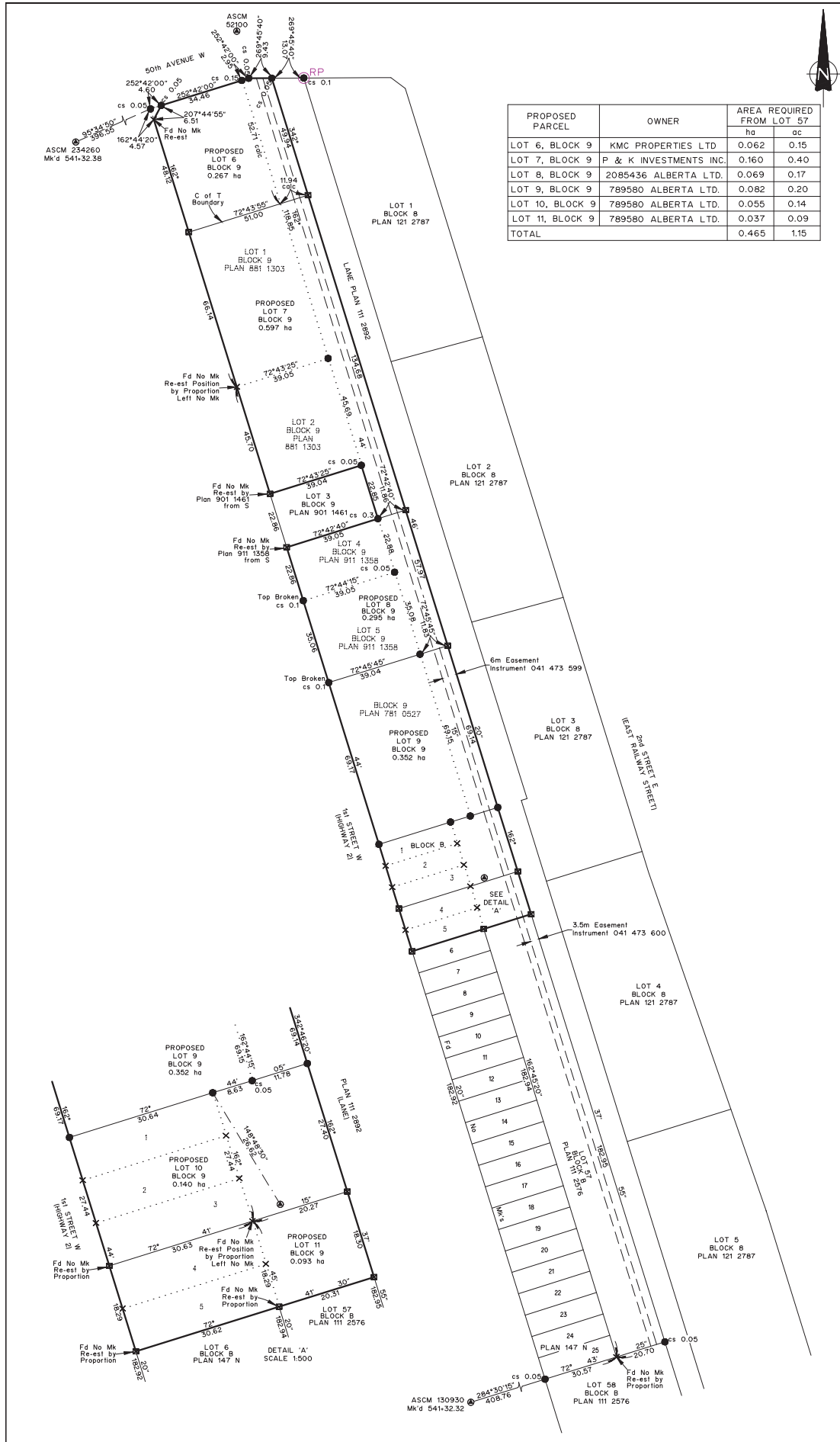
**SUBDIVISION SKETCH - PROPOSED**

LOT 1 & 2, BLOCK 9, PLAN 8811303; LOT 4 & 5, BLOCK 9, PLAN 9111358; BLOCK 9, PLAN 7810527; LOT 1 - 5, BLOCK 'B', PLAN 147N; LOT 57, BLOCK 'B', 1112576  
 ALL WITHIN SE 1/4 SEC 26, TWP 12, RGE 27, W 4 M  
 MUNICIPALITY: TOWN OF CLARESHOLM  
 DATE: NOVEMBER 22, 2022  
 FILE: 2022-0-173

**TABLE OF AREAS**

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From LOT 1, BLOCK 9, PLAN 8811303	= 0.21±ha(0.51±ac)
<b>SUBTOTAL</b>	<b>= 0.27±ha(0.66±ac)</b>
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From LOT 2, BLOCK 9, PLAN 8811303	= 0.18±ha(0.44±ac)
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From LOT 5, BLOCK 9, PLAN 9111358	= 0.14±ha(0.34±ac)
<b>SUBTOTAL</b>	<b>= 0.30±ha(0.73±ac)</b>
<b>PROPOSED LOT 9, BLOCK 9</b>	
From LOT 57, BLOCK B, PLAN 1112576	= 0.08±ha(0.20±ac)
From BLOCK 9, PLAN 7810527	= 0.27±ha(0.67±ac)
<b>SUBTOTAL</b>	<b>= 0.35±ha(0.87±ac)</b>
<b>PROPOSED LOT 10, BLOCK 9</b>	
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From LOT 1, 2 & 3, BLOCK B, PLAN 147N	= 0.08±ha(0.21±ac)
<b>SUBTOTAL</b>	<b>= 0.14±ha(0.35±ac)</b>
<b>PROPOSED LOT 11, BLOCK 9</b>	
From LOT 57, BLOCK B, PLAN 1112576	= 0.04±ha(0.09±ac)
From LOT 4 & 5, BLOCK B, PLAN 147N	= 0.05±ha(0.14±ac)
<b>SUBTOTAL</b>	<b>= 0.09±ha(0.23±ac)</b>





**SUBDIVISION AUTHORITY**  
OLDMAN RIVER REGIONAL SERVICES COMMISSION

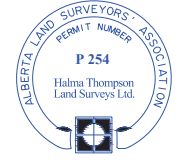
**FILE:** \_\_\_\_\_

**CLIENT:**  
TOWN OF CLARESHOLM  
BOX 1000  
CLARESHOLM, AB  
TOL 0T0

**DESCRIPTION OF PROPERTY:**  
CIVIC ADDRESS:  
ATS DESCRIPTION: SE 1/4 SEC 26, TWP 12, RGE 27, W 4th MER  
C of T 111 213 782  
REGISTERED OWNERS: TOWN OF CLARESHOLM

**ABBREVIATIONS:**

3TM	3° Transverse Mercator	Mk	Mark
Δ	Central Angle of Curve	Mp	2 metre standard Alberta Survey Marker Post
φ	Diameter	MR	Municipal Reserve
A	Arc	NE,S,W	North, East, South, West
ac	Acres	NAD	North American Datum
ASCM	Alberta Survey Control Marker	PPP	Precise Point Positioning
A/R	Access Road	Pit	4 Pits
C of T	Certificate of Title	Pits	4 Road Pits
ckm	Check Measured	PJ	Placed
cs	Countersunk	P/L	Pipeline
CSRS	Canadian Spatial Reference System	PUL	Public Utility Lot
FCP	Fence Corner Post	R	Radius
Fd	Found	[R]	Radial Bearing
ha	Hectares	R/W	Right of Way
I	Statutory Iron Post	Re-est	Re-established
km	Kilometre	Rest	Restored
LSD	Legal Subdivision	ROE	Range
m	Metre	SEC	Section
M	Mound	TWP	Township
MER	Meridian	URW	Utility Right-of-Way



**LEGEND:**

- Alberta Survey Control Marker
- Statutory iron post found
- Statutory iron post placed, marked P254
- × Fd No Mk
- RP Georeferenced Point

- Distances are ground and are in metres and decimals thereof, and are between survey monuments unless otherwise shown.
- Bearings are grid (3TM NAD'83), derived from GNSS observations, and are referred to the meridian through 114° West Longitude.
- Lands dealt with by this plan are bounded thus \_\_\_\_\_ and contain 1.744 ha.

**NOTES:**

- The georeferenced point is a found statutory iron post, 3TM NAD'83 (ORIGINAL) Coordinate: 5,543,307.77 N, 30,020.37 E.
- The georeferenced coordinate was calculated using the published coordinate value for ASCM 52100.
- A combined factor of 0.999751 was used to scale ground distances to the projected plane.
- Field survey was completed on the date of October 31, 2022
- Fence lines along property lines are within 0.2m of the property line unless noted otherwise.

THE EXISTENCE OR LOCATION OF ALL UTILITIES AS SHOWN ON OR OMITTED FROM THIS PLAN MAY BE BASED ON INFORMATION RECEIVED FROM THE RESPECTIVE AUTHORITIES AND ARE NOT GUARANTEED BY THE LAND SURVEYOR. NO RESPONSIBILITY IS IMPLIED OR ASSUMED BY THE LAND SURVEYOR AS TO THE LOCATION OR ANY OMISSIONS. THE CONTRACTOR IS RESPONSIBLE FOR DETERMINING THE EXISTENCE AND LOCATION OF ALL SUCH UTILITIES AND MUST CONTACT THE VARIOUS UTILITY COMPANIES FOR ON SITE INFORMATION PRIOR TO COMMENCEMENT OF ANY OPERATIONS.

O	2022-11-08	ORIGINAL SUBMISSION	D.L.	M.T.
ISSUE	DATE	REVISION	CAD	CHK

**TOWN OF CLARESHOLM**

**TENTATIVE PLAN**

SHOWING PROPOSED SUBDIVISION OF PART OF

**LOT 57, BLOCK B, PLAN 111 2576**

(SE 1/4 SEC 26-12-27-4)

**TOWN OF CLARESHOLM ALBERTA**

**SUBJECT TO APPROVAL OF THE LOCAL APPROVING AUTHORITY**

SCALE 1:1000

**HALMA THOMPSON LAND SURVEYS LTD.**

200-410 Stifford Drive S  
Lethbridge AB, T1J 2L2  
Phone (403) 381-1320  
Fax (403) 381-1366

JOB H23222  
DRAWING H23222T



**Claresholm**

# INFORMATION BRIEF

Meeting: January 9, 2023  
 Agenda Item: 10

## AMUNDSEN PARK – PROJECT UPDATE (GRANT FUNDING)

Amundsen Park Re-Design project began as a Council project in 2019 with the creation of a community visioning committee, including representation from numerous community groups. Design work was completed in 2019 and 2020, with actual work beginning on the park in 2021, starting with the Gazebo spearheaded by the Lions. Amundsen Park Re-Design project and funding to date has included the following:

Year	Project	Grant	Funding				Total project cost
			Competitive Grants	MSI/CCBF Grants	Town (Reserve)	Community	
2019	Design				\$13,393		\$13,393
2020	Design	Canada Community Building Fund (CCBF)		\$10,000			\$10,000
2021	Gazebo	CFEP (Lions) Community Foundation (Lions)	\$22,658 \$5,500	\$22,598			\$50,756
	Design			\$1,500			\$1,500
2022	Playground	CFEP (Kinsmen) (Town In-Kind Not Included)	\$77,334		\$42,397	\$5,000	\$124,731
	Plaza/Pavilion (in progress)	Canada Community Revitalization Fund (CCRF)	\$350,930	\$113,098			\$464,028
	<b>Current Total:</b>		\$456,422	\$147,196	\$55,790	\$5,000	\$664,408
2023	<i>2023 projects are estimated/budgeted with only approved competitive grants included. Enabling Accessibility Grant &amp; CFEP grant, if received, will reduce the MSI/CCBF grants and increase the Competitive Grants</i>						
	Plaza/Pavilion (Complete)	CCRF	\$26,320	\$8,773			\$35,093
	Pathways/Lighting	Active Transportation Fund	\$198,590	\$132,393			\$330,983
	<b>2023 Total</b>		\$224,910	\$141,166			\$366,076
	<b>Grand Total</b>		<b>\$981,322</b>	<b>\$288,362</b>	<b>\$55,790</b>	<b>\$5,000</b>	<b>\$1,030,484</b>

The 2023 Pathways/Lighting project: the Town has received word that the Active Transportation Fund grant was awarded in the amount of \$198,590, at 60% funding. Award letter attached. This project description is as follows:

Our project, Connecting Claresholm: Expanding and Revitalizing Active Transportation Infrastructure to Promote Accessibility, Safety, and Inclusion, will expand the Town of Claresholm’s existing pathway system to promote greater use and enjoyment by both residents and visitors. Our project will construct new, multi-use, accessible pathways and ramps at a centrally located greenspace—Amundsen Park—that will connect to our Town’s existing active transportation routes and provide users with greater access to the park’s amenities, nearby downtown businesses, residential neighborhoods, and other key destinations in our community. Our project will create new accessible asphalt, cement, and gravel pathways at the park that will tie into the Town’s existing sidewalk and pathway system to enhance the walkability and livability of our community. To

improve the safety and usability of Claresholm's active transportation infrastructure, our project will also integrate new lighting fixtures along the pathways at the park to support greater safety, use, and enjoyment by residents and visitors.

Our project to expand and revitalize Claresholm's multi-use pathway system will include the following key outputs:

1. The construction of approximately 1,381 m<sup>2</sup> of new, accessible multi-use pathways and ramps at Amundsen Park
2. The installation of 16 new exterior light fixtures along the new multi-use pathways at Amundsen Park

The revitalization of Claresholm's pathways at Amundsen Park will benefit all residents (as well as visitors) by providing new opportunities to access our Town's amenities, services, and businesses via non-motorized, accessible, and safe transit infrastructure.

We have also submitted, or are planning to submit, the following grant applications that can be stacked with the Active Transportation Fund grant to further fund the pathways and lighting project to reduce the amount of MSI/CCBF funding that has to be used, as these funds can be saved/used for other capital projects. If successful with both applications we will be over funded for the project and can look at expanding the project to potentially include the south side angle parking that is part of the overall redesign plan.

Submitted grant – waiting for notification

Enabling Accessibility Fund – small projects fund, municipalities are eligible to apply for projects up to \$100,000. The grant does provide funding up to 80% of the project costs.

The Kinsmen grant application - \$125,000 to CFEP for the lighting and pathways will be submitted prior to the January 15, 2023 deadline (50% funded). If these additional two grants are successful, the project will be over-funded, so there may be a potential for a scope change or some of the funding may need to be returned.



ATTACHMENTS:

- 1.) Minister of Intergovernmental Affairs, Infrastructure & Communities notification letter

PREPARED BY: Tara VanDellen, Planner/Development Officer & Blair Bullock, Director of Corporate Services

APPROVED BY: Abe Tinney, CAO

DATE: January 19, 2023



December 22, 2022

Blair Bullock  
Director of Corporate Services  
Town of Claresholm  
111 - 55 Avenue West, PO Box 1000  
Claresholm, Alberta T0L 0T0  
[Blair@claresholm.ca](mailto:Blair@claresholm.ca)

Dear Blair Bullock,

It is my pleasure to inform you of the approval in principle of Connecting Claresholm: Expanding and Revitalizing Active Transportation Infrastructure to Promote Accessibility, Safety, and Inclusion (the Project). This approval in principle is given following the successful review of your project under the terms and conditions of the Active Transportation Fund (ATF) of the Permanent Public Transit Program (the Program).

As per the terms outlined in the Program terms and conditions, Canada will support up to 60 percent of the total eligible costs to a maximum of federal contribution of \$198,590. Funding from all government sources cannot exceed 100 percent of the Project's total eligible costs.

In order for Canada to pay eligible costs for the approved project, all requirements outlined in the contribution agreement will have to be met. With this approval in principle, eligible costs as determined under the terms and conditions of the ATF and incurred as of the date of this letter will be eligible for federal reimbursement subject to the timely execution of a contribution agreement. If a contribution agreement is not signed, the Government of Canada will not reimburse any costs incurred. Once signed, the contribution agreement represents the final federal approval of the Project.

The contribution agreement will include payment conditions, reporting requirements, meeting schedules, and communication protocols (this is not an exhaustive list). In addition to other terms and conditions that will be identified within the contribution agreement, the following conditions will also apply:

- Town of Claresholm will satisfy the Government of Canada with respect to the competitive and transparent tendering process to be established for the Project, and that all contracts be awarded in a manner that is transparent, competitive, fair, consistent with value for money principles and is in accordance with all applicable domestic and international trade agreements.
- Town of Claresholm will confirm that all project funding, other than the federal contribution, has been secured prior to the Government of Canada paying any eligible costs.
- Where applicable, Town of Claresholm will confirm that property or rights of way have been secured prior to the Government of Canada paying any eligible costs.
- Canada has determined that there are no federal requirements under the *Impact Assessment Act* for this project.
- Canada has determined that there is no obligation to consult with Indigenous peoples since Aboriginal and/or Treaty rights under Section 35 of the *Constitution Act*, 1982 are not expected to be adversely impacted by this project.

Due to the competitive nature of the ATF, changes to the scope of the Project require careful review and approval by Canada. As your project is being approved in principle based on the information in your application, please notify my officials, in writing, should you expect changes in scope or timing to the Project. The Project must be completed prior to the end of the Program on March 31, 2026, including the submission of claims for eligible expenditures.

Departmental officials will contact you shortly to move forward with the negotiation of the contribution agreement. Infrastructure Canada will also work with recipients to jointly communicate Canada's funding commitment, to plan and participate with Infrastructure Canada in any future media announcements or events related to the Project's progress, and to produce and erect signage at the Project sites acknowledging the federal government's contribution to the Project in accordance with the signage guidelines to be provided by the Government of Canada. Joint communications should not occur without the prior knowledge and agreement of all parties.

I would like to take this opportunity to thank you for your collaboration and commitment to the successful delivery of the ATF. I look forward to working with you as we continue to implement active transportation infrastructure for the benefit of all Canadians.

Please accept my best regards.

Sincerely,

A handwritten signature in black ink, appearing to read 'D. LeBlanc', with a stylized, cursive script.

The Honourable Dominic LeBlanc, P.C., K.C., M.P.



# CAO REPORT

January 23, 2023

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

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The Wage Negotiating Committee met several times at the end of the November and early half of December, and agreed to a four-year collective agreement with the union, with 2.5% increases to cost of living for each year of the agreement. Council has since ratified the collective agreement.

FCSS has moved to its new office at the back (south west) of the Multi-Use building. They are settled in their new offices as of January 1<sup>st</sup>, and are happy with the move as it has improved service delivery for clientele.

Succession planning for the retiring Director of Infrastructure services is underway and the new Director is receiving daily training from the outgoing Director.

The ICF committee met on January 18th and discussed advocating for residents in the face of rising utility costs. The ICF administrators have received direction to draft a joint correspondence item for the participating councils to approve. The committee also discussed the transportation of medical patients by fire departments. To date, Claresholm, Nanton and the M.D. have approved this addition to their service delivery, while the Councils of Fort Macleod and Stavely have not yet discussed this issue. The ICF committee also discussed the Intermunicipal Recreation Agreement and inflationary cost reviews. According to the agreement, inflationary cost reviews are scheduled for the fixed utility, insurance and telecommunications and costs on the curling ring, arena, and community centre for 2023. The M.D. proposed that considering the unanticipated inflationary pressures we are currently facing, they would be willing to consider inflationary increases based on 2022 fixed costs.

## **BYLAW**

[See enclosed report](#)

## **CORPORATE SERVICES**

[See enclosed report](#)

## **ECONOMIC DEVELOPMENT**

[See enclosed report](#)

## **DEVELOPMENT**

See enclosed report

## **FCSS**

See enclosed report

## **FIRE**

See enclosed report

## **HR/TAX**

See enclosed report

## **INFRASTRUCTURE SERVICES**

See enclosed report

## **RECREATION**

See enclosed report

## **UTILITY SERVICES**

See enclosed report

Respectfully submitted by

Abe Tinney  
CAO





# INFORMATION BRIEF

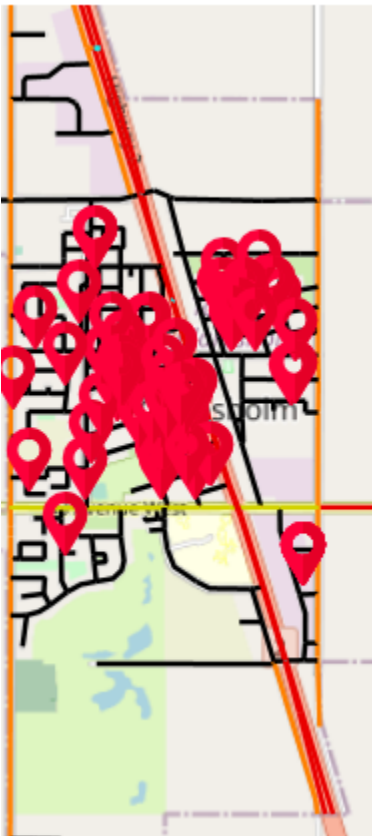
Meeting: Jan 23, 2023  
Agenda Item: CAO REPORT

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## BYLAW ENFORCEMENT REPORT Nov 2022/Jan 2023

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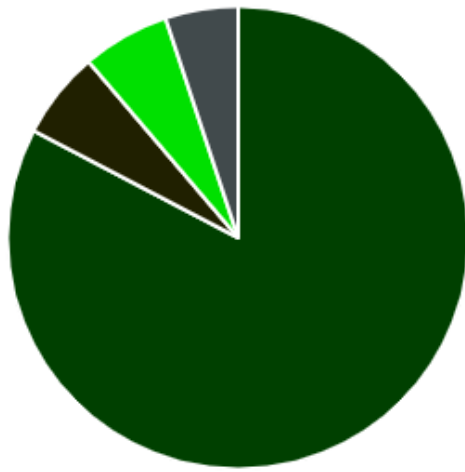
### Report Mapping



### Nov/Jan Highlights:

1. Bylaw is now in daily contact with Foothills Dispatch which increases Officer safety.
2. 9 Animals brought into CARES
  - 5 Cats
  - 4 Dogs
3. Unsightly Properties have decreased with the season change, with an increase in ice and snow. Out of town owners are slow to clear properties.
4. Bylaw Officer started 75 files between Nov 23, 2022 – Jan 18, 2023.
5. Dogs off leash around town calls have declined in the last month.

Total number of requests by Service Type :



81.0 %	Traffic :61
6.0 %	Unsightly :5
6.0 %	Cat :5
5.0 %	Dog :4

Opened	Closed
0	61
1	4
0	5
1	3

## DIRECTOR OF CORPORATE SERVICES - UPDATE



**Claresholm**

*For: 11/14/2022 - 1/20/2023*

### Financial

- Interim budget passed at Nov 26 meeting of Council. 2023 final budget preparation is now on hold to address more pressing matters.
- Basic Municipal Transportation Grant (BMTG – previously Federal Gas Tax Fund) and Municipal Sustainability Fund (MSI) Capital applications submitted for 2023 capital projects based on interim budget.
- November & December bank reconciliations and month end reporting were completed, with November Council financial report presented at the January 9<sup>th</sup>, 2023 meeting of Council. An internally prepared December report is not prepared, and just the audited financials are presented when completed (likely March).
- Primary focus over the last 2 months has been yearend and audit prep. Auditors are coming for fieldwork on Feb 8 & 9, so the Town needs to have all yearend invoices, receivables, adjustments, etc. completed the week prior to send completed books to the Auditors in preparation for their fieldwork.
- Yearend payroll procedures have also been mostly completed, with WCB annual reporting filed, LAPP reporting nearly completed, and T4 tax slips for all employees prepared and being issued in the next couple weeks.
- Submitted first claim against our Canada Community Revitalization Fund (CCRF) grant to have funds released for the portion of the Amundsen Park project completed during 2022 (Plaza and Pavilion), releasing approximately 3/4s of the approved grant funds from CCRF for this project. We expect to see those funds within the next month.

### General

- Automated reception system is working well, with a marked decrease in rude or irate callers' reception is having to field, as well as reduces needless interruptions.
- FCSS had a successful move to their new offices in the SW corner of the building and they are settling in well.
- Attended the first session of the Intermediate Asset Management Cohort workshop/training that is being offered by RMA, ABMunis, & IAMA and funded by FCM. The first session was held in Airdrie. Session 2 is scheduled for April. The intermediate workshop/training is focused on identifying and rating level of service and assessing level of service gaps within asset management. This will assist the Town in continuing to move our asset management program forward.

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

# Economic Development Officer's Report

Town of Claresholm

January 20, 2023

Prepared by Brady Schnell



Since the submission of my November 24, 2022 report I continue to perform the duties outlined in my employment contract and as directed by the Chief Administrative Officer and Economic Development Committee.

## Investment attraction and property development

1. Came to an agreement with owner of highway-commercial/country-residential to apply to NRED grant for Area Structure Plan; engineer estimate and letter of support in-hand.
2. Responded to MD of Willow Creek request to assist with site-selection inquiry; Airplane manufacturer considering Claresholm Industrial Airport needs to confirm that they can use the immigration program for labour.
3. Travelled to neighbouring community to meet with an experienced CAO/developer to view and discuss the industrial development that has occurred over the past 10-years.
4. Received site-selection response request from Alberta Southwest, and am working with the MD of Willow Creek on joint submission to attract large scale development.
5. EDA updated available property listing and sent request to EDC for help identifying others

## Economic Development Officer (EDO)

I am looking forward to another great year for Claresholm Economic Development. To re-allocate my time, I have stepped down from Chairperson of the Lethbridge Local Immigration Partnership, reduced the WCIS newcomer initiatives meetings by half, I no longer attend the Welcoming Claresholm Committee, we reduced the number of Economic Development Committee meetings to 9 per year, and delegated the update of welcome sign LED's to the Economic Development Assistant.

## Economic Development Committee (EDC)

The EDC has not met since November 22, 2022.

## Economic Development Assistant (EDA)

In addition to secretary to the Economic Development Committee, the EDA has taken over the management of the Welcome Sign LED's and periodic emails to Claresholm business licence holders. Other tasks include identifying property changes throughout the community, helping develop an internet survey, and updating the business license application form.

### **Diversity Coordinator**

The Diversity Coordinator continues to help administrate the Rural and Northern Immigration Pilot, communicating with Willow Creek Immigrant Services, building relationships with new residents, and administrating the Welcoming Claresholm Committee.

### **Engagement Coordinator**

New Years Eve Skate was completely managed by the Engagement Coordinator under the supervision of the EDO. The Event had between 200-300 guests, some vendors sold out, and the Town used up a lot of old NYE supplies. Volunteer participation is on the rise as a result of efforts made.

### **Rural and Northern Immigration Pilot (RNIP)**

The Diversity Coordinator and I continue to meet bi-weekly with Outreach Officers from Immigration Citizenship and Refugee Canada to discuss the RNIP administration. In the past 6-weeks there have been 3 new employers showing immediate interest in using the RNIP.

Two Outreach Officers were in Claresholm from January 15<sup>th</sup> – 19<sup>th</sup> for a site-visit. The EDO and team planned 3 events during their visit;

The Rural Immigration Experience; an afternoon of professional development with Stavely, Fort Macleod, Taber, Brooks, Oyen, Strathmore, Acme, and Red Deer in attendance. 40-tickets sold generated ~\$700 to offset the costs of the event and food.

Town Council Open House on Rural Immigration; guest speakers from Immigration Refugee & Citizenship Canada, the Alberta Ministry of Jobs Economy & Northern Development, Calgary Catholic Immigration Society and the Canadian Immigration Institute.

Opportunity for Growth; Using Immigration to Grow Your Business; this event was focused on how to use the RNIP for employers, and was attended by 2 employers, 1 candidate, and 1 immigration consultant.

### **Housing Needs Assessment & Affordable Housing Strategy**

As this document is long over due, Administration has insisted that the contractor responsible for delivery of the final assessment and strategy deliver it immediately.

### **Claresholm & District Chamber of Commerce**

The Chamber of Commerce met January 19<sup>th</sup> from 6:30 pm – 9:00 pm with 10 people attending. The Board agreed to provide the Town with a letter of support for an application to the Northern and Regional Economic Development Program. The Board agreed to submit their own application to NRED for a shared-staff project, and Community Futures agreed to fund the Chamber portion.

### **Welcoming Claresholm**

For 2023, I will meet monthly with members of Calgary Catholic Immigration Society, Willow Creek Immigrant Services, and the Town Diversity and Engagement Coordinators to discuss newcomer initiatives and strategies.

The Welcoming Claresholm Committee (WCC) met on November 24<sup>th</sup>. The committee member volunteers planned a potluck Christmas lunch for anyone that didn't have family to spend time with on Christmas, approximately 18 people attended.

### **Alberta Settlement Integration Partnerships**

Nothing at this time.

### **Other important meetings and activities**

- November 21, 2022                      Opportunity for Growth; Employment Standards
- December 3, 2022                      Chamber Business Awards & Christmas Party
- December 17, 2022                      Philippine-Canadian Christmas Party
- January 6, 2023                          Chamber President & Vice President; 2023 partnerships
- January 18, 2023                        MD Willow Creek; Universal Broadband Fund partnership

Submitted,

Brady Schnell, Economic Development Officer

# DEVELOPMENT OFFICER REPORT

For: 11/23/2021 - 1/1/2022



## Claresholm

### Development Permits

- ❖ 4 permit applications received.
- ❖ 10 development permits closed.

### Compliance Requests

- ❖ 6 compliance requests received.

### Miscellaneous

- ❖ Local Press Ads – Business license renewal information reminders.
- ❖ Emergency Management – required practice completed on the new national system.
- ❖ Clean Energy Improvement Program information session – municipal program, information presented to Council.
- ❖ AUMA Risk Management Webinar – Life cycle planning (asset management) Identifying long term investment for assets and developing a maintenance strategy based on performance goals. Supports decision making to minimize costs over an asset's lifecycle (overall cost, use, benefit of asset to meet goals in an organization). Lifecycle: planning, procurement/acquiring the asset, using the asset (maintenance), disposal.
- ❖ Municipal Affairs Administrators' Training: topics included:
  1. Bill 21 Red Tape reduction – Governance, Administration, Road Closures, Finance.
  2. Regional Services Commissions, Municipal Controlled Corporations
  3. Grant programs update (regional)
  4. Tax Recovery Process
  5. Joint Use & Planning Agreements

### On-going projects

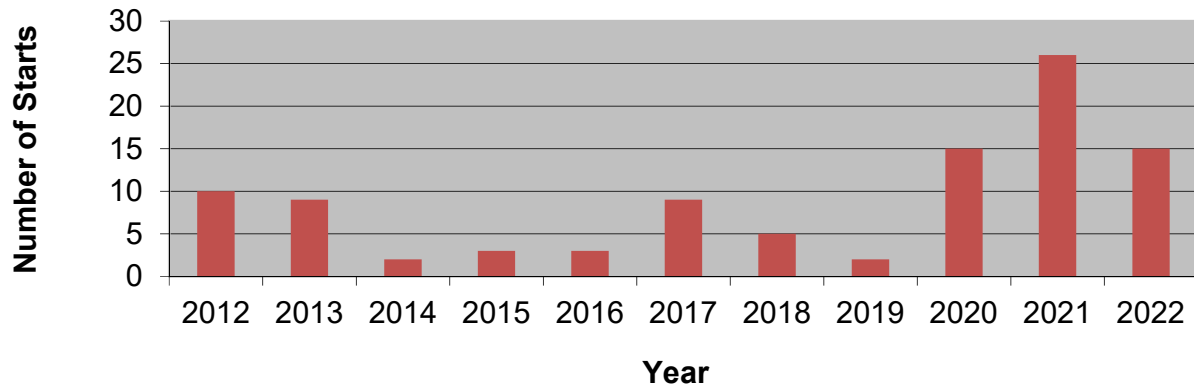
- ❖ Road closure bylaw – Received one back from the Minister's office, currently working on the registration process.
- ❖ Annual 2022 Review Newsletter being compiled to be mailed out with the utility bills.
- ❖ Annexation – continued discussions and preparations.
- ❖ Asset Management – Continue with new cohort, next steps.
- ❖ Amundsen Park project – work with Kinsmen & submission of their CFEP grant application for pathway, entrance ramps & lighting upgrades to Amundsen Park. Finalization of Community Revitalization can now be extended to March 2024 (likely only require an extension to complete summer 2023).

## 2022 YEAR END DEVELOPMENT STATISTICS

Dec-20		Dec-21		Dec-22	
Home Occupation Starts	24	Home Occupation Starts	15	Home Occupation Starts	16
Change in Use applications	14	Change in Use applications	11	Change in Use applications	3
MPC applications reviewed	22	MPC applications reviewed	27	MPC applications reviewed	24
Development Officer reviewed	102	Development Officer reviewed	65	Development Officer reviewed	57
Council reviewed (LUBA)	2	Council reviewed (LUBA)	2	Council reviewed (LUBA)	4
Total 2020 Development Files	126	Total 2021 Development Files	95	Total 2022 Development Files	86

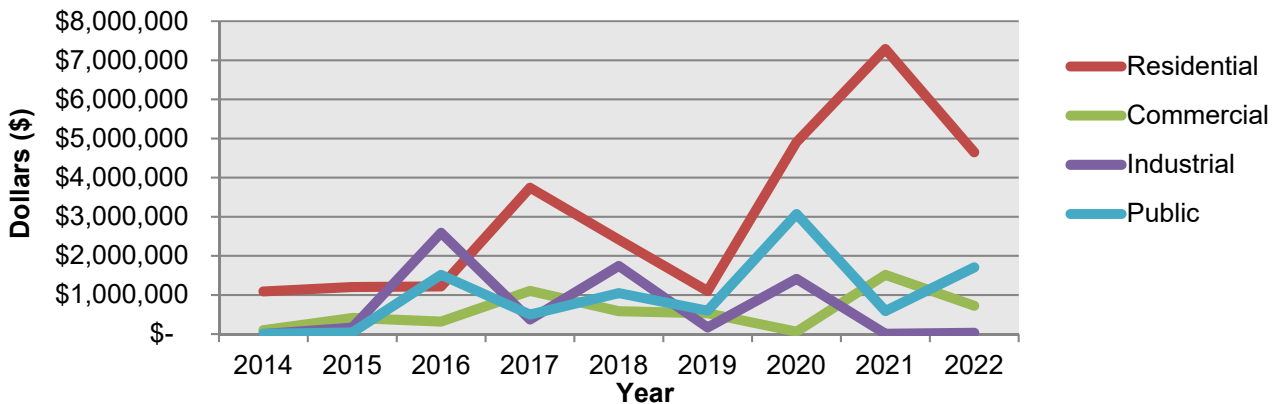
Submitted by  
Tara VanDellen,  
Planner/Development Officer

### Dwelling Unit Starts



Year	2016	2017	2018	2019	2020	2021	2022
<i>Residential</i>	\$ 1,219,038	\$ 3,744,868	\$ 2,414,987	\$ 1,100,156	\$ 4,908,218	\$ 7,288,800	\$ 4,678,781
<i>Commercial</i>	\$ 319,449	\$ 1,104,300	\$ 584,500	\$ 532,200	\$ 63,552	\$ 1,516,000	\$ 726,295
<i>Industrial</i>	\$ 2,589,500	\$ 372,000	\$ 1,742,200	\$ 170,000	\$ 1,412,319	\$ 8,200	\$ 35,000
<i>Public</i>	\$ 1,515,600	\$ 501,200	\$ 1,048,800	\$ 600,000	\$ 3,071,050	\$ 591,165	\$ 1,705,000
<b>Total</b>	<b>\$ 5,643,587</b>	<b>\$ 5,722,368</b>	<b>\$ 5,790,487</b>	<b>\$ 2,402,356</b>	<b>\$ 9,455,139</b>	<b>\$ 9,404,165</b>	<b>\$ 7,115,076</b>

### Town of Claresholm Permit Value (by type of use)



Submitted by  
Tara VanDellen,  
Planner/Development Officer



## FCSS REPORT TO COUNCIL

- The Caregiver Support Group is continuing with about 6 dedicated participants every week. The participants report that they are finding this very useful in dealing with their circumstances.
- Holly continues to offer the Tumbling Tots program at the Pentecostal Church. There have been 4 new families attend within the last couple of months. Kids can play on soft mats and learn motor skills as well as getting along with other children.
- Holly is also continuing with the Kids Korner program, offering it once a month as well as the Creative Kids program which is hosted by our volunteer Vivienne O'Neil once a month.
- We are gearing up for our Volunteer Tax Program. There are many changes on the CRA side of things so we are trying to get all the instructions in place and ready for March 1<sup>st</sup> start date.
- We are helping clients to access the \$500 rent top-up offered by the Canada Government. It is an online process and many people do not have internet or are not familiar with online programming.
- The \$100/ month for 6 months began this month and we are trying to assist clients in accessing this money as well. The Registries office and Alberta Works are assisting the clients that have to apply for this online but if they have an Alberta ID account then we can assist them.
- Starla has taken over the Seniors Walk program and has also started a senior's game day once a week to enable seniors to get out and participate, form new connections and have something to look forward to.
- Starla is planning on visiting the senior homes to make connections and talk about some of the great things FCSS can do to help seniors.
- FCSS has officially moved into the community offices in the town office and things seem to be going well. We have made signs to let clients know where we are now located and hopefully soon it will be a familiar and comfortable space for clients to visit. We are expecting our new office furniture to be here soon and we will be settled in to our spaces by the end of the month. We share many of the same clients with the Transportation Society so it seems to be a perfect fit for us.
- The Christmas organizing went very well this year with 138 food hampers being delivered and Shop of Wonders supplied 150 children with gifts.
- Youth of Tomorrow continues to meet once a week. Will Allen is the new leader and is doing a fabulous job. They planned some outings for the future and are attending the game nights we are hosting at the Social Centre once a month. It is nice to see them interact with senior participants as well as the younger group of kids that attend too.

- We have had two cases of elder abuse brought to our attention and have received help from Gabrielle from the Elder Abuse Coalition as well as assistance from Starla, who is still learning the ins and outs of elder abuse.
- Meetings and webinars have started up again after the Christmas break. We are learning about healthy aging, intergenerational activities, caregiver help, working with domestic violence in families and engaging parents in family activities. These are some of the issues of interest for the Alberta Government
- We are working on the final financial figures to be ready for the auditors. Blair is helping with a very functional spreadsheet for me to use. Once the financials are completed the annual report to the province can be completed and submitted.
- The 3<sup>rd</sup> quarter reports are due for the Family Resource Network at the end of January so we have been compiling the data in order to complete these.
- The final reports for the external funding are due at the end of January so I have sent out reminders to all the agencies that have received our FCSS dollars. The new applications are ready and have been sent to our past funding receivers. The deadline for those is February 24 and the decisions will be made at the FCSS Board of Directors meeting in March.
- An ad for funding applications is in the Local Press and has also gone into the Granum newsletter.
- We are continuing to work with our Granum volunteer Eliise to plan and organize some programs for Granum. The kids programs seem to be going well but the things for adults to do has been lacking in participants.
- The final Needs and Housing assessment has not been delivered to me as yet. They were waiting for the final census results. I have contacted the RDN and hopefully they will send the final copy to us soon.

**TOWN OF CLARESHOLM FIRE DEPARTMENT**  
**FIRE YEAR IN REVIEW NOVEMBER 2021 TO OCTOBER 2022.**  
**ALSO INCLUDING MONTHLY STATS NOVEMBER 18 2023 TO**  
**JANUARY 8, 2023**

1. 2022 started off with a bang for Claresholm Fire! The afternoon of January 1<sup>st</sup> saw fire claim the businesses of Accurite SprayFoam as well as One-shot Auto. Crews were kept busy the better part of the evening and into the morning of the 2<sup>nd</sup> of January. Investigation took place over the next few days.
2. February saw a few members injured in an off-duty accident. A hockey fundraiser was organized for March of 2022 which saw over \$69,000.00 raised for the Besse family to support Scott & Krista while he recovers.
3. As the calendar turned to spring the remaining COVID restrictions were lifted, and fire calls, training, and meetings returned to 'normal'. Members encouraged to remain home when ill, but otherwise, all were glad to be back to normal operations.
4. Spring also saw the completion of the NFPA 1001 Level 2 Professional Firefighter training classes hosted by the MD of Willow Creek at the Claresholm hall. Claresholm Fire is fortunate to have over 90% of our members either 1001 certified or in the process of completing their 1001 training.
5. March 1-3 saw the Chief and Deputy Chief take part in the ICS-300 training organized by DEM Jason Hemmaway. This training allowed the Chiefs to become more familiar with their roles and responsibilities should the Emergency Operations Center be activated and their presence required.

6. As we moved into summer, the MD of Willow Creek also offered additional training opportunities including another round of NFPA 1006 *Technical Rescue* (which certifies our members in low-slope rope rescue) as well as NFPA 1002 *Standard for Fire Apparatus Driver/Operator Professional Qualifications*.
7. August saw the Annual Claresholm Fire Department Golf Tournament take place on the 3<sup>rd</sup> Saturday. This year we raised over \$12,000.00 towards our ongoing goal of purchasing a complete set of electronic Extrication equipment, currently valued at over \$50,000.00
8. The summer also saw a couple of fire bans issued within the boundaries of the Town by the Fire Chief; this step is not taken lightly, but because of the severe lack of moisture received it was a necessary step. We are hopeful for significant snow fall this winter and a good amount of rain in the spring to prevent a repeat in the summer of 2023.
9. As the calendar moved into fall Claresholm Fire was very excited to be able to host the grade 1 students from West Meadow Elementary School to the fire hall for Fire Prevention Week activities! This marked the first year since 2019 that it had been possible to have the students visit the fire hall; again, because of COVID. While we were able to take Fire Prevention Week to the students at the school, they enjoy it a lot more when they can come to the hall – and so do the firefighters!
10. October saw not only the fire departments skills and knowledge put to the test, but also all members of the Incident Command staff at the Town as they tackled *Operation Flying Bull*. This was a 3-day exercise designed to test not only the Town's emergency response plan, but also our ability to work collaboratively with our neighbouring towns and departments. The exercise

culminated on day 3 by having key members of all towns / operation centers come together in a unified command centre. All in all, a successful exercise.

11. The Chief has also been busy this year working on preparing for the replacement of the Town owned engine. This includes: determining the type and kind of apparatus required to maintain or enhance our level of service, being fiscally responsible to Council and citizens, as well as obtaining an apparatus that will be safe for the members to use and serve the Town for the foreseeable future. In November, the committee's decision was forwarded to council for their approval, and after their approval a triple-combination pumper from Fort Gary Fire Trucks (Winnipeg, MB) was the successful bidder. The Chief and Deputy will travel to Winnipeg in early February 2023 to begin the build process. Delivery to the Claresholm Fire Hall is tentatively scheduled for Summer 2024.
12. This year also saw the Chief, aided by the CAO, develop a Business Plan for the department. This Four-Year Plan outlines the department structure and defines its core services and activities. As a long-range plan, it contains financial planning documents, and identifies department challenges, opportunities, and upcoming projects – which will ensure the department is working with Town administration and Council to promote a viable and effective service for the community. Additionally, the Business Plan aligns with Council's Strategic Plan for 2022-2026.
13. As we approached the end of the year, members decide to build on the success of our first Firefighter Calendar by once again, getting in front of the camera. Funds raised will go towards our ongoing goal of Electronic Extrication Equipment. Calendars are \$20 and available from any member.
14. December saw the return of the annual Fire Department family Christmas dinner, held on the 3<sup>rd</sup> Wednesday in December. This annual tradition has

been on hiatus since the pandemic began, but we welcomed it back with open arms this year, and it was great to see all the members and their families in the hall. Santa even made a special trip down for the Firefighters kids 😊

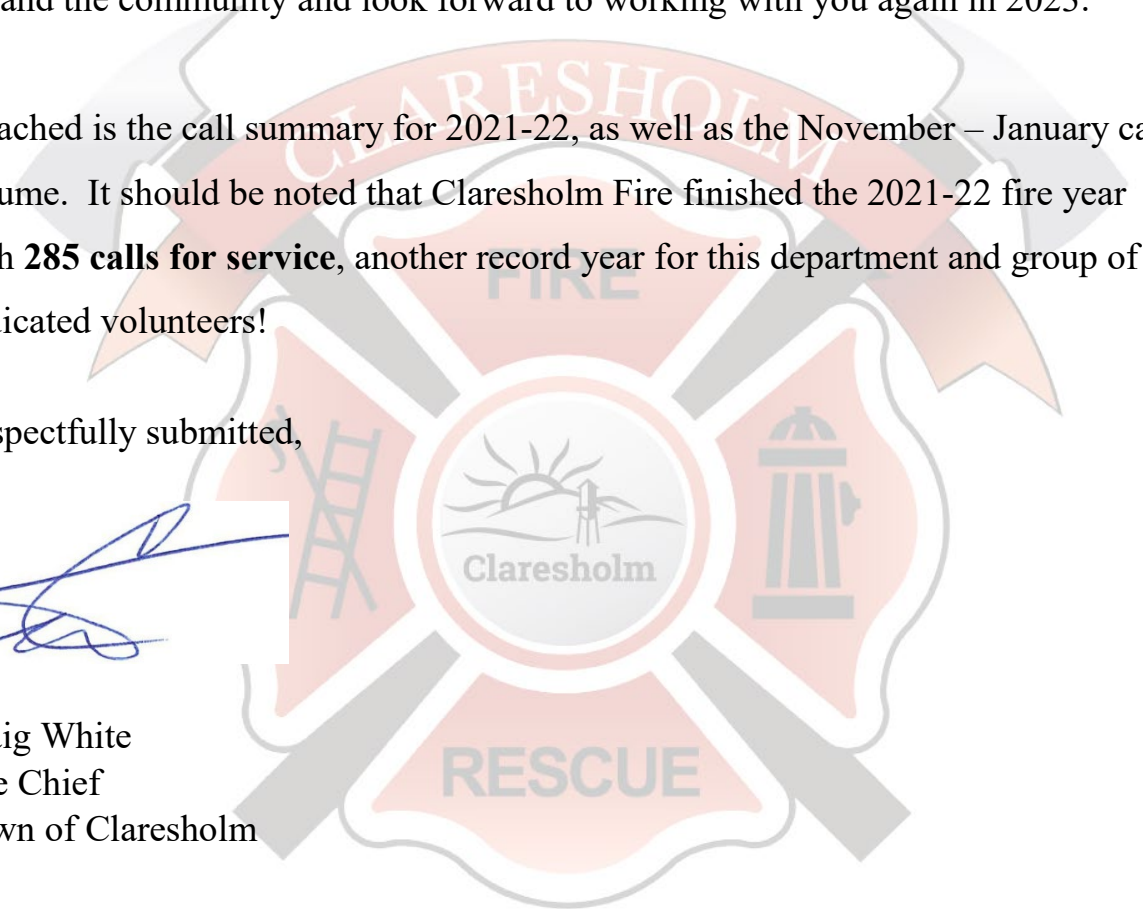
The Chiefs, Officers, and Members would like to thank Mayor and Council for their continued support of the Department! We greatly appreciate all you do for us, and the community and look forward to working with you again in 2023.

Attached is the call summary for 2021-22, as well as the November – January call volume. It should be noted that Claresholm Fire finished the 2021-22 fire year with **285 calls for service**, another record year for this department and group of dedicated volunteers!

Respectfully submitted,



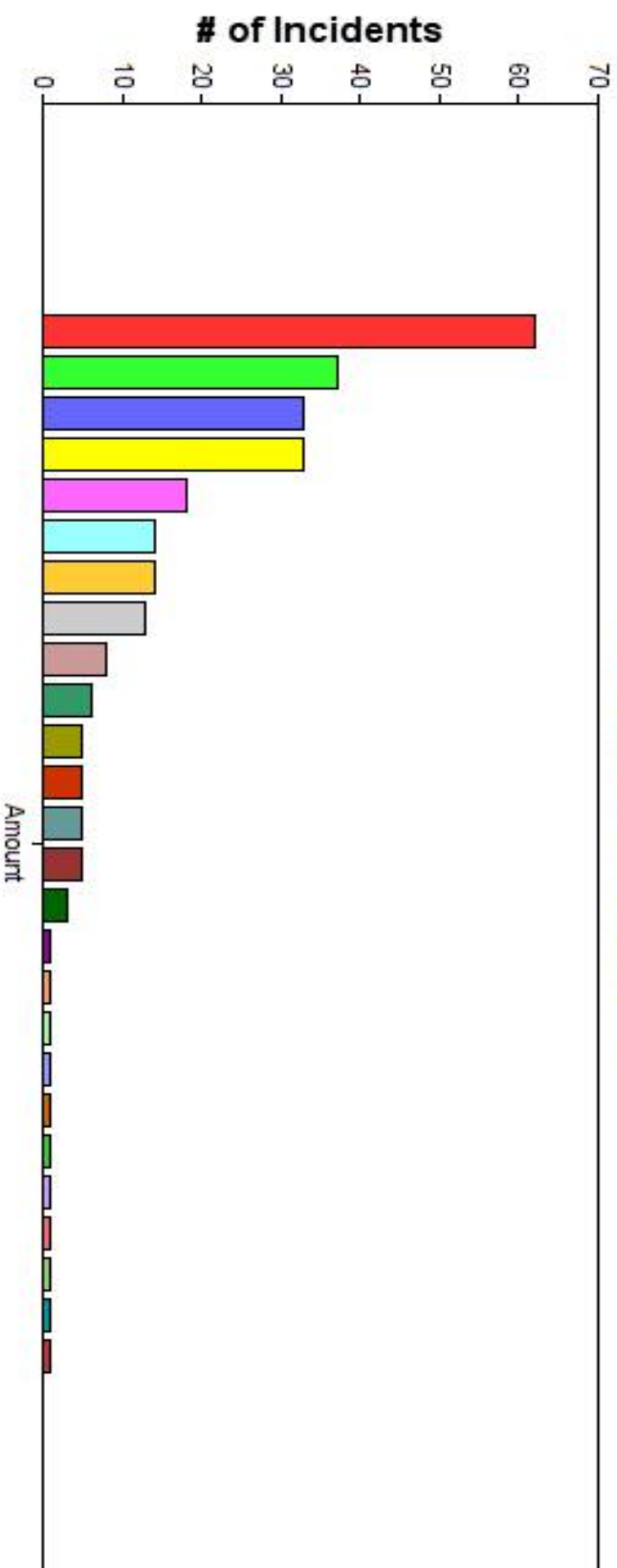
Craig White  
Fire Chief  
Town of Claresholm





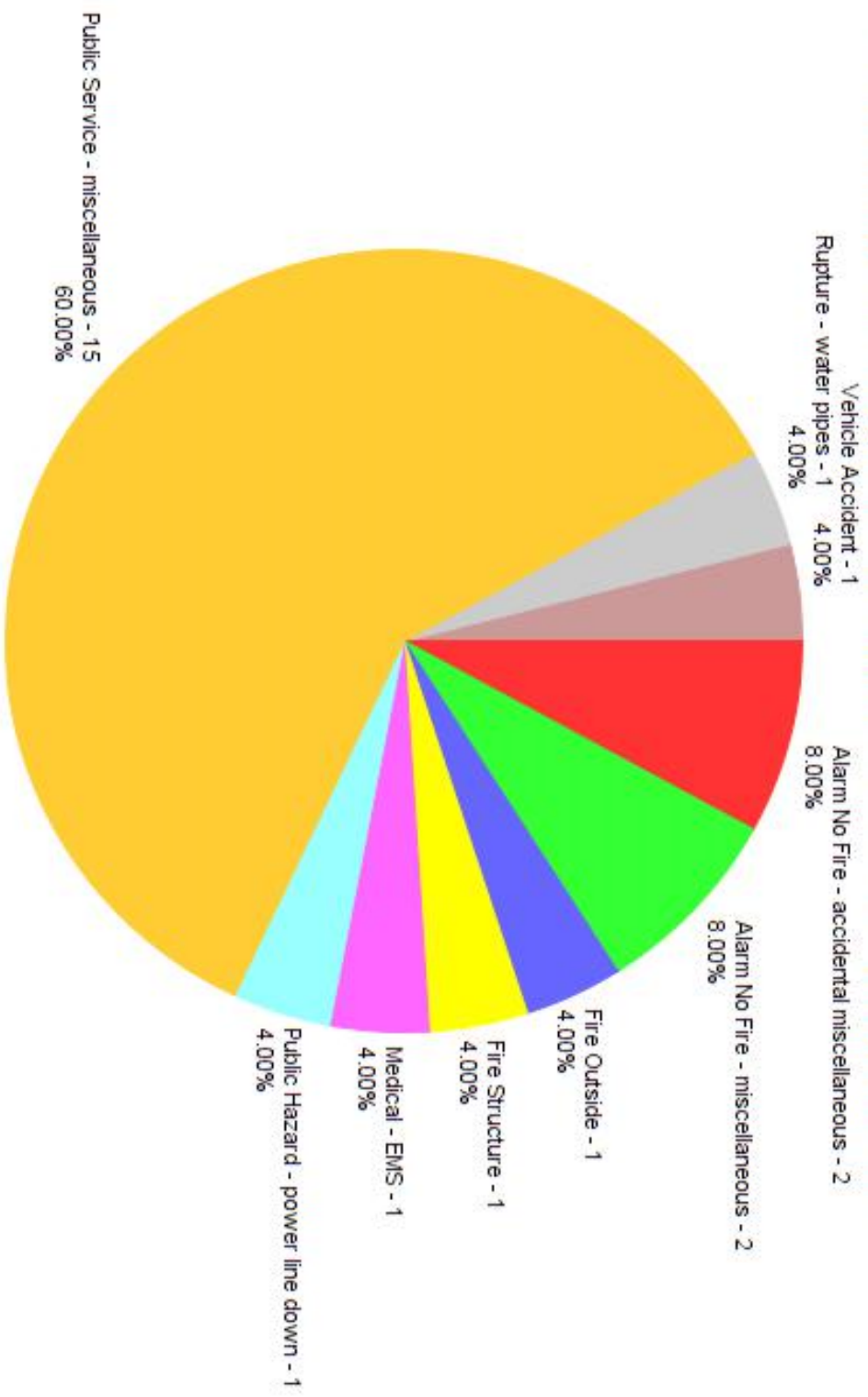
## ***Clareisholm Fire Responses \*Fire Year 2021-22\****

**From Nov 1 21 to Oct 31 22**



- Medical - EMS - 62      ■ Safety Codes Investigation - 37      ■ Fire Outside - 33      ■ Vehicle Accident - 33
- Alarm No Fire - smoke or steam mistaken - 18      ■ Alarm No Fire - detector activated - 14
- Alarm No Fire - first-aid - 5      ■ Public Hazard - miscellaneous - 5      ■ Fire Structure - 13      ■ Fire Vehicle - 8      ■ Alarm No Fire - miscellaneous - 6
- Rubbish or grass fire (no dollar loss) - 5      ■ Public Service - assist police or other agency - 3
- Alarm No Fire - unknown odours investigated - 1      ■ False Alarm - internal or local alarm system - 1
- False Alarm - miscellaneous - 1      ■ False Alarm - verbal report to fire station - 1      ■ Gas Leak - miscellaneous - 1
- Gas leak - response to carbon monoxide detector alarm - 1      ■ Incident Situation Unclassified - 1
- Public Hazard - gasoline or fuel wash down - 1      ■ Public Hazard - hazardous object removed - 1
- Rescue - miscellaneous - 1      ■ Rupture - water pipes - 1

# ***Clareholm Fire Responses 18 October 2022 - 17 November 2022***





# JANUARY 2023

## HR/TAXATION REPORT

Prepared by Lisa Chilton

### Human Resources/Payroll

Congratulations to Jace McLean on his promotion to Director of Infrastructure. He will be officially on duty on March 1<sup>st</sup>, 2023, with Mike Schuweiler retiring on April 11, 2023.

With the promotion of Jace there is an opening for a new Operator I. That position is now posted and the hiring committee will be interviewing at the beginning of February.

### Assessment and Taxation

There are still six (6) properties remaining on the 2022 Tax Arrears List. If the taxes are not paid by March 31<sup>st</sup>, 2023 the properties can be auctioned.

Below is the amount of outstanding taxes, at January 18<sup>th</sup>, not including TIPPS Participants. Taxes outstanding are **\$351,938.70** summarized as follows:

\$ 43,689.43	Current Taxes Outstanding
\$ 226,639.08	Arrears including previous penalties
\$ 81,610.19	On 2022 Tax Arrears List. Subject to auction in 2023.

The 2022 assessment appeals were all heard by the Composite Assessment Review Board and all assessments were upheld. Benchmark did a great job in defending all assessments.

Arrears letters will be mailed out this week.

# Infrastructure Services



**January 2023**

**TOWN OF CLARESHOLM**

**Mike Schuweiler**

**Director of Infrastructure**

### **Arena**

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

### **Town Buildings**

The regular monthly inspection of Town owned buildings continues. The ceiling crack repair and painting at the museum exhibit hall is now completed. Lighting upgrades to LED bulbs has been done on multiple buildings, interior and exterior. Campground and spray park washroom work is underway.

### **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. Tree trimming is also underway on the perimeter of the cemetery.

### **Equipment**

Maintenance and repairs are ongoing. We are expecting the new sanding truck be delivered in the next couple weeks. All other equipment is operational at this time.

### **Garbage**

Our collection program is working well. The ice build up in the alley is making pickup a little more difficult and slowing the process, but no issues so far.

### **Sidewalks**

We have been dealing with ice issues and complaints on sidewalks, we do what we can and the issues are ongoing.

### Streets

We have experienced a really bad season for ice. With the freeze and thaw cycle of the last month we have been busy trying to keep drainage open and the ice clear from the driving lanes. Frost depth is at 32", so no issues as of yet.

### Sanitary Sewers

We had one sewer service blockage reported. We inspected the service and reported the findings to the homeowner, no action needed from the town. Reported Monthly flushing of the sewer system in the Town's problem areas continues.

### Water Distribution

No issues with our water mains so far this winter. 2 curbstops were hydrovac'd and replaced to allow 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. 2 problem trees were removed from boulevards and multiple dead trees removed from centennial park. Elm maintenance to be completed by end of March.

### Recycling

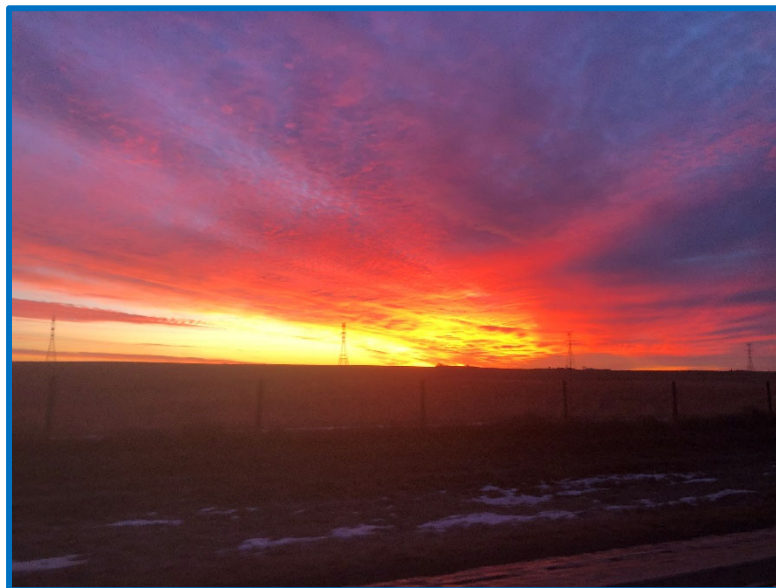
No problems to report.

### Staff

No issues to report on at this time. Job posting has been issued to fill the position that will become vacant when Jace leaves public works.

# CLARESHOLM RECREATION

## December-January 2023 Recreation Report



January 17, 2023

Authored by: Denise Spencer

# CLARESHOLM RECREATION

## ARENA

- An out of Town Tournament dropped out, 4 days after Minor Hockey Calgary closed off dates for tournaments. We are unable to book that weekend with any other group.
- Advertising is starting for community programs for the summer months.
- Fee comparisons are in process for an updated Fee policy
- GMHL: Still waiting on the director for correspondence. There have been some items that have come to light in the last month that need to be considered before going forward.
- Tai Chi is now booked Wednesday evenings at the Mezzanine
- Standard First Aid has been booked for the Mezzanine February 24 & 25 for approximately 20 participants.
- We have had inquiries for Yoga for Thursday evenings, which would conflict with Step in Time Dance

## CAC

- Self Defence for staff was held November 25, 2022. Feedback was positive.
- Pool Annual Shutdown:
  - The AHS plumber discovered some major issues underneath the pool basin, they will deal with these issues at a later date
  - Countertops upgraded
- Hot tub: there have been difficulties maintaining the hot tub chemistry as it was not in operation for almost 3 years.
  - Patrons appreciate having it in operation and pool numbers have appeared to increase from a year ago. This could be due to the covid restrictions being lifted in 2022, but additionally there were a lot of patrons who come exclusively for the hot tub.
  - Parents and guardians of young children are asked to wait in the change rooms or hallways, this will minimize the risk on deck that comes with no supervision.
- Swim Coach 101 is scheduled for March 24 5-8pm, March 25, 8-5pm and March 26 8-1pm. This program is ran by Swim Alberta, and we will be one of the only pools south of Edmonton running it this spring.
- Discover Scuba Diving: Scheduled for March 4, from 3pm-8pm with 4 sessions running. This is in partnership with SDI Scuba from Calgary, they are offering the Town of Claresholm an exclusive.
- Programming Tuesday Public Swims: Inflatable dates have been advertised for January.
- Registrations: We have been inundated with registrations, this includes our advanced courses.
  - Standard first aid has 10 registrants
  - Bronze Medallion 7 registrants
  - Bronze Cross 8 Registrants
  - NL 5 registrants
- AquaFit: Registrations are at pre Covid levels, with more attending weekly.
- 2 new Junior Guards have been hired and started their training

**Calgary Scuba**

**SDI DISCOVER SCUBA COURSE**  
**MARCH 4, 2023**  
**CLARESHOLM AQUATIC CENTRE**  
**TOWN OF CLARESHOLM EXCLUSIVE**

If you've wanted to try scuba, this is the course for you! The SDI Discovery Program gives you a glimpse of the underwater world, and what you could expect to learn in the SDI Open Water Scuba Diver course. We'll take you through the basic safety procedures for enjoyable scuba diving while under the watchful eye of an active SDI Instructor.

Learn skills such as equalizing your ears, buddy checks, basic buoyancy control, underwater communication, and more. You will also be given an introduction to basic scuba equipment followed by an underwater tour in the Claresholm pool.

TIMES & SPACES AVAILABLE		APPROXIMATELY ONE HOUR IN THE POOL LEARNING THE BASICS OF HOW TO DIVE. THIS IS NOT A FULL CERTIFICATION COURSE.
• 3:00 PM 8 SPACES	• 5:30 PM 8 SPACES	
• 4:15 PM 8 SPACES	• 6:45 PM 8 SPACES	

MINIMUM 16 REGISTRANTS TO RUN; WILL RUN WITH 12 PARTICIPANTS WITH A FEE INCREASE TO \$174.99/ PERSON PAYABLE IN ADVANCE TO SDI SCUBA CALGARY

**REGISTRATION FEE \$119.99 + GST / PERSON**  
Register or call for more information 403-228-5756  
The SDI Full Certification Course may be offered at a later date should there be enough interest.

<https://www.tdisdi.com/sdi/get-certified/scuba-discovery-program/cac@claresholm.ca>



- Working to create more incentives for potential lifeguards. We are potentially looking at a deficit for fall
- The planning for May-August Program guide has started. This will be available to the public the second week in March.

### Claresholm Bark Park

- On Friday January 11 there were 16 people within the fence at the park
- Upon entering the space there was a large muddy area, that public works has since added gravel and dirt to minimize the mess, and alleviate the potential of users falling in the mud
- The dogs have been digging gopher holes, creating spaces large enough for badgers
- Talk on social media stated there was a lot of mess left by dog owners who do not pick up waste. We need to keep in mind there was snow on the ground for quite some time, and dog owners can't see through snow if their dog has defecated.
- A public information piece written in the paper, advertised on social media and posted on the gate at the park would be helpful in getting information out to park users. While people see there is a sign they're busy with their dogs and likely not able to read it with the chaos of other dogs approaching them.



*Dog Park January 11, 2023. Past the trees there are 12 people congregating in different groups.*





**Claresholm**



**Utility Services Report**  
**January 2023**



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# Utility Services Manager

**Brad Burns**

3700 8<sup>th</sup> Street West      brad.burns@claresholm.ca  
Box 1000 TOL-0T0          Cell # 1-403-625-1687  
Claresholm, Alberta

## 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.
- EFM (Flux Maintenance) both racks.
- Flush CIP tanks.
- ABSA (pressure equipment safety authority) onsite for air tank receiver 5-year inspection.
- QTEST onsite to ultrasonically test air receiver thickness.
- LINDE technician onsite working on Carbon Dioxide tank.
- MPE SCADA technician online working on low lift pump to common effluent tank issue.

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## Compressor Room Air Receiver

Compressors supply air to the air storage receivers for membrane air scrubs and operation of pneumatic valves and chemical pumps.



## Alberta Parks and Environment Requirements

- Schedule 3 treated water quality limits daily monitoring, measuring and reporting frequency as per approval.
- Distribution samples for free chlorine residual throughout town continue to be compliant.
- 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 Drinking Water Specialist THM discussion and resolution.
- Schedule 4, cyanobacterial, THM and HAA 5 water samples sent to Element.

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## Training and Continuing Education Credits

- Online courses available.
- Complete Beauceron Security Course.
- AWWOA Benefits of Digital Communication in Instrumentation online course completed.
- Asset Management workshop part 1 completed.

## Meetings

- Bi-weekly management 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 checks all buildings.

## Chemical

- Transfer chemicals to day tanks as required.
- Change gas chlorine bottles as required.
- Order and delivery of chemicals as required.
- Discussion with ClearTech and MPE engineering about the use of potassium permanganate in raw water to reduce THM's.

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## 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.

### East Side Reservoir (UFA)

- Check SCADA links, electrical components and telemetry equipment weekly.
- Check sump pump and onsite manholes.
- Check reservoir overflow 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, injection quill and replace pump tube as required.

### Industrial Airport

- Provide help with the Airport system as per service agreement.

### PRV Meter Vault

- Check PRV meter vault operating pressure.

### Hamlet of Granum

- Check water supply meter vault, electrical and telemetry equipment.

### 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.

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## Alberta Parks and Environment Requirements

- Code of Practice treated water quality limits daily monitoring.
- Bacteriological samples within the distribution system showing no Total Coliforms or E coli.
- Distribution samples for free chlorine residual throughout M.D Airport and West Water Co-op continue to be compliant.
- Distribution free chlorine test taken weekly.
- New M.D registration number approved for Willow Creek West Waterworks System (distribution only).
- Contact AEP and Provincial Health for bacteriological access number.
- Review Drinking Water Safety Plan.
- THM sample sent to Element Labs.

## 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.
- 100w ERT (Electronic radio transmitters) located to replace the Discontinued 60w ERT's.

### ERT's

New 100W Electronic radio transmitters (ERT) are updated when they fail to ensure accuracy of the meter readings.



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## Government Compliance

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

## PRV Meter Vaults

- Check acreage PRV vault bi-weekly.

## Distribution Lines

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

# Lagoon and Wastewater Collection

## Government Compliance

- Code of practice for wastewater systems using a wastewater lagoon daily monitoring requirement.
- Resend wastewater yearend report to AEP.

## Harvest Square Lift Station

- Check lift station online daily.
- Check SCADA pack, electrical components and telemetry equipment weekly.
- Test onsite backup generator monthly.
- MPE technician onsite to check UPS and SCADA alarm issues.
- CORONA electric onsite checking electrical issues.

## Lagoons

- Check lift station daily.
- Check SCADA, electrical components and telemetry equipment daily.
- Test onsite backup generator monthly.
- Inspect piping, vales and gauges daily.
- DEXON onsite working on wet well blower issue.



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## DEXON Blower

DEXON blower supplies air to the lagoon wet well to remove toxic gases and heat the air in the winter months.



## Raw Water Supply

### Pine Coulee Reservoir

- Chain Lakes Reservoir **86.16%** level **1296.45** geodetic meters, **12417.80 (dam3)**.
- Pine Coulee Diversion Head Pond above Head Gates **no data available**.
- Pine Coulee Diversion Canal below head gates flowing into reservoir at **0.00 m3/s**.
- Pine Coulee Reservoir level **44.10 % 1046.06** geodetic meters, **22312.70 (dam3)** (new data not available).

### Pine Coulee Supply Line

- Visually check supply line valve, hydrants air release valves, vaults bi-weekly.

### Raw Water Storage Reservoir

- Schedule 2 raw water daily monitoring, measuring and reporting frequency as per approval.
- Onsite raw water reservoir **6409** mm
- Check blowers to lake daily.
- Filling onsite raw water reservoir.

### Golf Course

- Backwash water from process continues through the neutralization system to the golf course holding ponds.
- Raw water turnout to golf course ponds shut off and drained.





# Town of Claresholm

**Council Committee Report**

**Date: January 23, 2023**

<p><b>Mayor Petrovic</b></p>	<p><b>January 16, 2023 Town Open House</b>          Our Economic Development Officer recurrent a very informative panel of experts in regards to immigration and immigration law. There was great discussion and I fell that Claresholm is moving in a positive direction.</p> <p><b>January 18, 2023 ICP</b>          The Town of Nanton, Stavely, Claresholm, Fort Macleod and MD of willow creek met. There was great discussion in regards to the rising utility costs, MD ambulance services and the economic development in each community.</p> <p><b>January 20, 2023 MPC</b>          Two applications.</p>
<p><b>Councillor Carlson</b></p>	
<p><b>Councillor Cutler</b></p>	
<p><b>Councillor Kettles</b></p>	
<p><b>Councillor Meister</b></p>	<p>CSDC          We held many events over the last year. None of these would have been successful without volunteers. Total membership sales were around 170. The centre now has our class 'C' liquor licence. Since the name change has been decided it is time to update signage. A memorial bench will be placed on the property. Two new members were welcomed to the board.          The AGM is March 21 @ 7pm.</p>



# Town of Claresholm

	<p><b>Museum</b>          New signs have been purchased, with help from very generous donors, for the east side of the building. More security for the archives as well as new electronics for exhibits have also arrived. Pictures of Godley's have been taken, it's sad to see a long time business closing. The museum has been offered a doll collection of 400! OFC was a success with about 160 people through the station. Some rearrangement of spaces coming up with the creation of a reading room for research and space for the scanner and volunteers to work on the digitization project.</p> <p>We recently had discussions of how to engage more youth with the museum. A meeting was held with the principal of the high school and there will be 2 new programs rolling out in the very near future! Looking forward to this collaboration.</p> <p><b>CAReS</b>          Over 1000 volunteer hours in the last 2 months contributed by a total of 22 volunteers. There is a waiting list for dogs to be surrendered. Almost 200 cats came through our shelter last year. Spaying and neutering needs to be a priority for all pet owners! Shelters are full everywhere. With no end in sight to the influx of animals some are being forced to consider harsher policies. Some renovations and updates will begin soon. Our casino fundraiser should be in '24.</p>
<p><b>Councillor          Schlossberger</b></p>	
<p><b>Councillor          Zimmer</b></p>	



**Claresholm**

# INFORMATION BRIEF

Meeting: January 23, 2023

Agenda Item: 13

## COUNCIL RESOLUTION STATUS

Regular Scheduled Meeting - October 11, 2022				
13	RFD: Rural Immigration Grant - Moved by Councillor Schlossberger to direct the Economic Development Officer to prepare and apply to the Alberta Advantage Rural Entrepreneur Stream. CARRIED MOTION #22-138	Brady	Application is not yet complete, anticipated submission is early January 2023.	In progress
Regular Scheduled Meeting - January 9, 2023				
1	BYLAW #1737 - Moved by Councillor Zimmer to give Bylaw #1737, a Road Closure Bylaw, 2nd Reading. CARRIED Moved by Councillor Cutler to give Bylaw #1737, a Road Closure Bylaw, 3rd & Final Reading. CARRIED	Tara	Bylaw signed, copy sent to surveyor for land titles registration	Complete
2	BYLAW #1756 - Moved by Councillor Meister to give Bylaw #1756, the Water & Sewer Utility Bylaw Amendment, 2nd Reading. CARRIED Moved by Councillor Kettles to give Bylaw #1756, the Water & Sewer Utility Bylaw Amendment, 3rd & Final Reading. CARRIED	Blair	Utility bills updated to reference the new bylaw for rates, even though there was no change in rate.	Complete
6	RFD: Transportation of Medical Patients by Claresholm Fire - Moved by Councillor Kettles to adopt the document "Transportation of Medical Patients by Claresholm Fire Department" as presented, with the conditions outlined in the (draft) Operational Guideline as well as the On-Line Medical Consultation MFR Process. CARRIED MOTION #23-001	Craig	The M.D. has been notified of Council's approval and this practice will be rolled out in conjunction with the M.D. and other participating municipalities.	Complete
7	RFD: Grant Application - NRED - Moved by Councillor Schlossberger to apply for the Northern Regional Economic Development Program (NRED) with an application as described, with \$23,000 coming from 2023 Land Reserves and \$12,000 being re-allocated from 2023 Economic Development Wages. CARRIED MOTION #23-002	Brady	Application in progress, due January 22nd	Ongoing
8	RFD: Canada Summer Jobs Grant - Moved by Councillor Cutler to direct administration to apply to the Canada Summer Jobs program for a part-time temporary Recreation Assistant for summer 2023, and that final approval of this project be determined during future budgetary discussions. CARRIED MOTION #16-003	Denise/Blair	Application submitted	Complete

9	RFD: 2023 Open Houses - Moved by Councillor Meister to approve the proposed Open House dates and topics as presented for 2023. CARRIED MOTION #22-004	Karine	Open House dates have been added to administrative calendars and venues booked.	Complete
17a	IN CAMERA: LEGAL - Moved by Councillor Zimmer to ratify the CUPE Local 3023 contract with the Town of Claresholm, and all the agreed upon changes as presented for the years 2023-2026. CARRIED MOTION #23-005	Abe	Notification of the ratification has been sent to the Union	Complete

PREPARED BY: Karine Keys, CLGM, Finance Assistant

APPROVED BY: Abe Tinney, CAO

DATE: January 20, 2023

# INFORMATION ITEMS

## CLARESHOLM AND DISTRICT MUSEUM BOARD MEETING

Town Office (Meeting Room)

October 18, 2022

Present: Earl Taylor, Marg Lane, Betty Hoare, Barry Wood, Mich Forster, Cynthia Wannamaker, Kandice Meister, and Bill Kells

Absent: Barry Gibbs and Joe Toone

1. Call to order by Earl Taylor at 3:05 PM.

2. Adoption of agenda as presented by Barry Wood. **CARRIED**

3. No correspondence to report. Kandice Meister moved for the approval of the minutes from September 28, 2022. **CARRIED**

4. Financials dated October 4, 2022, were reviewed. Cynthia Wannamaker moved for the acceptance of the financials. **CARRIED**

5. Executive Directors Report

– Bill Kells was able to get slides from a parade in Claresholm that took place in 1963. The digitalized forms from these slides turned out very well and have been added to the Claresholm archives. There is a Facebook page called “You grew up in Claresholm Alberta if you remember.” It does have some interesting facts and photos of prior years in Claresholm.

– A handmade spinning wheel that was in Granum has been donated to the Claresholm Museum.

– The float that was made for Claresholm’s parade will be used again in the Fort MacLeod Santa Claus Parade on Saturday November 26, 2022.

6. Marketing Committee Report

– The need for repairs and upgrades for new signage needs to be addressed with both design and cost estimates. Once both have been determined an expense estimate can be budgeted for next year.

– A new brochure has been identified as a project to help promote the museum. A mock-up of the essential info to be contained will be developed. Then we will search out several qualified graphic designers to get proposals.

– Plans are to repurpose the station to make it a single theme for railway transportation. Displays that do not fit the railway theme will be removed or replaced.

– A list of other topics were briefly covered but need to be dealt with in more detail in future meetings. One of those items was a Legacy Donations Program. The board held a brief discussion on how some board members felt a legacy program could work for the museum. Barry Wood made a motion to table the topic of a legacy program until a later date. **CARRIED**

7. Events Planning Committee Report

– Old Fashioned Christmas will be celebrated at the Claresholm Museum on Friday November 25, 2022. The Friends of the Museum have asked if some of the board members could lend a hand in decorating for the event. Betty will call Myrna Glimsdale and get back to the board. The Friends group are the lead on this event and some board members are just asked to be present to welcome guests.

8. Sons of Norway Meeting – A meeting between the Museum Executive Members and two of the Sons of Norway was held after the boards regular September meeting. It was a good meeting that allowed both sides to fully understand the expectations and importance of the display on Norwegian history in Claresholm.

9. Motion for adjournment by Marg Lane at 4:25 PM.

Next meeting November 16, 2022, at the Town Office Meeting Room at 3:00 PM.



Barry Gibbs

Board Chair

APPROVED



*OLDMAN RIVER REGIONAL SERVICES COMMISSION*

**EXECUTIVE COMMITTEE MEETING MINUTES**  
**November 10, 2022; 6:00 pm**  
**ORRSC Conference Room (3105 - 16 Avenue North, Lethbridge)**

The Executive Committee Meeting of the Oldman River Regional Services Commission was held on Thursday, November 10, 2022, at 6:00 pm, in the ORRSC Administration Building, as well as virtually via Zoom.

Attendance:

Executive Committee:

Don Anderberg, Vice Chair (Virtual)

Jesse Potrie

Brad Schlossberger (Virtual)

Neil Sieben (Virtual)

Staff:

Lenze Kuiper, Chief Administrative Officer

Raeanne Keer, Executive Assistant

Absent:

Gordon Wolstenholme, Chairman

Christopher Northcott

Vice Chair Anderberg called the meeting to order at 6:03 pm.

**1. Approval of Agenda**

**Moved by: Neil Sieben**

THAT the Executive Committee approves the November 10, 2022 Executive Committee Meeting Agenda, as presented

**CARRIED**

**2. Approval of Minutes**

**Moved by: Brad Schlossberger**

THAT the Executive Committee adopts the October 13, 2022 Executive Committee Meeting Minutes, as presented.

**CARRIED**

**3. Business Arising from the Minutes**

There was no business arising from the minutes.



**4. New Business**

**a. Budget Discussion**

L. Kuiper, CAO, presented the proposed 2023 Operating and Capital Budget to the Committee, highlighting an increase to membership fees, subdivision fees, and GIS fees, a 5% cost-of-living increase for staff due to rising inflation, and the purchase of a third staff vehicle in 2023. L. Kuiper noted that a vehicle was budgeted in 2020, but due to the pandemic restrictions it was not purchased at the time as it was not needed.

**Moved by: Jesse Potrie**

THAT the Executive Committee for the Oldman River Regional Services Commission recommends the Draft Budget for 2023 to the Board of Directors for approval, as presented.

**CARRIED**

**b. Board of Directors Organizational Meeting & Executive Committee Elections – Thursday, December 1, 2022**

L. Kuiper stated that the Organizational Meeting would be held on December 1, 2022 and that nomination forms were sent out for those who wish to let their name stand for the Executive Committee.

Don Anderberg verbally provided his nomination for Vice Chair.

Jesse Potrie, Brad Schlossberger, and Neil Sieben verbally provided their nominations for the Executive Committee.

**c. Subdivision Activity**

The Subdivision Activity to the month ending October 2022, was presented for information.

**5. Accounts and Financial Statements**

**a. Office Accounts**

**Moved by: Neil Sieben**

THAT the Executive Committee approve the Monthly Office Account for September 2022 and the Payments and Credits for August 2022.

**CARRIED**

**b. Financial Statements**

**Moved by: Brad Schlossberger**

THAT the Executive Committee approve the following Financial Statements:

- (i) Balance Sheet
  - As of September 30, 2022
- (ii) Comparative Income Statement
  - Actual to September 30, 2022
- (iii) Details of Account
  - As of September 30, 2022

**CARRIED**

**6. New Business**

There was no new business to discuss.

**7. CAO Report**

L. Kuiper provided his CAO Report to the Committee, highlighting the new periodical to be presented at the Board of Directors Meeting, recruitment update for upcoming vacant planning position, and a status update on the Assessment Appeal hearings.

**8. Round Table Discussion**

The Committee members reported on various projects and activities in their respective municipalities.

**9. Next Meeting – January 12, 2023**

**10. Adjournment**

Following all discussions, Vice Chair Anderberg adjourned the meeting, the time being 7:07 pm.



CHAIR



CHIEF ADMINISTRATIVE OFFICER

**CLARESHOLM AND DISTRICT TRANSPORTATION SOCIETY**  
**Annual Meeting Sept 15, 2022**  
**Meeting Room, Claresholm Town Office**

**ATTENDEES:** Howard Paulson – Lay Representative  
Brydon Saunders – Lay Representative  
Laurie Lyckman – Vulcan County  
Cindee Schlossberger – Lay Representative  
Earl Hemmaway – MD of Willow Creek  
Mike Cutler – Town of Claresholm  
Brian Comstock – Lay Representative  
Shirley Isaacson – Secretary  
Sally Morton - CAO

Chair Howard Paulson called the meeting to order at 10:45 a.m. and welcomed Earl Hemmaway to the board.

**1.0 APPROVAL OF AGENDA:**

Moved by Laurie Lyckman to accept the agenda . Carried.

**2.0 APPROVAL OF MINUTES:**

Moved by Brydon Saunders that the minutes of the June 23, 2017 meeting be accepted as presented. Carried.

**3.0 FINANCIAL STATEMENTS:**

Blair Bullock presented the financial statements as at March 31, 2022. It was moved by Mike Cutler that we accept the financial statements as presented. Motion Carried.

**4.0 ELECTION OF OFFICERS:**

CHAIRMAN – Howard Paulsen

VICE-CHAIRMAN – Brydon Saunders

SECRETARY-TREASURER – Shirley Isaacson

CASINO CHAIRMAN – Shirley Isaacson

SIGNING AUTHORITIES – Any two of Howard Paulsen, Brydon Saunders and Mike Cutler.

GRANTS COMMITTEE -Laurie Lyckman, Mike Cutler, Cindee Schlossberger and Shirley Isaacson.

PERSONNEL COMMITTEE: Howard Paulson and Brydon Saunders.

DIRECTORS: Mike Cutler, Earl Hemmaway, Laurie Lyckman, Cindee Schlossberger and Brian Comstock.

**5.0 APPOINTMENT OF ACCOUNTANT:** It was moved by Mike Cutler that we appoint Blair Bullock as the accountant for the coming year. Motion carried.

**6.0 BYLAW CHANGES:**

Laurie Lyckman and Cindee Schlossberger presented the changes to the Bylaws. After discussion Earl Hemmaway moved that we rescind the present bylaws and accept the Society Bylaws as presented at the meeting of September 15<sup>th</sup>, 2022. Motion carried.

The meeting was adjourned by Mike Cutler.

SIGNED:

SIGNED:

**CLARESHOLM AND DISTRICT TRANSPORTATION SOCIETY**  
**Board of Directors, October 13, 2022**  
**Meeting Room, Claresholm Town Office**

**ATTENDEES:** Howard Paulson – Lay Representative  
Brydon Saunders – Lay Representative  
Laurie Lyckman – Vulcan County  
Cindee Schlossberger – Lay Representative  
Mike Cutler – Town of Claresholm  
Earl Hemmaway – MD of Willow Creek  
Sally Morton – CEO  
Shirley Isaacson - Secretary

**ABSENT:** Brian Comstock

Chair Howard Paulson called the meeting to order at 10:45 am.

**1.0 APPROVAL OF AGENDA:**

Moved by Earl Hemmaway to accept the agenda as amended. Carried.

**2.0 APPROVAL OF MINUTES:**

Moved by Mike Cutler that the minutes of the Sept 15, 2022 meeting be accepted as presented. Carried.

**3.0 BUSINESS ARISING FROM MINUTES:**

The Vulcan County had sent their money.

**4.0 CORRESPONDENCE:**

**4.1** A fax was sent to the Willow Creek Continuing Care about a resident who refused to go on a trip to a medical appointment. We will probably not be taking him on any future trips as well.

**5.0 REPORTS:**

**5.1 Financial** – Sally presented the Balance Sheet and Profit and Loss statements,. \$59,374.48 in chequing, \$8031.68 casino, \$17,764.41 savings. 64 trips for October so far. Application for Lethbridge Community Foundation grant for \$15,000. Is being prepared. Need to do a budget template. Elks will use the bus for their annual pheasant derby.  
Sally moved the financial reports be accepted as presented. Motion Carried.

**5.2 Chairman's Report** – Mobility Inc had given prices for new vans.

**6.0 OLD BUSINESS:**

Mike Cutler is working on the 50/50 raffle and will get the license approval..

**7.0 NEW BUSINESS:**

7.1 Mike Cutler moved that we approve the bylaws that were presented at the annual meeting in September. Motion carried.

7.2 Business cards will be ordered and distributed to the Doctors offices, Eye Specialist office and anywhere else that seems feaseable.

7.3 The budget figures will be sent to the Towns and M.D. and Vulcan County and advise them that we are applying for grants and having a 50/50 raffle.

**8.0 IN CAMERA:** No In camera..

**NEXT MEETING DATE:** November 24,2022 at 10:45 a.m..

The meeting was adjourned by Mike Cutler.

SIGNED:

SIGNED:

## MINUTES

In attendance: Earl Hemmaway, Joanna Ridley, Brad Schlossberger, Kendall Schille, Donna Meister, Ashley Tebbutt, Tony Hamlyn, Jay Sawatzky

### 1. CALL TO ORDER – 5:12 pm

### 2: APPROVAL OF AGENDA

Change date and move 4.2 to 8.3

Motion to approve – Ashley T

**Carried**

### 3: APPROVAL OF MINUTES

3.1 Regular Meeting Minutes from October 25, 2022

Motion to approve – Kendall S

**Carried**

### 4: CORRESPONDENCE

4.1 Rebecca Schulz, Minister of Municipal Affairs – accepted for information

4.3 M.D. of Willow Creek Library Board – accepted for information

### 5: FINANCIAL

5.1 Financial report for end of October

- Increase in registrations for end of year
- Membership is \$20/year

5.2 Draft Budget for 2023

- Friends of the Library comes from casino funds
- Do we transfer money into our savings? Jay recommends at least \$50k
- Concerns of tying it into a GIC if the funds are needed on a faster basis
- **ACTION – Jay look into what our savings options are. If there are rates/durations to make our money work for us**
- Suggestion to bump utilities to \$5k and insurance to \$3k as a cushion for expectations of the coming year for 2023 budget – Jay moving funds from books and programs to balance

## MINUTES

Motion to accept Financial Report and Draft Budget as discussed: Kelsey H

Second Joanna R

**Carried**

### 6: REPORTS

#### 6.1 Library Manager's report

- Round of applause for the success of the Harry Potter event
- Town application – Brad will talk to Blair at the town, Jay will complete

### 7: NEW BUSINESS

#### 7.1 Volunteer dinner – hold in December or January?

- Typically worked out better to do in January as December is so busy
- January last three or four years

### 8: OLD BUSINESS:

#### 8.1 Signing authority

- Switching to Kendall, Brad, Ashley, and Jay
- Tony H makes a motion the signing authority at the Connect First Credit Union be as follows: Kendall Schille, Brad Schlossberger, Ashley Tebbutt, and Jay Sawatzky

- **Carried**

#### 8.2 Human Rights Complaint

- In 2018 the board received a Human Rights complaint and then the complaint was resolved by way of settlement November 2021

#### 8.3 Naloxone & Abe Tinney, CAO, Town of Claresholm

- MD against it via Earl
- Letter from Abe Tinney – against it
- Tabled to December 20 – Jay will talk to Public Library Services Branch and report back

- Still concerns of liability
- Libraries have an obligation to take care of the community – government in place has ambulance shortages

- Library already has the kits in place

- No side effects if administered and no overdose taking place

#### 8.4 Museum's request for items from JH room

- Museum returned items as requested

### 9. IN CAMERA



Claresholm Public Library Board

Regular Meeting

November 22, 2022

## MINUTES

- Tony Hamlyn made a motion to go into closed session at 6:02 pm, citing 24(1)(b1) Officers/Employees of a public body under FOIP.

Tony Hamlyn made a motion to come out of closed session at 6:08 pm

### 10: ADJOURNMENT

- 6:08 pm

**WILLOW CREEK REGIONAL INTERMUNICIPAL COLLABORATION FRAMEWORK COMMITTEE**



**Meeting Minutes**

**Intermunicipal Collaboration Framework Committee (ICF) April 20<sup>th</sup> 2022 - 6:00 PM (Council Chambers, Tom Hornecker Recreation Centre (2<sup>nd</sup> Floor), Town of Nanton)**

Town of Claresholm:

Mayor Chelsae Petrovic  
Councillor Mike Cutler  
CAO Abe Tinney

Town of Fort Macleod:

Mayor Brent Feyter (remote participant)  
Councillor Werner Dressler (absent)  
CAO Anthony Burdett (remote participant)

Town of Staveley:

Mayor Gentry Hall (absent)  
Councillor Michael Varey  
CAO Candice Greig (absent)

MD of Willow Creek:

Reeve Maryanne Sandberg  
Deputy Reeve Glen Alm  
CAO Derrick Krizsan

Town of Nanton:

Mayor Jennifer Handley (Chair)  
Councillor Kevin Todd (absent)  
CAO Neil Smith (Recording Secretary)

**1. Call to Order**

The meeting was called to order by Chair Handley at 6:00pm.

**2. Attendance**

*Seven elected representatives and four Chief Administrative Officers (advisory) were present. Councillor Dressler may have been unable to join the Zoom meeting link as a remote participant.*

**2.1 Delegations**

*No delegation was present.*

**2.2 Acceptance of Agenda**

**RESOLUTION – Cutler**

The ICF Committee agenda for April 20<sup>th</sup> 2022, was accepted as presented. **CARRIED**

**3. Minutes**

**3.1 RESOLUTION – Sandberg**

The minutes of the August 25th, 2021 Intermunicipal Collaboration Framework Committee meeting were accepted as distributed. **CARRIED**

**4. Business Arising from the Minutes**

4.1 Roundtable update on question of accessing Economic Development services from the Town of Claresholm.

*No further action was forthcoming following a discussion.*

4.2 Discussion of ICF agreement amendment to make Committee quorum requirements more flexible.

*There was consensus that remote participation could be utilized before an amendment be considered.*

**5. New Business**

**5.1 Town of Nanton: inquiry with respect to any intermunicipal contractual/ joint purchasing/ shared service opportunities on weed control.**

*No intermunicipal opportunities were ventured at this time, although there were acknowledged potential benefits from joint purchasing for in house operations that could be explored further.*

**5.2 Town of Nanton: inquiry with respect to interest in a future shared bid for hosting the Summer Games.**

*There was no substantive interest in a shared bid at this time, but there was interest in jointly reviewing the requirements/ details concerning hosting the games.*

**6. ICF Subcommittee Reports – Nil**

**7. Economic Development Roundtable**

*A discussion followed with respect to local economic development activity.*

*Reeve Sandberg asked if the Committee would consider endorsing a joint letter on escalating electrical and gas utility costs.*

*The secretary agreed to research and provide a draft for a subsequent meeting.*

**8. Next Intermunicipal Collaborative Framework Committee**

*No items were reserved for the next meeting and it was determined that it would be called when needed.*

**9. Adjournment**

**RESOLUTION – Cutler**

It was MOVED that the meeting be adjourned at 7:04 pm. **CARRIED**